



UeCampus AI & Academic Integrity Policy

What every student needs to know...

RULES TO REMEMBER

- **DO NOT** use AI generative tools for writing assignments
- **ALWAYS DECLARE** any use of AI. No declaration = we treat your work as fully your own. Caught later = academic misconduct.
- **AI NEVER REPLACES YOUR THINKING.** You are the author. You are responsible for every word, every citation/reference, every paragraph.
- **USING AI = ACADEMIC MISCONDUCT.**

CHECK YOUR ASSESSMENT'S TRAFFIC LIGHT BEFORE YOU START

RED - Do not use AI	AMBER - Limited use of AI	GREEN - AI welcome
Do all the work (writing) yourself. Examples: assignments, reflective essays, individual case analyses. DO NOT use it for coding (i.e. for IT programmes)	AI for specified support tasks only (e.g. brainstorming, grammar check, source-finding). Critical analysis, synthesis, discussion, and writing must be yours. Disclosure required.	AI is a permitted tool. Use it for drafting, grammar check, spelling checks, planning, design. Direct it, evaluate it, edit it. Full disclosure required.

HOW TO DECLARE AI USE

YOUR AI USE STATEMENT (paste this on every assignment cover page)

I have used [name and version, e.g. ChatGPT GPT-4] on [date] to [specific tasks, e.g. brainstorm structure and refine grammar in Section 2].

"I did not use AI to generate any analytical content, conclusions, or recommendations. All analysis and references are my own".

Full transcript appended as Appendix A. [If no AI used: "No generative AI tools were used in preparing this assessment."]

DO NOT...

- Submit AI-generated text or coding as your own.
- Enter personal data, employer-confidential information, or research participant data into any AI tool.
- Trust AI-generated academic references without verifying every one of them exists.
- Use AI for assessments.

ALWAYS...

- Read your assessment brief for the AI traffic light (above) and any specific limits.
- Save a transcript of your AI prompts and outputs to attach as an appendix.
- Cite AI sources in Harvard format (or APA for partner-validated programmes such as Walsh College).
- Run your assignment through a plagiarism/AI detector such as Turnitin or Grammarly
- Ask your Personal Tutor if you are unsure. Asking is never penalised.

CITING AI IN HARVARD STYLE

In-text citation: (OpenAI, 2026) or OpenAI (2026)

List of references: OpenAI (2026) ChatGPT (GPT-4, March 2026 version) [Large language model]. Available at: <https://chat.openai.com> (Accessed: 12 March 2026).