

Ethical Norms for the Use of Generative Artificial Intelligence Tools

Article 1 - General Provisions

1.1 This document defines the issues related to the process of working with generative Artificial Intelligence tools at Caucasus University (hereinafter "the University");

1.2. The student shall be guided by the mentioned rule while working with generative AI tools.

1.3. In case of violation of the rules prescribed by this regulation, the terms and conditions defined by the relevant internal normative acts will be applied.

Article 2 - Responsibility of academic staff

2.1. In order to avoid violations of academic integrity by students:

2.1.1. The instructor of the relevant course should instruct the student to be guided by this document in the process of working with generative AI tools.

2.1.2. If the instructor wants to impose additional restrictions on the use of generative AI tools within the course taught, he/she should detail additional terms and conditions and/or usage instructions in the relevant syllabus.

Article 3 - Ethical frameworks for the use of generative AI tools:

3.1. Hiding or disguising the use of Artificial Intelligence (generative tools: "Chat-Gpit", "Gemini", etc.) will be considered a violation of the principles of academic integrity, for which the student will be held accountable under the sanctions established by the "Code of Academic Integrity" in force at Caucasus University.

3.2. The use of Artificial Intelligence (generative tools) for the tasks provided by the course syllabus is allowed:

- a) with a view to finding sources for the course assignment;
- b) with a view to obtaining brief information about the source;
- c) with a view to check and correcting grammar in the text.

3.3. The use of artificial intelligence (generative tools) when working on a bachelor's/master's/doctoral thesis is allowed:

- a) with a view to finding sources for the paper;
- b) with a view to obtaining brief information about the source;
- c) when drawing up a research plan;
- d) with a view to finding information;
- e) with a view to correcting the grammar of the text.

Article 4 - Terms of use of artificial intelligence (generative tool) and student's obligations when using it:

4.1. The student shall attach the following statement to the academic paper:

"I hereby declare that I have used the generative Artificial Intelligence tools in accordance with the principles of ethical and academic integrity."

4.2. If the student uses a section of the text created by a generative tool, the section shall be verified as citation or paraphrasing. The source is verified as follows:

- as a citation in the body of the text - (Open AI, 2024).
- In the list of used literature: OpenAI (2024). ChatGPT (version) [Large Language Model]. [URL]
- In case of Gemini: Google. (n.d.). Gemini: A new generative tool. Retrieved Month Day, Year, from [URL]

4.3. In the section of the research methodology, the student shall accurately describe the role performed by the tool: the prompts given to the software, when the information (date) was extracted and in what form it was transformed and reflected in the work. For example, a generative tool (name) was used for data analysis or literature review, or for generating the structure of the paper.

4.4. Attach to the paper the prompts and texts obtained by the tools of this type

Article 5. Use of artificial intelligence

5.1. The use of artificial intelligence (generative tool) is not allowed:

5.1.1. if the course syllabus does not explicitly allow a specific activity;

5.1.2. for creating a section of the academic paper which should be original: research, findings, conclusion, recommendations. The author shall be the student himself/herself;

5.1.3. Full download of answers to open questions, essays, abstracts, bachelor's, master's and doctoral theses (so-called copy-paste) from the generative tool. The mentioned action is equivalent to plagiarism, which is why the student will be held responsible under the "Code of Academic Integrity";

5.3. Information obtained from generative tools shall not replace original sources. The student shall find relevant scientific sources and give them priority in the academic paper;

5.4. The student (the author of the academic paper) is expected to correct any errors in the text made by the artificial intelligence (generative tools). The student (the author of the academic paper) is responsible for the correctness of the text content. In the case of generating from the literature review tool, the student shall give the program an appropriate prompt, as well as verify the authenticity and reliability of the sources suggested by artificial intelligence and indicate the relevant pages from the primary source.