Pannon Egyetem
University of Pannonia

Rector's Directive No. 5/2024. (IX.09.)
on the use of artificial intelligence-based systems applied for the purpose of supporting learning, teaching and research activities

I. Purpose of the Directive

(1) The purpose of this Directive is to define, for the employees and students of the University of Pannonia (hereinafter referred to as the "University"), the rules governing the use of systems based on artificial intelligence (hereinafter referred to as "AI") employed to support learning, teaching and research activities, with due regard to the requirements and expectations of information security, data protection, copyright and academic integrity.
(2) This Directive applies to all faculties, comprehensive organisational units and organisational units of the University, to the representative bodies of employees and students, as well as to all persons employed by the University under any work-related legal relationship and to all persons holding a student status at the University.

II. General provisions

(1) The University supports the responsible use of AI tools by its students and lecturers for the purpose of supporting learning, teaching and research.
(2) When using AI tools, it is of particular importance to fully observe the requirements and expectations of information security, data protection, copyright and academic integrity.
(3) Concerning the fulfilment of course requirements, the course leader shall regulate the recommended and permitted manner of using AI tools in the document titled "***Study Requirements and Conditions for Signature in the Academic Record Book***". Depending on the nature of the course, this regulation may include the prohibition, partial use or full authorisation of AI tools. The manner of regulation may be freely determined by the course leader based on the nature of the course.
(4) If the course leader does not permit the unrestricted use of AI tools, he or she shall use the document titled "*Study Requirements and Conditions for Signature in the Academic Record Book*", to specify, among the course completion requirements, for what purposes (e.g. class preparation, preparation of home assignments), in what manner and to what extent AI tools are permitted or prohibited.
(5) Students shall ascertain whether the use of AI tools is permitted in the given course.
(6) When using ChatGPT or other generative AI tools, the students and employees of the University (authors) shall be aware of their limitations and follow best practices in their use, particularly by observing the following:

a. Data protected by a confidentiality agreement may not be entered into AI tools operating on external cloud services.
b. Users of AI tools bear personal responsibility for any content they create or publish that contains AI-generated material, bearing in mind that AI-generated content may be inaccurate, misleading or entirely fabricated, and may potentially contain material protected by copyright. Consequently, authors shall carefully review and verify all AI-generated content, being fully aware of their complete authorial responsibility for the content and accuracy of submitted work.
c. Authors shall cite the use of AI tools. Failure to do so constitutes a violation of academic ethics, equivalent to failing to cite any other source.
d. Studies, program codes, figures and other intellectual works generated with the assistance of AI may only be accepted as independent work if their substantive parts are based on the author's own ideas and primarily result from independent work.
e. In connection with the preparation of degree theses, dissertations and final exams, students shall declare the manner and extent of their use of AI tools in the declaration included in their submitted work. Students bear full financial, civil and criminal liability for the accuracy of this declaration.

(7) The University of Pannonia will continuously monitor technical and regulatory developments in this field in the future, and will strive to
a. continuously improve the knowledge of its students and staff necessary for the responsible use of AI-based systems through workshops, courses, training sessions and mentoring services, and
b. integrate the latest tools into teaching, research and the University's administrative processes.

III. Final provisions

(1) This Directive can be accessed, following log-in, on the University's website, under the menu option Documents/Documents of the Rector's Office/Rector's Directives.

(2) This Directive shall enter into force on 9th September 2024 and remain effective until revoked.

Dated in Veszprém, on 9th September 2024

Dr. János Abonyi m.p.
Rector

Person responsible for the maintenance of this Directive: Rector.