SEMMELWEIS UNIVERSITY

FACULTY OF DENTISTRY

Dean
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Semmelweis University

Faculty of Dentistry, Faculty Regulation

on The Use of Artificial Intelligence Systems and Tools in Education

Title of Regulation: **Faculty of Dentistry, Artificial Intelligence Regulation**
Faculty Council Resolution No. 38/2025 (XII.05.)
Effective date of the Regulation: **5 December 2025**   Page1 / 7

Preamble

The Faculty of Dentistry of Semmelweis University (hereinafter: Faculty) acting pursuant to the authorization set out in Article 1(7) of the Study and Examination Regulations adopted by Resolution No. 54/2025 (VI. 26.) of the Senate of Semmelweis University and with the aim of ensuring copyright protection for each and every written work produced at the Faculty, hereby adopts the following faculty regulation (hereinafter: the "Regulation"), based on a review of course requirements and course programs, in order to establish provisions concerning plagiarism, plagiarism detection, and the acceptable and responsible use of AI-based systems and tools in education.

I. General provisions

Article 1 (1) In matters not governed by this Regulation, in addition to applicable laws and regulations, the provisions of the University's regulations, especially the Study and Examination Regulations, the Code of Ethics, and the Intellectual Property Management Regulations shall apply.

(2) If any doubt arises as to the occurrence of plagiarism or the initiation of disciplinary proceedings, the provisions set out in the principles shall govern the assessment of the student's conduct.

I.1. Purpose of the regulation

Article 2   (1) The purpose of this Regulation is to summarize, with due regard to the provisions set forth in the University's regulations, the rules in force at the Faculty, which are applicable to students and instructors, concerning plagiarism, plagiarism detection and the acceptable and responsible use of AI systems and tools in education.

(2) The personal scope of this Regulation extends to all students of the Faculty and to all persons employed at the Faculty in any academic or teaching position.

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I.2.   Principles of Faculty-Level Regulation

Article 3 (1) The provisions of this Regulation shall apply to the following written works prepared in the course of university studies (hereinafter collectively: "written works"):

- thesis, rector's award paper or other any assignment submitted in writing by the student that is defined as a "written work" under the Study and Examination Regulations currently in force at Semmelweis University (pursuant to Section 2, point 14.c., "*written work*" means any written assignment submitted by a student (electronically and/or in hard copy) as prescribed in the course program, such as a thesis/dissertation, Rector's award paper, etc.).

(2) The use of an AI system in connection with the written works specified in point (1) is *generally permitted*, unless the relevant course description or syllabus, or the procedure governing the preparation of the given written work provides otherwise. Where the use of an AI system is permitted by the procedure governing the given written work or by the course description, the provisions of Semmelweis University's Study and Examination Regulations currently in force shall serve as the guiding framework for such use. *The course syllabus shall specify the name and type of the AI system(s) that may be used*.

(3) The coordination of faculty-level educational activities concerning AI systems and applications for instructors and students shall be the responsibility of the *Vice Dean for Educational Affairs* in office at the relevant time, who shall:

- organize training at least once per year – engaging external and/or internal AI experts if necessary – for the Faculty's instructors and students on the AI systems that may be used in preparing written works and the conditions for their use;
- publish informational materials on AI systems on the Faculty's website and continuously monitor the currency of the website content; and
- may launch AI mentorship programs, organize workshops on AI education, and initiate the offering of elective and/or optional courses related to AI education, etc.

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(4) The Dean shall arrange, in consultation with the Director of the Central Library, the IT Director General, and the University's information security officer, for the process of procuring AI systems and tools authorized for use at the Faculty and for defining the selection principles. The selection process shall take into account the applicable international and national certification criteria for AI systems in force at the relevant time.

II. Detailed provisions

Article 4 (1) In the completion of written works, in addition to Semmelweis University's Study and Examination Regulations currently in force, the rules detailed in this Section shall govern plagiarism and the use of AI systems.

(2) *(Faculty provision on formal requirements for preparing written works)*

    a) The formal requirements for preparing written works shall be as set out in the course syllabi and in the Faculty thesis procedure, including requirements concerning source attribution, citations/references and any declaration regarding plagiarism.

- As a general principle, the text of the written work must precisely specify which portions of content were created with the assistance of AI and the extent of such use (e.g., calculation, translation, analysis, summarization, paraphrasing/rewording, etc.);
- furthermore, where AI-generated images, figures, or diagrams are used, the use of AI shall be indicated beneath them.

    b) In relation to submitted written work, the student shall be required to declare whether an AI system was used and, if so, shall be required to specify:

- the name of the AI system used, including the version number;
- the name of the company that produced the AI system used;
- the date on which the AI-generated information was created; and
- the purpose for which the AI system was used (e.g., spell-checking) and the prompt(s) used i.e., the instructions provided to the AI system.

The declaration must be submitted even if the student did not use an AI system. Where written work is prepared by a research staff member or an instructor, the declaration under this subsection must be made, addressed to the head of the organizational unit.

c) The formal requirements and the method of verifying completion for a given written work may not be deviated from.

(3) (Faculty provision on responsible roles)

The **Vice Dean for Educational Affairs in office** at the relevant time shall be responsible for ensuring compliance with the Faculty-level regulation of the AI systems used.

(4) (Faculty provision on student self-checking)

Students shall be required to check their thesis, undergraduate research (TDK) paper, papers intended for publication in a scientific journal, etc., using the University's text-similarity checking software, with the support of the thesis supervisor or the relevant clinical unit, department or institute. The instructor shall evaluate the results of the plagiarism screening for each student, and shall determine whether the result affects the quality and content of the work. This must be taken into account at the assessment of the written work – whether at grading or included in the written evaluation – and must be communicated to the student.

The student shall attach a document of the screening results when submitting the written work, as part of the full documentation. In all other respects, Article 28/B of Semmelweis University's Study and Examination Regulations (TVSZ) currently in force shall serve as guidance.

(5) (Faculty provision on permitted methods of using AI systems)

From among the AI-use methods set out in Article 1 (9)f of the TVSZ and in this subsection, the following apply at the Faculty of Dentistry:

a) **Generating text based on a short prompt:** generating a longer text segment based on a short input of one or two sentences or paragraphs, relative to the output: *permitted / permitted with prior approval / __prohibited__ / prohibited but considered minor plagiarism*

b) **Generating text based on the student's own (independent) source(s) and instruction(s):** the input consists of the student's own documents (e.g., text passages, tables) and instructions, and the system creates new content by rewording or summarizing the input: *permitted / permitted with prior approval / <u>**prohibited**</u> / prohibited but considered minor plagiarism*

c) **Generating text based on external sources and instructions:** the input consists of work(s) by other author(s) and instructions for the system to create new content by rewording/summarizing them: *permitted / permitted with prior approval / <u>**prohibited**</u> / prohibited but considered minor plagiarism*

d) **Translating the student's own text into another language:** the input is the student's own independent text; the output is approximately the same length; the purpose of the processing is translation and/or improving language/register: *<u>**permitted**</u> / permitted with prior approval / prohibited / prohibited but considered minor plagiarism*

e) **Summarizing the student's own text**: the input is a longer text provided by the student; the system generates a summary of the key points, based on which the student prepares the abstract/summary of the written work: *<u>**permitted**</u> / permitted with prior approval / prohibited / prohibited but considered minor plagiarism*

(6) *(Faculty provision on special rules applicable to teaching activities)*

a) Each syllabus at the Faculty shall address the permitted, expected, and prohibited uses of artificial intelligence. Course instructors shall comply with and enforce these requirements. The educational consequences of violations shall be communicated. Violations by a student shall be sanctioned by the instructor; violations by an instructor shall be sanctioned by the head of the organizational unit and/or the Dean.

b) Instructors shall be required to support students in learning the rules of scientific citation and the practical application of source management.

c) The thesis supervisor or consultant shall explain to the student the methodology for the proper presentation of research findings and literature-review results (e.g., abstract writing, indicating citations in the text, etc.).

d) The thesis supervisor or consultant shall continuously monitor the AI system used by the student, assist the student in critically evaluating AI-generated information, and provide advice and guidance as needed.

III. Final provisions

Article 5 (1) This Regulation was adopted by the Faculty Council by Resolution No. 38/2025 (XII.05.), pursuant to the authorization granted under Article 116 (1)i) of Part I, Chapter I.1 of the Organizational and Operational Regulations.

(2) This Regulation enters into force on 5 December 2025.

(3) Subsequent reviews of this Regulation shall align with the schedule for reviewing University-level rules concerning plagiarism and AI systems.

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