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## **GUIDELINES ON PLAGIARISM**

### **of the IUSS Pavia University School**

approved by the Academic Senate on 19 May 2021

#### **1. Introduction**

In pursuing the values that underpin scientific research, teaching and other university activities, the IUSS Pavia University School (the “School”), requires all members of its Community to observe, respect and promote the fundamental principles expressed in its *Code of Ethics and Conduct* (Rector's Decree No. 211/2018). These principles include: honesty, integrity and professionalism; diligence, loyalty, fairness and good faith; and the promotion of merit, to be pursued through an effective evaluation system.

This framework includes the need to identify, prevent and contain the risk of plagiarism, with particular regard to the preparation of final exams by the School's pupils and students, through a policy of information, education and monitoring – of which these Guidelines are an expression.

#### **2. Identification of the risk of plagiarism**

For the purposes of these Guidelines, “plagiarism” is defined as «*the total or partial appropriation of another person's literary, artistic or similar work, which is passed off as one's own* » [Lo Zingarelli. Vocabolario della lingua italiana, XII ed., Zanichelli, Bologna, 1993, reprinted 2012, under the entry Plagio].

Furthermore, “plagiarism” constitutes the “*False attribution to oneself of works (especially literary) or discoveries for which others hold the rights of invention or priority*” [Il Devoto-Oli, Il dizionario della lingua italiana, Le Monnier, Florence, 2002-2003 edition, under the entry Plagio].

In terms of the subjective element of the conduct, if intent is required for criminal liability, it should be noted that the unlawful appropriation of another's intellectual work is often the result of negligence, which nevertheless contravenes the aforementioned fundamental principles to which members of the school community must adhere.

From this perspective, plagiarism can also be found in the case of a simple summary and expository work (so-called “compilation theses”), if the author makes no effort to personally rework the sources they use personally, does not express themselves in an original manner and/or does not explicitly reference the sources from which they draw inspiration when presenting a thesis claimed as their own.

Therefore, the following may be considered plagiarism, by way of example:

- The mere reformulation and presentation of other people's ideas or theses as if they were one's own;
- Phrases copied *verbatim* without citing the source;



- Phrases that are merely paraphrased without citing the source.

It should be noted that the above also applies in cases where the unquoted source consists of other works of which the author or co-author is the author or co-author. The author may include in the thesis parts of or entire publications of which he/she is the author or co-author, in the thesis provided that this inclusion is accompanied by an explicit statement by the author, inserted before the table of contents, with the appropriate bibliographical references to his/her previously published works.

### **3. Prevention of the risk of plagiarism**

That said, it is useful to clarify that in the field of research, it is entirely legitimate to use the work of others as a basis for developing one's own ideas and scientific work. This can be done to support the development of new perspectives or to discuss or refute previously reported theses.

However, this practice is subject to certain conditions, including:

- the use of "quotation marks" for phrases taken from the works of others, accompanied by a precise reference to the author and the work cited *verbatim*;
- the explicit indication of precise references to the consulted work consulted and its author, through direct quotations in the text, notes and/or a bibliography, depending on the adopted citation style;
- careful prior verification of the consistency of previously published works, by consulting databases and search engines, whenever there is any doubt that plagiarism may be occurring.

### **4. Monitoring procedure (referral)**

The procedure for monitoring the risk of plagiarism and determining the formal and substantive criteria for compliance with the School's *standards* for final examination papers is subject to a specific Academic Senate resolution.

Those involved in the monitoring process are the Supervisor (whether internal or external to the School), the Co-supervisor and the Anti-plagiarism Officer for the Disciplinary Area.

When carrying out anti-plagiarism checks on papers submitted for final examinations, the Supervisor may request support from the Secretariats.

The School's monitoring activities are carried out with the help of specialised *software*.

### **5. Sanctions**

If plagiarism is proven, sanctions may be imposed on the author, including:

#### Criminal sanctions

Article 1 of Law No. 475 of 19 April 1925 (*Repression of the false attribution of the work of others by applicants for degrees, diplomas, offices, titles and public dignities*) criminally sanctions the conduct of "*anyone who, in examinations or competitions prescribed or required by authorities or public administrations for the award of degrees or other academic or educational qualifications, for teaching qualifications and professional licences, for the issuance*



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*of diplomas or licences, presents as their own dissertations, studies, publications, technical projects and, in general, works that are the work of others", providing for a penalty of imprisonment from three months to one year.*

#### Disciplinary sanctions

Plagiarism may also constitute a disciplinary offence punishable under the *Regulations for disciplinary proceedings against pupils and students of the School*, adopted by Rector's Decree No. 68/2019 in accordance with the provisions of Article 16 of Royal Decree Law No. 1071 of 20 June 1935, converted into law by Law No. 73 of 2 January 1936.

The sanctions – which range from verbal warnings to expulsion - are listed in Title III of the aforementioned Regulations. Article 7, paragraph 3, also provides for the Academic Senate of the School to impose additional penalties on the diploma grade, in addition to the disciplinary sanctions.