



24 FEBRUARY 2017

**MEMORANDUM**

**Re:** Information and procedure for PhD students relating to overlap with pre-existing text in PhD theses.

**Case handler** Anne Mette Schaffalitzky de Muckadell

**Information and procedure for PhD students relating to overlap with pre-existing text in PhD theses.**

The University of Copenhagen wishes to promote responsible conduct of research. The University therefore screens PhD theses to see whether they contain passages that overlap pre-existing text without proper attribution of source.

The majority of all PhD theses are screened by the University of Copenhagen Library to identify any sections that resemble other text too closely or in some other way fail to conform to principles for responsible conduct of research. If there is a text where due credit has not been given, a committee comprising one or more scientific staff from the relevant faculty will consider the case. The committee will make an assessment of whether there could be any actual suspicion of plagiarism. On the basis of the committee's review, the faculty will decide on the further process. There will be a specific case by case assessment.

The University of Copenhagen's efforts to promote responsible conduct of research also include a mandatory course on responsible conduct of research for all PhD students.

Faculties may provide further details about their responsible conduct of research course and the procedure for screening PhD theses on their websites, where you can also read about the faculty's other activities relating to responsible conduct of research.