

Regulations on Student Plagiarism

1. §

Scope of the Regulations

The scope of the Regulations includes all written intellectual work (e.g., seminar paper, report, thesis/diploma work etc.) submitted electronically and/or in printed form by the Faculty's students in the course of fulfilling their academic obligations.

2. §

Aim of the Regulations

The aim of the Regulations is to enable Faculty units to guide students in the acquisition and application of scientific referencing practices and conventions. The Regulations also set out the consequences of failing to meet scientific referencing expectations.

3. §

Definition of Plagiarism

Plagiarism or **plagiarizing** is the act of using another person's (the original author's) work in one's own work without reference to the source and/or without the original author's permission and presenting that as one's own, thereby violating the original author's rights.

Whether it is done intentionally or negligently, it involves presenting someone else's intellectual achievement as one's own, i.e. misusing another person's intellectual property.

On the grounds stated above, the cases of plagiarism are:

(1) Intentional plagiarism:

- a) Submitting another person's thesis, homework as their own;
- b) Adopting another person's text (parts of sentences, full sentences, paragraphs) without indicating it with quotation marks and proper citation;
- c) Not citing the source of statistics, diagrams, or illustrations;
- d) Paraphrasing part of a text (rewording it in one's own words) without providing a reference to the source;
- e) Using a data collection tool without the author's permission, where permission is required;
- f) Using a data collecting tool or a part of it created by other thesis writers without referring to its origin;
- g) Referring to a non-existent source.

(2) **Unintentional plagiarism** (due to unawareness of referencing rules or incorrect use of them):

- a) Quoting a text literally and referring to its source but not using quotation marks or the reference is missing, but there are quotation marks;
- b) unacceptable plagiarizing paraphrase (e.g. replacing words with synonyms or rearranging the order of thoughts);
- c) A paper or thesis consisting of text pieces pieced together from multiple sources, even with proper citation;
- d) Incorrectly referring to the source.

4. § Sanctioning Plagiarism

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

(1) In the case of intentional plagiarism:

- a) For a paper prepared to fulfill end-of-semester requirements:
 - If plagiarism is committed for the first time and can be established beyond all doubt, the paper must be assessed as failed. However, the student is allowed to improve the grade in the examination period.
 - If plagiarism is committed again, the student is marked as “not assessable” and, in addition to the obligation to retake the course, the Dean may order disciplinary proceedings at the proposal of the instructor in accordance with the Student Disciplinary and Compensation Regulations of the University of Szeged.

The refusal to accept the paper and the initiation of disciplinary proceedings do not affect the initiation of any other proceedings (civil, administrative, or criminal) that may be initiated by the university/faculty or other injured party in relation to copyright infringement.

- b) If the thesis supervisor/opponent assesses the thesis/diploma work as “failed”, the student is allowed to submit a new thesis/diploma work after one year at the earliest. In addition, the Dean may order a disciplinary procedure.

(2) In the case of unintentional plagiarism:

- a) For a paper prepared to fulfill end-of-semester requirements:
 - the student is assessed as “failed” for the first time, but is allowed to improve the grade in the examination period;
 - if plagiarism is repeated, the student is marked as “not assessable”, and must register for the course again.
- a) For a thesis/diploma work, the thesis supervisor or opponent assesses it as “failed”, the student is allowed to submit the corrected thesis/diploma work in the next examination period.

For a thesis or diploma work, the student is required to include a signed declaration stating - with full awareness of their disciplinary responsibility – that the thesis or diploma work is their own work.

5. § Procedural Order

For a seminar paper or report, the instructor responsible for the course has the authority to identify plagiarism. In the case of a thesis or diploma work, the thesis supervisor or the opponent has the authority to identify cases of plagiarism. If the supervisor's and opponent's opinions differ, the third reviewer has the right to determine - based on the available data - whether plagiarism has occurred or not.

The supervisor is obliged to inform the student about the plagiarism within 5 calendar days of becoming aware of it, by:

- sending an official postal mail via the relevant instructional unit;
- sending an email to the student's email address with the Dean and the Head of the International Office copied on the e-mail.

For all types of papers (thesis, diploma work, seminar paper, etc.), if the student concerned disagrees with the determination of plagiarism, they may submit a request for legal remedy to the Head of the relevant Department/Section by the end of the 5th working day following notification of the measure at the latest, along with any evidence supporting their claims. The Head of the Department/Section appoints a three-member ad hoc committee from the department's instructors responsible for the student's degree programme to assess the request. If the committee rejects the request, the student may submit an appeal to the Vice Dean of Education, who is required to assess it at second instance within 8 days. This second-instance decision is legally binding, unless the Dean orders a disciplinary procedure due to the plagiarism in a thesis or diploma work or due to repeated plagiarism of a seminar paper or a paper written in lieu of a colloquium.

6. § Avoiding Plagiarism

To ensure correct referencing and to avoid plagiarism, it is always obligatory to use the principles of bibliographic citation in written works produced in courses offered by the Faculty, which are as follows:

- a) While taking into account the referencing conventions accepted in the given field, the student must indicate in their work if they use any thoughts, theories, opinions, or arguments from another author, whether for the purpose of presentation, explanation, or any other form of use;
- b) References are required for both literal quotations and paraphrased text;
- c) A reference is also necessary if the author uses statistical data, figures, illustrations, or data collection tools from another source;

- d) Listing works in the bibliography is not sufficient. The reader must also be clearly informed within the text where the quotations or paraphrased ideas come from, i.e. there must be complete correspondence between the sources cited in the text and those listed in the bibliography;
- e) For literal quotations, the author's surname, the publication year, and the page number must be indicated in the text.

7. § Final Provisions

If individual educational units (institutes, departments, sections) impose additional requirements beside those set out in Section 6, they are obliged to make their annexes - containing their expectations regarding the method of scientific referencing, which comply with the principles set out in these regulations, - available to students registering for their courses.

Appendix No. 1 to the Academic Regulations of the Faculty of Health Sciences And Social Studies of the University of Szeged, titled Regulations on Student Plagiarism, was adopted by the Faculty Council by Resolution No. 22/2017.(03.29) - ETSZK. TH at its meeting on 29 March 2017.

The Regulations contain the consolidated text of the original regulations, as amended by the Faculty Council's Resolution No. 14/2020 (03.18.) ETSZK. TH, finalized on 18 March 2020.

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Dean