

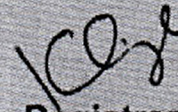
UNIVERSITY OF ENGINEERING AND TECHNOLOGY, PESHAWAR

NOTIFICATION

No. 120 /72nd/AC/110th/S/Acad

Dated 23 /07/2018

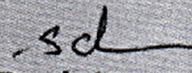
On the recommendations of the Academic Council in its 72nd meeting held on 29.5.2018, the Syndicate in its 110th meeting held on 31.5.2018, approved SOPs two stage plagiarism for quick processing of Thesis examination for MS, M.Phil, PhD (as annexed).


Registrar

No. 980-85 /72nd/AC/110th/S/Acad

Copy to:-

1. The Director, Quality Enhancement Cell, UET Peshawar.
2. The Director, Postgraduate Studies, UET Peshawar.
3. The Controller of Examinations UET, Peshawar.
4. The Manager, IT Center UET, Peshawar.
5. PS to Vice-Chancellor UET, Peshawar.
6. PS to all Deans, Faculty of Engineering UET, Peshawar.


Registrar
University of Engineering
& Technology, Peshawar



Quality Enhancement Cell

University of Engineering & Technology, Peshawar

Approved in 72nd, Academic Council 29-05-2018 & 110th, Syndicate on 31-05-2018

Standard Operating Procedures (SOPs) for Anti Plagiarism Services

Two stage Plagiarism for quick process of thesis examination

Stage-I

- 1- The Supervisor will submit the thesis to Postgraduate Advisor for Initial plagiarism check in soft form, with the certificate that the thesis is original and not plagiarized.
- 2- Each postgraduate Advisor will generate the plagiarism report using his access to the Turnitin software. He will make sure that thesis has not been submitted to the repository of the Turnitin service.
- 3- On the basis of report of PG Advisor, the chairman will issue initial certificate for the purpose of facilitating thesis examination.
- 4- The certificate (A-I) will be issued as per plagiarism policy of the university available at the Quality Enhancement website. However the following handy guidelines are provided.
 - a. Each student will be given four (4) chances for achieving HEC prescribed similarity index limit of <19% as a whole and < 05% from any single source. Otherwise the case will be forwarded to Plagiarism Standing Committee.
 - b. If the similarity index found beyond the range (>19%) then the letter will be issued to ask student to revise the thesis and submit it again within two weeks.
 - c. If the similarity found with the student own assignment submitted to repository will only be nullified if student has the proof of that assignment submission. (Turnitin Originality Report + account ID & password will be required with proper reference).
 - d. If the similarity found with own work the student will be asked to provide the published research papers. Then the similarity from single source will be nullified (Only title page of research paper will be required for evidence).
- 5- Chairman will process the case of formation of Defence Examination Committee and send the case to Director Postgraduate Office.
- 6- Dean office will notify the committee and send copies of notification to Director Postgraduate Studies, Chairman of the relevant department.
- 7- After completing all the processes and the thesis original then verified hard copies of thesis (Plagiarism report annexed) will be submitted to the Dean for further processing.
- 8- Letter will be issued to ask student to submit final hard copies of thesis (M.Phil = 3 & Ph.D = 3) for defence.
- 9- The concerned department must assure the compatibility of hard copy with the soft copy.
 - a. In case of mismatch it will be reported back to the department for correction thereby restarting the plagiarism check from the very beginning.
 - b. The Hard copies of thesis must be endorsed by the supervisor.
- 10- Hard copies of thesis are required in :
 - a. Strip binding for MS/M.Phil
 - b. Hard Binding for P.hD

Stage-II

1. Once the thesis examined by the examiner and finalized after incorporation of suggested changes by the examiner, the final lthesis will be submitted to the QEC as per procedure below.
 - a. Soft copy of thesis and requisition form duly signed by the chairman and supervisor will be sent to QEC for final plagiarism check.
 - b. The final certificate will be issued by the QEC office for the processing of degree. QEC will issue the final report to Postgraduate office.