



## **REGULATIONS ON THE USE OF ARTIFICIAL INTELLIGENCE TOOLS IN THE STUDY PROCESS AT THE UNIVERSITY OF LATVIA**

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*No amendments have been made to this document.*

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Issued in accordance with  
Law on Higher Education Institutions Article 15.<sup>1(6<sup>2</sup>)</sup>

### **I. General Provisions**

1. These Regulations set out the procedure for the use of artificial intelligence (hereinafter – AI) tools in the study process at the University of Latvia (hereinafter – UL), including the basic principles for the use of AI tools and the requirements applicable to students and lecturers.
2. The following terms are used in these Regulations:
  - 2.1. AI tool – a machine-based system designed to operate with varying levels of autonomy, which may be adaptable after deployment and which, for explicit or implicit objectives, infers from the input it receives how to generate outputs, such as predictions, content, recommendations or decisions that may influence physical or virtual environments;
  - 2.2. virtual AI assistant – a type of AI tool that performs various tasks assigned by a person, adapts to the user’s needs and provides personalised, interactive support, for example by drafting texts, assisting in planning work or meetings, or producing summaries from various materials or conversations;
  - 2.3. deepfake – an AI-generated or manipulated image, audio, or video content that resembles real persons, objects, places, entities, or events and may mislead a person into believing that the content in question is authentic or true.
3. The purpose of these Regulations is to promote the fair, transparent, responsible and ethical use at the UL of the opportunities offered by AI tools, on the basis of the Regulation (EU) 2024/1689 of the European Parliament and of the Council (The Artificial Intelligence Act), General Data Protection Regulation (GDPR) and UL’s internal regulations regarding the lawful and ethical use and evaluation of AI tools, as well as data processing and protection when using AI tools.

4. Unauthorised use of AI tools constitutes an infringement comparable to the infringement defined in the UL regulations on academic integrity as the use of an unauthorised aid. Such infringements shall be assessed and addressed in accordance with the procedure for the detection and documentation of infringements laid down in the UL regulations on academic integrity.
5. Decisions and actions taken by the UL community shall be based on the following fundamental principles and practices for the use of AI tools, which complement the fundamental principles laid down in the provisions on academic ethics and in the UL regulations on academic integrity:
  - 5.1. honesty – AI tools shall be used in accordance with the procedure laid down by UL, without deception, in compliance with the rules and principles of academic integrity, taking into account the aims of studies and the intended learning outcomes of the study programme and course;
  - 5.2. transparency – the UL shall define and determine the permissibility of the use of AI tools, and students shall openly acknowledge the fact of using AI tools in their work carried out within the study process;
  - 5.3. responsibility – each person shall bear personal responsibility for the consequences of using AI tools in the results of their work;
  - 5.4. data security – the use of AI tools shall not infringe the rights of individuals or be contrary to those rights, including, *inter alia*, the right to privacy, equal treatment, copyright, etc.

## **II. Procedure for Determining the Admissibility of AI Tool Use**

6. UL faculties may develop, for the relevant faculty, a more detailed elaboration of the principles, requirements and procedures set out in these Regulations.
7. The Dean of the faculty shall be responsible for the implementation and updating of the established AI-use principles in the study process within the faculty.
8. The Director of the study programme:
  - 8.1. may define, and update as necessary, permissible forms of AI tool use, at study programme level, for lecturers and students involved in the programme, in accordance with the specific characteristics of the programme's academic discipline and the intended learning outcomes set for the programme;
  - 8.2. may include, in the methodological materials of the study programme, conditions governing the permissibility and use of AI tools, as well as conditions governing the procedure for the use of AI tools in final assessments (bachelor's, master's and doctoral theses, etc.);
  - 8.3. shall inform students of the permissible forms of AI tool use, and of the obligation and the form in which the use of AI tools must be acknowledged in their work carried out within the study process;
  - 8.4. shall, in accordance with the procedure laid down by the UL, assess the possibility of using a virtual AI assistant in cases where the need to use such a tool can be objectively justified, for example, where the relevant AI tool is necessary for a person with special needs, as well as in other cases. The relevant procedure shall be determined by the Rector.

9. The UL Administration and its structural units shall, within their competence, ensure and provide support to faculties in matters relating to the application and implementation of these Regulations. The Rector shall ensure the implementation of these Regulations and, where necessary, shall issue UL administrative decisions and internal regulatory enactments subordinate thereto.

### **III. Requirements, Duties and Accountability in the Use of AI for Lecturers and Students**

10. Lecturers and students are prohibited from:
  - 10.1. presenting AI-generated content as their own;
  - 10.2. uploading, entering, copying, etc. restricted-access information into an AI tool for which the UL has not purchased a licence or which is not an AI solution implemented by the UL;
  - 10.3. using, at the UL, a virtual AI assistant for which the UL has not purchased a licence, or which is not an AI solution implemented by the UL, including when representing the UL at an external online event (meetings, conferences, etc.), as well as for transcribing such events and preparing minutes;
  - 10.4. creating deepfake images, video and audio materials. Where voice-cloning generators are used in online events or classes, those present shall be informed of such use.
11. Requirements for students regarding the use of AI tools:
  - 11.1. In the study process, a student shall:
    - 11.1.1. comply with the rules established by the lecturer regarding AI use in the relevant course;
    - 11.1.2. contact the course lecturer or the Director of the study programme if the principles governing AI use in the study process are unclear;
    - 11.1.3. acknowledge the use of AI in the manner and form specified by the lecturer or the faculty study council;
  - 11.2. In the study process, a student is prohibited from:
    - 11.2.1. using a virtual AI assistant to attend online classes, except where the use of such an AI tool has been permitted in accordance with the procedure laid down by the UL;
    - 11.2.2. uploading, entering, copying, etc. learning materials developed by a lecturer (video lectures, presentations and other copyrighted works) into an AI tool for which UL has not purchased a licence or which is not an AI solution implemented by UL.
12. Requirements for lecturers regarding the use of AI tools:
  - 12.1. In the study process, a lecturer shall:
    - 12.1.1. assess and determine, for students in the lecturer's course, permitted and prohibited forms of AI tool use, in accordance with the aim of the course and the intended learning outcomes;
    - 12.1.2. determine the general conditions and permissible forms of AI tool use and inform students thereof in good time;
    - 12.1.3. determine the conditions and forms of AI tool use in independent study tasks, interim assessments and the final assessment of the course;

- 12.1.4. inform students if an AI tool will be used when marking and providing feedback on their work completed within the study process. Where AI tools are used for this purpose, the lecturer shall themselves take the final decision on the mark;
- 12.2. In the study process, a lecturer is prohibited from:
  - 12.2.1. uploading, entering, copying, etc. students' work (for example, coursework, final papers, essays, including written creative assessments) and doctoral students' work (for example, publication drafts, parts of a doctoral thesis, doctoral theses) into an AI tool for which UL has not purchased a licence or which is not an AI solution implemented by UL;
  - 12.2.2. using, as grounds for marking a student's work, the results provided by tools intended to detect generative AI-produced content;
  - 12.2.3. using the results of a tool intended to detect generative AI-produced content as evidence of a breach of academic integrity.

#### **IV. Final provisions**

13. These Regulations shall enter into force on 16.03.2026.