Enactment of Anti-plagiarism Policy at GADVASU

The Anti-plagiarism policy at GADVASU takes in its ambit the adoption of Ouriginal (previously URKUND) anti-plagiarism software, work structure, percentage of similarity index acceptable, penalties for different levels of plagiarism detected as per UGC guidelines and constitution of Institutional Academic Integrity Panel for taking decisions about cases of plagiarism detected, if any. For effective use of Plagiarism Detection Software, the following Anti-Plagiarism Policy has been approved by the Academic Council:

1. **Hierarchical Structure**:

A. **Administrator**: The University Librarian (Coordinator for Plagiarism Detection Software) will have the administrative control of the operation(s) of the software at the University level. He will register user(s) on the URKUND software. The particular(s) required for registration of faculty members on the software (i. e. name, e-mail, mobile number, etc.) have been sought by him through H.O.D.s to get them registered with the URKUND software. More than 125 faculty members have been already registered for using this software. Any subsequent addition of faculty will be forwarded by H.O.D. to the University Librarian, for inclusion as registered user.

B. **Submitter and Receiver**: Submitter can only submit and view the document (synopsis/thesis, etc.). Submitter (he/she) cannot view the "Similarity Index Report" generated by the software. However, the Receiver can only view the generated report and get access to the generated document. The Submitter and Receiver can also be the same person. In this case, it will be the faculty member and/or the Major Advisor even for his/her student doing Master/Ph.D. programme. Each faculty member will thus be registered as both Submitter and Receiver using his/her registered email which has been provided and got registered with Ouriginal (URKUND) software for both type of users. Using respective "User Account", Advisor(s) will be able to submit thesis/ dissertation, etc. of concerned students to the software for a plagiarism check and further, he/she will also be able to access the "Similarity Check Report" for the same generated by the software.

2. **Activation of User Account**: The users registered by the University Librarian on Ouriginal (URKUND) software will receive two separate e-mails from noreply@urkund.se with following text matter:

a. Email 1: "Welcome to URKUND!" – for activation of Receiver account
b. E-mail 2: "Account creation invitation" – for activation of Submitter account.

The registered user can follow the outlined steps provided in the email for activation of both the accounts (Receiver and Submitter). The guidelines to facilitate the use of URKUND software will be provided by the University Library giving all the details in the instructional material for activation of user account, procedure of submission of document(s) and how to access the report generated by software to Heads of the Department(s) for further circulation amongst faculty and/or Major Advisor/students.

The bibliography, definitions, operational definition and formulae shall be excluded from the plagiarism check. Text in quotes and less than 1% similar text shall also be exempted.

This policy has been enacted on the synopsis proposal(s)/theses/dissertations /research articles, etc. with immediate effect from 15.07.2021. It is envisioned that the similarity of text of PG research shall be checked at two stages, i. e. at synopsis stage and at the time of submission of final thesis.

Before submission of the final draft of synopsis, thesis/ dissertation, etc. it shall be run through "Plagiarism Detection Software – Ouriginal (URKUND)". Any synopsis/ thesis/dissertation having similarity of more than the prescribed percentage shall be reviewed and revised by the researcher and the concerned advisor till it reaches the permissible percentage. The first page of the hardcopy of the report generated by software highlighting % similarity, if any be duly signed by the student, the concerned Major Advisor and the Head of the Department, and CD containing complete report in PDF format and a certificate issued by HOD regarding the report be submitted to the O/o the Dean, Postgraduate Studies along with the final synopsis, thesis/dissertation, etc.

For the research article/paper, the first page of the hardcopy of the report generated by software highlighting % similarity, if any and a certificate in this regard duly signed by the student, the concerned Major Advisor and the Head of the Department along with the hardcopy of the proforma for Submission of Research Article for Publication be submitted to the O/o the Director of Research.

As per notification of the University Grants Commission (UGC) published in the Gazette of India dated 23rd July 2018 regarding promotion of integrity and prevention of plagiarism in higher educational institutions the following provisions are given for different levels of plagiarism (page 11-12):

12. Penalties

Penalties in the cases of plagiarism shall be imposed on students pursuing studies at the level of Masters and Research programs and on researcher, faculty & staff of the Higher Educational Institutions (HEI) only after academic misconduct on the part of the individual has been established without doubt, when all avenues of appeal have been exhausted and individual in question has been provided enough opportunity to defend himself or herself in a fair or transparent manner.

12.1 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.

i. **Level 0: Similarities up to 10% -** Minor Similarities, no penalty.
ii. **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.
iii. **Level 2: Similarities above 40% to 60%** - Such student shall be debarred from submitting a revised script for a period of one year.
iv. **Level 3: Similarities above 60%** - Such student registration for that programme shall be cancelled.

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 Head of the Institution.

12.2 Penalties in case of plagiarism in academic and research publications

I. **Level 0: Similarities up to 10%** - Minor similarities, no penalty.
II. **Level 1: Similarities above 10% to 40%**
i) Shall be asked to withdraw manuscript.

III. **Level 2: Similarities above 40% to 60%**
   i) Shall be asked to withdraw manuscript.
   ii) Shall be denied a right to one annual increment.
   iii) 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.
IV. **Level 3: Similarities above 60%**
   i) Shall be asked to withdraw manuscript.
   ii) Shall be denied a right to two successive annual increments.
   iii) 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 1: Penalty on repeated plagiarism - Shall be asked to withdraw manuscript and shall be punished for the plagiarism of one level higher than the lower level committed by him/her. In case where plagiarism of highest level is committed then the punishment for the same shall be operative. In case level 3 offence is repeated then the disciplinary action including suspension/ termination as per service rules shall be taken by the HEI.

Note 2: Penalty in case where the benefit or credit has already been obtained - If plagiarism is proved on a date later than the date of benefit or credit obtained as the case may be then his/her benefit or credit shall be put in abeyance for a period recommended by IAIP and approved by the Head of the Institution.

Note 3: HEIs shall create a mechanism so as to ensure that each of the paper publication/thesis/dissertation by the student, faculty, researcher or staff of the HEI is checked for plagiarism at the time of forwarding/submission.

Note 4: If there is any complaint of plagiarism against the Head of an HEI, a suitable action, in line with these regulations, shall be taken by the Controlling Authority of the HEI.

Note 5: If there is any complaint of plagiarism against the Head of Department/Authorities at the institutional level, a suitable action, in line with these regulations, shall be recommended by the IAIP and approved by the Competent Authority.

Note 6: If there is any complaint of plagiarism against any member of Departmental Academic Integrity Panel (DAIP) or IAIP, then such member shall excuse himself / herself from the meeting(s) where his/her case is being discussed/investigated.

The above guidelines as per clause 12, 12.1, 12.2 provided in the official Gazette of India by the UGC shall be applicable at GADVASU in mutatis mutandis. In view of theses guidelines the permissible limit of the Similarity Index be kept below 10%, as later on the theses will be uploaded on the Krishikosh portal, which is linked to the National Digital Library of India (sponsored by MHRD).

Further, an '**Institutional Academic Integrity Panel (IAIP)**' of Guru Angad Dev Veterinary and Animal Sciences University has been constituted consisting of followings to handle the matters of plagiarism, if any:

1.	The Director of Research	Chairman
2.	The Dean, Postgraduate Studies	Member
3.	The Dean of the College concerned	Member
4.	Head of the Department concerned	Member

Certificate regarding Originality of Research Work
(For Synopsis/Thesis/Dissertation for Masters' & Doctorate Programmes)

Name of Research Scholar: _____

Registration No.:   _____

Name of Research Supervisor/ Major Advisor: _____

Name of Research Supervisor/ Minor Advisor: _____

Faculty & Subject: _____

Title of the Synopsis/Thesis/Dissertation: _____

Designation & address of Major & Minor Advisor: _____

       We hereby declare that, the above mentioned proposal for research (synopsis)/ research work submitted by Dr./Mr./Ms._____ Admission/Registration No._____ is an outcome of his/her own intellectual efforts/ research work, based on his/her personal study and/or research. He/she has duly acknowledged all material and sources used in its preparation, whether they be books, articles, reports, lecture notes, and any other kind of document(s), electronic or personal communication(s). The similarity index for the entire synopsis/thesis/dissertation is ≤10% and meeting all the norms of Anti-plagiarism Policy laid down by the University. The synopsis/thesis/dissertation is free from any plagiarism and has not been submitted elsewhere for publication.

       Justification for similarity index …………………………………………………....
……………………………………………………………………………………………..…

       The plagiarism check report of the synopsis/thesis/dissertation generated by students/Major Advisor is attached herewith.

Declaration by Research Scholar/ Major Advisor/ Minor Advisor

       Further we declare that, the contents of this synopsis/thesis/dissertation submitted to the Department of _____of the University for award of Masters'/Doctorate Degree are original findings & research work.

i) If any plagiarism is found in this synopsis/thesis/dissertation, we shall be solely responsible for it and the University shall have sole right to initiate appropriate action in view of academic integrity rules.

ii) This work has not been submitted for the award of any other Degree / Diploma in any other university/ Institutes or anywhere for publication.

iii) We shall be responsible for any legal dispute / case(s) for violation of any provisions of the Anti-plagiarism Policy / Copyright Act / Piracy / Cyber / IPR etc.

(………………………………)   (……………………………….)
Signature of the Research Scholar   Signature of the Major Advisor

(………………………………)
Signature of the Minor Advisor (if any)

Countersigned by the Head

Department of ……………………………………………………........
College of ………………………………………………………………….

Date:
Place:

(**Note**: The University Librarian will provide technical assistance for optimum use of Anti-plagiarism software)

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Certificate regarding Originality of Research Work
(For Research Articles/ Project Proposals/ Reports etc.)

</div>

Name(s) of Author(s)/ PI and Co-PIs in sequence they appear in article/project proposal/report along with name of Department/College (please also mention Registration No. in case of student):

_____

_____

Name and Designation of first author/PI: _____

Name and Designation of corresponding author: _____

Name of Major Advisor (if article is based on thesis/dissertation work): _____

_____

Title of the article/ project proposal/ project report: _____

_____

     I / We hereby declare that the research paper/project proposal/project report submitted by me/us is an outcome of my/our independent and original work. I/we have duly acknowledged all the sources from which the ideas and extracts have been taken. The similarity index for the entire research article/project proposal/report is ≤10% and meeting all the norms of Anti-plagiarism Policy laid down by the University. The research article/project is free from any plagiarism and has not been submitted elsewhere for publication/funding.

     Justification for similarity index ……………………………………………………....

……………………………………………………………………………………………...…

     The plagiarism check report of the research article/project proposal/ report generated by Dr/Mr/Ms………………………………………………………. is attached herewith.

<div align="center">

Declaration by First and Corresponding Author/ Advisor of the Student

</div>

     Further we declare that, the contents of this research article/ project proposal/ report circulated to the Departmental Research Committee of the Department of

…………………………………………………………………………………… via e-mail with CC to the Director of Research dated ………………………… for seeking approval for submission of research article/ project proposal/ report are original findings & research work.

    iv) If any plagiarism is found in this article/ project proposal/ report, I / we shall be solely responsible for it and the University shall have sole right to initiate appropriate action in view of academic integrity rules.

    v) This work has not been submitted for publication/funding to any other journal/funding agency.

    vi) I / We shall be responsible for any legal dispute / case(s) for violation of any provisions of the Anti-plagiarism Policy / Copyright Act / Piracy / Cyber / IPR etc.

(…………………………….)   (………………………………….)

Signature of the First Author/PI   Signature of the Corresponding Author

(…………………………….)

Signature of the Author who generated plagiarism check report

Countersigned by Head

Department of …………………………………………………......
College of ………………………………………………………

Date:
Place:

(**Note**: The University Librarian will provide technical assistance for optimum use of Anti-plagiarism software)

Guru Angad Dev Veterinary and Animal Sciences University

Name of Student: Reg No: Department: 0

College: School of: MVSc: PhD: 0 MSc:

Father Name: Mother Name: email address:
Male: Female: Deptt phone: Mobile no:

Res Address:

category: General: Other category: ICAR Sponsored: ForeignNational: Paid Seat:

Major Advisor: Major Subject: 0Minor Subject: 0

  Adv Committee: 0 Adv Comm2:   Adv comm3:
Adv Comm4:   Adv Comm5:   AllotMajorAdvso: 0

  Yellow form: Y   Date submitted: Date Approved: Synopsis date:

  Synopsis approv: revised Synopsi:

  Approv Objectiv:

  Appov IAEC: Approv CPSCEA: date IAEC sub:
  Date CPSCEA sub: Collaborat dept: Defciency cours:

Progress rep: Prog Rep2:   Prog Rep3:   Prog Rep4:
Prog Rep5:   Prog Rep6:   Prog Rep7:   Prog Rep8:   Sem Drop:

  Credit seminar: Credit seminar1:   credit Semnar2:

comprhen MVSc: Comprehen major: Compreh major2:   Comprehen Minor:

  Comprhen result: Credit Major: Credit Minor: Credit Supporti:

Master Res: master Res2:   Master Res3:   Master Res4:

PhD Res: PhD Res2:   PhD Res3:   PhD Res4:   PhD Res5:   PhD Res6:

PhD Res7:   PhD Res8:   PhD Res9:

  Thesis seminar: Rough Thsis sub: Panel experts:

  consent expert: Final Thesis su: Thesis subm fee: CD in Library:

NOC Library: NOC PAU: Final viva: Viva Expert: Report of Thesi:

Abstract Thesis:

Papers Submit: Paper M: paper m2:   Paper PHD1:   paper PhD Accep:

NAAS Rating1:   NAAS Rating2:   PDC: Transcript issu: Date of Notific:

Univ Fellowship: Other Fellowshi: Medal:

Other Honor: Gold medal: Prize:

OCPA1:   OCPA2:   OCPA3:   OCPA4:

OCPA5:   OCPA6:   OCPA7:   OCPA8:   Final OCPA: