

# Policy for Student Use of Artificial Intelligence at Concordia University Chicago

## Introduction

The purpose of this policy is to provide students with general guidelines on the use of generative AI. The responsible use of generative AI is vital to ensuring a productive and ethical learning environment.

## Guiding Principles

### 1. Responsibility, Accountability and Transparency:

The central tenet of academic integrity is doing your own work. Many students have already begun using AI tools to aid in their studies. It is important to recognize that generative AI tools cannot replace the value of independent thinking or scholarship. Consider the following when using AI tools in the process of learning, writing, and conducting research.

- Faculty instructors set the policy for how, if, and when AI tools can be used in classes. Talk with your instructors about what is considered responsible use of generative AI in their specific course.
- As outlined in the [Honor Code](#), *the unauthorized use of artificial intelligence bots*, is considered cheating. **The use of AI on class assignments is only allowed how and when expressly permitted by the faculty instructor.**
- AI should never be presented as your own work. Use appropriate citations when using content generated by AI tools. Full disclosure of the use of AI is required by students. Course instructors will provide guidance on the proper citation for AI tools.

### 2. Verification and Fact-Checking:

Students must ensure the quality of the information in their work, regardless of the tools used to produce it. It is imperative to think critically when interacting with generative AI tools. When using content generated by AI tools with permission, students should do the following:

- AI is known to create false resources. Ensure the actual existence and accuracy of all citations generated by AI.
- AI is known to generate false, misleading or outdated content. Critically review, evaluate and revise AI generated content prior to submission.

### 3. Confidentiality and Privacy:

To ensure confidentiality and privacy when using content generated by AI tools with permission, students should do the following:

- Do not share your or anyone else's personal information.
- Do not enter any confidential or protected data into publicly-available generative AI tools.