

## RECTOR'S REGULATION

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Jelgavā

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### **On Academic Integrity Violations in Students' Theses / Doctoral Theses**

The following procedure **when** finding academic integrity violations in LLU students' theses and doctoral theses is DETERMINED on the basis of Article 5, Part (2<sup>1</sup>) of the Law of Higher Education and Article 49 of the LLU Regulation of Studies, Items 4.7 and 7 of the Internal Regulations for Students, Item 6.4.7. of the LLU Regulation for Procedures for Thesis Writing and Final Examination, Item 3.1.7. of LLU Study Agreement and Article 17.2 the Regulation on Promotion Boards and Promotions:

1. When the system of online plagiarism detection locates **10% or more** instances of identical text with another / other works available in the system or the Internet:
  - 1.1. **in theses of undergraduate and post-graduate programmes:**
    - 1.1.1. a plagiarism control staff member sends the texts of the comparison result and the compared document to the director of the study programme of an author of the thesis under question and to the head of the Methodological Commission (MC) of the faculty;
    - 1.1.2. a faculty's MC of the author of the thesis together with the supervisor of the thesis carry out a detailed analysis of the materials sent by the plagiarism control staff member regarding the presence or absence of plagiarism in the thesis;
  - 1.2. **in doctoral theses:**
    - 1.2.1. a plagiarism control staff member sends the texts of the comparison result and the compared document to a chairperson of the promotion board of the respective scientific branch;
    - 1.2.2. the promotion board of the scientific branch carries out a detailed analysis of the materials sent by the plagiarism control staff member regarding the presence or absence of plagiarism in the thesis;
2. MC/a promotion board of a scientific branch shall submit their decision to the plagiarism control staff member of the Studies Centre.
3. If plagiarism has been detected:
  - 3.1. **in theses of undergraduate and post-graduate programmes:**
    - 3.1.1. an explanation in writing is required from the author;
    - 3.1.2. exmatriculation of the author of the thesis is proposed at the MC's meeting in the presence of the thesis' author;
    - 3.1.3. the protocol of the MC commission's meeting is submitted to the dean of the faculty along with an exmatriculation decision.
  - 3.2. **in doctoral theses:**
    - 3.2.1. an explanation in writing is required from the author;
    - 3.2.2. a promotion board of a scientific branch makes a decision on redoing the doctoral thesis.

4. A student has the right to appeal to review disciplinary punishment according to the procedure determined in the Regulation of Studies.
5. Overall supervision of the implementation of the regulation is the responsibility of the Studies Centre, but supervision in the faculties is the responsibility of deans / promotion boards of scientific branches.
6. It is announced that the Rector's regulation No 4.3.-8/70 "On Academic Integrity Violations in Students' Theses" as of May 26, 2015 has lost its force.
7. The regulation shall be sent to all faculties, departments/institutes, Studies Centre, promotion boards of scientific branches, Language Centre, Administration Centre (T. Tabunova), Student Self-government, and one copy should be included in the file.

Rector

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APPROVED:  
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