

# National Chung Hsing University Principles for Dealing with Plagiarism, Ghostwriting and Cheating when Writing Master Theses or Doctoral Dissertations

Enacted in the Temporary Academic Affairs Meeting on May 5<sup>th</sup>, 2014  
Amended (Article 4, 5& 7) in the 71<sup>st</sup> Academic Affairs Meeting on Mar. 29<sup>th</sup>, 2016

I . For the purpose of maintaining the quality and academic ethics of higher education and preventing plagiarism and corruption when writing master theses or doctoral dissertations for the University, these Guidelines are established with the principles of fairness, impartiality and objectivity in accordance with Article 7-2 of the Degree Conferral Law.

II . Any plagiarism or corruption found in a thesis that has been conferred with a degree by the school (including degrees attained by creation, performance, written report, or technical report), once proven true after investigation, the degree granted shall be revoked and publicly nullified. The student shall be notified to return the diploma subsequently. Other Universities and relevant institutes shall be informed of the revocation and nullification.

If the conduct mentioned in the preceding paragraph violates other laws and regulations, it shall be handled according to relevant laws.

Students whose graduate qualification and degree are revoked are considered expelled from the University.

III . A case clearly stating the name of the accused violator and contents of alleged plagiarism or corruption shall be immediately sent to the college of the accused student and handled according to the Principles. The allegation shall be kept confidential before confirmation to avoid the exposure of the identities of the complainant and the accused.

IV . IV. A review committee shall be established in 20 days upon the receipt of the report of plagiarism or corruption case related to the situation described in the second Paragraph, and complete the review with the principles of fairness, impartiality and objectivity within 3 months.

The review committee shall consist of 5-7 members. The dean of academic affairs shall act as the convener and chairperson of the meeting. The convener and Dean of the affiliated college recommend 2-3 faculty representatives of the college (with the Chair of the accused's affiliated department, institute or academic degree program being the ex-officio member) as committee members and 2-3 faculty representatives of relevant fields outside the college. The Office of Academic Affairs will then request the President to select the members.

The hearing of charges of plagiarism or corruption shall respect the judgments of

professionals. The Review Committee shall recommend at least three external impartial scholars in the related fields as reviewers. The reviewers shall complete the review within 1 month and submit a review report as the judging basis for the Review Committee. The identity of the reviewers shall be kept confidential. The advisor of the accused, examination committee members, relatives within the third degree or relatives by affinity are not allowed to be members of the Review Committee. If necessary, the Review Committee may invite the advisor of the accused or the examination committee member(s) to attend the meeting and give an explanation.

- V. The Review Committee shall give a written notice to the accused or relevant personnel to provide written explanation within the specified time limit or make statements at the Review Meeting in person.
- VI. The Review Committee shall make the judgment according to the review report and submit a written Review Meeting record in duplicate, one copy sent to the Office of Academic Affairs and one copy to the accused's affiliated department (institute or academic degree program) for record and as the basis for subsequent processing.
- VII. The Review Committee shall inform the complainant and the accused about the review result with a written notice after making a concrete decision, and clearly state the deadline for accepting appeals. If the accused's conduct violates other laws and regulations, the Office of Academic Affairs shall inform the relevant offices.
- VIII. These Guidelines shall also apply to students who are conferred a doctoral degree or master's degree through creating, performance, written report or technical report and involved in plagiarism or other academic misconduct.
- IX. Cases that have been deemed as inappropriate shall not be accepted again unless new evidence or facts are identified.
- X. Any matters that are not provided by the Guidelines shall be implemented in accordance with the related rules of the Ministry of Education and the University.
- XI. These Guidelines shall be enforced upon approval of the Meeting of Academic Affairs. The same shall apply when these Guidelines are amended.