

## **Anti-Plagiarism Policy**

The ease of access to information and texts online has seen a spurt in the menace of plagiarism. The Oxford English Dictionary defines plagiarism as “The practice of taking someone else's work or ideas and passing them off as one's own”. It is considered as an extremely unethical activity and is often appropriated as “literary theft” that might have legal ramifications. The practice of plagiarism could be deliberate or unintentional most because of lack of knowledge as to “what constitutes plagiarism”. The reasons notwithstanding, plagiarism might have severe consequences and must therefore be checked at the institutional level. In the context, the Integral University has formulated an anti-plagiarism policy to keep a check on plagiarism, to codify the consequences of different levels of this offense.

- The University acknowledges the fact that most of the cases of plagiarism are a consequence of ignorance about it. The University shall, therefore, make efforts to sensitize the students, research scholars, and faculty members about the different types of plagiarism and the means to avoid committing this offense.
- The student, especially the doctoral studies and research scholars, shall be informed in detail about the different aspects of plagiarism and the need for proper citation of sources and references.
- The supervisor of research scholars shall make further efforts to help the scholars in avoiding plagiarism in their research writings.
- The scholars shall be expected to maintain integrity in producing academic work, such as thesis and dissertation, and would have to own the responsibility regarding the originality of the work and correct and due citation, wherever required.
- Because the intent to plagiarize cannot be judged objectively any instance of plagiarism shall be treated as a deliberate attempt in this regard, which would attract adverse consequences commensurate with the offense.
- Each thesis by a Ph.D. scholar shall be subjected to a plagiarism check using commercial software in the office of the Dean, Faculty of Doctoral Studies and Research. A certificate indicating that the text has not been plagiarized shall have to be necessarily included in the thesis.

- Any research article that is to be submitted to a journal shall & have a manuscript communication number provided by the Dean, Faculty of Doctoral Studies and Research, after submission in writing of a declaration that the article is an original work and is free from plagiarized contents.
- In the event of plagiarism being detected or reported, for example, by a journal when an article has been published, the sole responsibility of the offense shall be of the authors, and that the university shall initiate an inquiry by a committee comprised of the Dean, Faculty of Doctoral Studies and Research, Head of the respective Department and a member nominated' by the Vice-Chancellor.
- The first instance of offense ascertained by the committee shall result in the issue of a memorandum to both the student and the supervisor and would require them to give an undertaking that they would require from such activities in the future.
- The second instance of offense would lead to deregistration of the student with the provision of re-registration after a period of six-months. For the supervisor, the penalty for the second offense would be the withholding of annual increment. Both the student and supervisor would also be issued a final memorandum.
- The third instance of offense shall invite termination of both the student and supervisor, with no provision for reconsideration.