

Guidance on the Ethical Use of AI tools as Part of Your Learning

Simple rule:

Ethical use of AI tools = using AI tools for your own learning during the course (see below for clarification)

Unethical use of AI tools = using AI tools to generate, correct or otherwise improve all or part of your assessment submission (except as part of researching your assessment, as specified under 'Appropriate use' below).

Using Generative AI tools unethically constitutes academic misconduct as either plagiarism or contract cheating, definitions of which can be found [here](#).



Ethical or appropriate use of AI technology in producing written work for assessment in CLCC

You may use AI tools as a Search engine, or initial step in researching a topic, much as you might use, say, Google search or Wikipedia as a first step towards understanding the question **at a basic level**, or to clarify a concept, ask for examples of use, etc. If you use AI in this way, then you must clearly reference it in your bibliography.

Restrictions:

- You must not directly use or present AI generated responses in your answer as if it were your own writing.
- Any quotation of an AI generated response must be clearly referenced and critically evaluated for its veracity as part of your answer (referencing guides may be found [here](#)).
- As with sources such as Wikipedia and other non-peer-reviewed publications (online or not) you may quote a response from an AI tool but should be aware that **such tools are not considered a reputable source**, due to the inherent limitations in the way they work. Hence, while you may quote an AI's response you will receive no/little credit for doing so.

Caveat:

- You may be able to use AI tools in an assessment if directed to do so by your lecturer if this is an integral part of the task or assessment e.g. assessments which may specifically ask you to critically evaluate an AI response to a question. In such cases, your lecturer will make it clear if and how AI you may use AI tools, and which specific AI tools may be used.

✘ **Unethical or inappropriate uses of AI technology in producing written work for assessment for CLCC**

1. Presenting any AI generated text as your own words as all or part of your answer.
2. Using AI as a research tool/aid, or in any capacity, without referencing clearly where and how you have done so.
3. You may **not** use AI tools to correct your grammar and style, as developing your own authorial voice as well as your ability to formulate ideas linguistically are among the learning objectives aimed at by many written assessments. Only if your lecturer specifically states that you may use AI tools for such purposes as part of an assessment will such uses be permitted.
4. Anything that undermines the objectives and assessment criteria of the task (these will vary between assessment-types and will be made clear to you by your lecturer); e.g. summarising or synthesising complex topics when the question asked you to do this task yourself would count as unethical use, whereas, if the assessment specifically asks you to critically evaluate an AI response to a question, then that would clearly count as ethical use (If you are unsure of what the learning objectives of a specific assessment are, you will find them in the task briefing or the course handbook, or you should ask your lecturer)
5. You may not Use AI tools to provide formative feedback on written work prior to submission by feeding it into an AI tool and tasking it with correcting style, structure, grammar, punctuation, or clarity. Doing so would be classed as collusion, which is "where a student presents for any type of assessment work undertaken in collaboration with another as entirely their work or where a student collaborates with another student on work which is submitted as that other student's work" ([Academic misconduct policy](#) p2).

REMEMBER: Dishonest practices such as using Generative AI tools unethically constitute academic misconduct as either plagiarism, collusion or contract cheating, definitions of which can be found [here](#).

Honesty and Integrity

Students should demonstrate a commitment to independence, honesty, and transparency. They should be honest and truthful in their dealings with each other and with third parties.

Students engaged in research activities should conduct their research in a way that supports public trust and confidence in the College's research methods and findings. They should demonstrate rigour, honesty and integrity, and abide by relevant ethical and legal standards.

Students should not become complicit in any activities in which a student gains an unfair advantage, through plagiarism, self-plagiarism, collusion, examination offences, dishonest practice, or other means. Students should comply with the College's Policy on Academic Misconduct.

Use of such tools would also be in breach of the [college code of conduct](#), which states the following:

Academic Misconduct [Policy and Procedure](#)

Plagiarism

Includes material downloaded from electronic sources, the unauthorised use of one student's work by another student and the commissioning, purchase, and submission of a piece of work, in whole or in part, as the student's own or the submission of work which has been generated by an artificial intelligence or machine learning programme, including translation apps.

This document provides clear definitions of what is to count as academic misconduct and includes specific reference to the use of AI tools in its definition of plagiarism, as follows:

👉 If you are in any doubt about any of these issues or about the objectives of your assessments, you should either refer to one of the libraries guides below, or you should approach your lecturer prior to submission.

Useful Resources and IC Library guides

Library guide to using Generative AI tools

[Generative AI guidance | Administration and support services | Imperial College London](#)

Library Guide to Reference Management

[Reference management | Administration and support services | Imperial College London](#)

Library Guide to Plagiarism and Academic Integrity

[Plagiarism, Academic Integrity & Exam Offences | Administration and support services | Imperial College London](#)

IC student union -> definition of plagiarism, collusion & other offences

<https://www.imperialcollegeunion.org/advice/academic-issues/academic-misconduct>

Examination and Assessments: [Academic Integrity](#)