

SZÉCHENYI ISTVÁN UNIVERSITY

General Artificial Intelligence Policy

Effective: February 24, 2026

Responsible department: Center for AI- and Future Strategies

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I. CHAPTER SCOPE OF THE POLICY, GENERAL PROVISIONS

Scope of the Policy

1. §

- (1) The personal scope of these regulations extends to all students enrolled at Széchenyi István University (hereinafter referred to as 'the University'), as well as faculty members, researchers and employees engaged in an employment or other legal relationship with the University for the purpose of performing work (hereinafter referred to as 'members of the university community').
- (2) The scope of these regulations extends to term papers, theses and any work prepared during university studies or employment (hereinafter referred to collectively as 'academic papers').

Purpose of the Policy

2. §

- (1) The purpose of these regulations is to establish the principles and procedures for the safe, ethical and lawful use of Artificial Intelligence (hereinafter referred to as 'AI') systems, taking into account the University's specific operational characteristics and relevant Hungarian and European Union legislation.
- (2) The regulations also aim to ensure the responsible and transparent use of AI systems, protect the personal data and interests of data subjects, promote the lawful and ethical application of AI-based solutions, and support the University's digital development and data protection strategy.

Definitions, general provisions

3. §

- (1) Terms relating to the use of AI at the University:
 1. **Data processor:** as defined in Article 4 Section (8) of the GDPR, a natural or legal person, or an entity, that processes personal data on behalf of the data controller. The data processor acts in accordance with the data controller's instructions, based on the relevant contractual and legal conditions.
 2. **Data Controller:** a natural or legal person, public authority, agency or other body as defined in Article 4 Section (7) of the GDPR which determines the purposes and means of processing

personal data, either alone or jointly with others. They are responsible for ensuring the lawfulness of the processing and safeguarding the rights of data subjects.

3. **Audit trail:** a chronological record of events relating to the use of the AI system. This includes information such as the operation, time and relevant system identifiers. The purpose of this record is to support traceability, auditing and incident management.
4. **General-purpose AI model:** (GPAI) an AI model as defined in Section (63) of Article 3 of Regulation (EU) 2024/1689 (the AI Act), which is highly versatile and capable of performing a wide variety of tasks. It may be integrated into various systems or applications, except for use prior to placing on the market for purposes of research, development or prototyping.
5. **General-purpose AI system:** an AI system as defined in Section (66) of Article 3 of Regulation (EU) 2024/1689 (the AI Act), which is based on a GPAI model. It can be used for a variety of purposes, either as a standalone application or integrated into other systems. This classification is determined by the system's intended purpose and its ability to be integrated.
6. **Artificial General Intelligence:** a theoretical concept referring to an AI system with general problem-solving abilities and human-level performance, capable of solving problems across multiple domains. This concept has not yet been validated and its practical implementation cannot be considered proven.
7. **GDPR:** Regulation (EU) 2016/679 of the European Parliament and of the Council on the protection of natural persons with regard to the processing of personal data and on the free movement of such data.
8. **Infotv.:** Act CXII of 2011 on the Right to Informational Self-Determination and Freedom of Information.
9. **Generative Artificial Intelligence:** (GenAI), is an AI system that creates new content, such as text, images, audio, video or program code, based on user instructions. Article 50 of Regulation
10. **Hallucination (in the context of AI):** AI-generated information, data or references that are factually incorrect, unverifiable or non-existent, but presented in a convincing manner. The output must be verified by source and reviewed by an expert before it can be used.
11. **Special categories of data (sensitive data):** any personal data relating to racial or ethnic origin, political opinions, religious or philosophical beliefs, trade union membership, genetic data, biometric data, health data or sexual life or sexual orientation, as defined in Section (1) of Article 9 of the GDPR. Such data may only be processed under the conditions specified in the Regulation.
12. **High-risk AI system:** an AI system as defined in the AI Act, which, when used as intended, may substantially impact health, safety or fundamental rights. Classification depends on

intended use and the conditions set out in the Regulation, and requires a documented assessment.

13. **Artificial intelligence (AI):** a machine-based system, as defined in Section (1) of Article 3 of the AI Act, which operates with varying degrees of autonomy and may exhibit adaptive behaviour after deployment. These systems generate an output, such as a prediction, piece of content, recommendation or decision, based on the input they receive. This output may impact a physical or digital environment, depending on the explicit or implicit objectives.
14. **Artificial Intelligence Agent (AI Agent):** an AI-based solution that breaks tasks down into steps to achieve a specific goal, organising their execution partially autonomously. The agent may utilise external systems during operation, and the level of human supervision required should be determined based on the purpose and risk of the application.
15. **Artificial intelligence platform:** a software application or service that provides users with access to AI functions, primarily for supporting content generation, analysis or forecasting. The platform usually offers access and output management in line with the terms of use of the organisation.
16. **AI-based plagiarism:** using content generated by an AI system in a way that hides the system's involvement and misrepresents the work as an original intellectual achievement. This is assessed according to the rules governing education, research and publication, as well as the expected citation of sources.
17. **Large Language Model (LLM):** A type of Generative AI which generates linguistic outputs based on a model that has been trained using large amounts of text data. It is capable of supporting tasks such as text comprehension, summarisation and text generation. Its use in academic settings is regulated in accordance with the rules governing generative AI.
18. **Prompt:** An instruction directed at the AI system that specifies the purpose, scope and format of the requested output. The prompt must not include any data or information whose disclosure is prohibited by applicable data protection, confidentiality or institutional rules.

- (2) The terms defined in Section (1) shall be used in all university regulations relating to AI.
- (3) In using AI tools, the university is committed to technological innovation and supports faculty, researchers, staff and students in learning about and applying AI. However, the University regulates its use to ensure effective and ethical learning, as well as the safe creation of original scholarly and professional works.
- (4) A fundamental requirement for using AI is to use the content it generates lawfully, ethically and in a way that minimises risk, for which the user is responsible.
- (5) Within the framework of these regulations, the faculties may establish different or more restrictive rules regarding the use of AI, provided this is justified by educational objectives. These faculty AI rules must not be more permissive than the general provisions of these regulations.

- (6) The use of AI must comply with all applicable legal and institutional regulations, as well as the university's ethical standards. Legislation governing the use of AI includes, in particular:
- a) GDPR
 - b) Regulation (EU) 2022/2065 of the European Parliament and of the Council of 19 October 2022 on a Single Market For Digital Services and amending Directive 2000/31/EC (Digital Services Act) – DSA
 - c) Regulation (EU) 2024/1689 of the European Parliament and of the Council of 13 June 2024 laying down harmonised rules on artificial intelligence and amending Regulations (EC) No 300/2008, (EU) No 167/2013, (EU) No 168/2013, (EU) 2018/858, (EU) 2018/1139 and (EU) 2019/2144 and Directives 2014/90/EU, (EU) 2016/797 and (EU) 2020/1828 (Artificial Intelligence Act – AI Act)
 - d) Infotv.
 - e) Act LIV of 2018 on the Protection of Trade Secrets
 - f) Act LXXI of 2025 on the Amendment of Acts Supporting the Efficiency of Law Enforcement Tasks
 - g) Government Decree 344/2025 (X.31.) on the Implementation of Act LXXXV of 2025 on the National Implementation of the EU Regulation on Artificial Intelligence
 - h) Act CCIC of 2011 on National Higher Education
 - i) Hungary's Artificial Intelligence Strategy (2025-2030)

AI literacy

4. §

- (1) All members of the university community are required to continuously develop and update their knowledge of AI. As part of this, they must familiarise themselves with the relevant European Union and national legislation, as well as the university's internal regulations, governing the use of AI.
- (2) The University will integrate the development of AI-related skills and knowledge into its educational curricula, research training programmes and human resources development programmes, in accordance with the relevant objectives of Hungary's National Artificial Intelligence Strategy for 2025–2030.
- (3) The University shall ensure that members of the University community regularly participate in, and have the opportunity to participate in, continuing education programmes and training sessions on the responsible use of artificial intelligence.
- (4) The University shall ensure the provision of up-to-date educational materials, guidelines and support tools (e.g. manuals, e-learning modules) in the field of artificial intelligence.
- (5) Members of the university community are required to comply with the university's IT rules and be aware of the capabilities and limitations of the IT tools they use. Ignorance of these rules does not exempt them from liability. The nature of the liability and the consequences of a breach of duty will be assessed and determined on a case-by-case basis.
- (6) Students are required to acquire the basic knowledge necessary for the conscious and ethical

use of AI, and must apply this knowledge during their studies. Lack of such knowledge does not exempt them from their responsibilities.

Protection and Security

5. §

- (1) The University considers respect for human rights and compliance with European and domestic laws regarding data protection, digital technologies and AI to be fundamental requirements. Furthermore, it places special emphasis on raising awareness of personal and community data protection, as well as compliance with relevant internal university regulations.
- (2) It is prohibited to provide the AI system with personal data or documents containing trade secrets or classified information unless this is expressly permitted by law and is absolutely necessary for the use of the system.
- (3) Staff members performing administrative and operational tasks must acquire up-to-date knowledge of the use of AI tools, paying particular attention to data security and ethical guidelines. Data processing and administrative procedures involving AI must be accurate, secure and compliant with institutional and legal requirements.
- (4) The use of AI in administrative processes must not lead to a significant reduction in human interaction. Therefore, customer relationships must remain personalised and centred around people.

Responsibility and Oversight

6. §

- (1) At the University, human supervision is mandatory when using AI. The user bears full responsibility for the use of the generated output in all cases.
- (2) Content, analysis or recommendations generated by AI may only be used for educational, research, administrative or operational purposes, particularly when making statements of fact, providing references, performing calculations, conducting evaluations or preparing decisions, with human intent, participation and review.
- (3) The output of AI tools may not be used as the sole basis for decision-making, including grading, evaluation, ranking, determining eligibility or making any other substantive institutional decisions. These decisions must be made exclusively on the basis of human judgement, and if an AI tool is involved in the process, the decision-maker is required to document the reasons for the decision.
- (4) In the case of the publication of educational materials, academic requirements, research results, manuscripts or institutional information, the relevant instructor, researcher or staff member must ensure the information is accurate, professionally relevant, legal and ethically compliant.
- (5) In all academic work produced with the support of AI, students are required to provide their

own substantive intellectual contribution. Reproducing content generated by AI without substantial modification and presenting it as one's own work is prohibited. This constitutes a disciplinary offence and is subject to sanctions in accordance with the university's academic and examination regulations.

Transparency and Accountability

7. §

- (1) At the University, members of the university community must document their use of AI and the circumstances surrounding it, and make the necessary information available for verification.
- (2) Faculty members bear full responsibility for the professional accuracy, pedagogical appropriateness and ethical soundness of teaching materials and content created with the assistance of AI. Researchers are responsible for the authenticity and reliability of the results of AI tools used in their research activities, as well as the soundness of the conclusions drawn from them professionally.
- (3) The use of AI must be clearly indicated in educational materials, research documents, publications, institutional communications and student papers. Failure to do so is not permitted.
- (4) Documentation of AI use must include the following elements: the name of the tool or service used; its identifiable version or configuration; the date of use; the purpose of use; its role in the work; and the method of human oversight. If the nature of the task warrants it, a description of the relevant inputs must also be recorded, including a description of the content of the instructions provided.
- (5) Faculty regulations may specify how students are to record documentation and retain traces and workflow documents as proof of use. These documents must be made available in a verifiable manner, particularly in the form of history logs, exported logs or screenshots, for the duration of the evaluation.

Sustainability

8. §

- (1) The operation and use of AI requires significant intellectual, psychological and environmental resources. Members of the university community must observe the principle of necessity when using AI.
- (2) The use of AI tools and services is only justified if they demonstrably contribute substantial added value, particularly in terms of increasing efficiency or improving quality. If these conditions are not met and there is a risk that use of the tool or service may adversely affect the mental or physical well-being of university users, particularly faculty, students, researchers and staff, the AI Committee shall review its applicability.
- (3) The user must provide a brief justification for their choice if the use is not self-evident given the nature of the assignment. Within the scope of the course requirements, the instructor is authorised to determine whether such use is permitted, restricted or prohibited.
- (4) Use must not lead to a significant reduction in human interaction and collaboration in teaching, research and administration.
- (5) The University shall provide accessible consultation and information services to students and staff regarding responsible use, the risks of overuse and preserving independent learning. The university shall also conduct regular institutional surveys to identify risks of overload, burnout and excessive use.
- (6) The University shall ensure that institutional access to the tools necessary for fulfilling academic requirements, performing administrative tasks and carrying out operational procedures is available, primarily via central licences, educational environments or university services.
- (7) Course requirements and other obligations must not be based on the mandatory use of a solution that would impose unreasonable additional costs on users.

II. CHAPTER PROVISIONS CONCERNING STUDENTS

9. §

- (1) The use of AI systems in higher education activities may serve the following purposes: learning; deepening knowledge; developing individual professional competencies; and improving the efficiency of university operations and processes, provided they are aligned with the university's strategic goals and comply with the legal framework at all times. When using AI systems and tools, processes of co-creation between AI and humans should be supported, with responsibility lying with the human author.

- (2) Students may use AI tools to complete coursework (e.g. term papers, presentations and project assignments) only for tasks that instructors have permitted in the course syllabus, and only in the ways that instructors have specified in advance.
- (3) Students must not use AI for tasks not mentioned in Section (2), nor for automatically generating the entire text of a paper or any substantial part of its content. Data relating to the substantive content must not be derived directly from the AI tool without verification.
- (4) The use of AI must not violate copyright laws, university ethical rules or academic best practices, nor any additional requirements set out in faculty regulations and guidelines.

10. §

- (1) If a student fails to clearly indicate that they have used AI-generated material, the reproduction of this content, in whole or in part, shall be considered plagiarism.
- (2) The use of AI must always be cited with precise references. Presenting data generated by AI as one's own intellectual work shall be treated as plagiarism, and the relevant provisions of the University's Academic and Examination Regulations shall apply.
- (3) In the event of a suspected violation of these regulations, the instructor may initiate disciplinary proceedings against the student.

11. §

- (1) Students may use AI tools to help them gather academic literature, summarise texts, check spelling, generate title ideas and structure texts. AI may also be used to generate ideas for graphics and images, and for creating questionnaires, provided the instructor gives prior approval.
- (2) The use of AI during examinations and assessments is prohibited, unless the method of assessment explicitly permits and authorises it.
- (3) The student must review all output data generated by the AI to ensure its accuracy and authenticity. The person using the AI is fully responsible for ensuring the factual accuracy, verifiability and authenticity of the resulting content.
- (4) When using AI, in addition to the requirements specified in Subsection (4) of Section 7. §, the student must indicate in the paper:
 - a) the databases and platforms used,
 - b) the search queries,
 - c) the purpose of use,
 - d) the extent of use,
 - e) the nature and sources of human verification,
 - f) other details of use, e.g. the exact time of use (query) and the exact transcript of transactions.

- (5) The Faculty AI Policy may require students to attach a statement to their thesis confirming their acceptance of the university's rules on the use of AI. This declaration confirms that they have familiarised themselves responsibly with the capabilities and limitations of the AI systems used to ensure their proper application. It also confirms that they are aware that, as the authors of the work, they are responsible for the information and statements contained within it, and that violating the rules regarding the use and documentation of AI constitutes plagiarism.
- (6) The origin of text passages, figures and tables generated by AI must be cited in accordance with the requirements set out in the university's regulations. If a student has used AI to prepare a text passage, figure or table, this must be referenced as prescribed in these regulations.
- (7) Specific rules regarding the preparation of theses and dissertations are contained in the relevant faculty's Final Examination Regulations.

III. CHAPTER PROVISIONS APPLICABLE TO INSTRUCTORS AND RESEARCHERS

12. §

- (1) At the beginning of the semester, the instructor must specify in the course syllabus the types of assignments for which the use of AI tools is permitted, as well as the forms and methods by which they may be used. During the first lecture, the instructor shall outline the recommended limits on the use of AI for that specific course.
- (2) The instructor may restrict the use of AI tools for coursework, and must inform students of this when explaining the course requirements at the beginning of the semester.
- (3) It is the instructor's responsibility to inform students at the beginning of the semester about the advantages and disadvantages of AI systems, how to use them ethically, and the relevant university regulations. They must also remind students that AI tools cannot replace their own studies and work, but may only be used as an aid, as specified in these and the faculty regulations.
- (4) As a thesis /dissertation supervisor, the instructor should hold regular consultations with the student and continuously monitor thesis progress to identify any unethical use of AI during the writing process.
- (5) In teaching and research, AI is a permissible and supportive tool, but it cannot replace human thought processes. AI tools must be used ethically and critically in this context.

IV. CHAPTER DATA PROTECTION AND DATA SECURITY PROVISIONS

13. §

- (1) It is prohibited to upload personal data concerning the university's students, faculty members or other third parties while using AI tools, unless such action is necessary to fulfil an approved contractual obligation and security and confidentiality requirements are met.

- (2) It is prohibited to upload confidential or encrypted research materials, works or documents containing trade secrets, or other content that constitutes the intellectual property of others and may infringe their rights, while using AI tools.
- (3) Data from non-public research may only be uploaded with the prior written consent of the relevant organisational leaders or decision-makers, who must also have assessed the potential consequences of entering the data.
- (4) In the case of faculty and administrative staff, only approved systems covered by a university institutional subscription may be used when utilising AI tools.

V. CHAPTER

ORGANISATIONAL REQUIREMENTS FOR THE APPLICATION, REGULATION AND OVERSIGHT OF ARTIFICIAL INTELLIGENCE IN HIGHER EDUCATION

14. §

- (1) The Centre for AI- and Future Strategies (hereinafter referred to as AJÖK) is the University's specialised organisational unit responsible for proposing, reviewing, preparing, coordinating and supporting the University's strategy regarding artificial intelligence. With regard to SZEÁMISZ, its tasks are:
 - a) continuously monitoring international and domestic regulations regarding the use of AI tools;
 - b) developing proposals for the creation and amendment of university rules regarding the use of AI tools and submitting them to the Senate;
 - c) receiving and coordinating university initiatives and proposals related to AI tools, the use of AI and AI development;
 - d) coordinating and carrying out tasks related to the establishment, operation and support of the University's Artificial Intelligence Committee and monitoring the Committee's operations;
 - e) representing the University externally on matters related to AI.
- (2) The Artificial Intelligence Committee (hereinafter referred to as the Committee) is an advisory and review body responsible for making recommendations and providing opinions on the University's processes, tools and cases involving AI applications. The Committee's operations are supported and monitored by the AJÖK. The Committee's responsibilities are as follows:
 - a) formulate professional opinions regarding the intended use of data and teaching in connection with AI developments.
 - (b) Issue statements on matters concerning the use of AI tools within the university.
 - (c) provide professional opinions at the request of the University's relevant committees, bodies and organisational units.

- (3) The Governing Board appoints members to the Committee for a term of three years, upon the recommendation of the heads of the departments.
- (4) The heads of the following departments may appoint members to the Committee:
- a) Centre for AI- and Future Strategies
 - b) Department of Modern Technology and Cybersecurity Law
 - c) Centre for Teacher and Educator Training
 - d) Digital Development Centre
 - e) Higher Education and Industry Cooperation Centre
 - f) Students' Union
 - g) Centre for Education Digitalisation
 - h) Faculty of Informatics and Electrical Engineering
 - i) Directorate of Legal Affairs and Portfolio Management
 - j) Directorate of Strategic Management

The University's Data Protection Officer shall serve as a non-voting member of the Committee.

- (5) In the proceedings referred to in Point (c) of Section (2), the following shall be made available to the Committee for their professional opinion:
- a) the AI restrictions applied by the instructor for the subject in question;
 - b) the monitoring and verification process applied by the instructor
 - c) the file containing the violation committed by the student.
- (6) During the professional review, the Committee shall examine:
- a) the professional adequacy of the verification process applied by the instructor, and any possible errors therein;
 - b) the student's paper.
- (7) The Committee shall issue a written professional opinion stating whether or not the student complied with the provisions of these regulations when preparing the thesis. If not, the Committee shall determine that an act of misconduct has been committed and specify its extent.
- (8) In the course of its proceedings, the Committee shall not evaluate the AI restrictions imposed by the instructor, due regard being given to the instructor's academic autonomy. The Committee's investigation shall focus exclusively on the method used to verify the restrictions and its professional adequacy, as well as the student's conduct.

VI. CHAPTER FINAL PROVISIONS

15. §

- (1) The University shall review these regulations by August 31 of each year and amend them as necessary. The provisions of these regulations may not be amended during the academic year.

- (2) Amended provisions shall apply starting with the academic year following the amendment.
- (3) These regulations shall enter into force on February 24, 2026, following approval by the Senate (Senate Resolution No. 63/2026 (II.23.)).

Győr, February 23, 2026.

Dr. Filep Bálint
President

Prof. Dr. Friedler Ferenc
Rector

Dr. Kovács Zsolt
Vice President for General and
Educational Affairs