

USER GUIDELINES

1. CPS will grant access of Turnitin to supervisors.
2. Supervisors to create classes and list down the names of their students. The purpose is to invite students to submit their thesis/dissertation through the Turnitin system.
3. Prior to the submission of “Notification of Intention to Submit Research Work” form, students are permitted to test their thesis/dissertation without any limitation at their own risk. The system would produce similarity report.
4. If the students are satisfied with the similarity reports, then they are required to submit the form to their supervisor.
5. Supervisors to test the thesis/dissertation through the system.
6. If the supervisors are satisfied with the Turnitin report, then the thesis/dissertation complete form would be signed and submitted to the kulliyah for examiners nomination.
7. If the supervisors are not satisfied with the Turnitin report, the supervisors would return the thesis/dissertation to the students for modifications / corrections.
8. Once the students submit their corrected thesis/dissertation, the supervisors would run the Turnitin on submitted thesis/dissertation for the second time.
9. At this juncture, if the supervisors are not satisfied with the thesis/dissertation; then the case would be referred to the Academic Integrity Committee through the CPS.
10. MEC or DEC would be held after the examiners’ reports are received.
11. Students to submit their thesis/dissertation together with the “Certification of Revision of Research Work (Post-Viva)” and “Review of Thesis Binding (Master – PhD)” forms to the CPS through Kulliyah.