



CENTRE FOR RESEARCH AND DEVELOPMENT

OFFICE OF RESEARCH PUBLICATIONS

PLAGIARISM POLICY

1. Preamble

Kristu Jayanti (Deemed to be University) is committed to promoting academic integrity, ethical scholarship, and originality in all forms of research and academic work. The University recognizes that honesty in scholarly communication is fundamental to preserving the credibility and value of higher education.

In an environment of expanding access to digital information, it is essential to ensure responsible use of sources and adherence to proper citation practices. Plagiarism, in any form, undermines the authenticity of academic work and the reputation of the institution.

This policy is framed in accordance with the regulations of the University Grants Commission (UGC) on the Promotion of Academic Integrity and Prevention of Plagiarism (2018 and amendments). It provides a structured framework for awareness, prevention, detection, and fair handling of plagiarism, while fostering a culture of ethical research practices across the University.

2. Objectives

- To uphold academic honesty and integrity in research and publications.
- To create awareness about plagiarism and its consequences.
- To establish institutional mechanisms to detect and prevent plagiarism.
- To provide a fair, transparent, and consistent system for handling plagiarism cases.

3. Scope

This policy applies to:

- Faculty members
- Research scholars
- Students (UG, PG)
- Staff and collaborators involved in academic/research work

Applicable to:

- Theses, dissertations, research papers
- Project reports, assignments
- Conference papers, publications, books, and chapters



4. Definition of Plagiarism

Plagiarism is the practice of presenting another person's work, ideas, data, or expressions as one's own without proper acknowledgment.

Includes:

- Copying text, ideas, images without citation
- Self-plagiarism (reusing one's own published work without disclosure)
- Improper paraphrasing
- Data plagiarism

5. Similarity Index and Levels of Plagiarism (As per UGC)

Level	Similarity (%)	Category
Level 0	Up to 10%	Acceptable (no penalty)
Level 1	10% – 40%	Minor plagiarism
Level 2	40% – 60%	Moderate plagiarism
Level 3	Above 60%	Severe plagiarism

Note: Exclusions include references, bibliography, quoted text, and standard methodology.

6. Institutional Mechanism

6.1 Plagiarism Detection Software

The university shall use UGC-approved plagiarism detection tools (Turnitin & iThenticate)

6.2 Committees

a. Departmental Academic Integrity Panel (DAIP)

- Head of Department (Chairperson)
- Senior faculty members
- Subject expert

b. Institutional Academic Integrity Panel (IAIP)

- Pro Vice-Chancellor / Nominee (Chairperson)
- Director, Centre for Research and Development
- Dean, Centre for Research and Development
- Legal/External Expert
- Senior Faculty Members



7. Submission and Screening Procedure

- All academic/research submissions must undergo plagiarism screening.
- A similarity report must be submitted along with the document.
- Supervisors shall ensure compliance before final submission.

8. Penalties (As per UGC Guidelines)

8.1 For Students

Level	Penalty
Level 1	Revision and resubmission within a stipulated time
Level 2	Debarment from submission for 6 months
Level 3	Cancellation of registration (Ph.D./Program)

8.2 For Faculty/Researchers

Level	Penalty
Level 1	Withdrawal of manuscript; no penalty
Level 2	Withdrawal + denial of increments for 1 year
Level 3	Withdrawal + denial of increments + suspension/termination (as per rules)

9. Responsibilities

9.1 Students/Researchers

- Ensure originality in submissions
- Proper citation and referencing
- Avoid unethical academic practices

9.2 Faculty/Supervisors

- Guide students on research ethics
- Verify plagiarism reports before submission
- Promote academic integrity

9.3 Institution

- Provide access to plagiarism detection tools
- Conduct awareness programs/workshops
- Maintain transparency in handling cases



10. Appeals

- Any individual accused of plagiarism may appeal to the IAIP within **15 days**.
- The IAIP decision shall be final and binding.

11. Awareness and Training

- Mandatory workshops on research ethics and plagiarism
- Orientation programs for new students and faculty
- Periodic updates on UGC regulations

12. Record Keeping

- All plagiarism reports and decisions shall be documented and archived.
- Reports must be retained for audit and compliance purposes.

13. Policy Review

- This policy shall be reviewed every **three years** or as per UGC amendments.

14. Conclusion

This Plagiarism Policy reaffirms the commitment of Kristu Jayanti (Deemed to be University) to uphold academic integrity and ethical research standards in alignment with the University Grants Commission (UGC) guidelines.

The policy emphasizes the shared responsibility of students, researchers, and faculty in ensuring originality and proper attribution in all academic work. Through its implementation, the University aims not only to prevent plagiarism but also to cultivate a culture of honesty, accountability, and respect for intellectual contributions.

By adhering to these principles, the University strengthens the quality, credibility, and impact of its academic and research endeavors.



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