

Plagiarism Detection and Response Rule

Article 1. General Provisions

1. Plagiarism Detection and Response Rule (hereinafter "Rule") defines the principles of academic integrity in the academic and student space of the Caucasus International University (hereinafter "University") and in case of violation, the response mechanisms.
2. The university protects the principles of intellectual property and with the mechanisms established by this rule aims at revealing any form of misappropriating the results of other person's work.
3. It is the responsibility of the university staff and students to respect the intellectual property of others, to maintain academic integrity and take care of the reputation and prestige of the University.
4. The following Rule sets out the norms of awareness, prevention, detection mechanisms, and response regarding plagiarism and the misuse of Artificial Intelligence at the university.

Article 2. Plagiarism, Self-plagiarism, Falsification and Misuse of Artificial Intelligence

1. It is prohibited to misappropriate the results of other people's intellectual work: a text, an idea, a conception, visual or audio material, the misappropriation and dissemination of any other types of data without indicating the author (plagiarism).
2. It is prohibited to use your own work for the second time without indicating the original source (self-plagiarism).
3. It is prohibited to falsify data, information or quotations in academic work (falsification).
4. Misuse of artificial intelligence is prohibited, which means using Artificial Intelligence-generated text in academic and research papers without citation, as well as using artificial intelligence-generated text without critical analysis. **(01-32, 27.03.2024)**
5. Forms of plagiarism are: **(01-32, 27.03.2024)**

Type of Violation	Definition	Explanation
Outright plagiarism	Appropriating someone else's work (be it an idea, writing, image, graphic, or data) without crediting the author	Exact quotation from the source without quotation marks or any other type of indication that clearly separates the quoted text from the author's text. Appropriation of someone else's work includes copying with someone else's permission. Plagiarism is defined in this case from the standpoint of original knowledge. Plagiarism, as a form of academic dishonesty, creates a false/false impression regarding the originality of the work (IPPHAE."-2015). Appropriation can affect a few phrases, segments, or an entire work.
Paraphrased plagiarism	Paraphrasing other people's opinions without unambiguous reference to the author. Paraphrased plagiarism is also a slight alteration of the author's words in the paraphrase, which	When paraphrasing, it should be clear whose idea the author is responding to and when. Citation of the source in the text or at the end of the text in such cases is not enough to distinguish where is a

	makes the issue of authorship unclear.	paraphrase and where - original ideas. Sometimes the change made in the paraphrase is so close to the original text that it becomes impossible to distinguish them, but because of the paraphrase they are not enclosed in quotation marks.
Mosaic plagiarism	In mosaic plagiarism, ideas taken from different sources are combined in such a way that individual authors are not indicated.	Summarizing different authors without citing specific sources is interpreted as mosaic plagiarism. It is also called "patch writing." Mosaic plagiarism is when in some cases this or that scientist/author is indicated at the end of the paper, but when reading the text it is impossible to distinguish where the original opinion of the author of the article is completed and where the quotations are inserted.
Plagiarism by negligence	Misquotation due to carelessness	Omission or obfuscation of important information when citing authors or sources.
Self-plagiarism	Submitting/publishing the same paper or significant parts of the paper twice or more without citing or crediting your own work	Cases of self-plagiarism are repetition of the same chapters in different publications without appropriate references, in the case of students it is considered self-plagiarism to present the same paper for different purposes (within different courses, different programs).
Copyright infringement	Using someone else's work without obtaining copyright	Plagiarism is an ethical problem, copyright infringement is already a crime regulated by law. A prerequisite for copyright infringement is the infringement of this or that idea, subject, method, etc. Sh. Existence of copyright.
Collusion to deceive others	A form of academic dishonesty that may include unauthorized/ Unsanctioned cooperation, non-recognition of received help, disregard of established rules for working on a group project.	When conducting group projects, it is the responsibility of the participant to know exactly the limits allowed for cooperation and the part of the work that is intended for him.

Article 3. Raising Awareness Regarding Plagiarism and the misuse of Artificial Intelligence

1. The university educational programs of all three levels provide compulsory training courses that include academic integrity issues, including the use of Artificial Intelligence capabilities for academic and research purposes, as well as its misuse.

2. The academic staff of the university is informed about plagiarism and the misuse of Artificial Intelligence through this rule which is available on the web site and is the mandatory document at the moment of signing the contract.

Article 4. Plagiarism Prevention

1. Plagiarism and misuse of Artificial Intelligence Prevention includes several aspects:
 - a) the student shall sign a plagiarism and Artificial Intelligence misuse document when signing an academic agreement.
 - b) increasing students' self-consciousness within the academic writing course;
 - c) from the first year of the study giving the written assignments (summaries, essays, articles, presentations, etc.) and checking the plagiarism by the lecturer;
 - d) organizing informational meetings on plagiarism, as well as on the capabilities and the misuse of Artificial Intelligence;;
 - e) Supporting academic staff and students in raising awareness about the limitations of Artificial Intelligence;
 - f) arranging public meetings on the possibilities of checking texts in the plagiarism detection program for students and academic personnel.
2. All the Bachelor's, Master's, Doctoral theses, researches conducted at the doctoral level and articles published in magazines are mandatorily checked in anti-plagiarism program, which is a preventive measure for students and academic personnel.

Article 4¹. Using artificial intelligence in compliance with academic integrity (01-32, 27.03.2024)

1. The University supports the use of artificial intelligence, including generative artificial intelligence, as an aid to learning, provided that students adhere to the principles of academic integrity.
2. The University plans to gradually develop approaches to raise awareness of the capabilities and limitations of artificial intelligence, as well as to uphold the principles of ethical use of artificial intelligence models and academic integrity.

Article 5. Plagiarism Detection Mechanisms

1. The main mechanisms for plagiarism detection are the opinions of the lecturer, the scientific supervisor of the thesis, of the reviewer and the electronic anti-plagiarism program.
2. In case of a student, a lecturer of the training course is obliged to check the thesis in accordance with the main literature provided by the syllabus and to react accordingly.
3. The scientific supervisor of the thesis, the reviewer and other persons responsible for the inspection are obliged to verify the work in the following directions:
 - a) comparing the literature referred to in the footnote of the work with chapters/paragraphs / indents of the work;
 - b) comparing with the main literature on the subject, which is not specified in the footnote;
 - c) checking in the anti-plagiarism electronic program.
4. All master's and doctoral theses created at the university, research created at the doctoral level, articles, publications, reports, books, within 7 days from the moment of final submission to the relevant structure of the university, are obligatorily checked in the electronic anti-plagiarism program. (**#01-130, 20.10.2021**)
5. The student has the right to submit a draft of the theses 30 days before the deadline set by the University, which will be checked in the anti-plagiarism program within 7 days. The conclusion of the anti-plagiarism program is given to the author, who has the right to make the relevant change in the theses and submit it in a final form within the prescribed time. (**#01-130, 20.10.2021**)
6. In case of plagiarism revealed during the submission of the project in the form of a draft, no disciplinary measures shall be taken in accordance with this Rule. (**#01-130, 20.10.2021**)
7. Material verification in the anti-plagiarism electronic program is provided by the library, which receives papers through the faculties and doctoral services. (**#01-130, 20.10.2021**)

Article 6. Textual Match, Similarity and Plagiarism Response Mechanisms

1. In case of detecting plagiarism in the written assignment created on the Bachelor's and Master's level within a lecture course assessment, the lecturer of the training course is entitled to cancel his / her written assignment without evaluating it and notify the dean of the faculty;
2. In case of detecting plagiarism in undergraduate and master's thesis, the person who discovers it is obliged to inform the dean of the faculty within 3 days. **(01-86, 02.08.2018)**
3. In case of detecting the violation of the academic integrity norms on the part of a doctoral student and academic personnel, the applicant shall address the Rector within three days. **(01-86, 02.08.2018)**
- 3¹. The university has established a maximum permissible percentage limit of 24% for textual match/similarity with other sources for works submitted to the electronic anti-plagiarism program. **(01-32, 27.03.2024)**
- 3². Upon detection of a percentage of textual match/similarity exceeding the permissible normative threshold, the author of the work is obliged to bring the draft of the work in compliance with the permissible limit before uploading the final version to the electronic anti-plagiarism program. **(01-32, 27.03.2024)**
- 3³. In consideration of the distinct disciplinary characteristics, a higher permissible percentage threshold for textual match/similarity shall be granted for Bachelor's, Master's and PhD theses. Any such instances shall be evaluated and adjudicated as per the procedures outlined in Paragraph 7 of the present article. **(01-32, 27.03.2024)**
- 3⁴. In the event that the percentage of textual match/similarity detected upon submission of the final version of a work transcends the permissible threshold, excepting instances accounted for under Paragraph 5¹ of the present article, the mentioned work shall be deleted from the electronic anti-plagiarism system and the author shall receive an official warning. The issuance of such a warning shall not constrain the author's right to resubmit the work to the electronic anti-plagiarism system once revisions have been implemented to ensure compliance with the allowable percentage threshold. **(01-32, 27.03.2024)**
- 3⁵. Upon the assessment of the submitted work, should the percentage of textual match/similarity be found to surpass the prescribed percentage limits, with the exception of circumstances delineated in Paragraph 5¹ of the present article, the student loses the right to defend the thesis within the bounds of the current academic term. **(01-32, 27.03.2024)**
4. In case of detecting similarity of texts in the Bachelor's, Master's and Doctoral theses and research components carried out under the framework of Post-graduate and PhD educational programmes by anti-plagiarism software, a scientific supervisor checks and prepares a report on plagiarism. In case no plagiarism is detected, the supervisor makes a remark in his/her conclusion. In case of confirmation of plagiarism or assumption of plagiarism by a scientific supervisor, the issue shall be reviewed in compliance with the articles 7 and 8 of the present regulation. **(01-86, 02.08.2018)**
5. A conclusion and report prepared by the scientific supervisor on the Bachelor's, Master's and Doctoral theses and research components carried out under the framework of Post-graduate and PhD Educational Programmes, are to be presented to the reviewers, experts and defence committee in case permitting a student to defend a thesis. **(01-86, 02.08.2018)**
6. In case plagiarism is verified in the report presented by a scientific supervisor, the author is entitled to request his/her thesis back for revision. In this case, the revised version of the thesis is to be submitted for the next semester. Requesting a thesis back does not exclude application of disciplinary measures. **(01-86, 02.08.2018)**

Article 7. Plagiarism Verification and Appropriate Sanctions for Bachelor's and Master's theses

1. The Dean of the Faculty in agreement with the Rector in connection with a Bachelor's or Master's thesis shall submit an application and attached materials to the person concerned who shall study the thesis and submit a relevant conclusion within 10 days in case of the occasion indicated in the 2nd paragraph of the 6th article. The conclusion shall be discussed at the Appeal

Committee of the Faculty to which the author shall also be invited to state his/her own opinion. The decision on the existence/non-existence of plagiarism is made by the Appeal Committee of the Faculty. **(01-86, 02.08.2018)**

2. In the case provided in the paragraph 1 of this article, the decision of the Appeal Committee shall annul the work and the protocol shall be sent to the Rector for disciplinary responsibility. **(01-86, 02.08.2018)**
3. According to the Rector's order, some of the student sanctions provided by the Code of Ethics shall be used as a disciplinary liability.

Article 8. Plagiarism Confirmation and Appropriate Sanctions for Doctoral Candidates and Academic Personnel

1. In case of plagiarism detection in a doctoral student's research component or doctoral thesis as well as in academic personnel's research activities, the Rector shall order to set up a Commission within 10 days, which will be staffed by qualified specialists of the respective field both from the university personal (if there is no conflict of interest) and invited experts. **(01-86, 02.08.2018)**
2. The Commission shall elaborate the procedure for the issue and after studying the case shall make a relevant conclusion in no later than 30 days after issuance of the decree. The work of the Commission should be confidential and should not damage the doctoral student's / scholar's prestige prior to the plagiarism confirmation. **(01-86, 02.08.2018)**
3. The Commission is accountable to the Rector of the University. The Commission shall notify the offender (hereinafter "violator"), as well as other persons related to the case (sponsor of the project, other members of the project team, etc.).
4. An infringing person shall be given an opportunity to respond to the Commission. If the fact of violation is not confirmed, the rector of the university and the relevant faculty will use all tools available to restore the person's scientific reputation.
5. According to paragraph 1 of this article, in case the fact of violation on his/her part is verified in addition to the cancellation of the work, taking into account the severity of the violation, the following disciplinary sanctions may be determined:
 - a) giving a warning; checking all the articles of the author for plagiarism or falsification; He/she will pay the tuition fee in accordance with the amount for additional credits for taking a research component anew. **(01-86, 02.08.2018)**
 - b) setting special monitoring on his/her future activities;
 - c) terminating student status (in case of a doctoral student).
 - d) being dismissed from the academic position.

Article 9. Appeal

1. In case the fact of plagiarism is confirmed, the relevant decision can be appealed within 15 days after the decision of the Academic Council.
2. Appeal can be made if the violator submits a conclusion made by the field specialist (internal or external professor) on the absence of plagiarism norms.
3. The appeal shall be reviewed within 15 days from submitting it to the Academic Council.
4. The infringing person and all the people participating in discussing this case shall be invited to consider the appeal.
5. The academic council discusses the position of the parties.
6. The academic council makes a decision by a majority of attendees but not less than a half of the list.
7. The decision of the Academic Council is final and can be appealed only in court.

Article 10. Final Provisions

1. The changes and amendments to the rule are made by the University Rector's order.
2. The university students and staff are obliged to get acquainted with the present Rule, while the administration is obliged to place the document on the web site.

3. This rule loses power in case of the approval of new ones.