

## Controlling Plagiarism

- To ensure **plagiarism free** documents during the final submission, a technology-based mechanism using proper software shall be declared by HEI.
- An undertaking by every student during the submission of a thesis or any such documents to the HEI indicates that the document originally prepared by the student as well as duly checked through a plagiarism tool approved by HEI.
- The approved policy shall be on the HEI website homepage.
- A certificate shall be submitted by each supervisor which indicates the researcher's work done under by his/her supervision and is free from plagiarism.
- All the soft copies of **Research** Program's and Masters **Dissertations** and thesis to submit to INFLIBNET by HEI within a month under the "Shodh Ganga-e-repository".
- On the Institute website, HEI to create Institutional Repository which dissertation/thesis/paper/publication along with other in-house publications.

## Exclusion from Plagiarism while checking

**Plagiarism check** shall exclude the following:

- All quoted work with the necessary permission/attribution.
- References, Bibliography, table of content, preface and acknowledgments.
- The generic terms, laws, standard symbols and equations.

## Plagiarism Levels

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

## Penalties for high plagiarism

### **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.
- To not 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.

**This is based on the information shared by the UGC wide Letter No. – D.O.No.F.1-18/2010 (CPP-II), Dated- 6<sup>th</sup> August 2018 (source: [www.ugc.ac.in](http://www.ugc.ac.in).)**