



Statement on Plagiarism

The following statement is issued by the management of this college for the information of students and faculty. The information below can be supplemented by course-specific guidance and recommendation from individual departments.

It is the student's responsibility to read, and ensure they have understood this Statement on Plagiarism.

Ensure you ask your faculty or department about their particular guidelines with respect to referencing techniques and other academic conventions that you are expected to adhere to.

Ensure that you always follow these conventions, and ask for clarification or support if you need it from the respective department. Do not leave any room for doubt or confusion about any aspect of academic integrity.

Defining Plagiarism

Plagiarism is defined as submitting as one's own work, irrespective of intent to deceive, that which derives in part or in its entirety from the work of others without due acknowledgement.

Why is plagiarism considered a serious offence, rather than just a mild type of cheating? Every scholar, whether student or senior research fellow, is a member of an intellectual community that seeks academic achievement and progress. This means that due respect should be given to originators of ideas, data and works. Proper referencing ensures that such respect and acknowledgement is given, where it is due. Academic and intellectual dishonesty occur when work done by others is copied without giving due references.

Thus, Plagiarism is not just unethical; it can destroy reputations and careers, besides jeopardizing the learning process. At Chowgule College, plagiarism is considered a breach of academic integrity and is an indicator of inferior scholarship.

When you plagiarize, you are also cheating on yourself. You short-circuit your own learning process, and put your reputation at high risk. Your faculty and examiners are experts in their field, and will usually detect copied work. Plagiarism will open the possibility of disciplinary procedures, often with lasting consequences which could hamper your job prospects.

Remember, it is always best to devote time, attention and effort towards investing in your own academic future.

Examples of plagiarism

Plagiarism includes using another person's language and/or ideas as if they are a candidate's own. Such illegal copying takes place by:

- quoting verbatim another person's work without due acknowledgement of the source;
- paraphrasing another person's work by changing some of the words, or the order of the words, without due acknowledgement of the source;
- using ideas taken from someone else without reference to the originator;
- cutting and pasting from the Internet to make a composition of online sources;

- submitting someone else's work as part of a candidate's own without identifying clearly who did the work.
- buying written material from professional essay / assignment / thesis writers and submitting it as ones own;
- not attributing research contributed by others to a joint project.

To avoid a charge of plagiarism, a student should also include a general acknowledgement where he or she has received substantial help with the written work in question, for example with the language and style of a piece of written work.

Areas of Plagiarism

Plagiarism can occur in respect to all types of sources and media:

- text, illustrations, mathematical derivations, computer code, etc;
- material downloaded from websites or drawn from manuscripts or other media;
- published and unpublished material, including lecture handouts and other students' work.

Penalizing Plagiarism

- Failure to conform to the expected standards of scholarship (e.g. by not referencing sources) in submitted written work may affect the mark given to the candidate's work.
- In addition, suspected cases of plagiarism will be investigated by suitable means, including the use of relevant software.
- Those found guilty of plagiarism will be suitably disciplined, and such disciplinary action can include rustication of the offending individual and/or deprivation of diploma / degree.

Avoiding Plagiarism

- Acceptable means of acknowledging the work of others (by referencing, in footnotes, or otherwise) vary according to the subject matter and mode of assessment.
- Individual departments should issue written guidance on the relevant scholarly conventions for submitted work, and also make it clear to candidates what level of acknowledgement might be expected in written assignments and examinations.
- Candidates are required to familiarize themselves with this guidance, to follow it in all work submitted for assessment, and may be required to sign a declaration to that effect.
- The Writing Centre at Chowgule College is keen to help you learn proper referencing techniques, so as to avoid any charge of plagiarism. Please meet any advisor at the Writing Centre to know more or to ask for help.
- If your department has not specified any particular referencing system, you should consider using the guidelines for bibliography provided by the Writing Centre, as available on the College website, under 'Writing Centre' tab.