

## *DGBC Artificial Intelligence Policy 2025*

### **Preamble:**

Dharma Gate Buddhist College (hereinafter: the College) — in line with the mission of the Dharma Gate Buddhist Church — is committed to value- and knowledge-based, community-building education. At the same time, it places particular emphasis on equipping its students with the knowledge, learning content, and skills that enable them to perform effectively. They can meet these challenges by leveraging the most advanced methodologies, technological developments, and competencies applied in their disciplines.

Artificial intelligence-based systems (AI) have become part of everyday life; accordingly, the College's objective is for its students to become familiar with the opportunities afforded by AI, acquire the necessary competencies, and apply them—responsibly. The College affirms the importance of knowledge and individual achievement, while supporting the deliberate, prudent, and responsible use of AI-based technologies, which it intends to regulate within the present framework as follows:

### **1. General principles**

**1.1.** The use of artificial intelligence (AI) at the College may take place exclusively in alignment with educational objectives, preserving integrity and data security, within—and in compliance with—the College's regulations and guidelines.

**1.2.** In all cases, the student decides whether to use the opportunities offered by AI during their studies or not, and also which application to use for that purpose. If the use of a given system is subject to prior registration, such registration is at the student's own risk.

**1.3.** The use of AI may support students' learning, research work, and task planning, but it cannot replace human creativity, decision-making, and analytical skills. As an assistant or study partner, it may support student work and the preparation of project assignments and theses, but it must not take the place of independent student work.

**1.4.** When using AI, it is essential that AI-generated content be used lawfully, ethically, and in a risk-averse manner—this is the student's responsibility. To foster understanding of how AI works and its limitations, and to extend digital literacy to AI use, the College may provide training and publish guidelines for students and instructors.

**1.5.** The use of AI must comply with the applicable legal and institutional regulations, with particular regard to data protection requirements (GDPR) and the College's ethical standards. If a student wishes to use artificial intelligence in their academic work, they undertake to comply with these requirements when using it, and acknowledge that any deviation from them may entail consequences under the Student Requirements System (HKR) and the College's rules.

### **2. The use of AI in student work**

**2.1.** AI systems may be used exclusively to foster learning and deepen knowledge. The use of AI must not diminish the importance of students' independent work.

**2.2.** The use of AI tools may facilitate the personalization of educational materials, the organization of information, and the more efficient processing of scholarly sources.

**2.3.** The use of AI does not exempt students from their individual research and learning obligations. For instance, AI can help locate scholarly sources and highlight considerations relevant to the subject at hand. However, any data, considerations, and the like provided by AI must be critically interpreted and analysed by students.

**2.4.** The use of AI is strictly prohibited during examinations and assessments, unless the task is specifically designed to assess the knowledge and application of AI.

### **3. Plagiarism and academic integrity**

**3.1.** The College is committed to independent learning and ethical conduct; therefore, the use of AI must not result in the infringement of copyright, the College's ethical rules, or the requirements set out in the College's regulations and guidelines.

**3.2.** The full or partial use of AI-generated content (including conceptual content, textual formulations, translations from a foreign language, stylistic reformulations, etc.) shall constitute plagiarism unless the student clearly indicates that material produced with the assistance of AI was used. The basic rules on plagiarism are set out in the Student Requirements System (HKR).

**3.4.** The unacknowledged use of AI-generated text, figures, or tables constitutes plagiarism and carries strict sanctions under the HKR; these vary depending on the severity of the violation. To determine and prove that the content used was in fact generated by AI, the College is entitled to use certified software for this purpose.

**3.5.** To enforce the rules on plagiarism, the College may, in all cases and by all available means, examine whether student work complies with this Policy, and will take the necessary measures in the event of a violation.

## **4. Data protection and confidentiality**

**4.1.** When using AI, students must comply with data protection and data management rules, with particular regard to the GDPR and other applicable legal requirements.

**4.2.** AI may not be used to process or share personal data or confidential information. The use of AI must not compromise the protection of the personal data of students, instructors, and other data subjects.

**4.3.** Students and instructors are prohibited from using AI to process documents containing sensitive information or trade secrets, or to make them available to third parties.

**4.4.** When using AI, it is prohibited to upload any data or information that may infringe the rights of third parties or give rise to legal liability.

## **5. Documenting the use of AI in student work**

**5.1.** The use of AI must be appropriately documented in all scholarly and academic work. Students must clearly specify which AI tool they used, for what purpose, and how it influenced the final version of the work.

**5.2.** When preparing project assignments and theses, students indicate their acceptance of the College's rules on the use of AI by signing the Declaration that forms part of the issued template. They declare that they have responsibly familiarised themselves with the capabilities and limitations of the AI systems used, ensuring their proper application; that, as the authors of the work, they are responsible for the information and statements contained therein; and that they understand that a breach of the rules on the use and documentation of AI constitutes plagiarism.

**5.3.** Within the framework of these Guidelines, the use of AI is permitted at all stages of thesis preparation. The project assignment/thesis template includes a table in which the fact of use must be indicated, in summary form, for each section (area of use – AI system used – description of the manner of use and compliance with good academic practice, which, if necessary, may also be provided separately for each chapter).

**5.4.** The fact of AI use must be indicated in a citation associated with the relevant passage, especially where AI has made a substantive contribution to the preparation of the material.

**5.5.** Citing AI-generated content in the References is unnecessary: such material does not qualify as a source under the College's Scholarly Literature and Referencing Requirements (copyright-protected, human-authored works with an individual, original character).

**5.6.** The origin of AI-generated figures and tables must be indicated in accordance with the Scholarly Literature and Referencing Requirements. If the student has used an AI application to prepare a figure or table, this must be indicated—under the above rules—both in the template table and in the in-text citation.

## **6. Supported cases of ethical AI use**

### **6.1. *Topic selection and preparation of a research project***

AI can assist in identifying relevant research areas and questions, in preliminary topic exploration, and in designing the structure of the research plan.

### **6.2. *Understanding and clarifying the assignment***

AI may be used to interpret college assignments, to articulate the requirements more clearly, and to search for examples or analogies relevant to the tasks.

**6.3. *Overcoming writer's block and gathering inspiration***

AI can generate creative ideas, suggest new perspectives, and help jump-start the line of argument when a student gets stuck while writing a paper.

**6.4. *Clarifying concepts and their proper use***

AI can help interpret technical terms and theories, particularly in complex or multidisciplinary subject areas.

**6.5. *Translation and linguistic clarification***

AI can support the understanding of scholarly literature written in a foreign language, help with proofreading texts, and improve the style of academic writing.

**6.6. *Searching for and organizing scholarly sources***

AI can support the discovery of relevant scholarly articles, studies, and sources, as well as their thematic organization.

**6.7. *Drafting outlines and shaping the structure***

AI can help design the logical structure of a paper or research project and organize its chapters and subchapters into a coherent sequence.

**6.8. *Preparing for data analysis***

AI can support the initial stages of data processing—for example, by organizing data and developing preliminary analysis strategies.

**6.9. *Compiling bibliographies and reference lists, and standardizing sources***

AI can help with the consistent formatting of citations, the preparation of the bibliography, and the proper classification of sources.

**6.10. *Text editing and final review***

AI can support improving a paper's language and style, identifying and correcting spelling errors, and enhancing readability.

**6.11. *Preparing presentations***

AI can help assemble presentation materials, arrange them logically, and optimize their visual presentation.

## **Closing provisions**

The College aims to ensure the controlled and transparent use of AI in teaching and in performing student assignments. AI tools may support students' studies, but they must not replace independent scholarly and creative work. The College is committed to continuously reviewing and responsibly expanding AI use, and will revise this Policy as needed.

This Policy was adopted by Senate Resolution No. 37/2025 (07.10.).

Budapest, 10 July 2025

Gábor Karsai rector

## ANNEXES

### Recommended method for indicating AI-generated scholarly sources

Használt eszköz és verzió	A bejegyzés létrehozásának dátuma	A prompt tömör tárgyi meghatározása; „címe”
A szolgáltatás nyújtója	<b>ChatGPT 3.5. (2025. február 15). <i>Hogyan használhatóak a költségvetési rendszerből, egységköltségvetésből nyerhető információk a vezetői döntéshozatal során, Csak magyar nyelvű, akadémiai forrásokat használj, ChatGPT;</i></b> <b>OpenAI. Lekérdezve: 2025. február 7.</b> <b><a href="https://chat.openai.com/">https://chat.openai.com/</a></b>	
	A hozzáférés helye (URL)	A hozzáférés ideje

## Areas and Manner of Use

Areas of Use	AI System(s) Used	Description of the Manner of Use
<b>Development and Concept of the Research Project</b>	None	
<b>Collection and Evaluation of Scholarly Sources</b>	Perplexity, Consensus	2. Chapter: Support for preliminary literature review
<b>Data Processing, Collection and/or Acquisition</b>	ChatGPT, Gemini	3.1. Chapter: Using ChatGPT to generate ideas and Gemini to rephrase the interview guide. 4.2. Chapter: Using ChatGPT for a comprehensive language review of the experiment invitation text.
<b>Programming</b>	ChatGPT	4.5. Chapter: Collaborative programming of the experimental software with ChatGPT.
<b>Analysis/Evaluation of Data/Sources</b>	None	
<b>Interpreting Results and Drawing Conclusions</b>	Gemini	4.5., 5. Chapter: Collaborative programming of the data analysis scripts with Gemini.
<b>Writing the Manuscript: Creating Visualizations</b>	ChatGPT	Creating Figures 3, 5, and 8 with ChatGPT
<b>Writing the Manuscript: Structuring the Text</b>	ChatGPT	Organizing the first draft of the full dissertation into chapters and sections, and crafting meaningful, precise chapter titles.
<b>Writing the Manuscript: Drafting the Text</b>	None	
<b>Writing the Manuscript: Reviewing the Text</b>	ChatGPT	Proofreading and stylistic editing of the entire manuscript
<b>Additional Contributions</b>	ChatGPT	Chapters 2.2 and 2.3: Preliminary outline.

## Author's Declaration:

1. I, the undersigned Author, declare that this thesis is my own intellectual creation and the result of my independent work. In preparing this thesis, I have complied with the rules on referencing and

marked verbatim quotations with quotation marks. I have also indicated where I used material from my own earlier works. I acknowledge that disciplinary proceedings may be initiated against a student who commits plagiarism.

2. I, the undersigned Author, declare that I have lawfully used the data contained in this thesis. I acknowledge that the thesis cannot be classified as confidential.
3. I further declare that
  - I have actively familiarised myself with the capabilities and limitations of the AI systems used, to such an extent that I can use them responsibly;
  - I have indicated the content sourced from AI systems in the table below;
  - I have confirmed the factual accuracy of any AI-generated content I used;
  - I am aware that, as the author of this work, I am responsible for the information and statements contained therein;
  - I acknowledge that any breach of the rules on using AI in my work—and on documenting that use—constitutes plagiarism and will trigger the consequences set out in the HKR.

Budapest, 20 ... ..

Author