



REGULATIONS / POLICY LIBRARY

Academic Integrity and Responsible AI Policy

ACD-003 | Academic Standards

VERSION 1.0 · 18 OCTOBER 2026

INSTITUTIONAL REGULATIONS & POLICIES | IEU

Academic Integrity and Responsible AI Policy

DOCUMENT CONTROL / ACD-003

Document ID	ACD-003
Document family	Academic Standards
Document custodian	Academic Standards / Integrity Officer
Version	1.0
Edition date	18 October 2026
Review cycle	Annually and following material change

1 Purpose and applicability

Applies to students, tutors, researchers and assessment contributors. The provisions govern the activities within the defined IEU service scope; applicable programme-specific contracts and verified rules of a separate awarding institution govern award requirements wherever relevant.

2 Policy requirements

- 01 Students must submit original work, attribute sources, and disclose AI assistance to the extent specified in their assessment brief.
- 02 Fabrication, falsification, contract cheating, impersonation and unattributed reuse are prohibited.
- 03 AI may support learning and editing where allowed, but cannot replace required independent evidence or personal demonstration of competence.
- 04 Concerns are documented with evidence, communicated to the individual and evaluated impartially.
- 05 Possible outcomes are proportionate to the evidence and provide an opportunity to respond.
- 06 Records of findings are access-controlled and appeal routes are communicated.

3 Operational procedure

Trigger: An integrity query, suspected breach or material AI-use disclosure

- 01 Preserve the submission and supporting evidence without presuming misconduct.
- 02 Check the assessment-specific disclosure rule and distinguish poor referencing from deliberate deception.
- 03 Notify the learner, allow a meaningful response and refer findings to a separate decision-maker where practicable.
- 04 Record the reasoned outcome, proportionate response and applicable appeal information.

4 Responsibilities and evidence

Accountable process owner. Academic Standards / Integrity Officer maintains implementation, staff guidance, case processing and reporting. Academic decisions requiring external award authority must be referred according to the verified programme arrangement.

Minimum evidence. Submission version; disclosure record; evidence log; response; decision letter; appeal referral.

Record protection. Keep case files, decisions and correspondence in access-controlled systems; apply an approved retention schedule and document transfers to relevant partners. Do not publish personal or confidential records.

5 Exceptions, concerns and review

Exceptions. Material deviations require a written rationale, authorization by a role with the appropriate delegation, and a record of any impact on students or staff. No local exception may override mandatory law or a controlling awarding-body requirement.

Challenge and escalation. Explain the applicable complaints, academic appeals or rights-request route to affected persons. Refer safety concerns, integrity incidents, data incidents, conflicts of interest or disputed award claims to the designated specialist authority.

Monitoring. Track recurrent issues and update learner guidance and assessment briefs.

6 Linked institutional controls

Related controls, where relevant: Academic Regulations (ACD-001); Academic Integrity (ACD-003); Student Complaints (STU-004); Academic Appeals (STU-005); Quality Assurance (QUA-001); Privacy and Student Records (DIG-001); Academic Partnerships and Award Information (PAR-001).

7 Document information and periodic review

Document series	IEU Regulations & Policies
Institution	International European University (IEU)
Applicability	See section 1 and programme-specific terms
Student enquiries	Use the IEU contact and support routes
Document maintenance	Controlled by the responsible function