



LILIE, LLC AI Use Policy

At LILIE, LLC, we value authentic engagement, personal growth, and professional integrity. Our online courses are designed to foster critical thinking, reflection, and collaboration. As such, all submissions, whether discussion posts, assignments, or reflections, must represent **your own original thinking** and work.

To support your success while upholding the integrity of our learning environment, we have established the following policy regarding the use of generative AI tools (e.g., ChatGPT, DALL·E, Claude, Copilot, etc.) in our courses.

Permitted Uses of Generative AI Tools

You may use generative AI tools to support your learning in the following ways:

- **Brainstorming** and refining your own ideas
- **Developing or fine-tuning** research questions
- **Locating information** to inform your understanding of a topic
- **Creating an outline** to help organize your thoughts
- **Checking grammar, spelling, or style** in your own writing

These uses are intended to act as scaffolds, not substitutes, for your learning.

Prohibited Uses of Generative AI Tools

Generative AI tools **may not be used** in the following ways:

- **Composing discussion board posts, written reflections, or chat responses** in place of your own thinking
- **Writing first drafts** or complete assignments, including papers, responses, or lesson plans
- **Contributing to group work** without full transparency and agreement from your peers
- **Submitting content created by AI tools** as if it were your own, regardless of how much you edit it

*You are **responsible** for verifying the accuracy, legality, and ethical soundness of any content you generate using AI.*

Academic Integrity and Documentation

Any use of AI tools must be properly cited following an appropriate citation format (e.g., APA, MLA, or Chicago). When in doubt about whether a particular use of AI is permitted, please ask your instructor for clarification before submitting the work.

Examples of acceptable citation formats:

- APA: ChatGPT. (2025, April 15). [Prompt]. OpenAI. <https://chat.openai.com/>
- MLA: ChatGPT. "Explain the difference between formative and summative assessment." OpenAI, 15 Apr. 2025, chat.openai.com.

Violations and Consequences

The use of generative AI tools in unauthorized ways, including to impersonate your voice or replace your own learning, is considered academic dishonesty.

Any participant found to have used AI in a manner inconsistent with this policy will be **immediately removed from the course without refund**. Your registration for the course(s) acknowledges that you understand this.

This policy is not intended to discourage the use of emerging tools, but rather to help you engage with them ethically and effectively. We share this information proactively so that you can confidently meet expectations and avoid unnecessary issues. At LILIE, we believe in your potential, and we're here to support your journey with transparency and trust.

Please reach out to your course instructor or LILIE with any questions.