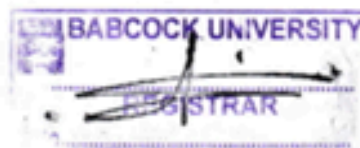




Babcock University Artificial Intelligence Policy

Document Control

Item	Detail
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Custodian	University Artificial Intelligence Governance Committee
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Review cycle	At intervals of not more than 12 months or as the need arises



Executive Summary

Artificial intelligence (AI) now shapes how universities teach, learn, research and administer. National surveys show that most Nigerian lecturers and students already use AI tools, but few have been trained and most institutions lack rules for their use. The National Universities Commission (NUC) requires every university to adopt an institutional AI policy, constitute an AI Governance Committee and define acceptable and prohibited uses of AI in academic work.

This policy is Babcock University's response. It rests on the University's Seventh-day Adventist mission and its motto, Knowledge, Truth, Service. Three instruments sit at its centre: a five-level scale that tells students exactly how much AI each assessment allows; a classification of University information that tells everyone which data may be given to which AI tools; and a risk classification that decides how closely each institutional AI system is reviewed before use. Around these instruments, the policy assigns duties to students, academic staff, administrative staff and researchers, protects personal data under the Nigeria Data Protection Act 2023 and the Regulation(s) thereto, requires a human decision-maker for every decision that significantly affects a person, and provides a fair process for suspected misconduct.

A separate Implementation Framework sets out the Committee structure, procedures, timelines, training and monitoring indicators. The policy will be reviewed at intervals of not more than 12 months.

Definitions

Term	Meaning
Agentic AI	An AI system able to plan and carry out multi-step actions, such as sending messages, changing records or running code, with limited step-by-step human direction.
AI-assisted work	Work in which a person used AI for part of the process and remains the author responsible for the final product.
AI detection tool	Software that estimates whether text or other content was produced by AI. Its output is a probability estimate and is not evidence of authorship.
AI disclosure form	The form in Part 2 of Appendix A on which a person records the AI tools used in a piece of work, their purposes and how outputs were checked.
AI-generated content	Content produced substantially by an AI system with little or no transformation by the person submitting it.
AI system	Any software, model, service or device that uses AI, including AI features embedded in learning management, library, office, plagiarism-checking, proctoring, analytics and administrative software.
AI use level	The level of AI use permitted for an assessment, from Level 0 to Level 4 (section 5).
Algorithmic bias	Systematic and repeatable errors in an AI system that produce unfair outcomes for a person or group.
Approved AI tool	A tool listed on the University register of approved AI tools, with the information classes it may process.
Artificial intelligence (AI)	Computer systems designed to perform tasks that typically require human intelligence, such as reasoning, learning, problem-solving, perception, language understanding and decision-making.
Automated decision	A decision about a person made solely by automated processing, including profiling, that produces legal or similarly significant effects, within the meaning of the Nigeria Data Protection Act 2023.
Course instructor	The lecturer, supervisor or examiner responsible for setting or assessing a piece of work.
Data Privacy Impact Assessment (DPIA)	A documented assessment of the risks that a processing activity poses to data subjects and of the measures to address them, as required by the Nigeria Data Protection Act 2023.

Term	Meaning
GAID	The Nigeria Data Protection Act General Application and Implementation Directive 2025, issued by the Nigeria Data Protection Commission.
Generative AI	AI that produces new text, images, audio, video, code or data from patterns learned from existing data.
Hallucination	Output from an AI system that is fluent but false, unsupported or fabricated, including invented citations, quotations and data.
Human oversight	An arrangement in which a qualified person reviews, can override and remains accountable for an output or decision supported by AI.
Information class	One of the four classes of University information defined in section 6.1.
Large language model	A generative AI model trained on large amounts of text to understand and produce human language.
Material AI use	AI use that makes a substantive contribution to the content, analysis, code, decision or product for which a person is accountable.
NUC Committee Report	Towards Responsible AI Integration in the Nigerian University System: Report of the Committee on the Integration of Artificial Intelligence into the Nigerian University System, issued by the National Universities Commission in 2025.
NUC Framework	The AI Framework Policy for Nigerian Universities: Roadmap for the Integration of Artificial Intelligence into the Nigerian University System, issued by the National Universities Commission in 2025.
Personal data and sensitive personal data	As defined in the Nigeria Data Protection Act 2023.
Risk class	One of the four classes of institutional AI systems defined in section 6.3.

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1. Background and Rationale

1.1 The Case for an Institutional AI Policy

1.1.1 In national readiness surveys reported in the NUC Committee Report, 95% of 1,202 lecturers and 94% of 519 students reported using AI tools. Yet 65% of the lecturers had never received formal AI training, and only 21% of the students had received formal AI training through their universities.

1.1.2 Where use outpaces guidance, problems follow: lecturers set conflicting expectations, students face uneven integrity decisions, personal and confidential data leave the University through public AI services, fabricated references enter scholarly work, and the University carries legal and reputational risk it has not assessed.

1.1.3 The NUC Framework directs each university to put in place AI governance aligned with the Nigeria Data Protection Act 2023 and UNESCO AI ethics principles, to constitute an AI Governance Committee, and to adopt a code of conduct on acceptable and prohibited uses of AI in academic work. The NUC Committee Report recommends that each university adopt its own AI policy within 12 months and review it at intervals of not more than one year.

1.2 Mission, Motto and Values

1.2.1 Babcock University is owned and operated by the Seventh-day Adventist Church. Its vision is to be "a first class Seventh-day Adventist institution, building servant-leaders for a better world", and its mission is "building leadership through Christian education; transforming lives, impacting society for positive change". Its motto is Knowledge, Truth, Service.

1.2.2 The motto frames this policy. Knowledge: AI should deepen learning and research. Truth: AI output must never be passed off as something it is not. Service: AI should help the University serve students, patients, the Church and society better, without weakening the human relationships on which that service depends.

2. Objectives, Application and Coverage

2.1 Objectives

2.1.1 Through this policy the University seeks to:

1. state, in one University-wide instrument, how AI may and may not be used at Babcock;
2. let students and staff benefit from AI in their studies, teaching, research and administration;
3. keep assessed work, theses and publications honest and original;
4. keep personal data and confidential University information within the protection of Nigerian law;
5. make a named person accountable for every institutional AI system;
6. meet the requirements of the NUC and other regulators;

7. give every student and staff member the knowledge to use AI critically; and
8. ensure that AI narrows, and does not widen, gaps in access and outcomes.

2.2 Persons and Units Covered

2.2.1 This policy binds:

1. students on every programme, whether undergraduate, postgraduate, sub-degree, part-time, distance or exchange;
2. academic staff, including librarians and adjunct, visiting and part-time lecturers;
3. administrative, technical and support staff;
4. research fellows, research assistants and visiting scholars;
5. every school, college, department, directorate, centre and unit, including the Babcock University Teaching Hospital where it acts for the University in teaching and research; and
6. contractors, consultants, vendors and partners in collaborative or transnational programmes, to the extent permissible by their agreements and or applicable laws and regulations.

2.3 Technologies and Activities Covered

2.3.1 All AI technology falls within this policy, including but not limited to generative AI, image, audio and video generators, machine learning, speech and language tools, predictive analytics, decision-support and tutoring systems, autonomous or agentic AI, and AI features built into other software.

2.3.2 The policy applies to AI used in coursework, examinations, projects, dissertations, theses, research, publication, administration, communication and any other University activity, on University systems or on personal devices and accounts.

2.4 Exclusions and Special Safeguards

2.4.1 AI use that is purely personal and involves no University activity, information or reputation is outside this policy. The use of a personal device or account does not, however, permit anyone to give University information to an AI service.

2.4.2 Where the University runs a school, programme or service for persons under 18 years of age, AI use involving those persons shall meet stricter safeguards set by the AI Governance Committee.

3. Legal and Normative Basis

3.1 Data Protection Law

3.1.1 AI processing of personal data is governed by the Nigeria Data Protection Act 2023, in particular its provisions on lawful basis, data privacy impact assessment, sensitive personal

data, data protection officers, the rights of data subjects, automated decision-making, breach notification and cross-border transfer of personal data.

3.1.2 The Nigeria Data Protection Act General Application and Implementation Directive (GAID) 2025, effective from 19 September 2025, requires a DPIA for educational services involving student records. For emerging technologies, including AI, it requires documented safeguards, assessment of disparate outcomes and testing in controlled settings before deployment.

3.2 National Higher Education and AI Frameworks

3.2.1 This policy gives effect, at Babcock, to the NUC Framework and the NUC Committee Report, including the Committee Report's Framework for Ethical Usage of AI in Postgraduate Research. It is consistent with the National Artificial Intelligence Strategy 2025-2029 issued by the Federal Ministry of Communications, Innovation and Digital Economy, and the guidance of the National Information Technology Development Agency.

3.3 Copyright and Cybercrime

3.3.1 The Copyright Act 2022 and the Cybercrimes (Prohibition, Prevention, etc.) Act 2015, as amended in 2024 among other applicable laws, apply to AI use as to any other activity.

3.4 Ethics of Research with Human Participants

3.4.1 AI does not change the duty to obtain ethics approval. Research involving human participants remains subject to the National Code of Health Research Ethics and review by the University's research ethics committees.

3.5 International Instruments

3.5.1 The policy draws on the 2021 UNESCO Recommendation on the Ethics of Artificial Intelligence, the 2023 UNESCO Guidance for Generative AI in Education and Research, the 2024 UNESCO AI competency frameworks for students and for teachers, and the 2023 position statement of the Committee on Publication Ethics on authorship and AI tools.

3.5.2 Nigeria had not enacted a standalone AI law at the date of this approved policy, although several AI bills were before the National Assembly. This policy shall be amended when such a law takes effect. Where a law, regulation, funder or professional body imposes a stricter rule than this policy, the stricter rule applies.

3.6 Faith and Context

3.6.1 AI use at the University shall be consistent with its Christian ethical commitments and shall respect Nigerian languages, cultures and development priorities.

4. Core Values and Principles

4.1 The provisions of this policy are to be read in the light of the following principles. Principles 1 to 8 are those of the NUC Framework; principles 9 to 13 reflect the University's own mission and academic tradition.

No.	Principle	Meaning at Babcock University
1	Human-centricity	AI supports the work of teachers, researchers, administrators and students. People make the judgements and carry the responsibility.
2	Ethics and accountability	AI is used fairly and openly. Every institutional AI system and every AI-assisted output has a named human owner.
3	Equity and inclusion	Approved AI tools are open to all, and no one is disadvantaged by gender, disability, income, language or location.
4	Academic integrity	AI serves honest scholarship, original thought and deep learning, and never stands in for them.
5	Data privacy and security	Personal and confidential information is processed only lawfully and securely.
6	Capacity building	Students and staff receive continuing training in the critical and ethical use of AI.
7	Collaboration	The University works with partners who share its standards for responsible AI.
8	Contextual relevance	AI work addresses Nigerian and African priorities, including health, agriculture, education, governance and climate.
9	Truthfulness	Material AI use is disclosed wherever others would reasonably expect to know of it, and unverified AI output is never presented as fact.
10	Stewardship	AI resources, information, funds and the natural environment are used wisely and with care.
11	Do no harm	AI is never used to deceive, harass, discriminate or injure. Where benefit and harm conflict, preventing harm comes first.
12	Proportionality	The stricter the possible effect on people's rights, progress, health or employment, the stricter the control.
13	Academic freedom	Within this policy and approved programme requirements, academic staff decide the AI use suited to the learning outcomes of their courses.

5. AI Use Levels for Assessment

5.1 Each assessment in every course shall carry one of the five AI use levels below, stated in the course outline and the assessment brief. The scale is adapted from the published AI Assessment Scale (AIAS).

Level	Name	What students may do	Disclosure required
0	No AI	No AI tool may be used at any stage. Standard spell-checking built into word-processing software is allowed for work done outside invigilated conditions, unless the brief excludes it.	Not applicable
1	AI for preparation only	AI may be used to brainstorm, plan, search for sources or revise concepts. No AI-produced text, code, images or data may appear in the submission.	None required
2	AI-assisted editing	Level 1 uses, plus AI to improve the grammar, spelling, clarity and structure of the student's own work. AI may not add new content, arguments, analysis or results.	Statement of tools and what was edited
3	AI-assisted completion	AI may help to draft, code, analyse or create parts of the work. The student must evaluate, correct and integrate the output.	AI disclosure form; prompts and outputs on request
4	AI as the object of study	The task requires creative or critical use of AI.	AI disclosure form as specified

5.2 Unless the course outline states otherwise, Level 2 applies to coursework, and Level 0 applies to invigilated examinations, tests and practicals. A student in doubt shall ask the course instructor before using AI.

5.3 A student who keeps within the stated level and discloses as required shall not be penalised for using AI.

5.4 Heads of Department shall ensure that comparable assessments within a programme carry consistent levels.

5.5 AI use levels govern assessed work by students. They do not apply to staff in their own teaching, research, scholarship or administration, which sections 8 to 10 govern. A staff member enrolled on a University programme is bound by the levels for that programme's assessments.

6. Information Classes and Institutional AI Risk Classes

6.1 Information Classes

6.1.1 University information falls into four classes, which determine the AI tools that may process it.

Class	Examples	AI tools that may be used
Public	Published research, prospectus, public web content, open course materials	Any tool, with care for accuracy and copyright
Internal	Draft teaching materials, internal circulars, non-personal operational data	Approved tools, under a University account where one is provided
Confidential	Student work and marks held by staff or University systems, staff and student personal data, other people's unpublished research, grant proposals, contracts, manuscripts under review	Approved tools contracted to protect the data, with no use of inputs for model training
Restricted	Sensitive personal data, including health, biometric and religious data; patient records; examination papers before release; disciplinary and legal files; security credentials; confidential Council and Senate papers	Only tools specifically approved for the named purpose after a DPIA, or no AI use

6.1.2 Confidential and Restricted information shall not be entered into personal, free or unapproved AI accounts. The rule protects information the University holds about other people and its own confidential information; it does not prevent a student from using AI on his or her own work within the applicable AI use level. Likewise, staff and researchers may use AI tools on their own unpublished writing, analysis or code, unless it contains personal data, other people's confidential material, or content that a funder, sponsor, partner or co-author has restricted. Material received in confidence for review or examination is further limited by section 10.6.1.

6.2 Registers of Tools and Systems

6.2.1 The AI Governance Committee shall keep and publish a register of approved AI tools, showing each tool's permitted purposes, the highest information class it may process and any conditions, and a register of AI systems in institutional use. Each institutional AI system shall have a named business owner and a named technical owner.

6.2.2 AI detection tools are subject to the same approval. Their use and limits are governed by sections 13.1.6 and 13.1.7.

6.2.3 Until the register of approved AI tools is first published, any widely used AI tool from a reputable provider is treated as approved for Public and Internal information. No tool is treated as approved for Confidential or Restricted information until it is entered on the register for that class.

6.3 Risk Classes

6.3.1 Every AI system proposed for institutional use, including free or donated tools, shall be placed in a risk class before use. AI features added by vendors to software the University already uses are treated as Minimal risk unless they process Confidential or Restricted information or support decisions about individuals, in which case the ICT unit shall refer them for classification.

Risk class	Typical uses	Minimum requirement
Minimal	Spelling and grammar aids; translation and summarising of public material	Security and terms-of-use check
Limited	Drafting assistants, general-enquiry chatbots, transcription of non-confidential meetings	Security and data protection review; notice to users
High	AI that supports decisions on admission, grades, progression, scholarships, discipline, recruitment, promotion or clinical care; proctoring; learning analytics that profile students; processing of Restricted information; autonomous agents connected to University accounts	DPIA, bias and accuracy testing, legal review, human-oversight plan and annual audit
Unacceptable	Uses listed in section 12	Not permitted

6.4 Contract Conditions and Autonomous Agents

6.4.1 As far as the market allows, contracts for AI tools shall bar the vendor from training on University information without consent, state where data are held, give the University audit and log access, require prompt notice of breaches, provide for deletion of data at exit, support open interoperability standards and meet accessibility standards. Energy and environmental impact shall be weighed in choosing tools and vendors.

6.4.2 Autonomous AI agents, meaning tools that take actions such as sending messages, changing records or making payments on a user's behalf without the user confirming each action, shall not be connected to University accounts or information until approved as High risk, with the narrowest permissions needed, human confirmation before any consequential action, and safeguards against manipulation such as prompt injection.

7. Students and AI

7.1 Permitted Uses for Learning

7.1.1 Whether an AI-supported activity is acceptable depends on the rules of the assessment and on honest disclosure. Within those rules, students may use AI to:

1. have concepts explained and generate practice questions for self-testing;
2. brainstorm and outline, while doing the substantive thinking and writing themselves;
3. find search terms and summarise readings, provided they locate and read every source before citing it;
4. check the grammar, spelling and clarity of their own drafts, where the level permits;
5. understand coding errors and examples, provided they can explain every line they submit; and
6. support learning as an assistive technology for disability, arranged through the University's disability support services (section 16.3).

7.2 Restrictions on Students

7.2.1 Students shall not:

1. present AI-generated work as their own where the assessment requires their own work;
2. use AI in any Level 0 assessment, whether in person or online;
3. exceed the permitted level of an assessment, even with disclosure;
4. use AI to invent or falsify data, results, quotations or references;
5. use AI to impersonate another person or to perform an oral or practical assessment in their place; or
6. place examination questions, other students' work, other people's personal data, unpublished research or confidential University material in AI tools not approved for it.

7.3 Disclosure, Records and Citation

7.3.1 AI use at Level 2 or above shall be disclosed in the form the level requires. Use at Level 1 that leaves no AI output in the submission need not be disclosed. Where a full disclosure is needed, students use the AI disclosure form in Part 2 of Appendix A, which records the tools, purposes, parts of the work affected and checks made.

7.3.2 Students shall keep their drafts, notes and AI interaction records until the result of the assessment is final and any appeal period has ended, so that they can show how the work was produced.

7.3.3 AI tools shall be cited in the style the course requires. Part 3 of Appendix A gives guidance for APA style.

7.3.4 Students answer for the accuracy, originality, citations and reasoning of all they submit, including errors or invented references produced by AI.

7.3.5 Every undergraduate final-year project, long essay or dissertation shall include, on its declaration page, a statement that the work complies with this policy, naming any AI tools used and their purposes or stating that none was used. The supervisor shall countersign the statement. Standard wording is given in Part 2 of Appendix A.

7.4 Access to Tools

7.4.1 Where an assessment permits or requires AI at Level 3 or 4, every student shall have access to an approved tool at no extra cost. No course may require a paid tool that the University does not provide, and lecturers shall design Level 3 and 4 assessments so that students using a free or University-provided tool are not disadvantaged.

8. Responsibilities of Academic Staff

8.1 Teaching Materials and Curriculum

8.1.1 Academic staff may use approved AI tools to prepare and improve teaching materials, examples, case studies, practice questions and rubrics, to design assessments, including drafting questions and marking schemes, to translate or adapt content, and to support personalised learning. Only the finalised examination paper is Restricted information; it shall not be placed in any AI tool unless the tool is approved for that class. Academic staff shall check AI-produced materials for accuracy, bias and copyright before use.

8.1.2 Academic staff are encouraged to build AI literacy within their disciplines, for instance by showing students where a tool fails or asking them to critique AI output on a disciplinary problem.

8.1.3 AI literacy and ethics shall form part of the General Studies curriculum for all undergraduates, as the NUC Framework requires, and every department shall review its curricula, within the Core Curriculum and Minimum Academic Standards, to include AI knowledge and skills relevant to the discipline.

8.2 Setting and Marking Assessments

8.2.1 Course outlines shall state the AI use level of each assessment using Part 1 of Appendix A, and lecturers shall explain the levels and the reasons for them at the start of the course.

8.2.2 Assessments shall be designed to remain valid where AI is widely available, using approaches such as supervised work, oral presentation or defence, staged submissions, reflection on process, and tasks tied to local data or field experience.

8.2.3 AI may score objective items. For interpretive, creative or extended work, AI may suggest draft marks or feedback, provided the lecturer or examiner reviews every mark and comment before release and decides the final mark, and the tool is approved for Confidential information. Students shall be told when AI is used in marking and may ask for human review through the normal appeals process.

8.2.4 A detection score may be noted as one indicator but shall never by itself support an allegation, penalty or reduction of marks; section 13.1 sets out the grounds an allegation requires.

8.2.5 AI-based remote proctoring may be used only after approval as a High-risk system (section 6.3), with advance notice to students, a non-AI alternative for students who cannot meet its technical requirements, and human review of every flag before action is taken.

8.3 Postgraduate Supervision

8.3.1 Supervisors shall discuss with each student how AI is being used, review that use at every progress stage, and countersign the checklist in Appendix B before submission. Supervision itself shall not be delegated to AI.

8.4 Restrictions on Academic Staff

8.4.1 Academic staff shall not:

1. enter student work, marks or personal data in AI tools not approved for that information;
2. leave final marks, progression or disciplinary outcomes to AI;
3. penalise a student whose AI use kept within the stated level and was disclosed;
4. treat a detection score alone as proof of misconduct;
5. use AI to invent or falsify research data, results or citations; or
6. encourage or tolerate student AI use that breaches this policy.

9. Administrative Staff and Officers

9.1 Office Work

9.1.1 Administrative staff may use approved AI tools to draft letters and reports, summarise documents, format and translate material, organise schedules and analyse non-personal operational data. They are accountable for every document they issue and shall review AI output for accuracy and tone before it is used.

9.2 Enquiry Services and Chatbots

9.2.1 AI may help answer routine enquiries. A chatbot or virtual assistant shall say that it is AI, offer a route to a human officer, and shall not give binding decisions or clinical advice.

9.3 Decisions Affecting Individuals

9.3.1 No decision on admission, progression, grades, scholarships, student discipline, appointment, promotion, staff discipline, health care or fees shall be taken solely by automated processing. A qualified officer shall review any AI output, may override it and remains accountable for the decision. The person affected shall be told that AI supported the

decision, given a meaningful explanation of its role, and offered human review, consistent with s. 37 of the Nigeria Data Protection Act 2023.

9.4 Meetings, Official Communications and Records

9.4.1 Participants shall be told before an AI note-taker or transcription tool is used in a University meeting. Confidential deliberations of Council, Senate, committees and disciplinary panels shall not be recorded or summarised with AI unless the tool is approved for Restricted information and the chair authorises it. AI-generated minutes remain drafts until adopted.

9.4.2 The responsible officer shall check official communications, certificates and records prepared with AI before release. AI shall not be used to create images or recordings of real University officers, staff or students for official use without their documented consent.

9.4.3 Prompts and outputs that form part of an official decision or record shall be kept with that record under the University's records rules.

9.5 Clinical and Health Services

9.5.1 AI used in patient care, clinical teaching or health services, including at the Babcock University Teaching Hospital, shall support and never replace the judgement of a licensed clinician, shall comply with health, professional and medical-device regulation, and shall not process patient information in any tool not approved for Restricted information.

9.6 Restrictions on Administrative Staff

9.6.1 Administrative staff shall not:

1. place personal records of students or staff, financial records or other Confidential or Restricted information in unapproved AI tools;
2. leave to AI any decision that calls for professional judgement, such as admissions, financial awards, discipline or the choice of suppliers;
3. enter passwords, login credentials or access keys in AI tools;
4. use AI to get round University procedures, approvals or controls;
5. issue AI-generated communications that are impersonal, unsuitable or misleading; or
6. install or connect AI tools that the ICT unit has not approved.

10. Research, Scholarship and Innovation

10.1 Scope of Research Use

10.1.1 Staff and students may use AI in research for literature searching and synthesis, study design, coding, data analysis and modelling, simulation, transcription, translation and language editing. The researcher shall validate every result and check every source independently.

10.2 Documentation and Disclosure

10.2.1 Researchers shall record material AI use, including the tool and version, the date, the purpose and how outputs were checked, together with the prompts or settings where these shaped a result, as in AI-assisted analysis or coding, and shall disclose it in the methods section or an equivalent statement. For AI-based analysis, the record shall include the algorithms, data sources and processing steps.

10.2.2 The researcher answers for the whole of the research. Citing a source the researcher has not read, or one that does not exist, is research misconduct whether or not AI produced it. So is fabricating or falsifying data, images, results or references with AI, or presenting undisclosed AI-generated analysis as one's own.

10.3 Postgraduate Research

10.3.1 The University adopts the Framework for Ethical Usage of AI in Postgraduate Research in Appendix B of the NUC Committee Report. Every postgraduate proposal, dissertation and thesis shall contain an AI Usage and Compliance statement and the checklist in Appendix B, signed by the student and supervisor. A student who used no AI tool shall say so.

10.3.2 Interpretations, conclusions and the contribution to knowledge must be the student's own. Examiners may question the candidate on AI use at the oral examination.

10.4 Human Participants and Ethics Review

10.4.1 Ethics applications shall declare any AI use involving participants, personal data, health data or automated inference about people. Participants shall be told when AI interacts with them or processes their data.

10.4.2 Personal or sensitive participant data shall not be placed in an AI tool unless the tool is approved for that information, the processing has a lawful basis and the ethics committee has approved it. Data shall be de-identified wherever the research allows.

10.5 Authorship and Publishing

10.5.1 No AI tool may be named as an author, co-author or co-investigator on any University publication, report, thesis or grant, consistent with the position of the Committee on Publication Ethics.

10.5.2 Researchers shall comply with the AI rules of the journals, publishers, conferences and funders they deal with. Journals published by the University shall adopt editorial AI policies consistent with this section.

10.5.3 Questions about AI use or AI disclosure in published work that has not been retracted are matters for the publishing journal, whose editorial and peer review processes the University respects. The University shall not open an inquiry into such questions. A person with concerns shall raise them with the journal under its own procedures.

10.5.4 Because journals rely on institutions to investigate suspected research misconduct, as international recommendations on cooperation between universities and editors recognise, the University shall consider an allegation of fabrication or falsification in published work only where:

1. a journal, publisher or funder asks the University to investigate;
2. the work has been retracted, or has received an expression of concern, for reasons of research integrity; or
3. the work is relied on in a University process such as promotion, appointment, a grant or the award of a degree, and the report shows one of the grounds in items 1 to 4 of section 13.1.3.

10.5.5 In every case under section 10.5.4, screening under section 13.3 applies first. The University shall cooperate with journals and publishers on research integrity questions and shall share the outcome of any investigation with the journal concerned.

10.6 Confidential Review and Examination

10.6.1 Manuscripts, grant proposals, theses and other material received in confidence for review or examination shall not be uploaded to AI tools, except that work submitted to the University for assessment or examination may be checked with an approved University tool under section 13.1.6. This rule is consistent with the practice of major research funders. Reviewers and examiners shall form and write their own judgements.

10.7 Building AI Systems

10.7.1 Research that builds AI systems shall apply fairness, accountability and transparency through the whole life cycle: documented data sources, testing on representative data before deployment, access controls, and monitoring for bias, drift and security weaknesses. Research that could cause significant harm shall be closely overseen by the relevant ethics committee.

11. Personal Data Protection

11.1 The University shall maintain a designated Data Protection Officer, as the Nigeria Data Protection Act 2023 requires.

11.2 A DPIA shall be completed before deployment of any AI system that processes student records, makes or supports decisions about individuals, processes sensitive personal data or children's data, involves systematic monitoring, or sends personal data outside Nigeria. For AI systems, the DPIA shall assess the risk of disparate outcomes across groups and record testing in a controlled low-risk setting before deployment, as GAID requires.

11.3 Only the personal data needed for the purpose shall be processed, and data shall be de-identified before AI processing wherever the purpose allows. Personal data may leave Nigeria only on a basis permitted by ss. 41 to 43 of the Nigeria Data Protection Act 2023.

11.4 The University shall tell data subjects when AI processes their personal data and shall honour their rights under ss. 34 to 38 of the Nigeria Data Protection Act 2023.

11.5 Approved AI systems shall have access controls, encryption and logging of AI-supported decisions and data access, so that their operation can be traced and audited.

11.6 A suspected data breach involving AI shall be reported at once to the Data Protection Officer and the ICT unit. The University shall notify the Nigeria Data Protection Commission within 72 hours of becoming aware of a breach that is likely to risk the rights and freedoms of individuals, as the Nigeria Data Protection Act 2023 requires.

12. Uses Prohibited for Everyone

12.1 No person to whom this policy applies shall use AI to:

1. complete or assist with an examination, test or assessment in breach of its AI use level, or impersonate another person in any assessment;
2. fabricate or falsify data, results, images, references, quotations, transcripts, signatures or records;
3. produce deepfakes or other synthetic media of a real person without consent, or for deception, harassment, defamation, pornography or political manipulation;
4. harass, bully, threaten, intimidate or discriminate against any person, or generate hateful content;
5. commit or facilitate fraud, phishing, impersonation, unauthorised access or any offence under the Cybercrimes (Prohibition, Prevention, etc.) Act;
6. make a decision about a person solely by automated means where the decision has legal or similarly significant effects;
7. conduct covert surveillance of students, staff or patients, or use emotion recognition or biometric categorisation to infer sensitive characteristics such as religion, ethnicity, health or political opinion;
8. place Confidential or Restricted information in unapproved tools, or bypass University security controls;
9. infringe copyright, trade marks, patents or licence terms;
10. misrepresent the official position of the University or its proprietor, or use the University name, logo or seal without authority;
11. upload material received in confidence for review or examination to AI tools, other than as section 10.6.1 allows; or
12. develop or deploy AI systems that pose unacceptable risks to individuals or society or that cannot comply with human rights obligations.

12. Research and teaching that study the uses in items 3, 7 and 12, such as detecting deepfakes or testing the security of AI systems, are permitted with ethics committee approval and safeguards that prevent harm to real persons.

13. Any violation of this clause shall be subject to relevant University rules, regulations and policies on them.

13. Handling Suspected Misconduct

13.1 Grounds Required for Any Report or Inquiry

The grounds upon which a report or inquiry on violation shall be based include but not limited to:

13.1.1 Output from an AI detection tool, alone or combined with general impressions of style, is not reasonable grounds to report, inquire into or investigate any student, staff member or researcher. A detection score shall never by itself be the basis of a sanction.

13.1.2 Every report or inquiry under this section shall state at least one specific ground that can be checked against the work, its sources or the person's records without relying on detector output. Verifiable grounds fall into two groups.

13.1.3 Grounds that apply at every AI use level, whether or not AI use was permitted or disclosed:

1. references that do not exist, or real sources cited for content they do not contain;
2. fabricated or falsified data, results, images, quotations, interview material or case details;
3. statistics, tables or figures that are internally inconsistent or cannot be reproduced from the stated data and methods;
4. invented facts of a kind typical of AI output, such as non-existent laws, cases, institutions, events or persons;
5. evidence that Confidential or Restricted information, or material held in confidence for review, was placed in an unapproved AI tool.

13.1.4 Evidence of AI use, which counts as a ground only where the AI use level for the work did not permit that use, or where the use was not disclosed as this policy requires:

1. text left over from an AI interface, such as prompts, refusals, chatbot disclaimers or instructions addressed to an AI;
2. content shown to match AI output in the person's own records or submissions, or identical to work submitted by another person;
3. an admission, or the person's own records, showing AI use beyond the permitted level or without required disclosure;
4. for assessed work, a documented and marked difference from the student's own invigilated or supervised work on the same material. This ground justifies the meeting under section 13.2.2 but supports referral under section 13.2.4 only if the student cannot then explain or reproduce the work.

13.1.5 The following are not verifiable grounds, alone or together: fluent or polished language; the use of particular words, phrases or sentence patterns; uniform structure or formatting; a change in writing quality that has an innocent explanation such as editing help or improvement over time; and writing by a non-native speaker of English. Where AI use was

permitted and disclosed, features typical of AI output are not a ground for a report; a stray AI phrase left in such work calls for correction only.

13.1.6 Only detection tools on the register of approved AI tools (section 6.2) and approved for Confidential information may be used, and only by a person responsible for assessing or examining the work, on work submitted to that person in that capacity. Detection results are Confidential information and shall not be circulated beyond those handling the case.

13.1.7 Detector output is a probability estimate subject to false positives and false negatives. A high score is not evidence of misconduct, and a low score is not evidence that work is the person's own. Decisions shall rest on what can be checked: the accuracy of facts, sources and data, the person's records, and the person's ability to explain and reproduce the work. Guidance on the limits of detection tools is maintained in the Implementation Framework.

13.1.8 Where AI use is shown but the content is accurate, the only question is whether the use was permitted and disclosed. In assessed work, AI-produced content beyond the permitted level is a breach however accurate it is. In staff and research work, accurate AI-assisted content is legitimate when disclosed as this policy and the relevant journal, publisher or funder require.

13.2 Inquiry into Assessed Work

13.2.1 As normal assessment practice, any lecturer may invite a student to a short conversation about how a piece of assessed work was produced, including its content, sources and drafts. Such a conversation is not an allegation, needs no stated grounds and creates no record of misconduct. Lecturers shall use it fairly and consistently. A concern arising from it may be pursued only if one of the grounds in section 13.1 is found.

13.2.2 A lecturer who suspects misuse of AI in assessed work shall record the grounds required by section 13.1 and meet the student. At that meeting the student may explain the work and produce drafts, notes or AI interaction records, and may be asked to discuss the work orally. Where the explanation satisfies the lecturer, the inquiry ends with a brief note on file.

13.2.3 A student who, without good reason, refuses to attend a conversation or meeting under this section, or to discuss the work, may be referred under section 13.2.4; the refusal is itself a ground for that referral.

13.2.4 Where the lecturer remains unsatisfied, the case, with the grounds and the student's response, goes to the Head of Department and is dealt with under the University's examination and student disciplinary procedures.

13.3 Screening of Reports on Staff and Research

13.3.1 A report concerning the work or conduct of a staff member or researcher shall first be screened in confidence, within ten working days of receipt. Reports on research and publications are screened by the Director of Research, Innovation and International Collaboration or a senior academic designated by the Director who has no conflict of interest; other staff matters are screened by the Registrar or a designate.

13.3.2 The screener shall dismiss, with written reasons, any report that does not meet section 13.1, that concerns published work and is excluded by section 10.5.3 or does not meet section 10.5.4, or that concerns work produced before this policy commenced and judged against rules that did not then apply (section 20.2). The person reported shall not be named to others or required to respond before the report passes screening.

13.3.3 A report that passes screening is dealt with under the research integrity procedures or the staff disciplinary procedures, as the case requires. This policy does not create a separate disciplinary body.

13.4 Proportionate Sanctions

13.4.1 Sanctions shall reflect the seriousness of the conduct, the intent, the harm and any previous record.

Severity	Examples	Possible outcomes
Minor	Incomplete or late disclosure of permitted AI use; first-time misunderstanding of an AI use level; undisclosed AI use in staff or research work that involves no fabrication, falsification or deception	Advice, written warning, mandatory AI ethics training, resubmission
Major	Undisclosed AI use beyond the permitted level; AI-generated content submitted as one's own in assessed work; placing Confidential information in an unapproved tool; uploading material held in confidence for review	Mark of zero for the work, failure of the course, suspension of system privileges, formal disciplinary action
Serious	AI-enabled fabrication of research data, results or references; AI use in examination malpractice; deepfakes or AI-enabled harassment, fraud or impersonation; deliberate misuse of Restricted information; repeated major violations	Suspension or expulsion of students; suspension, demotion or dismissal of staff; withdrawal of a degree where fraud is established; revocation of research funding; referral to regulators or law enforcement

13.4.2 The AI Governance Committee may suspend an institutional AI system involved in a serious breach while it is investigated.

13.5 Reporting, Fair Hearing and Appeals

13.5.1 Any person may report a suspected breach of this policy, or harm caused by an AI system, to a Head of Department, the Data Protection Officer, the AI Governance Committee secretariat or the University's whistleblowing channel. The report shall state the grounds required by section 13.1. A report about a staff member or researcher, wherever received,

shall be passed to the screener under section 13.3. Good-faith reporters shall be protected from victimisation.

13.5.2 The identity of a person reported shall be kept confidential during screening and inquiry, except as needed to deal with the case.

13.5.3 A report made maliciously or vexatiously, or made knowing that it lacks the grounds required by section 13.1, including a report deliberately based only on detector output about another person's work, is itself misconduct under this policy and shall be dealt with under the relevant disciplinary procedures.

13.5.4 No penalty shall be imposed until the person has been told the allegation and the evidence, has had a fair opportunity to respond, and has been informed of the right of appeal under the relevant University procedure. A decision may be reversed on appeal where new evidence comes to light.

14. Ownership, Copyright and Attribution

14.1 Ownership of works, inventions, software, models and datasets created with AI assistance is governed by the University's intellectual property policy, which shall be reviewed to address AI-assisted works and inventions.

14.2 Because the status of purely AI-generated content under the Copyright Act 2022 is unsettled, the University treats human creative contribution as the basis of any claim to authorship or inventorship. Significant reliance on AI shall be disclosed in intellectual property and patent declarations.

14.3 Material placed in AI tools shall be used within its copyright and licence terms, including the terms of licensed library resources. Questions on the ownership of AI-assisted work are referred to the Legal unit.

15. External Partnerships and Programmes

15.1 Due Diligence on Partners

15.1.1 Before the University signs any agreement involving AI tools, AI research, data sharing or AI-enabled services, it shall examine the partner's record on data protection, security, fairness and ethics. The agreement shall settle roles, data ownership, intellectual property, publication rights, compliance with Nigerian law and exit arrangements, and shall leave the University's academic decisions in its own hands.

15.2 Sponsored and Donated Tools

15.2.1 Sponsored or donated AI tools shall be assessed for usability, accessibility, bias and fit with educational goals before deployment, and users shall be told who sponsors them.

15.3 Transnational Programmes

15.3.1 In twinning, articulation, joint or dual degree and other transnational arrangements, students shall face AI rules and integrity standards of comparable rigour at both institutions;

partner AI tools used with Babcock students shall comply with Nigerian law; students shall have equal access to AI resources; and AI-related quality assurance shall form part of the agreement submitted for NUC approval under the NUC Guidelines on Transnational Education.

15.4 Community Initiatives

15.4.1 AI projects with communities shall benefit those communities, respect local cultures and languages, and provide a way for community members to give feedback.

16. Inclusion, Wellbeing and Stewardship

16.1 The University shall work towards device access, reliable connectivity and low-bandwidth options so that AI does not widen gaps between students.

16.2 The University shall encourage AI tools and research that serve Nigerian languages and cultural contexts.

16.3 Assistive uses of AI by students and staff with disabilities shall be arranged through the University's disability support services and recorded, so that they are not mistaken for misconduct.

16.4 AI shall be introduced to strengthen the work of staff. Before any deployment that would substantially change roles, workloads or staffing, Management shall consult the staff affected and provide retraining.

16.5 AI tools may add to, but shall not replace, the University's counselling, chaplaincy, health and pastoral services, and shall direct users to human help on matters of health, safety or distress.

16.6 Training and running AI systems consumes energy and water. As stewards of creation, members of the University should avoid needless AI use.

17. Capacity, Infrastructure and Innovation

17.1 The University shall provide continuing, funded AI training for academic staff, administrative staff and leadership, and AI literacy and integrity orientation for all new students. Minimum requirements are set in the Implementation Framework.

17.2 Demonstrated expertise in AI teaching, research and innovation shall count in staff appraisal and promotion, subject to approval by the appointments and promotions bodies.

17.3 The University shall plan and budget for the connectivity, licensed tools, computing and cybersecurity that responsible AI use requires, keep a dedicated budget line for AI, and support interdisciplinary AI research, innovation and technology transfer.

18. Governance and Accountability

18.1 The Vice-Chancellor shall constitute a University AI Governance Committee, as the NUC Framework requires. The Committee reports to Senate through the Vice-Chancellor. Its membership, functions and procedures are set out in the Implementation Framework.

18.2 The Babcock University Health Research Ethics Committee (BUHREC) and any other research ethics committee of the University shall review AI use in research involving human participants or personal data. With the Committee's review of institutional AI systems, this meets the NUC requirement for AI ethics review.

18.3 Accountabilities under this policy are as follows.

Office or body	Accountability
Governing Council	Ratifies the policy; approves the AI budget line; receives the annual report
Senate	Approves academic provisions, AI use levels and sanctions; receives the annual report
Vice-Chancellor and Management	Overall accountability; constitutes the AI Governance Committee; provides resources; deals with regulators
AI Governance Committee	Interprets the policy; keeps the Implementation Framework and the registers; classifies and approves institutional AI systems; reports each year to Senate, Council and the NUC; reviews the policy
Deans, Provosts and Directors	Secure compliance in their schools and units; confirm that course outlines carry AI use levels; release staff for training
School and College AI Leads	Advise on discipline-specific use; review course AI statements; raise concerns with the Committee
Heads of Department and Heads of Unit	Receive and first consider integrity concerns; keep AI use levels consistent across programmes
Lecturers and supervisors	Set and explain AI use levels; design valid assessments; oversee students' AI use; follow fair procedures
Postgraduate School	Requires the AI Usage and Compliance statement and checklist; runs annual workshops
BUHREC and other ethics committees	Review AI use in research with participants or personal data
Data Protection Officer	Advises on data protection; reviews DPIAs; handles requests from data subjects and breach notifications

Office or body	Accountability
ICT unit	Reviews the security of AI tools; manages licences, accounts and logging; keeps the registers with the Committee secretariat
University Library	Leads AI and information literacy; advises on citing AI; manages the institutional repository
Legal unit	Reviews AI contracts, licences and partnership agreements, breaches of AI ethical use among others
Department of Research, Innovation and International Collaboration	Provides the Committee secretariat; checks funder AI rules; conducts due diligence on AI-related agreements
University Chaplaincy	Advises on AI uses that raise questions for the University's Christian mission
Student representatives	Contribute to implementation and review; promote peer AI literacy
Students	Use AI honestly; disclose AI use; keep records until results are final; respect other people's information
Vendors and contractors	Meet contractual, data protection, security and audit obligations

19. Policy Review

19.1 The AI Governance Committee shall review this policy at intervals of not more than 12 months, and earlier if a new law, regulation or NUC directive is issued, AI technology changes significantly, or a serious incident exposes a gap. Each review shall take account of relevant views of students and staff.

19.2 Changes to academic provisions require Senate approval; other changes require approval by Management and ratification by the Governing Council. The Implementation Framework, registers and forms may be updated by the AI Governance Committee in line with this policy.

19.3 This policy is read with the University's research ethics, examination, academic integrity, intellectual property, ICT acceptable use, data protection and staff and student disciplinary instruments. On a matter specific to AI, this policy governs until those instruments are harmonised.

20. Commencement and Approval

20.1 This policy commences on the date of ratification by the Governing Council. Assessments set before commencement continue under the rules announced when they were

set. Orientation and training on the policy shall follow the timeline in the Implementation Framework.

20.2 The disclosure requirements of this policy apply to work submitted, published or funded after commencement. Earlier work shall be judged by the rules and norms in force when it was produced. Fabrication, falsification and plagiarism remain misconduct whenever they occurred.

Approval step	Body	Date
Recommended	Drafting committee or AI Governance Committee	
Considered	University Management	
Approved	Senate	
Ratified	Governing Council	

Related Legislation, Regulations and Documents

Nigerian Legislation and Regulations

- Nigeria Data Protection Act 2023
- Nigeria Data Protection Act General Application and Implementation Directive (GAID) 2025, Nigeria Data Protection Commission
- Copyright Act 2022
- Cybercrimes (Prohibition, Prevention, etc.) Act 2015, as amended by the Cybercrimes (Prohibition, Prevention, etc.) (Amendment) Act 2024
- National Code of Health Research Ethics

National Frameworks and Guidelines

- National Universities Commission, AI Framework Policy for Nigerian Universities: Roadmap for the Integration of Artificial Intelligence into the Nigerian University System (2025)
- National Universities Commission, Towards Responsible AI Integration in the Nigerian University System: Report of the Committee on the Integration of Artificial Intelligence into the Nigerian University System (2025)
- National Universities Commission, Guidelines on Transnational Education in Nigeria
- Federal Ministry of Communications, Innovation and Digital Economy, National Artificial Intelligence Strategy 2025-2029 (2025)

International Instruments and Guidance

- UNESCO, Recommendation on the Ethics of Artificial Intelligence (2021)
- UNESCO, Guidance for Generative AI in Education and Research (2023)
- UNESCO, AI Competency Framework for Students (2024) and AI Competency Framework for Teachers (2024)
- Committee on Publication Ethics, Authorship and AI Tools: COPE Position Statement (2023)
- Cooperation and Liaison between Universities and Editors (CLUE): Recommendations on Best Practice (2021)
- Perkins, Furze, Roe and MacVaugh, The Artificial Intelligence Assessment Scale (AIAS) (2024)
- American Psychological Association, APA Style guidance on citing generative AI (2025)

Babcock University Instruments

- Implementation Framework for the Babcock University Policy on Artificial Intelligence
- Research ethics, examination, academic integrity, intellectual property, ICT acceptable use, data protection and staff and student disciplinary instruments of the University

Appendix A: AI Disclosure and Citation Toolkit

Part 1. Course AI Statement

Each course outline shall contain the following section, completed by the lecturer.

Item	Entry
Course code and title	
AI use level of each assessment	List each assessment with its level (0 to 4)
Uses allowed in this course	For example: generating practice quiz questions; testing a research question against counter-arguments; polishing the language of a final draft
Uses not allowed in this course	For example: producing the analysis or discussion section; translating a whole assignment; any AI during the mid-semester test
Disclosure	As required by each level; full disclosures use Part 2 of this Appendix
Approved tools	Tools on the University register suited to this course
Breaches	Dealt with under section 13 of the University AI Policy

Standard wording for each level:

Level 0, No AI. "You may not use any AI tool at any stage of this assessment. For work done outside invigilated conditions, the standard spell-checker in your word processor is allowed unless this brief says otherwise."

Level 1, AI for preparation only. "You may use AI tools to brainstorm, plan, find sources or revise concepts. No text, code, images or data produced by AI may appear in your submission. You do not need to declare this use."

Level 2, AI-assisted editing. "You may use AI tools as in Level 1, and to improve the grammar, spelling, clarity and structure of your own writing or code. AI may not add new ideas, arguments, analysis or results. Name the tools you used and what they edited."

Level 3, AI-assisted completion. "You may use AI tools to help draft, code, analyse or create parts of this work. You must check, correct and improve what the tool produces, and you will be assessed on that critical work. Complete the AI disclosure form and keep your prompts and outputs."

Level 4, AI as the object of study. "This assessment requires you to use AI tools as described in the brief. Follow the instructions on which tools to use and how to document and evaluate their outputs. Complete the AI disclosure form."

General note. "Where no level is stated, Level 2 applies to coursework and Level 0 to invigilated assessments. Ask before using AI if you are unsure. Keep your drafts and AI records until your result is final and any appeal period has ended."

Part 2. AI Disclosure Form

To be submitted by students with any work at Level 3 or 4, or at Level 2 where the lecturer requires it. Staff disclose AI use in their own work as section 10.2 and the rules of the relevant journal, publisher or funder require.

Field	Entry
Matriculation number	
Department and school	
Course code and title	
Title of work or assessment	
AI use level of the assessment	
Date of submission	

Tools used

AI tool and version	Date(s) used	Purpose	Parts of the work affected	How the output was checked or changed

Declaration

- ☐ My use of AI stayed within what was permitted for this work.
- ☐ The table above lists all my AI use.
- ☐ I have checked every fact, reference and quotation, and every reference I cite exists and supports my statement.
- ☐ The ideas, judgements and conclusions are my own.
- ☐ I did not place other people's personal data or confidential material in an AI tool.
- ☐ I will produce my prompts, outputs or drafts on request and may be asked to explain the work orally.

Signature and date: _____

Statement for undergraduate final-year projects, long essays and dissertations (declaration page):

"I declare that this work complies with the Babcock University Policy on Artificial Intelligence. [I used the following AI tools for the purposes stated: tool, purpose, chapters or sections affected.] [I did not use any AI tool in preparing this work.] I have checked every fact, reference and quotation, and the ideas, analysis and conclusions are my own."

Student's signature and date: _____

Supervisor's countersignature and date: _____

Part 3. Citing AI in APA Style

Where a course, journal or funder prescribes another style, use it. The guidance below follows the APA Style guidance on citing generative AI published by the American Psychological Association in 2025.

1. Citing a specific conversation that readers can open through a share link: AI company. (Year, Month Day). *Title of chat* [Generative AI chat]. Tool name. URL of the shared chat. In text: (OpenAI, 2025) or OpenAI (2025).
2. Citing a tool in general, or where a conversation cannot be shared: AI company. (Year). *Tool name* [Description, such as Large language model]. URL of the tool. Example: OpenAI. (2025). *ChatGPT* [Large language model]. <https://chatgpt.com/>
3. Say how you used the tool in the text, usually in the methods section, for example: "ChatGPT (OpenAI, 2025) was used to edit the paper for clarity."
4. Prompts do not appear in the reference. Keep them in your records and, where they help readers, describe them in the text or an appendix.
5. Do not cite any source an AI tool suggests until you have found and read it yourself.

Appendix B: Postgraduate AI Usage and Compliance Checklist

Adapted from the AI Compliance Checklist for Postgraduate Research in Appendix C of the NUC Committee Report. Submit with the research proposal and again with the dissertation or thesis.

Field	Entry
Name of researcher	
Matriculation number	
Programme (PGD, Masters, MPhil, PhD)	
Department and school	
Title of research	
Supervisor(s)	
Stage (proposal or final submission)	

Section A. Declaration of AI use

- ☐ I have used AI tools or platforms in this research (complete Sections B and C).
- ☐ I have not used any AI tool or platform in this research (go to Section D).

Section B. Details of AI use

AI tool and version	Purpose	Chapter or section affected	How outputs were verified

Brief description of how AI was used (not more than five lines):

Section C. Compliance with ethical principles

- ☐ Transparency: AI use is stated in the methodology chapter or the AI Usage and Compliance statement.
- ☐ Academic integrity: all interpretations, conclusions and critical analyses are my own.
- ☐ Accuracy: I verified all AI-supplied facts, references, quotations and analytic outputs against primary sources.
- ☐ Data privacy: no personal or sensitive participant data were entered into an AI tool unless it was approved for that data and covered by consent and ethical approval.
- ☐ Bias and fairness: I assessed possible biases in AI outputs and addressed them in the analysis.
- ☐ Informed consent: participants were told when AI was used in interacting with them or processing their data (if applicable).

- ☐ Ethics approval: AI use involving participants or personal data was declared to and approved by the research ethics committee (if applicable).

Section D. Final declaration

- ☐ I understand the ethical principles on AI use in postgraduate research and have complied with the Babcock University Policy on Artificial Intelligence.
- ☐ I accept full responsibility for all AI-assisted content in this work.

Researcher's signature and date: _____

Supervisor's confirmation: I have discussed the student's AI use and confirm that this declaration is consistent with my knowledge of the work.

Supervisor's signature and date: _____

