

Policy on student Generative AI use in classes

The College of Arts and Sciences (CAS) and Sawyer Business School (SBS) at Suffolk University establish this policy to govern the implementation and use of Generative Artificial Intelligence (GenAI) technologies in the classroom for both undergraduate and graduate students. This policy applies to all students and all full-time faculty and part-time instructors across all delivery modes, including in-person, hybrid, and online courses.

Student Responsibilities

Students are responsible for understanding that different courses will have different approaches to GenAI use. Students are responsible for determining the GenAI use that is permissible in each individual course, for adhering to the permissible GenAI usage levels for each course and for following the attribution guidelines relating to citing or attributing GenAI tools/content in each course. When in doubt about GenAI use in assignments students should assume that GenAI use is not permitted and should consult with their professor in order to ensure alignment with course expectations.

Faculty Responsibilities

Faculty members are responsible for establishing guidelines for GenAI use in their courses. This responsibility includes clearly articulating GenAI policies in syllabi including permissible GenAI usage levels and guidelines relating to citing or attributing GenAI tools/content. Faculty should encourage their students to ask questions when in doubt about GenAI use in assignments in order to ensure alignment with course expectations.

A. GenAI Usage Levels

Faculty should clearly specify their course's approach to GenAI use in all syllabi using one or more of the GenAI Usage levels outlined in this policy. If different learning activities and/or assignments in the course allow different GenAI permissions then faculty must provide students with a clear assignment matrix that explicitly identifies the category of GenAI use for each assignment.

Gen AI Use Not Permitted

GenAI use is explicitly prohibited.

Some Types of GenAI Use Allowed

GenAI use is permitted for specific tasks and prohibited for others. In these cases, faculty must provide explicit guidance about when and how GenAI tools may be used. Faculty should outline specific documentation requirements and help students understand appropriate use cases within the permitted contexts.

GenAI Use Allowed with Attribution

GenAI use is allowed with comprehensive documentation. Faculty must provide specific guidelines for how students should document GenAI assistance.

GenAI Use Expected

Students are expected and encouraged to use GenAI tools extensively and creatively. Faculty must provide specific guidelines for how students should document GenAI assistance, but the emphasis will likely shift to demonstrating effective GenAI utilization.

B. GenAI Attribution

If GenAI usage is permitted in a course faculty must provide clear guidelines about the documentation required for GenAI use. GenAI use must follow academic integrity standards and students must adhere to the documentation guidelines laid out by the faculty member.

C. Policy Compliance and Violations

Adherence to the specified GenAI usage level and attribution guidelines for each course or assignment is mandatory. Violations of the established GenAI policy will be addressed according to the [university's academic misconduct procedures](#).