

# ARTIFICIAL INTELLIGENCE USAGE FOR ONLINE PRE-COURSE WORK POLICY



## Purpose

This policy outlines the guidelines and principles for the use of Artificial Intelligence (AI) by students in completing online pre-course work for training delivered by HMC Group Solutions Pty Ltd.

## Scope

This policy applies to all students, prospective students, faculty, and staff involved in the administration, instruction, and completion of online pre-course work at HMC Group Solutions Pty Ltd. It encompasses all courses, modules, and programs that offer online pre-course components, irrespective of the course subject or level. External stakeholders or third-party vendors associated with the delivery or assessment of online content should also be aware of and adhere to this policy where relevant.

## Policy Statement

HMC Group Solutions Pty Ltd promotes genuine efforts and the integrity of learning experiences.

To ensure this, we have set forth guidelines concerning the use of Artificial Intelligence in the context of online pre-course work.

## Use of Artificial Intelligence

- a) Students are strongly discouraged from using AI systems or AI-driven tools to complete their online pre-course work.
- b) The intention behind this restriction is to ensure students gain the necessary foundational knowledge from their pre-course work, which AI assistance might bypass or undermine.
- c) While technology can be a valuable aid in the learning process, it should not replace authentic understanding and comprehension.

## Right to Reject AI-Generated Answers

- a) HMC Group Solutions Pty Ltd reserves the right to reject or disregard any answers or submissions suspected to be generated or heavily assisted by AI systems.
- b) HMC Group Solutions may employ various tools or methods to detect AI-generated content.
- c) If a student's work is determined to be AI-generated, the student may be contacted for clarification or asked to resubmit their work.

## Summative Theory Assessment

- a) To maintain the integrity and quality of our training, all students are required to undertake a summative theory assessment at HMC Group Solutions premises.
- b) This assessment is part of our comprehensive quality control process for all training programs.
- c) Completing online coursework does not exempt a student from this requirement.

## Assessment Outcomes

- a) Students who cannot satisfactorily complete the summative theory assessment will be marked as "Not Yet Competent."
- b) This determination will be made irrespective of the performance or submissions in the online pre-course work.
- c) Students marked as "Not Yet Competent" may be given further guidance on areas of improvement and may be required to undergo additional training or assessment, as determined by HMC Group Solutions Pty Ltd.

## Policy Review

This policy will be periodically reviewed and updated to ensure its relevance and efficacy in the context of changing technologies and educational paradigms.

## Date of Last Review

20th October 2023

## Policy Authorised by

Harrison McMahon