



Student Code of Conduct

(June 22, 2016)

The purpose of examinations and coursework is to monitor advancements in skills and expertise. They also document that TUM graduate students have acquired methodological competence and master scientific fundamentals in their area of expertise (§2 (3) APSO). Our students therefore learn to work self-reliantly and use allowed resources only. It is important to correctly cite any resources to avoid plagiarism¹ or only suspicion thereof. This applies to both seminar papers and final theses as well as any kind of homeworks and (programming) exercises.

To offer our students the best education possible we support our students to avoid such mistakes and point to the following basic rules of citation:

1. Short text passages of another's work may be cited.
 - Citations must be clearly marked. Complete and comprehensible documentation of all sources is required.
 - Literal citations of text passages, parts of a sentence, or terms and definitions must be quoted. The respective source must be stated directly before or after a citation.
 - An unreflected concatenation of citations is not considered a personal contribution.
2. Non-literal paraphrases², e. g. explanations or essays in own words, must also be marked as someone else's contribution by stating the original sources directly before or after the respective text passages.
 - Additional references might be necessary although the respective source has previously been cited, e. g. referring to somebody else's contributions and results.
 - The same rules apply to source code that is self-written but based on existing implementations.
3. Using materials of someone else such as images, data, tables, source code etc., requires special attention. This also applies to content retrieved from the internet:
 - The authorship of all material must be completely documented and traceable, e. g. by listing original source inline in source code.
 - Ideas, outlines etc. that are based on contributions of another person must be clearly marked and documented.
 - Usage of images or graphics require citations. In certain cases, an explicit permission of the original's author may be required.
 - This also applies to graphics that are "re-drawn".
4. List all sources in a bibliography at the end of your written work and refer to specific entries in your text when used (§18 (9) APSO).
5. Try to cite scientific sources only and refer to primary sources³ whenever possible.
6. If explicitly allowed by the lecturer, coursework may be provided in collaborative team effort. In this case the individual contributions must be visible and assessable (§18 (9) APSO).

Note that attempts of deception have consequences which range from failing an examination or coursework to exclusion from the respective course of study. Failed examinations and coursework due to deception can be retaken only once at the next possible examination date. Attempts of deception can also lead to denial of examinations in hindsight. Details are found in the General Academic and Examination Regulations (APSO) §22, §24 (6), and §27. Furthermore, this is a matter of infringement of copyright, which may have legal consequences.

For additional information we refer to the citation guide of university library, which is in accordance with the Ombudspeople's Office for Good Scientific Practice at the TUM: <http://www.ub.tum.de/en/citing>

¹Encyclopedia of Britannica: "**Plagiarism**, the act of taking the writing of another person and passing them off as one's own."

²Modifications of the original text by substituting words or group of words and sentence structure.

³A primary source is the original publication of a specific contribution.