

## **Regulation for students for avoiding plagiarism**

### **1§**

#### **The scope of the Regulation**

The scope of the Regulation includes all the written intellectual work (e.g.: seminar paper, dissertation, report, thesis/ diploma work etc.) submitted in electronic way and/ or printed by the Faculty students during fulfilling their study requirements.

### **2§**

#### **The aim of the Regulation**

The aim of the Regulation is giving effective help for the Faculty units when guiding the students in acquiring and using the culture and conventions of scientific reference. The Regulation also announces the consequences of not completing the requirements of scientific reference.

### **3§**

#### **The definition of plagiarism**

**Plagiarism** or **plagiarizing** is the act when someone uses another person's (the original author's) work in his/ her own published work without referring to the source and / or without the original author's permission and pretends that it is his / her own work and in this way he /she hurts the original author's rights. Either intentionally or carelessly acting like this he/ she shows someone's intellectual achievements up as his/ her own ones, that is he/ she abuses another person's intellectual property.

Then in the sense of the above the cases of plagiarism are:

**(1) Intentional plagiarism:**

- a) Submitting another person's thesis, homework paper as his/ her own one / under his/ her own name;
- b) Taking over another person's text (parts of a sentence, whole sentences, paragraphs) without putting it between quotation marks and without giving its reference;
- c) Not referring to the source of statistics or diagram/ illustration taken over;
- d) Paraphrasing a part of a text, that is not giving the source of a text which was taken over not literally but was composed with different words with the original meaning;
- e) Using such data collecting device without the author's permission that is allowed to be used only with the permission and consent of the author;
- f) Using a data collecting device or a part of it created by other thesis writers without referring to its origin.

- g) Referring to a non-existent source.
- (2) **Careless plagiarism** (not knowing the rules of referring or using them incorrectly):
  - a) Quoting a text literally and referring to its source but not putting it between quotation marks;
  - b) A plagiarizing paraphrase is non-acceptable (e.g.: in case of some words using synonyms, changing the order of the thoughts);
  - c) A seminar paper/ thesis made cut and paste from texts of several sources even if referring to the source;
  - d) Incorrectly referring to the source.

## 4§

### Sanctioning plagiarism

The Faculty condemns all the forms of plagiarism and sanctions them as follows:

(1) In case of intentional plagiarism:

- a) In case of making a seminar paper/ report to complete the subject requirements at the end of a semester:
  - In case of committing plagiarism for the first time and in case it can be identified beyond all dispute, the paper must be assessed as failed, however the student is allowed to improve the grade in the examination period.
  - In case of committing plagiarism again the result of the subject will be “cannot be assessed”. And upon the suggestion of the Instructor the Dean may order a disciplinary procedure against the student according to the Disciplinary and Compensational Regulations for Students of the University of Szeged.

Rejecting to accept the thesis/ paper and initiating a disciplinary procedure do not affect initiating another civil or criminal or misdemeanour law procedure by the author or the University or the Faculty or other harmed person because of infringing copyright.

- b) If the thesis supervisor/ opponent assesses the thesis/ diploma work as “failed” the student is allowed to submit a new thesis/ diploma work in not earlier than one year. Beside these the dean may order a disciplinary procedure.

(2) In case of careless plagiarism:

- a) In case of a paper/ report made to complete the subject requirements during and at the end of the semester:
  - at the first time the student gets a “failed” assessment, but is allowed to improve the grade in the examination period;
  - in the case of repeated plagiarism, the student gets “cannot be assessed” note and the student has to register for the course again.
- b) In the case of thesis/ diploma work the thesis supervisor or opponent assesses it as “failed” and the student is allowed to submit the corrected thesis / diploma work in the next examination period.

The student is obligated to bind the signed statement in the thesis declaring under penalty of perjury that the thesis / diploma work his / her own work. In case the opposite of this is proved the student's work should be assessed "failed" and a disciplinary procedure may be initiated against him/ her. The student may submit the thesis/ diploma work in the following semester upon the decision of the thesis supervisor / opponent / reviewer.

## **5§**

### **The Procedural Oder**

In the case of a seminar work, report it is the Instructor's authority being responsible for the course to identify the fact of plagiarism. In case of thesis / diploma work it is the thesis supervisor's or the opponent's authority to identify the fact of plagiarism. If the supervisor's and opponent's opinion are different the third reviewer has the right to determine whether it was plagiarism or not.

The supervisor is obliged to inform the student about the plagiarism within 5 days from the day when she/ he learns of the fact of plagiarism:

- in an official letter posted by the relevant instructional unit;
- in an email sent to the student's email address by the supervisor enclosing the dean and the head of the Registrar's Department.

In case of all types of papers (report, thesis, diploma work etc.) it is valid that if the student does not agree on identifying the fact of plagiarism he / she may submit a request for legal remedy – meanwhile enclosing his/ her proofs if he /she has - addressed to the head of the competent department latest until the end of the fifth working day from the date of receiving the letter/ email /notification. The head of the department sets up an ad hoc committee appointing three instructors out of the department responsible for the student's study program to judge the request. If the committee rejects the request, the student may submit an appeal to the vice dean of education who is obliged to judge it within 8 days. This second degree decision is final / legally binding unless the dean orders a disciplinary procedure because the student's plagiarism in the thesis / diploma work or in a report / paper again.

## **6§**

### **Avoiding plagiarism**

To make references correctly and to avoid plagiarism it is obligatory to use always the principles of quoting / referring to literature in written works. These rules are the following:

- a) The student while paying attention to the conventions of the scientific reference of the certain specialization is obliged to indicate in his / her work if he / she takes over any thoughts, ideas, opinions or arguments from another author in order to show them to inform about them or for any other purposes.
- b) Reference is needed in the case of a literally quoted or a paraphrased text as well.

- c) Reference is necessary also in the case of using statistical data or a diagram or an illustration or a data collecting device from another source
- d) It is not enough to give the works having been used in the bibliography, but within the text it is also needed to inform the reader about the exact source of the quotations and paraphrased thoughts. It means that the sources given within the text and the sources given in the bibliography must be completely the same.
- e) In the case of quoting literally it is necessary to indicate within the text the author's surname, the year of publishing the work and the page number.

## 7§

### **Final provisions**

If the educational units that is institutions, departments and sections have further requirements than the given ones in 6§, they are obliged to make the appendixes including their requirements created on bases of the principles of this regulation available for the students of their courses.

The Faculty Council accepted the “Regulation for students for avoiding plagiarism” / Appendix No. 1 to the Academic and Examination Regulations of the Faculty of Health Sciences and Social Studies, University of Szeged with the decision No. 22/2017. (03.29)-ETSZK.TH on its session on 29<sup>th</sup> March, 2017.

This Regulation contains the modified text - closed on 18<sup>th</sup> March, 2020 - of the original regulation in a consolidated structure, the modification was accepted by the Faculty Council with the decision no. 14/2020. (03.18.) ETSZK TH.

Szeged, 18<sup>th</sup> March, 2020

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