

INSTITUTE TURNITIN POLICY

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1. Purpose

This policy aims to ensure academic integrity, originality, and ethical research practices within the institute by regulating the use of **Turnitin**, a plagiarism detection and AI content identification software.

The policy outlines procedures for accessing, using, and interpreting similarity and AI-generated content reports for all academic and research submissions.

2. Scope

This policy applies to all:

- Faculty members
- Research scholars
- Students (undergraduate, postgraduate, and doctoral)
- Administrative or technical staff involved in research, publication, or academic evaluation

3. Objectives

- To promote original writing and ethical research practices.
- To detect and prevent plagiarism and excessive AI-generated content.
- To maintain the credibility and reputation of the institute's academic outputs.
- To ensure fair and consistent use of Turnitin across departments.

4. Turnitin Access and Usage

1. The institute has subscribed to Turnitin with AI detection capabilities.
2. Access will be provided to authorized users (faculty, research guides, and designated students) through institutional accounts.
3. Turnitin credentials are non-transferable. Each user must use their own account only for checking their own work.
4. Faculty and research supervisors are responsible for ensuring that Turnitin is used only for legitimate academic purposes.
5. All users must read and sign the Turnitin Policy Declaration Form before using the platform.

5. Acceptable Usage

- Users may check their own:
 - Research papers
 - Project reports
 - Theses/dissertations
 - Journal or conference submissions
 - Course assignments (where applicable)
- Faculty may check student submissions for evaluation and integrity verification.

6. Unacceptable Usage.

The following activities are strictly prohibited:

1. Using institutional Turnitin accounts to check papers for individuals outside the institute.
2. Sharing or distributing login credentials.
3. Modifying or manipulating similarity/AI reports.



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4. Uploading copyrighted or confidential content without permission.
5. Using Turnitin to avoid detection of plagiarism or to falsify originality.

7. Similarity Index and AI Detection Guidelines.

- The acceptable similarity percentage may vary based on the **type of document** (e.g., research article, thesis, coursework).
- As a general guideline:
 - **≤ 10%:** Excellent (high originality)
 - **10–25%:** Acceptable (requires citation review)
 - **> 25%:** Requires revision or justification
- Detected **AI-generated content** should be reviewed carefully by the supervisor or academic head.
- Final approval of a document rests with the **Research Committee or Department Head**.

8. Roles and Responsibilities.

Role	Responsibility
Administrator (Turnitin Coordinator)	Manage user accounts, training, and overall compliance
Faculty / Research Guide	Verify originality of student/researcher submissions
Student / Research Scholar	Submit original work and comply with policy
IQAC / Research Cell/ Library	Monitor and report periodic compliance summaries

9. Disciplinary Action

Misuse of Turnitin or violation of this policy will lead to disciplinary measures, including but not limited to:

- Temporary or permanent suspension of Turnitin access
- Academic penalties (marks deduction, rejection of submission)
- Formal warning or disciplinary inquiry
- Cancellation of research privileges or degree (in severe cases)

10. Policy Review

This policy will be reviewed periodically by the **Research and Academic Integrity Committee** to ensure relevance with evolving academic standards and technological advancements.

11. Effective Date

This policy is effective from: 06/11/2025

Authorised : _____

Approved by

Director: Prof. Dr. P.V. Kadole

Date: 06/11/2025