

## CHAPTER 8

### PLAGIARISM AND FABRICATION OR FALSIFICATION OF RESULT(S)/ DOCUMENT(S)

#### 8.1 Introduction

Plagiarism and fabrication or falsification of result(s)/ document(s) constitute examples of examination irregularities and are considered as serious offences in the academic world.

#### 8.2 Plagiarism

Plagiarism involves using the work of another person and presenting it as one's own, whether published or unpublished. Any of the following acts constitutes plagiarism:

- (i) submitting the work of another or part of it as one's own, whether published or unpublished;
- (ii) directly reproducing from a source without proper citation;
- (iii) paraphrasing or summarising another's work without acknowledging the source;
- (iv) using facts, figures, graphs, charts or information without acknowledging the source;
- (v) downloading part(s) of any document, graphics, artwork or other material from the internet and presenting it as one's own without acknowledgement;
- (vi) any infringement of the Copyright Act.

#### 8.3 Fabrication or Falsification of Result(s)/ Document(s)

Any of the following acts constitutes fabrication or falsification of result(s)/ document(s):

- (i) altering, distorting, inventing, or counterfeiting information;
- (ii) counterfeiting a record of internship or practicum experience;
- (iii) falsely citing a source of information;
- (iv) altering grade reports or other academic records;
- (v) submitting a fraudulent document for missing a class test or other academic assignment.

#### 8.4 Procedures for Handling Plagiarism and Fabrication or Falsification of Result(s)/ Document(s)

**8.4.1** Where a candidate is suspected of plagiarism as defined in section 8.2 or fabrication or falsification of result(s)/ document(s) as defined in section 8.3, the offence is firstly classified under one of the following three categories:

- (i) a first offence in an assignment (including practicals) where the act of plagiarism and/or fabrication or falsification comprises < 25% of the work;
- (ii) a second (or subsequent) offence in an assignment (including practicals) **OR** an offence in an assignment (including practicals) where the act of plagiarism and/or fabrication or falsification comprises  $\geq 25\%$  of the work;
- (iii) an offence in a project/ dissertation/ mini-project.

**8.4.2** For a first offence in an assignment (including practicals) where the act of plagiarism and/or fabrication or falsification comprises < 25% of the work, the matter is considered at the level of the respective Faculty/ Centre/ Partner Institution.

**8.4.2.1** The student is invited to give an explanation to the assessor/ lecturer.

**8.4.2.2** If the student admits the offence, the assessor/ lecturer may:

- (i) give a verbal warning to the student;
- (ii) reduce the mark of the student in the assignment;
- (iii) set the mark of the assignment to zero; or
- (iv) give a verbal warning and a new assignment to the student.

A note of the offence should be sent to the Examinations Office/ Administrative Assistant through the Dean/ Director, Head of Department and Programme Coordinator, and signed by both the student and assessor/ lecturer.

**8.4.2.3** If the student denies the act and the assessor/ lecturer is convinced with the explanation given, the case is closed.

**8.4.2.4** However, if the student denies the act and the assessor/ lecturer is not convinced of the explanation, the matter is referred to the Head of Department.

**8.4.2.5** The Head of Department calls a meeting, for explanation, with the student, the assessor/ lecturer involved, Programme Coordinator and an academic outside the Department within the same Faculty/ Centre.

**8.4.2.6** If the student admits the offence during the meeting, one of the penalties as listed in section 8.4.2.2 above is given to the student and a note of the offence is sent to the Examinations Office/ Administrative Assistant through the Dean/ Director, Head of Department and Programme Coordinator, and signed by both the student and the assessor/ lecturer.

**8.4.2.7** If again the student denies the act and members at the meeting are still not convinced, the assessor/lecturer/supervisor fills in the 'Assessor's/Supervisor's Report' which is submitted to the Dean/Director who subsequently refers the case and the report to the Discipline Committee.

**8.4.2.8** The Discipline Committee considers the case as per its regulations (*refer to Section 4.2.3.3*) and submits its views to the Senate who decides on the penalty to be applied (if any).

**8.4.3** For a second (or subsequent) offence in an assignment (including practicals) **OR** an offence in an assignment (including practicals) where the act of plagiarism and/or fabrication or falsification comprises  $\geq 25\%$  of the work **OR** an offence in a project/ dissertation/ mini-project, the following procedure should be followed:

**8.4.3.1** The assessor/lecturer/supervisor fills in the 'Assessor's/Supervisor's Report' and the case, together with the report, is referred to the Dean/Director through the Head of Department and the Programme Coordinator.

**8.4.3.2** The Dean/ Director thereafter submits the case and the 'Assessor's/Supervisor's Report' to the Discipline Committee, which considers the matter as per its regulations (*refer to relevant section(s) on Discipline Committee in the "General Information to Students" Handbook*) and submits its views to the Senate who decides on the penalty to be applied (if any).

**8.4.3.3** Senate may impose one of the following penalties depending on the extent of the offence:

- (i) award the student lower marks than those s/he would otherwise have scored in the assessed work in which the plagiarism and/or fabrication or falsification was committed;
- (ii) award 'zero' mark to the student in the module in which the offence was committed;
- (iii) (a) award the student minimum passmark in all modules (including retake modules) attempted in the semester or year (as appropriate) in which s/he has passed; and

- (b) the student be deemed to have failed in the module in which the offence was committed and scored zero mark and should retake the same module for minimum passmark only; and
- (b) in case the student had failed in any of the other modules in the semester or year (as appropriate), s/he should be re-examined in the same module(s) for minimum passmark only;
- (iv) award the student a lower class of degree than the one which s/he would otherwise have been awarded;
- (v) terminate the registration of the student.

### **8.5 Plagiarism and Fabrication or Falsification Form**

Each registered student of the University of Mauritius has to sign a plagiarism and fabrication or falsification form within two weeks after the beginning of lectures. The words as written on the form are as follows:

“I have read the University of Mauritius Handbook (“General Information to Students 20.../20...”) and I have understood the section(s) on “Plagiarism and Fabrication or Falsification of Result(s)/ Document(s)”. Notwithstanding the supervision provided to me by the University of Mauritius, I warrant that any alleged act(s) of plagiarism and/or fabrication or falsification of result(s)/ document(s) during my stay as a registered student of the University of Mauritius is entirely my own responsibility and the University of Mauritius and/or its employees shall under no circumstances whatsoever be under any liability of any kind in respect of the aforesaid act(s) of plagiarism and/or fabrication or falsification of result(s)/ document(s)”.

### **8.6 Avoiding Plagiarism (Note to Students)**

Attention of students is drawn to the fact that ‘plagiarism’ is considered as a serious offence in the academic world and that it may cost the student a reduction in his/her class award or in some cases even expulsion from the University.

Coursework, dissertations, projects and essays submitted for assessment must be the student’s own work, unless in the case of group projects/ assignments where a joint effort is expected and is indicated as such.

Therefore students should always:

- (i) state clearly and in the appropriate form where they found the material on which they have based their work;
- (ii) acknowledge the people whose concepts, experiments, or results they have extracted, developed or summarised even if these ideas have been put in their own words; and
- (iii) avoid excessive copying of paragraphs by another author, even when the source is acknowledged.

**PLAGIARISM AND FABRICATION OR FALSIFICATION FORM**

I have read the University of Mauritius Handbook (“General Information to Students (20.../20...” and I have understood the section(s) on “Plagiarism and Fabrication or Falsification of Result(s)/ Document(s)”.

I agree to be bound by the above.

Notwithstanding the supervision provided to me by the University of Mauritius, I warrant that any alleged act(s) of plagiarism and/or fabrication or falsification of result(s)/ document(s) during my stay as a registered student of the University of Mauritius is entirely my own responsibility and the University of Mauritius and/or its employees shall under no circumstances whatsoever be under any liability of any kind in respect of the aforesaid act(s) of plagiarism and/or fabrication or falsification of result(s)/ document(s).

Name:.....

Programme of Studies:.....

Year/Level:.....

Faculty/Centre:.....

Signature:.....

Date:.....

*To be returned duly signed to the Faculty/Centre AA’s Office within  
two weeks after beginning of the lectures.*