

PLAGIARISM POLICY

One of the basic requirements of any given written assignment is the citation of source material used in assignments. Submitted work should be original and must not be plagiarized. Failure to observe this requirement makes a student vulnerable to a charge of plagiarism in which case his/her grade will be lowered. If the committed plagiarism offense is serious, a student may not be permitted to graduate. According to the AUCA Code of Student Rights, Responsibilities, and Conduct:

“[a] student must not adopt or reproduce ideas, words, or statements of another person without appropriate acknowledgment. A student must give credit to the originality of others and acknowledge indebtedness whenever he or she does any of the following: 3.1.Quotes another person's actual words, either oral or written; 3.2.Paraphrases another person's words, either oral or written; 3.3.Uses another person's idea, opinion, or theory; or 3.4. Borrows facts, statistics, or other illustrative material from work of the other student, unless the information is common knowledge.”¹

Below is a detailed interpretation of plagiarism specifically designed and applicable for written works submitted by IBL students:

Serious and Mild Plagiarism	a) “Submitting as one’s own work a text largely or wholly written by another person or persons.
	b) Copying or paraphrasing substantial section from one or more works of other authors into one’s own text, without attribution, that is, omitting any reference to the work(s) either in the body of the text, in footnotes, or in the bibliography/reference list
	c) Paraphrase of a substantial section or several smaller sections of another text or texts without any reference in the body text, but the work is included in the bibliography/reference list.
	d) Copying verbatim two or three not necessarily consecutive phrases, or one or two not necessarily consecutive sentences, from the work of others without attribution.
	e) Copying verbatim one substantial or several smaller sections from another text without quotation marks but with reference provided within the

¹ Part III, Section A.3 of the AUCA Code of Student Rights, Responsibilities and Conduct

	<p>student's text.</p> <p>f) Verbatim translation of substantial section from one or more works of other authors into one's own text, with or without attribution, that is, omitting any reference to the work(s) either in the body of the text, footnotes, or in the bibliography/reference list.</p>
Poor Scholarship	a) Summarizing an author's ideas at length but only mentioning the author or the source at the end of the paragraph.
	b) Mentioning an author with appropriate citation in an early sentence but no attribution in subsequent sentences, so that it is unclear whether the author's ideas are continuing or the writer's own comments being offered.
	c) Including a correctly referenced short fragment from another text but without quotation marks.
	d) Using an author's work with incomplete reference (e.g. page number is missing, or the work appears only in a footnote/parenthesis and is missing from the reference list). ²

Punishment for plagiarism:

- a) In case if a student is charged with serious and mild plagiarism offense he/she will automatically receive an "F" for a written work and upon the discretion of the instructor, student can receive an "F" for the course. If a student is charged with serious and mild plagiarism for his/her Senior Project, the final grade for the Senior Project will be an automatic "F".
- b) In case if a student is charged with poor scholarship offence, his/her work will be considered as poor quality work. This will lead to a substantial decrease of the final grade.

² Guidelines on handling the cases of plagiarism, Central European University, G-1009-1