

## Artificial Intelligence and Protecting the Integrity of Qualifications Policy

Artificial Intelligence (AI) misuse is becoming an increasing risk to the integrity of assessments. We as an Awarding Organisation and our Training Providers must remain vigilant to its existence and implement controls to prevent any adverse effects. Whilst AI misuse is relatively new we already have controls established to ensure that all Candidates are aware of the importance of submitting their own and authentic work and the importance of identifying malpractice.

This policy provides emphasis on the following areas:

- The requirements for submitting authentic work from Candidates.
- Candidates who misuse AI in completing any type of assessment will be deemed as malpractice and may result in severe sanctions.
- Training Providers and Candidates must understand the severity of misusing AI and what constitutes malpractice.
- Assessors must only accept a Candidate's work if they believe it is the Candidate's own authentic work.
- Where Assessors have doubts about the authenticity of a Candidate's work submitted for an assessment e.g. they suspect that parts of it have been generated by AI but has not been disclosed by the Candidate, they must investigate and take appropriate action.

### What is AI and the risks it imposes on assessments

AI tools can be used to obtain information and content that can be used in a Candidate's work produced for an assessment towards the achievement of a qualification. The most common types of AI misuse in producing work for assessments are AI chatbots. These are tools that generate text in response to user prompts and questions. Candidates and assessors should be aware that AI tools are still in development and there can often be limitations and inaccuracies when producing content. AI chatbots can be asked to complete tasks such as:

- Answering questions
- Improving answers
- Writing essays, articles etc
- Translating text from one language to another
- Producing ideas following prompts for a topic or theme

This list is not exhaustive.

Using AI Chatbots poses significant risks if used by Candidates to complete qualifications.

AI Chatbots available include:

- ChatGPT
- Jenni AI
- Jasper AI
- Google Bard
- Writesonic
- Bloomai

There are also AI tools that can be used to generate images, such as:

- Dalle-E 2

- Stable Diffusion
- Midjourney

### **What we consider AI misuse**

All iPET Network Candidates are required to complete their work for assessment in their own words and must not be plagiarised from other Candidates, textbooks, online resources etc, this also includes the use of AI. The content must reflect their independent knowledge to demonstrate their knowledge, skills and understanding against the criteria to achieve the qualification. Any Candidate found using AI and not independently demonstrating their attainment will likely be considered as Malpractice. AI misuse (considered as Plagiarism) constitutes Malpractice as defined in the Malpractice and Maladministration Policy and Procedure (including Sanctions) and is also defined in the Authenticity Policy. Any Candidate making a false declaration of authenticity may result in disqualification from the qualification and debarment from qualifications for a number of years. Candidate results may also be affected if AI has been used to complete any assessment as this will not show an accurate reflection of their attainment.

### **Training Provider agreement**

All iPET Network Training Providers have already agreed to iPET Network policies relating to the authenticity of Candidate work in the achievement of assessment for qualifications. It is vital now that Training Providers ensure that they can also effectively and efficiently address the risks associated with misusing AI tools.

Training Providers are expected to make Candidates aware of the use of AI in assessments and agree to their approach in managing Candidate use of AI. Candidates must understand and be aware of the appropriate and inappropriate use of AI within assessment and the consequences of misusing AI. Training Providers should already make their Candidates aware of the approach to plagiarism and the consequences of Malpractice.

Training Providers should action the following:

- Ensure Candidates have a clear understanding of the importance of submitting their independent work and stress the risks and consequences of Malpractice.
- Update Training Provider policies e.g. Plagiarism, Authenticity, Malpractice and Maladministration where relevant to include AI, AI misuse, if misused what the consequences are, when it is appropriate to use AI.
- Ensure that clear support and information is given on the correct referencing procedure in assessments.
- Provide training and updates to all Training Provider personnel regarding AI, types of AI, what the risks are etc.
- Continue to use authenticity declarations for Candidate work for assessments.
- Make its Candidates aware of iPET Network's approach to AI and the misuse of AI, Malpractice and relevant sanctions.

### **Acknowledgement and referencing AI use**

Candidates must understand the importance of referencing the sources they have used to support the production of work for assessments and they know the correct process to do this. Correct and appropriate referencing is essential in contributing to academic and assessment integrity.

When using AI tools the Candidate will still need to provide sources that they have verified in the same way as research from a textbook or web content. If the AI tool does not provide the sources Candidates must ensure that they can independently verify the content and reference the sources used. If AI has been used by the Candidate they must make this known to their assessor so that the assessor can confirm or deny that the AI tool has been used appropriately for that particular assessment. In addition to this declaration, the Candidate

must retain evidence of the AI tool used at the time including a screenshot of the questions asked and the answers given for verification and submitted with their work.

### **Identifying AI misuse**

Identifying AI misuse will use the same and current skills that assessors use to ensure work submitted for marking is authentic. Below we have explored further methods:

- Review work against previous submissions from that Candidate to detect any changes in characteristics such as:
  - Spelling and grammar
  - Writing style and tone
  - Vocabulary
  - General understanding and level of answer
  - Complexity of their answer
  - How they have produced their answer e.g. handwritten or word processed
- Review a Candidate's work against work completed under direct supervision
- Be vigilant for Americanised wording and phrasing
- The use of references that cannot be verified
- Generic content rather than specific to the task/scenario
- Automated detection: There is an increasing availability of software to help detect AI such as Turnitin, Winstonai, GPTZero that can be used to support assessors when marking Candidate's work.

AI tools are continuously evolving to be more complex and distinguished in their activities so it is key to remain vigilant at all times.

### **Reporting AI misuse**

If an assessor confirms that one of their Candidates has misused AI within their work but has not declared authenticity this can initially be managed internally with the Candidate.

If the declaration has been signed by the Candidate and/or they has intentionally misused AI to plagiarise their work for an assessment then this must be reported to iPET Network as Malpractice.

### **Preventing AI misuse**

Awareness and education are key in preventing AI misuse to both Training Provider personnel and its Candidates. Some areas to further support prevention can be found below:

- Software to detect plagiarism and AI can be built in the Learning management systems (LMS)
- Restrict access to AI tools on devices and networks within the organisation
- Where possible conduct more at risk assessments under direct supervision such as essay writing
- Introduce knowledge checks such as oral question and answer techniques to authenticate knowledge
- Allocate time for proportions of work to be done under direct supervision to authenticate knowledge
- Do not accept any work where there is a suspicion of AI use without the correct referencing or is plagiarised. This will help prevent the use of this practice and prevent Malpractice
- Issue unique tasks and assignments that are current and specific that require the creation of content that is less likely to be found on AI tools using historic data.

### **Actions taken by the Awarding Organisation**

Where Candidate Malpractice is reported, iPET Network may decide to investigate the allegations made. Please refer to the Malpractice and Maladministration Policy and Procedure (Including Sanctions) to find out more about the investigation process and sanctions.

### Using AI to mark assessments

Ofqual defines an 'Assessor' as "A person who undertakes marking or the review of marking. This involves using a particular set of criteria to make judgements as to the level of attainment a Learner has demonstrated in an assessment."

The definition is clear an assessor must be a person who can make judgements. AI as a sole marker would not fall within this definition.

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