

**PLAGIARISM POLICY OF SRM UNIVERSITY SIKKIM****1. Preamble:**

It is the main responsibility of an institute to differentiate the original contents and works from plagiarized one. In lieu of the ethics in higher education, fair conduct of research and prevention of misconduct, as per UGC (Promotion of Academic Integrity and Prevention of Plagiarism in Higher Educational Institutions) Regulations, 2018, students, researchers and faculty members should not perform any academic misconduct by the theft of intellectual property in any manner. SRM University Sikkim, in connection to this, is doing best to curb the plagiarized work.

SRMUS will use the best tools/software to detect plagiarism. It is at most important for an academic institute like SRMUS to educate its student and teaching community about what constitutes plagiarism. However, if the work is found plagiarized, of course the proper action will be taken.

**2. Definition of Plagiarism:**

Plagiarism is defined as presenting work or ideas from another source as your own. Presentation includes copying or reproducing it without the consent of the original author and incorporating other's work without full acknowledgement. Plagiarism involves copying of: phrases, clauses, sentences, paragraphs or longer extracts from published or unpublished work that exceeds the boundaries of the legitimate cooperation without acknowledgement of the source.

**2.1. Types of Plagiarism:****1. Secondary sources (Inaccurate citation)**

Secondary Source Plagiarism happens when a researcher uses a secondary source like a Meta study but only cites the primary sources contained within the secondary one. Secondary source plagiarism not only fails to attribute the work of the authors of the secondary sources but also provides a false sense of the amount of review that went into the research.

**2. Invalid sources (Misleading citation, Fabrication, Falsification)**

Invalid Source Attribution occurs when researchers reference either an incorrect or nonexistent source. Though this may be the result of sloppy research rather than intent to deceive, it can also be an attempt to increase the list of references and hide inadequate research.

**3. Duplication (Self-plagiarism, Reuse)**

Duplication happens when a researcher reuses work from their own previous studies and papers without attribution. Candidate will be required to resubmit the work with proper citations. Regarding self plagiarism or reuse, a certificate has to be issued by the supervisor specifying and attaching the articles that have been published by the student from the thesis work. Only these articles should be excluded from the check. No other article of student or supervisor should not be excluded from the check. If the published



work is co-authored by the others, the researcher shall submit a consent letter from co-author(s) and publisher permitting him to use the work in his thesis.

#### 4. Paraphrasing (**Plagiarism, Intellectual theft**)

Paraphrasing is taking another person's writing and changing the words, making it appear that an idea or even a piece of research is original when, in truth, it came from an uncited outside source. Paraphrasing ranges from simple rephrasing to completely rewriting content while maintaining the original idea or concept.

#### 5. Repetitive research (**Self-plagiarism, Reuse**)

Repetitive Research Plagiarism is the repeating of data or text from a similar study with a similar methodology in a new study without proper attribution. This often happens when studies on a related topic are repeated with similar result but the earlier research is not cited properly.

#### 6. Replication (**Author Submission Violation**)

Replication is the submission of a paper to multiple publications, resulting in the same manuscript being published more than once. This can be an ethical infraction, particularly when a researcher claims that a paper is new when it has been published elsewhere.

#### 7. Misleading attribution (**Inaccurate Authorship**)

Misleading Attribution is an inaccurate or insufficient list of authors who contributed to a manuscript. This happens when authors are denied credit for partial or significant contributions made to a study, or the opposite-when authors are cited in a paper although no contributions were made.

#### 8. Unethical collaboration (**Inaccurate Authorship**)

Unethical Collaboration happens when people who are working together violate a code of conduct. Using written work, outcomes and ideas that are the result of collaboration, without citing the collaborative nature of the study and participants involved, is unethical. Using others' work without proper attribution is plagiarism.

#### 9. Verbatim plagiarism (**Copy-and-Paste. Intellectual Theft**)

Verbatim Plagiarism is the copying of another's words and works without providing proper attribution, indentation or quotation marks. This can take two forms. First, plagiarists may cite the source they borrowed from, but not indicate that it is a direct quote. In the second, no attribution at all is provided, essentially claiming the words of someone else to be their own.



#### 10. Complete plagiarism (**Intellectual Theft, Stealing**)

Complete plagiarism is an extreme scenario when a researcher takes a study, a manuscript or other work from another researcher and simply resubmits it under his/her own name

### 3. Plagiarism Detection Committee:

Plagiarism Detection committee is consist of following members;

Sl. No.	Members	In-charge(s)/Description
1	Convener	Dean of the respective Faculty
2	HOD	Head of the respective Department
3	Internal Member	One senior professor from the department (other the Research Guide)
4	External Member	One professor form other department
5	Librarian	Member

### 4. Identification and Assessment of Alleged Plagiarism:

If an examiner finds or if an examiner is made aware of plagiarism by any person, the examiner must report the alleged plagiarism to the University. The University shall appoint a committee consisting of 5 experts to observe the case in detail. This committee will have Dean of the respective school/department as Convener, Head of the Department, one senior Professor from the concerned department (other than the guide), one professor from other department and Librarian as members of the committee.

The committee will go through the following step to examine the case.

STAGE	DESCRIPTION
I	The committee will go through the plagiarism check using best possible software of detection.
II	If found plagiarized, then committee will check the degree of plagiarism and check whether it is because of neglected or dishonest typing.
III	After scrutiny, the committee will submit the detail report to the controller of examination.



## 5. Plagiarism Level:

The levels mentioned below are as per the UGC (Prevention of Plagiarism in Higher Educational Institutions) regulations for 2018.

Levels	Description
Level 0	Up to 10% similarity- No penalty
Level 1	Above 10% to 40 % similarity
Level 2	Above 40% to 60 % similarity
Level 3	Above 60% similarity

## 6. Penalties of High Plagiarism:

### 6.1 Penalties in case of plagiarism in submission of thesis and dissertations

Level 0	➤ Minor similarities, no penalty.
Level 1	➤ Such student shall be asked to submit a revised script within a stipulated time period not exceeding 6 months.
Level 2	➤ Such student shall be debarred from submitting a revised script for a period of one year.
Level 3	➤ Such student registration for that programme shall be cancelled.

### 6.2 Penalties in case of plagiarism in academic and research publications

Level 0	➤ Minor similarities, no penalty.
Level 1	➤ To be asked to withdraw the manuscript.
Level 2	➤ Shall be asked to withdraw the manuscript. ➤ Shall be denied a right to one annual increment. ➤ Not to be allowed to be a supervisor to any new Master's, M.Phil., Ph.D. Students/ scholar for two years.
Level 3	➤ Shall be asked to withdraw the manuscript. ➤ Shall be denied a right to two successive annual increments. ➤ To not be allowed to be a supervisor to any new Master's, M.Phil., Ph.D. Students/ scholar for three years.

## 7. Similarity checks for exclusion from Plagiarism:

The similarity checks for plagiarism shall exclude the following:

1. All quoted work reproduced with all necessary permission and/or attribution.
2. All references, bibliography, table of content, preface and acknowledgements.
3. All generic terms, laws, standard symbols and standards equations.

## 8. Compliance Statements:

All students (Under Graduate, Post Graduate, Ph.D. Scholars and faculty members) of the SRM University Sikkim are required to submit a signed statement that no part of their work, be it assignment, term paper, project report, thesis or dissertation etc. is not copied in any form and it is their own creation and they are aware about the plagiarism policy of the SRMUS.

  
Registrar

(SRM University Sikkim)

**REGISTRAR**  
**SRM UNIVERSITY, SIKKIM**  
**5<sup>th</sup> Mile, Tadong, Gangtok**  
**SIKKIM-737102**