

Extract from the procedures for investigating plagiarism in research degree work prior to, and within, the submission for a research degree

Procedure when plagiarism is suspected in a research proposal

Faculties/Schools which require the submission of a research proposal or piece of written work with the application for study may wish to use the following procedure to investigate possible cases of plagiarism:

1. Where it is suspected that a research proposal, submitted in support of an application for study, may include material which has been plagiarised the Postgraduate Research Tutor should be informed immediately¹
2. The Postgraduate Research Tutor¹ should appoint an appropriate specialist within the School/Faculty to undertake a screening to determine the extent of the plagiarism (if any). The investigation may include submission of the work to the plagiarism detection service TurnitinUK.
3. Following the School/Faculty level investigation and where it is then determined that the research proposal does include material which has been plagiarised, the School/Faculty should reject the application for study.
4. The School/Faculty should notify PGR & Operations of the outcome of the School's investigation so that a central record of numbers of cases may be held together with information about the specific individual concerned.

¹ Or the Head of School where the Postgraduate Research Tutor has identified the case.