



## **Fact Sheet on Plagiarism**

In accordance with the regulations of the Teaching Committee of the University of Zurich from 30 April 2007

### **What is Plagiarism?**

Plagiarism is understood as the use or imitation of other people's work, either wholly or partially, without acknowledging the source and the author. In principle, plagiarism is an infringement of copyright law. Short passages from another author may be quoted; however, this is subject to the requirement that the quotation is marked as such and the source is cited.

The following provides a further definition of what constitutes plagiarism:

- a) The author submits a piece of work under his or her own name that he or she commissioned another person to write (ghost writer).
- b) The author submits the work of another person under his or her own name (complete plagiarism).
- c) The author submits the same piece of work (or part thereof) for different examinations or course assignments (self-plagiarism).
- d) The author translates foreign language texts, or parts of foreign language texts, and submits these as his or her own work without acknowledgement of the source (translation plagiarism).
- e) The author uses extracts from another person's text without citing the source. This also covers the use of text and parts of texts from the Internet without citation of the source.
- f) The author uses parts of another's text and makes slight changes by altering a few words or their order (paraphrasing) without acknowledgement of the source.
- g) The author uses parts of another person's text, paraphrases them, and does indeed cite the relevant source, not, however, in the context of the part of the text, or parts of the texts, used (for example: concealment of the plagiarized source in a footnote at the end of the work).

It is a fundamental principle of academic ethics that the ideas, words, and theories of others should be attributed in the form of a citation, even if they are only used in the form of a summary or an analogy. Individual disciplines have their own particular conventions and regulation regarding citations and these must also be observed when submitting academic texts. This requirement is, as a rule, waived for what is termed "textbook knowledge," i.e. common knowledge that may be presupposed in a particular discipline. However, if the presentation of textbook knowledge is derived from another author (e.g. from a particular textbook), the source must be referenced.

### **Proceedings and Sanctions in Cases of Plagiarism**

A confirmed case of plagiarism in an assessment results in a failing grade. The assessment may be repeated at the next scheduled date (see pertinent ordinance or regulations on studies for details).

If the act of plagiarism is only discovered after the final degree has been conferred, the degree will be revoked by order of the faculty in question, and the diploma and final transcript of records will be confiscated.

Disciplinary proceedings based on the principle of the University of Zurich's disciplinary code may be initiated in any case.