

# Student Guide

## Academic Integrity and the Use of Artificial Intelligence

**Academic integrity** means completing academic tasks independently and honestly, respecting the work of other authors, using sources correctly, and following assessment rules.

**Main principle:** a student must be able to understand, explain, and defend the work they submit independently.

### 1. What Counts as a Violation of Academic Integrity

Violation	What it means
<b>Cheating</b>	Using someone else's answers during a test, exam, quiz, or assessment
<b>Plagiarism</b>	Copying text, tables, images, or ideas without citing the source
<b>Submitting someone else's work</b>	Presenting another person's work as your own
<b>Falsifying data</b>	Changing results, certificates, documents, signatures, or grades
<b>Assessment misconduct</b>	Using prohibited materials, phones, hints, or help from others during assessment
<b>Dishonest use of AI</b>	Submitting fully AI-generated text as your own work

### 2. How to Use AI Correctly

Allowed	Not Allowed
<b>Ask AI to explain a difficult topic</b>	Submit an AI answer without understanding it
<b>Create an outline for a report or essay</b>	Submit a fully AI-generated text
<b>Check the structure of a text</b>	Present AI-generated text as your own work
<b>Find ideas for discussion</b>	Use AI for cheating
<b>Practice before a test</b>	Bypass instructor requirements
<b>Check grammar and style</b>	Copy without checking facts

**Correct working model:**

AI helps → the student thinks → the student checks → the student prepares the final work independently.

### 3. How to Work with Sources Correctly

When preparing self-study assignments, reports, presentations, projects, or other academic work, a student must:

1. use reliable sources;
2. indicate the author, title, year, and link;
3. avoid copying text without processing it;
4. put direct quotations in quotation marks;
5. not present other people's ideas as their own;
6. check whether the work matches the assignment topic.

### 4. Checklist Before Submitting Work

Before uploading an assignment to **LMS eBilim**, check:

- I understood the assignment topic.
- I completed the work independently.
- I can explain the content of my work.
- I cited all sources used.
- I did not copy someone else's text without citation.
- I am not submitting another person's work.
- I used AI only as a helper.
- I checked the facts, formatting, and language.

### 5. What to Do If You Are Unsure

If a student is not sure whether they may use AI, an internet source, a ready-made template, or help from another person, they should:

1. clarify the requirements with the instructor;
2. check the assessment criteria in **LMS eBilim**;
3. review the course syllabus;
4. use only permitted materials;
5. avoid submitting work whose origin they cannot explain.

### 6. Student Responsibility

Violation of academic integrity may affect the assessment result, access to assessment, resubmission of the assignment, or lead to measures according to the university's local regulatory documents.

**Honest work is not a formality. It is a sign of professional responsibility of a future specialist.**

### Short Rule

**Study honestly. Use AI responsibly. Submit only work that you truly understand.**



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**Allowed**

- Explain a difficult topic
- Create an outline
- Check text structure
- Find ideas for preparation
- Practice before a test
- Check grammar

**Not Allowed**

- Cheating
- Submitting someone else's work
- Copying without citation
- Falsifying data
- Submitting AI text as your own
- Bypassing instructor requirements



### MAIN RULE

AI helps → the student thinks →  
the student checks → the student prepares  
the final work independently



### BEFORE SUBMITTING

I understood the topic

I completed the work myself

I cited my sources

I can explain my work



Study honestly. Use AI responsibly.  
Submit only work that you truly understand.

