

## **AI Use Framework for Students in Higher Education**

This framework aims to **guide students in the ethical, transparent, and productive use of AI tools** for academic and extracurricular purposes, while protecting academic integrity, data privacy, and personal development.

### **1. Acceptable Use Policy for AI Tools**

Use of AI tools for:

- Text correction syntax and grammar
- Outlining/Mapping of a topic under investigation
- Exploring citation resources – be careful of validating the given resource,
- Generating pictures/videos/brochures/ presentation for the purpose of an assignment when the option of AI use is granted by the instructor.

### **2. Prohibited use of AI tools include:**

- Creating Content for the purpose of Exams/Assignments/ Projects
- Submitting AI-generated essays as original work
- Using AI to impersonate others
- Generating content that violates plagiarism or university conduct policies

### **3. Transparency and Disclosure**

Require students to **disclose AI use** in academic work when applicable.

Include a short AI usage statement in assignments:

*“I used ChatGPT to help generate ideas for this paper. Final writing and structure are my own.”*

### **4. Academic Integrity Alignment**

**Unauthorized or deceptive AI use** (e.g., exam cheating, plagiarism) is treated as misconduct leading to a direct fail overall score and reported and such offence is reported to the Quality Assurance and Academic Department in written format.

### **5. Privacy & Data Awareness**

Please take into consideration that

**6. AI tools collect and store data** (e.g., prompts, uploaded files).

Is recommended to use **privacy-conscious AI platforms**.

Do not share **sensitive or identifiable information** with third-party AI systems.

## **7. AI Literacy Training**

- Integrate AI awareness modules into first-year orientation or digital literacy courses such as (Academic Writing/ Writing Skills /Research Methodology)
- What is AI? How does it work?
- Strengths and limitations
- Recognizing AI-generated content
- Provide resources on **responsible AI research and writing**.

## **8. Collaboration & Creativity**

Promote **constructive uses of AI** for:

- Brainstorming
- Language support
- Coding assistance
- Research refinement

## **9. Regular Review & Update**

Academic and Quality Assurance committees are reviewing and updating AI policies annually.

References:

- UNESCO (2021) – *AI and Education: Guidance for Policy-Makers*
- Jisc (UK) – *Principles for the Ethical Use of AI in Education*