

Appendix C: AI Disclosure Statement

Ohio Conference AI Usage Policy

Board Approved April 20, 2026. Effective July 1, 2026.

This template should be used whenever a student uses AI in creating academic work.

AI DISCLOSURE STATEMENT

Student Name: _____ Date: _____

Assignment: _____ Teacher: _____

1. AI Tool Used (check the tool you used):

- Microsoft Copilot for Education
- Google Gemini for Education
- Khan Academy Khanmigo
- Other (specify): _____

2. How I Used the AI Tool:

(Describe the specific task you gave the AI. Example: "I used Gemini to brainstorm three possible topics for my essay.")

3. What I Did With the AI Output:

(Did you use it as-is? Did you change it significantly? Did you verify it? Describe how you transformed or evaluated the AI's response.)

4. How I Verified the Information:

(If the AI provided facts, data, or citations, describe how you verified them. Example: "I checked the quotation against the original source.")

5. I acknowledge that:

I used AI as a tool to support my own thinking.

I verified all factual claims before including them.

I substantially transformed the AI output to make it my own.

I understand that using AI without disclosure violates academic integrity.

Student Signature: _____

Parent/Guardian Signature (if required): _____