



# Generative AI Policy

## Version 1.3

### Overview

AIM Institute recognises the rapid evolution and increasing use of Generative Artificial Intelligence (AI) technologies across education, research and professional practice. AIM Institute is committed to harnessing the educational benefits of these technologies while maintaining the highest standards of academic integrity, learning quality and student outcomes in line with sector best practice, the Higher Education Standards Framework (Threshold Standards) 2021 and TEQSA guidance on Generative AI.

### Definition

Generative AI refers to computational models capable of producing text, images, data or other content, including but not limited to large language models (LLMs) and automated writing tools. These technologies may support learning, creativity and efficiency when used responsibly. However, they also present material risks to assessment validity, research credibility, data privacy and academic integrity if misused.

### Scope

This policy applies to all courses at AIM Institute.

### Policy Principles

#### 1. *Academic Integrity and Assessment*

AI tools may be used in learning activities and some assessments where their use has been explicitly authorised and appropriately scaffolded by academic staff. In formal or secure assessments designed to verify student achievement of learning outcomes without external assistance, AI use is prohibited. Students must clearly acknowledge any permitted use of generative AI in compliance with Institute assessment rules and academic integrity obligations. This Statement is supported by the Assessment Policy and Academic Integrity Policy, which define the permitted use of Generative Artificial Intelligence in assessment and the consequences of misuse. All staff and students must comply with these policies when using Generative AI tools

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#### 2. *Transparency and Attribution*

Where generative AI tools have been used to support a student's work, students must include a statement detailing the specific tools used, versions, context of use and how outputs informed submitted work. Students should be able to provide links to AI



generated source materials, if requested. This transparency supports authentic student learning, assessment fairness and academic record integrity.

### 3. *Learning and Skill Development:*

Teaching and learning activities will, where appropriate, integrate AI literacy to equip students with critical skills to evaluate, apply and reflect on generative AI outputs in ethical and discipline-appropriate ways. This includes teaching students to verify information, reference sources accurately, and situate AI-assisted work within sound academic practice.

### 4. *Governance and Risk Management:*

AIM Institute will monitor developments in generative AI technologies and regulatory expectations, including TEQSA guidance and sector best practice, to ensure policies, procedures and support materials remain contemporary and effective at mitigating academic, research and compliance risk.

## Support and Compliance

Students and staff will be provided with clear guidance on the responsible use of generative AI, aligned with assessment design, academic integrity policy and digital literacy objectives. Misuse of generative AI, including submission of unacknowledged AI-generated content as original work or unauthorised use in assessments, will be treated as a breach of academic integrity under Institute policy.

Students and staff will be provided information regarding this policy in orientation and induction sessions, and as part of ongoing professional development and refresher training, as appropriate.

## Related documents

|                         |                                                      |
|-------------------------|------------------------------------------------------|
| Legislative             | HESF 2021<br>ESOS Framework and National Code        |
| Policies and Procedures | Academic Integrity Policy<br>Student Code of Conduct |

## Document Approval

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|------------------------|----------------|
| <b>Endorsed by:</b>    | Academic Board |
| <b>Date endorsed:</b>  | 16/06/2026     |
| <b>Effective date:</b> | 26/06/2026     |



|                                |                                                                                                    |                                      |                       |
|--------------------------------|----------------------------------------------------------------------------------------------------|--------------------------------------|-----------------------|
| <b>Version number:</b>         | 1.3                                                                                                |                                      |                       |
| <b>Last amendment date/by:</b> | 26/06/2026, TW                                                                                     |                                      |                       |
| <b>Review due date:</b>        | 16/06/2029                                                                                         |                                      |                       |
| <b>Alignment to HESF</b>       | 5.2 Academic and Research Integrity                                                                | 1.4 Learning Outcomes and Assessment | 7.2 Info for students |
| <b>Responsibilities:</b>       |                                                                                                    |                                      |                       |
| <b>Contact:</b>                | <a href="mailto:info@aiminstitute.nsw.edu.au">info@aiminstitute.nsw.edu.au</a><br>+61 02 4505 1924 |                                      |                       |

#### Document Change and Review log

| Version | Updated by | Approval date and body | Details                                     |
|---------|------------|------------------------|---------------------------------------------|
| 0.1     | TWEIR      | Choose an item.        | Draft version created                       |
| 1.0     | TW         |                        | Updates following AB review and input       |
| 1.1     | TW         |                        | Modified to be policy rather than statement |
| 1.2     | TW         |                        | Updates following AB meeting                |
| 1.3     | TW         | AB                     | Cleaned version, minor formatting edits     |