



METROPOLITAN INTERNATIONAL UNIVERSITY

QUALITY ASSURANCE DIRECTORATE

Plagiarism Policy

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OUR VISION

“Be a premier, student – centered learning community dedicated to academic excellence, innovation, research and transformation”

OUR MISSION

“To transform the lives of our students and communities through provision of essential and up to date market oriented entrepreneurial and managerial training”

MOTTO

“Empowerment through Knowledge Creation”

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MIU Plagiarism Policy

1. Preamble

The academic activities of a university entail the exposure of academics and students to the ideas, written material and various intellectual and creative products of fellow students, colleagues and other scholars. At the same time, a process of critical evaluation is required to place this information in context and to make new or original inputs or syntheses that address contemporary international and local questions.

Original contribution to work presented by a person as part of an academic activity can only be evaluated if it can be distinguished clearly from the contributions of others or the author's own earlier work. This is done by acknowledgement and referencing. By not following these conventions, the integrity of the academic work at a university is undermined. The representation of work (words, ideas, creations) of other people as the writer's own is plagiarism. The re-use of one's own previously presented or published work, without disclosure or adequate referencing, is now widely viewed as self-plagiarism.

The University must ensure that mechanisms are in place that promote academic integrity and eliminate plagiarism. At the same time it is important that plagiarism cases are dealt with in a consistent and fair manner. As a consequence, it is essential that the University has a policy and procedures in place to intercept these aspects of misconduct and to create a framework within which it is possible for staff and students to write and publish.

2. Definition

According to the Concise Oxford Dictionary, **Plagiarism** is defined as "**taking and using the thoughts, writings, and inventions of another person as one's own**". This, or various similar definitions found in recognized publications / documents, are very broad and can be used to create awareness about Plagiarism but are not practical enough to apply in order to ascertain

guilt or innocence in specific cases. In order to establish the violation of ethical norms, or academic or intellectual dishonesty resulting from Plagiarism and to take punitive actions in this regard, it is necessary that the variety of forms in which Plagiarism manifests itself are known. These include but are not limited to the following:

- “Verbatim copying, near-verbatim copying, or purposely paraphrasing portions of another author's paper or unpublished report without citing the exact reference.
- Copying elements of another author's paper, such as equations or illustrations that are not common knowledge, or copying or purposely paraphrasing sentences without citing the source.
- Verbatim copying portions of another author's paper or from reports by citing but not clearly differentiating what text has been copied (e.g. not applying quotation marks correctly) and /or not citing the source correctly”
- "The unacknowledged use of computer programs, mathematical / computer models / algorithms, computer software in all forms, macros, spreadsheets, web pages, databases, mathematical deviations and calculations, designs / models / displays of any sort, diagrams, graphs, tables, drawings, works of art of any sort, fine art pieces or artifacts, digital images, computer-aided design drawings, GIS files, photographs, maps, music / composition of any sort, posters, presentations and tracing."
- "Self-plagiarism, that is, the verbatim or near-verbatim re-use of significant portions of one's own copyrighted work without citing the original source."

3. **Aim:**

The aim of this policy is to apprise students, teachers, researchers and staff about Plagiarism and how it can be avoided. It is also aimed at discouraging Plagiarism by regulating and authorising punitive actions against those found guilty of the act of Plagiarism.

4. **Applicability:**

The policy is applicable to students, teachers, researchers and staff of all institutions and organizations in MIU who are involved in writing or publishing their work. In this context a "**Student**" is a person who, on the date of submission of his / her paper / work is a registered student of MIU

5. **"Teachers and Researchers"**

include faculty members or equivalent of the University / Organization or/of a constituent or affiliated college or researchers of an organization and such other persons as may be declared to be so by regulations. "**Staff**" is any employee of MIU involved in writing and publishing his / her work.

6. **Minimal acceptable plagiarism percentage:**

For academic papers, not counting references or methods (parts of which can often be very similar to what has already been published in other papers), about 15% is acceptable at a maximum end.

