

Plagiarism Regulation

Introduction, Goal, and Scope of Action

The State University of Physical Education and Sports of Georgia (hereinafter the University) is an independent higher education institution. In accordance with the Constitution of Georgia, the Law of Georgia "on Higher Education," the University Charter, and other legislative acts, it implements two levels of higher academic education programs and scientific research.

Our goal is for any work performed on the basis of the University to be created in full compliance with the norms of academic integrity. Any type of academic fraud, committed by staff or students, is unacceptable to the University as it contradicts our principles.

This regulation applies to students of any level and any employee of the University who performs work on behalf of the University and concerns the following academic works:

- **Performed by academic staff:** Scientific research, articles, papers, conference materials, etc..
- **Performed by students:** Bachelor's and Master's theses, conference materials, any type of written work, or presentation.
- **Any other type of work** not mentioned above.

The University's goal is not only to detect and respond to academic fraud but also to instill high norms of academic integrity in University staff and students. This includes promoting a culture of academic integrity, which implies respect for the work of others.

Principles of Academic Integrity

- **Respect for others' intellectual labor and products:** Any idea or phrase used in research/work without indicating the appropriate source must be the result of the student's or staff member's own intellectual labor.
- **Source Attribution:** Otherwise, the source must be cited according to the relevant rules. Using someone else's work without indicating the source is plagiarism.
- **Reliability of information:** Quantitative indicators, research results, and interview or survey results indicated/used in the research/work must be accurate. Intentional or accidental modification of data is considered falsification.

- **Validity of assessment:** Any evaluated work must be the result of the student's personal intellectual labor.

The following are prohibited at the University:

- Copying or attempting to copy during exams or other assessment components.
 - Attending an exam in place of another person or passing an exam through another person.
 - Submitting someone else's completed assignment under one's own name, or performing an assignment for someone else.
 - Influencing assessment results through any dishonest means that puts a student in an advantageous position over others.
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Forms of Plagiarism

The forms of plagiarism include:

- **Direct Plagiarism:** Using and distributing the text, ideas, concepts, visual or audio material, or any kind of data from someone else's intellectual labor without attributing the author.
- **Paraphrased Plagiarism:** Expressing someone else's thoughts in one's own words without attributing the author.
- **Mosaic Plagiarism:** Combining opinions taken from various sources in such a way that individual authors are not indicated.
- **Plagiarism through negligence:** Incorrect citation due to carelessness.
- **Copyright violation:** Using someone else's work without obtaining copyrights.
- **Self-plagiarism:** Repeated use of one's own work without indicating the original source.
- **Unpublished material:** Using unpublished materials (papers, blogs, lecture notes, outlines, lectures, oral words, etc.) without indicating the author/source.
- **Media content:** Using websites, films, television programs, etc., without indicating the author/source.

Note: The use and distribution of universally known "general knowledge" is not plagiarism and does not require source attribution.

Prevention of Plagiarism

The University undertakes to raise awareness of academic integrity norms among students and staff and to care for the prevention of academic fraud. To this end, it conducts the following activities:

- **Distribution of this regulation:** The University ensures that this document is introduced to staff and students. The regulation must be public, accessible to all interested parties, and distributed among students and staff.
 - **Information/Consultation meetings:** Information is spread during relevant informational and consultation meetings.
 - **Program-level awareness:** Students must receive information during orientation weeks and within each educational program. Program heads and academic staff should raise student awareness regarding these regulations.
 - **Scientific-research component rules:** Rules for performing and defending both Bachelor's and Master's theses include information on citation rules and plagiarism.
 - **Academic Writing course:** Within the University's academic writing course, students learn the recognized and approved academic writing style (formatting bibliographic data, citation styles, etc.).
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Detection of and Response to Plagiarism

To detect cases of plagiarism, the University ensures:

- Creation of academic work databases.
- Publication of works on the website.
- Checking Bachelor's and Master's theses, as well as conference materials and articles, with technical means of plagiarism detection (special computer software).

Responsibility:

- The supervisor of the student's work, the course lecturer, or the exam proctor is responsible for ensuring the student's work meets academic integrity norms and for detecting plagiarism therein.
- In the case of academic staff, the head of the relevant department and the scientific research service are responsible.

Cases of plagiarism are studied by the **University Ethics Commission**, which is composed of qualified specialists in the relevant field and examines each case individually.

Permissible Percentage of Coincidence:

- **Bachelor's Thesis:** 20%
- **Master's Thesis:** 15%

- **Scientific Work:** 12%
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Investigation and Sanctions

The investigation includes data collection and an oral hearing. To protect the rights of students and staff, the person accused of plagiarism has the right to participate in the oral hearing and justify their position.

Based on the nature of the misconduct, the Ethics Commission makes appropriate decisions, including:

- Written warning.
- Annulment of the work.
- Assigning an "FX" grade in the course/work.
- Termination of the labor contract or student status.

Details regarding the formation of the commission, formal procedures, and sanctions are provided in the Regulations of the Ethics Commission.

Confidentiality and Appeal

- **Confidentiality:** Proceedings and materials are confidential to protect the rights of students and staff. Spreading information before the completion of proceedings or making statements that insult the dignity of the person being prosecuted is prohibited.
- **Appeal:** Students and staff have the right to appeal the commission's decision within 5 calendar days of being notified of the decision. To appeal, the person must apply in writing to the Rector of the University.