



School of Postgraduate Studies (SPGS)

**Sule Lamido University Kafin Hausa,
Jigawa State**

Framework for Similarity Index Check, Acceptable Criteria, and Methodologies for Depositing Postgraduate Theses in Haruna Wakili Library Repositories

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Preface

The School of Postgraduate Studies, Sule Lamido University Kafin Hausa is committed to maintaining the highest academic integrity and research quality. As part of this commitment, we are pleased to introduce the Framework for Similarity Index Check, Acceptable Criteria, and Methodologies for Depositing Postgraduate Theses in Haruna Wakili Library Repositories.

This framework provides clear guidelines for ensuring originality in postgraduate research by setting a **maximum similarity index of 20%**, including AI-generated content. It establishes a structured process for thesis submission and deposition into the University's digital repository, reinforcing our commitment to ethical scholarship.

I extend my sincere appreciation to the committee members who have diligently worked to develop this framework. Their expertise and dedication have ensured that the document aligns with the best practices in research integrity and academic excellence. Their contributions will undoubtedly strengthen the University's reputation and facilitate seamless thesis archiving.

I urge all postgraduate students, supervisors, and faculty members to adhere strictly to the provisions outlined in this document. By doing so, we will collectively uphold the integrity of academic work and enhance the accessibility of scholarly contributions within and beyond our institution.

Prof. Umar Saje MNAE
Dean, School of Postgraduate Studies
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1. General Information

Sule Lamido University Kafin Hausa (SLUK) is a state-owned public University in Kafin Hausa, Jigawa State, Nigeria, established on May 13, 2013, and licensed by the National Universities Commission in July 2013. The university commenced full academic activities in September 2014. The institution is committed to providing quality higher education, conducting research, and fostering collaborations in line with established principles. In line with the University's Mission to produce graduates sound in character and learning, at undergraduate and graduate levels, the School of Postgraduate Studies SPGS was established in July, 2022.

2. Purpose

This framework establishes guidelines and procedures for checking the similarity index of postgraduate theses, defining acceptable criteria, and ensuring proper deposition of theses in the Haruna Wakili Library Repositories. It aims to uphold academic integrity, prevent plagiarism, and provide a structured approach for thesis submission.

3. Scope

This framework applies to all postgraduate students submitting theses for postgraduate Diploma, master's and doctoral degrees at Sule Lamido University Kafin Hausa Jigawa State. It covers:

- Similarity and AI-generated contents index verification, and acceptable thresholds
- Submission and deposition methodologies in the University Library repositories
- Roles and responsibilities of key stakeholders

4. Objectives

- i. To maintain high academic integrity by checking for plagiarism in postgraduate theses/Dissertations.
- ii. To ensure adherence to a maximum similarity index of **20%**, including AI-generated content.

- iii. To provide a structured approach for depositing theses in the university's digital repository.
- iv. To enhance accessibility and preservation of postgraduate research in the Haruna Wakili Library.

5. Key Stakeholders and Their Roles

a. Postgraduate Students

- Prepare and submit theses/Dissertations following the SPGS guidelines as outline in **Appendix A**
- Ensure plagiarism and AI similarity index is within acceptable limits.
- Provide complete metadata for thesis submission.

b. Supervisors and PG Coordinators

- Guide students in thesis preparation and academic writing.
- Conduct preliminary plagiarism checks before submission.

c. Postgraduate School

- Implement the framework.
- Review and approve theses for final submission.

d. Haruna Wakili Library

- Manage thesis repository.
- Verify metadata before depositing theses in the digital library.

e. ICT Directorate

- Maintain and update the digital repository infrastructure.
- Provide technical support for plagiarism detection and repository management.

6. Guidelines for Similarity Index Check

a. Acceptable Criteria

- The maximum acceptable **similarity index** is **20% including AI-Generated contents**.
- Direct quotations and references properly cited will be excluded from the similarity check.
- Any thesis exceeding these limits must be revised and rechecked before acceptance.
- Students **MUST** publish at least Two (2) and One (1) manuscripts in reputable/acceptable Journals before graduations for PhD and Masters, respectively.
- Self-plagiarism for acceptable manuscripts published from the thesis for meeting the requirements of graduation is allowed.

b. Plagiarism Detection Tools

- The SPGS approved plagiarism detection software is **Turnitin** or any suitable tool that will serve
- Reports from the plagiarism check and certificate endorsed by the desk officer must be submitted alongside the thesis.

6. Methodologies for Depositing Theses in the Haruna Wakili Library Repositories

a. Metadata Requirements

Each thesis must be accompanied by metadata including:

- i. **Title:** Full title of the thesis
- ii. **Author and Registration No:** Student's full name
- iii. **Supervisor(s):** Names of the supervising staff
- iv. **Department & Faculty:** Academic department and faculty
- v. **Pagination**
- vi. **Language (English, Hausa or Arabic as the case may be)**
- vii. **Abstract:** Summary of the thesis (150 words)

- viii. **Keywords:** 4-6 relevant keywords
- ix. **Date of Submission:** Final approval date
- x. **Similarity Index Report:** Plagiarism check report
- xi. **AI Content Report:** Verification of AI-generated content

Students are advised to fill in FORM 007 and submit to the SPGS

b. Process Flow for Submission and Deposition

- i. **Thesis Completion:** Student finalizes thesis under the guidance of the supervisor.
- ii. **Plagiarism Check:** Thesis undergoes a similarity check, ensuring compliance with the 20% threshold.
- iii. **Approval from Postgraduate School:** Once cleared, the thesis is submitted to the postgraduate school for oral examination.
- iv. **Metadata Preparation:** Student compiles the required metadata for submission.
- v. **Submission to Library:** Approved thesis, along with metadata, is submitted to the Haruna Wakili Library.
- vi. **Verification by Library:** Library staff review metadata and confirm adherence to submission guidelines.
- vii. **Deposit in Repository:** Thesis is uploaded to the digital repository and assigned a permanent digital identifier.
- viii. **Accessibility and Archiving:** Thesis is made available for academic use within the university's repository system.

7. Conclusion

This framework ensures academic integrity through a structured approach to plagiarism checks and thesis deposition. By enforcing clear guidelines and using digital repositories, Sule Lamido University Kafin Hausa will enhance research accessibility, maintain high academic standards, and contribute to knowledge dissemination.