
ACADEMIC INTEGRITY AND THE USE OF ARTIFICIAL INTELLIGENCE (AI) TOOLS POLICY
Coventry University Branch at The Knowledge Hub Universities

Policy Title	Academic Integrity and the Use of Artificial Intelligence (AI) Tools Policy
Responsible Offices	Office of the President / Registrar / Heads of Schools
Policy Owner	President
Version	V1
Date Approved	September 2026
Date for next Review	August 2027
Applies To	All enrolled students – Undergraduate and Postgraduate
Related Policies	Assessment Regulations; Dissertation, Project & Thesis Guidance; Student Conduct Regulations; Data Protection Requirements; Academic Misconduct Policy; Student Code of Conduct Policy; Procedures for Reviewing Award Decisions and Considering Appeals; AI Guide for Educators; Academic Misconduct (Meeting) Guidelines; Student Declaration Form for AI Use; Coventry University Academic Regulations

I. SCOPE OF POLICY

This Policy applies to all students enrolled at Coventry University Branch hosted by The Knowledge Hub Universities (CUB at TKH), across all levels of study, including Undergraduate (UG) and Postgraduate (PG) programmes. It covers all assessed and non-assessed academic work submitted in fulfilment of programme requirements.

II. DEFINITIONS

The Knowledge Hub Universities (TKH): An educational institution established pursuant to Presidential Decree No. 423 of 2019.

Coventry University Branch in Egypt: an international branch campus of Coventry University, established within The Knowledge Hub Universities in the New Administrative Capital, Arab Republic of Egypt. The branch operates in accordance with the Egyptian legal framework governing international branch campuses and delivers academic programmes leading to degrees awarded by Coventry University (United Kingdom).

Academic Integrity: The commitment to honest, original, and properly attributed intellectual work in all academic activities.

Artificial Intelligence (AI) Tools: Software systems capable of generating text, code, images, data analysis, or other outputs in response to user prompts. Examples include, but are not limited to, large language models, generative AI platforms, and AI-powered writing or coding assistants.

Academic Misconduct: Academic misconduct is defined as any attempt to gain an unfair advantage in an assessment (including examinations) as described in the Academic Misconduct Policy.

Authorised AI Use: Use of AI tools expressly permitted under the relevant module descriptor, assessment brief, or written instruction from the responsible academic.

III. POLICY STATEMENT

CUB at TKH is committed to maintaining a culture of academic integrity in which students are assessed on their own knowledge, skills, and effort. All work submitted for academic credit must be the student's own original work, unless the assessment design expressly provides otherwise.

AI tools may offer legitimate academic benefits, including research orientation, grammar checking, and coding support. However, their use is strictly governed by the rules set out in this Policy and the specific requirements of each module or assessment.

Misuse of AI tools, including submitting AI-generated content as the student's own original work, constitutes academic misconduct and will be investigated and sanctioned accordingly.

IV. POLICY GUIDELINES

1. Academic Integrity Requirements

All students are required to:

1. Submit only their own original work for assessment, except where group or collaborative work is expressly required;

2. Properly attribute all sources, including AI-generated content where permitted;
3. Comply with the academic integrity requirements of each module as communicated by the responsible academic;
4. Maintain honesty and transparency in all academic activities, including research, data collection, and reporting;
5. Familiarise themselves with this Policy and any additional guidance issued at programme or module level.

2. Types of Academic Misconduct

Type	Definition	Examples
Plagiarism	Presenting another's work as your own without attribution	Copying text without citation; paraphrasing without acknowledgement
Contract Cheating	Submitting work produced by a third party	Essay mills; commissioned writing
Unauthorised AI Use	Using AI tools in breach of module or assessment rules	Submitting AI-generated text as own work; undisclosed AI use
Data Fabrication / Falsification	Inventing or manipulating research data or results	Altering experimental outputs; fabricating survey responses
Collusion	Unauthorised collaboration on individual assessments	Sharing answers; joint submission where not permitted
Misrepresentation	Providing false or misleading information in academic work	Selective omission of adverse findings; false citations
Impersonation	Sitting an assessment in place of another, or arranging for someone to do so	Sitting an exam for another student; using a proxy or another person's identity

3. Use of Artificial Intelligence Tools

The following table sets out general guidance on permitted and prohibited AI use. Module-level rules issued by the responsible academic shall take precedence in all cases.

Generally Permitted (unless prohibited by module)	Generally Prohibited (unless expressly permitted)
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Using AI for grammar and spell-checking with disclosure	Submitting AI-generated text as the student's own original work
Using AI for research orientation and background reading	Using AI to generate substantive portions of assessed work
Using AI to generate code that is then reviewed and modified by the student (where permitted)	Using AI in examinations, in-class tests, or timed assessments
Citing AI-generated outputs with full disclosure as required	Using AI to fabricate, alter, or misrepresent research data

Where AI use is permitted and used, students must:

- Disclose the AI tool(s) used, the nature and extent of use, and the prompts or instructions given by completing and submitting the Student Declaration Form for AI Use at the point of submission, and in any further manner specified by the module or assessment brief;
- Verify the accuracy of all AI-generated content before incorporating it into their work;
- Ensure that the final submitted work reflects their own intellectual engagement, critical analysis, and understanding;
- Retain records of AI interactions where required by the module.

4. Detection and Investigation

CUB at TKH uses a range of tools and methods to detect potential academic misconduct, including similarity detection software and AI-output detection tools. Suspected cases are reviewed by the relevant marking tutor and Module Leader and, where warranted, reported to the Registry Office and the Head of School and referred to the School Academic Misconduct Committee (SAMC), in accordance with the Academic Misconduct Policy and the Academic Misconduct (Meeting) Guidelines.

Detection tools are indicative only and shall not be relied upon as the sole basis for a finding of misconduct; the acceptable extent of AI use for a given assessment is determined by the Module Leader having regard to the nature of the assessment. Final determinations of misconduct are made by the School Academic Misconduct Committee (SAMC) following a fair and evidence-based investigation.

5. Outcomes and Sanctions

Where academic misconduct is established, sanctions shall be applied having regard to the severity and circumstances of the offence:

Severity	Classification	Possible Outcome
Low	First minor offence	Written warning; resubmission with mark cap

Medium	Repeated or deliberate misconduct	Zero for the assessment; formal notation on record
High	Serious or systematic misconduct	Module failure; suspension; potential exclusion

Sanctions are determined by the School Academic Misconduct Committee (SAMC) in accordance with the Academic Misconduct Policy and the Academic Misconduct (Meeting) Guidelines. Possible outcomes include a pass grade where the student is found not to have committed the offence, a verbal or written warning, or a mark of zero on the assessment, in addition to the severity-based outcomes set out in the table above. Where misconduct cannot be established on the evidence, the student may be required to undertake a viva to demonstrate authorship and achievement of the module learning outcomes. The SAMC decision is normally communicated to the student by the Registry in writing within five working days. Students have the right to respond to allegations. A student may appeal the SAMC's decision within five working days, in accordance with the Academic Misconduct Policy and the Academic Misconduct (Meeting) Guidelines; however, a student who is found guilty of, or who admits, cheating or malpractice has no right of appeal against the resulting failure recorded in the assessment. Appeals against an Assessment Board (Progression and Awards Board) decision follow the Procedures for Reviewing Award Decisions and Considering Appeals, under which a review or appeal must be requested within ten working days of the confirmed result. Once the University's internal procedures are exhausted, a student may refer the matter to the Office of the Independent Adjudicator (OIA).

6. Support and Guidance

CUB at TKH is committed to supporting students in meeting academic integrity requirements. Students are encouraged to:

- Attend academic integrity induction sessions at the start of each academic year;
- Seek clarification from their module leader or supervisor if uncertain about permissible practices;
- Use University-provided academic skills and writing support services;
- Review published module guidance on AI use before commencing each assessment.

7. Amendment and Prevailing Version of Policies

The University reserves the right, at its sole discretion and at any time, to amend, modify, update, replace, or withdraw this Policy, in whole or in part, without prior notice or consultation.

All students are responsible for regularly reviewing and ensuring their awareness of the most current version of this Policy, as published through the Institution's official channels, including but not limited to its website, student portal, or other designated platforms.

Any amended, updated, or revised version of this Policy shall:

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- take effect immediately from the date of its issuance or publication, unless expressly stated otherwise;
 - automatically apply to all students without the need for any further consent, acknowledgment, notification, or procedural formality; and
 - supersede and prevail over any previous versions, policies, practices, or understandings relating to the same subject matter.

The continued enrolment of a student, or continued engagement with the Institution following the issuance of any updated Policy, shall constitute full and unconditional acceptance of such amendments.