



ASSAM UNIVERSITY:::SILCHAR

NOTIFICATION

In pursuance of the decision of the 158th meeting of the Executive Council dtd. 14th August 2023 vide resolution no. EC:158:08-23:03:24, it is hereby notified that the similarity checks of all Ph.D. /M.Phil thesis shall be conducted through OURIGINAL (Erstwhile URKUND) software and respective supervisors would be the signing authority of the similarity check report of the thesis of his/her scholar. The detailed guidelines in this regard is placed at **Annexure-I**. This will come into effect from **September 01, 2023**.

As per the guidelines of similarity check of research thesis, following Committees are constituted:

- A. **Departmental Academic Integrity Panel (DAIP)**: All Academic Departments shall have a standing Departmental Academic Integrity Panel (DAIP) as follows:
- Head of the Department – Chairperson of DAIP
 - Senior academicians from outside the departments: Department wise nominated members enlisted below:

Sl No.	Department	Nominated Member (Hod/HoD i/c)
For Assam University, Silchar		
I	Linguistics	HoD Urdu
ii	Bengali	HoD Sanskrit
iii	Hindi	HoD Manipuri
iv	Urdu	HoD Hindi
v	Manipuri	HoD Bengali
vi	Sanskrit	HoD Linguistics
vii	English	HoD Arabic
viii	French	Hod English
ix	Arabic	HoD French
x	Economics	HoD Political Science
xi	Commerce	HoD Business Administration
xii	Sociology	HoD Philosophy
xiii	Hospitality & Tourism Management (HTM)	HoD Commerce
xiv	Business Administration	HoD Mass Communication
xv	Political science	HoD Education
xvi	History	HoD Sociology
xvii	Visual Arts	HoD Social Work
xviii	Performing Arts	HoD Visual Arts
xix	Mass Communication	HoD HTM
xx	Social Work	HoD Performing Arts
xxi	Philosophy	HoD History

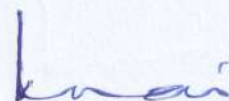
Handwritten signature

xxii	Applied Science and Humanities (ASH)	HoD Economics
xxiii	Computer Science & Engineering (CSE)	HoD CSE
xxiv	Electronics & Telecommunication (ECE)	HoD CSE
xxv	Computer Science (CS)	HoD ECE
xxvi	Pharmaceutical Sciences	HoD Microbiology
xxvii	Life Science	HoD Pharmaceutical Science
xxviii	Agricultural Engineering	HoD Biotechnology
xxix	Microbiology	HoD Life Science
xxx	Biotechnology	HoD Chemistry
xxxi	Chemistry	HoD Ecology and Environmental Sciences
xxxii	Ecology and Environmental Sciences.	HoD Agricultural Engineering
xxxiii	Physics	HoD Mathematics
xxxiv	Mathematics	HoD Statistics
xxxv	Statistics	HoD Physics
xxxvi	Education	HoD ASH
For Assam University Diphu Campus		
i	Hindi	HoD English
ii	Life Science	HoD Physics
iii	Physics	HoD Anthropology
iv	Assamese	HoD Hindi
v	Anthropology	HoD Geography
vi	Geography	HoD Life Science
vii	Commerce	HoD Political Science
viii	Political Science	HoD History
ix	History	HoD Commerce
x	English	HoD Assamese

- c. One member to be nominated by respective HoD on the consent of the DAC who is well versed with anti-plagiarism tools. The name of the member nominated by HoD with a copy of DAC resolution may be submitted to Registrars office at the earliest. The member so nominated by the Department shall function for a maximum two years period.

B. Institutional Academic Integrity Panel (IAIP): The Constitution of the Institutional Academic Integrity Panel (IAIP) is as follows:

- a. Chairperson – Senior most PVC of the campus or in his/her absence, the Senior most Dean of the campus
- b. Dean of the concerned School; provided the Dean is not a member of DAIP in any other capacity. Further, if the Dean of the concerned School is the Chairperson of IAIP, then the senior most Professor of the University who is not a member of DAIP or Chairperson of the IAIP shall act as member.
- c. One member from outside the University – Vice Chancellor has nominated a panel of three members. IAIP may invite any one as per availability in a particular meeting.
 - i. Prof. Arnab Bondapadhyay, Department of Agricultural Engineering, NERIST
 - ii. Prof. Arup Bhattacharjee, Department of CSE, NIT Silchar
 - iii. Principal, Guru Charan College, Silchar



d. A person well versed with anti-plagiarism tools - Vice Chancellor has nominated a panel of three members. IAIP may invite any one as per availability in a particular meeting.

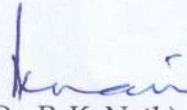
i. Prof. Amrit Pal Singh, Department of Commerce, Gauhati University

ii. Prof. Ferdous Ahmed Barbhuiya, Dept of CSE, IIIT Guwahati

iii. Prof. Fazal Ahmed Talukdar, Dept. of Electronics, NIT Silchar

The members nominated by name shall function for a maximum period of three years. The external members may be connected preferably by online mode.

The Concerned Departments are expected to take necessary action accordingly.


(Dr. P. K. Nath)
Registrar

No. AUK-214/14/2023/

Date : 31st August 2023

Copy to:-

1. The Pro Vice Chancellor, AUGC for information and necessary action.
2. All Deans of Schools/Heads of the Departments, AUS & AUGC for information and necessary action.
3. The Controller of Examinations, AUS for information and necessary action.
4. The Finance Officer for information and necessary action.
5. The Librarian, AUS for information and necessary action.
6. The Director, IQAC for information and necessary action.
7. The External Members with a request to extend support as a member of DAIP/IAIP as and when required.
8. The Dy. Registrar (Research) for information and necessary action.
9. The Director, Computer Centre with a request to upload the same in the University website.
10. P.S. to V.C. for kind information of the Vice-Chancellor.
11. Guard file


Registrar

Annexure - I

Assam University Guidelines on Similarity Check of Research Thesis

1). The similarity check report of any thesis would be generated by the respective supervisor by using his/her registered original analysis id only. In the generated report, if the figure of similarity reflected is within the accepted limit (10% at present) as set by the university, then the **supervisor will issue** Plagiarism Verification Certificate in the university-recommended format i.e. Form 11-G and Form 11-H (Annexure-B and Annexure-C).

2). The similarity checks for plagiarism shall exclude the following:

- i. All quoted work reproduced with all necessary permission and/or attribution.
- ii. All references, bibliography, table of content, preface and Acknowledgements.
- iii. All generic terms, laws, standard symbols and standards equations

In case of any self-publication exemption claim, that has to be mentioned in the specified space in Form 11-G.

3) The required Original Credentials (**Id & password**) would be generated by the library and communicated to the faculty members as and when required.

4). However, before the implementation of the above system, one **Departmental Academic Integrity Panel (DAIP)** in each academic department and one **Institutional Academic Integrity Panel (IAIP)** at the central level must be constituted (*Clause-9* of The Gazette of India, Extraordinary, Part -III, Section -4, July 31, 2018).

5). If the similarity report is above the prescribed limit of AUS, then it needs to be edited and resubmitted.

6). The final / Complete thesis (after plagiarism certified) is to be submitted in the CD to the library in the following format which will be uploaded in **SHODHGANGA**. For this purpose, the award letter is to be submitted to the Central Library immediately by the COE office / Research Cell.

7). The final CD should be submitted in the following format (**both a & b is mandatory**) :

- a. Full thesis (in **pdf**) in a single file (word / PageMaker / Latex / Coraldraw etc will not be accepted)
- b. Full thesis in **pdf** and chapter-wise as given below

01_ Title

02_ Preliminary pages (title + declaration + dedication + certificates + acknowledgement + list of tables and graphs etc.)

03_ Content

04_ Abstract

05_ Chapter 1

06_ Chapter 2

07_ Chapter 3

08_ Chapter 4

09_ Chapter 5

10_ Annexures (bibliography + references + questionnaire + maps + publications etc.)


Registrar
অসম বিশ্ববিদ্যালয়, সিলচর
Assam University, Silchar
Ph 03842-270368/270806

80_Recommendation (The recommendation should contain a title page and chapter , which contains Recommendation / Conclusion /Summary / Future findings.
The recommendation file should be named as '80_Recommendation.pdf and should be in PDF format without any images)

- 8) For any clarification/assistance the supervisor may approach the Library or any other person assigned by the authority.
- 9) Each department has to constitute a **DAIP** and also the University shall have one **IAIP**. The terms of reference of which are mentioned below:

*Upon receipt of complaint or allegation plagiarism the DAIP shall investigate the matter and submit its recommendations to the **Institutional Academic Integrity Panel (IAIP)** of the HEI."*

The University authorities can also take Suo Motu notice of an act of plagiarism and initiate proceedings under these regulations. Similarly, proceedings can also be initiated by the HEI on the basis of the findings of an examiner. All such cases will be investigated by the IAIP.

(A) Departmental Academic Integrity Panel (DAIP)

- i. All Departments in HEI shall notify a DAIP whose composition shall be as given below:
 - a. Chairman - Head of the Department
 - b. Member - Senior academician from outside the department, to be nominated by the Vice chancellor.
 - c. Member - A person well versed with anti plagiarism tools, to be nominated by the Head of the Department.

The quorum for the meetings shall be 2 out of 3 members (including Chairman).

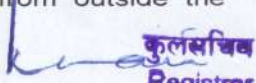
ii. The DAIP shall follow the principles of natural justice while deciding about the allegation of plagiarism against the student, faculty, researcher and staff. If the allegation of plagiarism is against any member/Chairman of DAIP then IAIP will nominate member / Chairman in lieu of the member concerned. In case of any allegation against IAIP member/ Chairman made through the Registrar than Vice Chancellor will take the appropriate decision. All complaint of plagiarism are to be routed through the Registrar of the University.

iii. The DAIP shall have the power to assess the level of plagiarism and recommend penalties) accordingly.

iv. The DAIP after investigation shall submit its report with the recommendation on penalties to be imposed to the IAIP within a period of 45 days from the date of receipt of complaint / initiation of the proceedings.

(B) Institutional Academic Integrity Panel (IAIP)

- i. Vice Chancellor shall notify a IAIP whose composition shall be as given below:
 - a. Chairman - Pro-VC/Dean/Senior Academician of the HEI.
 - b. Member - Senior Academician other than Chairman, to be nominated by the Vice Chancellor.
 - c. Member - One member nominated by the Vice Chancellor from outside the University


कुलसचिव
Registrar
असम विश्वविद्यालय, सिलचर
Assam University, Silchar
Ph 03842-270368/270369

d. Member - A person well versed with anti-plagiarism tools, to be nominated by the Vice Chancellor.

The Chairman of DAIP and IAIP shall not be the same. The tenure of the Committee members including Chairman shall be three years. The quorum for the meetings shall be 3 out of 4 members (including Chairman).

ii. The IAIP shall consider the recommendations of DAIP.

iii. The IAIP shall also investigate cases of plagiarism as per the provisions mentioned in these regulations.

iv. The IAIP shall follow the principles of natural justice while deciding about the allegation of plagiarism against the student, faculty, researcher and staff of HEI.

v. The IAIP shall have the power to review the recommendations of DAIP including penalties with due justification.

vi. The IAIP shall send the report after investigation and the recommendation on penalties to be imposed to the Vice Chancellor within a period of 45 days from the date of receipt of recommendation of DAIP/ complaint / initiation of the proceedings.

vii. The IAIP shall provide a copy of the report to the person(s) against whom inquiry report is submitted.

10) Penalties

Penalties in the cases of plagiarism shall be imposed on students pursuing studies at the level of Masters and Research programs and on researcher, faculty & staff of the University only after academic misconduct on the part of the individual has been established without doubt, when all avenues of appeal have been exhausted and individual in question has been provided enough opportunity to defend himself or herself in a fair or transparent manner. Penalties as per Clause 12 of The Gazette of India, Extraordinary, Part -III, Section -4, July, 2018 are at Annexure-A.:

11) Removal of Difficulty

UGC reserves the right to remove difficulty/difficulties in the course of implementations of these Regulations in consultation with the Government of India/ Ministry of Human Resource Development.



कुलसचिव

Registrar

असम विश्वविद्यालय, सिलचर

Assam University, Silchar

Ph 03842-270368/270806

Annexure-A

1) Penalties in case of plagiarism in submission of thesis and dissertations:

Institutional Academic Integrity Panel (IAIP) shall impose penalty considering the severity of the Plagiarism.

- i. Level 0: Similarities upto 10% - Minor Similarities, no penalty.
- ii. Level 1: Similarities above 10% to 40% - Such student shall be asked to submit a revised script within a stipulated time period not exceeding 6 months.
- iii. Level 2: Similarities above 40% to 60% - Such student shall be debarred from submitting a revised script for a period of one year.
- iv. Level 3: Similarities above 60% -Such student registration for that programme shall be cancelled.

Note 1: Penalty on repeated plagiarism- Such student shall be punished for the plagiarism of one level higher than the previous level committed by him/her. In case where plagiarism of highest level is committed then the punishment for the same shall be operative.

Note 2: Penalty in case where the degree/credit has already been obtained - If plagiarism is proved on a date later than the date of award of degree or credit as the case may be then his/her degree or credit shall be put in abeyance for a period recommended by the IAIP and approved by the Head of the Institution.

2) Penalties in case of plagiarism in academic and research publications

- I. Level 0: Similarities up to 10% - Minor similarities, no penalty.
- II. Level 1: Similarities above 10% to 40%
 - i) Shall be asked to withdraw manuscript.
- III. Level 2: Similarities above 40% to 60%
 - i) Shall be asked to withdraw manuscript.
 - ii) Shall be denied a right to one annual increment.
 - iii) Shall not be allowed to be a supervisor to any new Master's, M.Phil., Ph.D. Student/scholar for a period of two years.
- IV. Level 3: Similarities above 60%
 - i) Shall be asked to withdraw manuscript.
 - ii) Shall be denied a right to two successive annual increments.
 - iii) Shall not be allowed to be a supervisor to any new Master's, M.Phil., Ph.D. Student/scholar for a period of three years.

Note 1: Penalty on repeated plagiarism - Shall be asked to withdraw manuscript and shall be punished for the plagiarism of one level higher than the lower level committed by him/her. In case where plagiarism of highest level is committed then the punishment for the same shall be operative. In case level 3 offence is repeated then the disciplinary action including suspension/termination as per service rules shall be taken by the HEI.

Note 2: Penalty in case where the benefit or credit has already been obtained - If plagiarism is proved on a date later than the date of benefit or credit obtained as the case may be then his/her benefit or credit shall be put in abeyance for a period recommended by IAIP and approved by the Head of the Institution.


कुलसचिव
Registrar
असम विश्वविद्यालय, सिलचर
Assam University, Silchar
Ph 03842-270368/270806

Note 3: HEIs shall create a mechanism so as to ensure that each of the paper publication/thesis/dissertation by the student, faculty, researcher or staff of the HEI is checked for plagiarism at the time of forwarding/submission.

Note 4: If there is any complaint of plagiarism against the Head of an HEI, a suitable action, in line with these regulations, shall be taken by the Controlling Authority of the HEI.

Note 5: If there is any complaint of plagiarism against the Head of Department/Authorities at the institutional level, a suitable action, in line with these regulations, shall be recommended by the IAIP and approved by the Competent Authority.

Note 6: If there is any complaint of plagiarism against any member of DAIP or IAIP, then such member shall excuse himself / herself from the meeting(s) where his/her case is being discussed/investigated.


कुलसचिव
Registrar
असम विश्वविद्यालय, सिलचर
Assam University, Silchar
Ph 03842-270368/270806

Annexure-B

Form-11.G

Plagiarism Verification

Date :.....

- Title of the Thesis
.....
- Total Page(s).....
- Researcher/Scholar.....
.....
- Supervisor / Co
Supervisor.....
- Department.....
.....
- School/University
.....

This is to report that the above thesis was scanned for similarity detection. Process and outcome is given below:

- Software used Date
- Similarity Index Total word count
- Submission ID File Size
(KB)

This is to certify that the similarity index is below the accepted norms as set by the university without / after excluding the following published article (s) co-authored with the R.....rch Supervisor.

Or

* The Similarity Index is above accepted norms, because of the following reas.....

1.
.....
.....
- 2
.....
.....

3.

.....

.....

4.

.....

.....

5.

.....

.....

The thesis may be considered for Evaluation.

Scholar

Supervisor

Annexure-C

Form-11.H



RABINDRA LIBRARY: ASSAM UNIVERSITY, SILCHAR

Thesis/Dissertation Metadata Form

1.	Title	
2.	Alternative Title, if any	
3.	Name of Research Scholar	
4.	Name of Supervisor/Co-Supervisor	1 2 3
5.	Name of the Degree	
6.	Level of the Degree	
7.	Department/Centre	
8.	School	
9.	Name of affiliated Institution for which AUS is granting the Degree	
10.	Date of Submission	
11.	Subject Keywords	1 2 3 4 5
12.	Coverage (for time periods of spatial regions only)	
13.	Language of the thesis	
14.	File Format of thesis and accompanying material, if any (PDF, MPEG etc.)	

Signature of the Supervisor

Signature of the Scholar