



SWAMI VIVEKANAND
SUBHARTI
UNIVERSITY
UGC Approved Meerut



PLAGIARISM POLICY



Plagiarism Policy

Sl. No.	Particulars	Description
1	Policy Number	SVSU/Addl.Reg./2016/x-90(b)
2	Policy Structure	To check on the unauthorized and unethical copying of research work related to under graduate, post graduates, research scholar and faculty.
3	Scope of the Policy	To encourage the scholars to become familiar with basic elements of copyright law. To encourage researcher regarding strictly adhere to the spirit of ethical writing and avoid reusing their own previously published text.
4	Policy Status	Modified
5	Originated By	Vice Chancellor's Office
6	Reviewed By	Director, Internal Quality Assurance Cell (IQAC), Swami Vivekanand Subharti University, Meerut
7	Effective Date of Policy	06/05/2016
8	Approving Authority	The Academic and Executive Council, Swami Vivekanand Subharti University, Meerut
9	Amendment Number	SVSU/Addl.Reg./2018/x-946
10	Effective Date of Amended Policy	11/08/2018
11	Approving Authority	The Academic and Executive Council, Swami Vivekanand Subharti University, Meerut



PLAGIARISM POLICY

Plagiarism by definition means “the practice of taking someone else’ work or ideas and passing them off as one’s own”. It involves illegal use of phrases, clauses, sentences, paragraphs, or longer extracts from published or unpublished from internet without acknowledging the source for such an act. Some instances of plagiarism, self-plagiarism, and even some writing practices that might otherwise be acceptable can constitute copyright infringement.

1. Vision

To curb and end plagiarism and help the researchers in avoiding any act of plagiarism knowingly or unknowingly.

2. Mission

- a) To encourage and make aware all researchers to become familiar with basic elements of copyright law.
- b) To encourage them to strictly adhere to the spirit of ethical writing and avoid reusing even their own previously published text.
- c) To create awareness about responsible conduct of research, thesis, dissertation, promotion of academic, integrity and prevention of misconduct including plagiarism in academic writing among student, faculty, researcher and staff.
- d) To establish institutional mechanism through education and training to facilitate responsible conduct of research, thesis, dissertation, promotion of academic integrity and deterrence from plagiarism.
- e) To develop systems to detect plagiarism and to set up mechanisms to prevent plagiarism and punish a student, faculty, researcher or staff of HEI committing the act of plagiarism.



3. Definition

In these regulations, unless the context otherwise requires-

- a) “Academic Integrity” is the intellectual honesty in proposing, performing and reporting any activity, which leads to the creation of intellectual property;
- b) “Author includes a student or a faculty or a researcher or staff of Higher Educational Institution (HEI) who claims to be the creator of the work under consideration;
- c) “Commission” means the University Grants Commission as defined in the University Grants Commission Act, 1956;
- d) “Degree” means any such degree specified by the University Grants Commission, by notification in the Official Gazette, under section 22 of the University Grants Commission Act, 1956;
- e) “Departmental Academic Integrity Panel” shall mean the body constituted at the departmental level to investigate allegations of plagiarism;
- f) “Faculty” refers to a person who is teaching and/or guiding students enrolled in an HEI in any capacity whatsoever i.e. regular, ad-hoc, guest, temporary, visiting etc.;
- g) “Notification” means a notification published in the Official Gazette and the expression “notify” with its cognate meanings and grammatical variation shall be construed accordingly;
- h) “Plagiarism” means the practice of taking someone else’s work or idea and passing them as one’s own.



- i) “Programme” means a programme of study leading to the award of a masters and research level degree;
- j) “Researcher” refers to a person conducting academic/scientific research in HEIs;
- k) “Script” includes research paper, thesis, dissertation, chapters in books, full-fledged books and any other similar work, submitted for assessment/opinion leading to the award of master and research level degrees or publication in print or electronic media by students or faculty or researcher or staff of an HEI; however, this shall exclude assignments/term papers/project reports/course work/essays and answer scripts etc.;
- l) “Source” means the published primary and secondary material from any source whatsoever and includes written information and opinions gained directly from other people, including eminent scholars, public figures and practitioners in any form whatsoever as also data and information in the electronic form be it audio, video, image or text; Information being given the same meaning as defined under Section 2(1) (v) of the Information Technology Act, 2000 and reproduced here in Regulation 2 (1).

4. Guidelines

- a) Cited references, quotes or data are not treated as copying.
- b) The writer should have acknowledged the contributions of others and the source of their ideas.
- c) The write should have any exact text taken from another author must be enclosed in quotation marks.



- d) The writer should have acknowledged every source even when we are paraphrasing or condensing a material.
- e) When in doubt about a concept or fact, the writer should always provide a citation.
- f) Double-check of the citations is strongly recommended. The writer should always run his/her material through the anti-plagiarism software meant to check duplication of your content.
- g) The researcher shall also submit a declaration to be recorded on the plagiarism report obtained from the software.
- h) If an author must rely on a secondary source to describe the contents of a primary sources /he should consult writing manuals used in his or her discipline to follow the proper convention to do so.
- i) Always indicate the actual source of the information being reported.
- j) When borrowing heavily from a source, authors should always craft their writing in a way that makes clear to readers, which ideas are their own and which are derived from the source being consulted.
- k) Only those individuals who have made substantiated contributions to a project merit authorship and a mention. Faculty/Student must exercise great care to neither award authorship to them whose contributions do not merit it, nor to deny authorship and due credit to the work of students.
- l) Ghost authorship in any form in any field is ethically unacceptable.

5. Rulings

- a) All thesis and dissertations should be checked by anti-plagiarism software before submission.



- b) Every student submitting a thesis, dissertation, or any other such documents to the HEI shall submit an undertaking that the document has been prepared by him or her and that the document is his/her original work and free of any plagiarism.
- c) The undertaking shall include the fact that the document has been duly checked through a Plagiarism detection tool provided as mentioned in point 1 above.
- d) All work done must be submitted along with thesis:
 - i). Verification duly signed by Researcher and supervisor.
 - ii). Affidavit by deponent.
 - iii). Self-exclusion certificate from supervisor.
 - iv). Self Co-authors/investigator certificate (where ever necessary).
- e) The similarity checks for plagiarism shall exclude the following:
 - i). All quoted work reproduced with all necessary permission and/or attribution.
 - ii). All references, bibliography, table of content, preface and acknowledgements.
 - iii). All generic terms, laws, standard symbols and standards equations.
 - iv). Thesis/dissertations that are found to be having more than 30% of content from another individual's material would be treated as Plagiarized.

Note: *The research work carried out by the student, faculty, researcher and staff shall be based on original ideas, which shall include abstract, summary, hypothesis, observations, results, conclusions and recommendations only and shall not have any similarities. It shall exclude a common knowledge or coincidental terms, up to fourteen (14) consecutive words.*



Policy needed additions based on UGC Gazette notification F. 1-18/2010/(CPP-II) dated 23rd July 2018, hence following additions were made:

6. Institutional Academics Integrity Panel (IALP)

The Institutional academic integrity Panel will have;

- a) A Chairman: of a rank of a Professor with experience of more than 10 years.
- b) Member 1: Nominee of the Hon'ble Vice Chancellor.
- c) Member 2: An external expert.
- d) The Hon'ble Vice Chancellor will have a right to include more members in the IAIP if he deems the need to.
- e) The Chairman of the IAIP will have tenure of 3 years.

7. Departmental Academic Integrity Panel (DAIP):

All HOI's will constitute a Departmental Academic Integrity Panel with intimation to the office of the Hon'ble Vice Chancellor. The DAIP will have the Chairman as the HOI himself/herself and two senior members of the college as members of the committee.

Penalties in case of plagiarism in submission of thesis and dissertations

Institutional Academic Integrity Panel (IAIP) shall impose penalty considering the severity of the Plagiarism.

- a) **Level 0:** Similarities up to 10% - Minor Similarities, no penalty.
- b) **Level 1:** Similarities above 10% to 40% - Such student shall be asked to submit a revised script within a stipulated time period not exceeding 6 months.
- c) **Level 2:** Similarities above 40% to 60% - Such student shall be asked to submit a revised script within a stipulated time period not exceeding 3 months.
- d) **Level 3:** Similarities above 60% -Such student registration for that programme shall be debarred from submitting a revised script for one year.



Note 1: Penalty on repeated plagiarism

Such student shall be punished for the plagiarism of one level higher than the previous level committed by him/her. In case where plagiarism of highest level is committed then the punishment for the same shall be operative.

Note 2: Penalty in case where the degree/credit has already been obtained

If plagiarism is proved on a date later than the date of award of degree or credit as the case may be then his/her degree or credit shall be put in abeyance for a period recommended by the IAIP and approved by the Hon'ble Vice Chancellor.

Penalties in case of plagiarism in academic and research publication.

Level 0: Similarities up to 10% - Minor similarities, no penalty.

Level 1: Similarities above 10% to 40%- Shall be asked to withdraw manuscript.

Level 2: Similarities above 40% to 60%-

- a) Shall be asked to withdraw manuscript.
- b) Shall be denied a right to one annual increment.
- c) Shall not be allowed to be a supervisor to any new Master's, M.Phil., Ph.D. Student/scholar for a period of two years.

Level 3: Similarities above 60%

- a) Shall be asked to withdraw manuscript.
- b) Shall be denied a right to two successive annual increments.
- c) Shall not be allowed to be a supervisor to any new Master's, M.Phil., Ph.D. Student/scholar for a period of three years.

Note: Any point which is not covered in the above policy will be referred from the UGC policy. All penalties and rulings will be taken from the UGC policy for plagiarism.