

## Fuller Seminary Professional Doctorates AI Policy

Using AI tools thoughtfully and ethically is an essential skill for researchers. In this program, you are allowed to use AI tools to support your research processes in these ways: clarify or confirm your research ideas, assist you in searching for relevant articles, assist with content organization, analyze data, and/or check grammar, spelling, and formatting of your written work. Since critical thinking and analysis are key skills required in a doctoral program, you are responsible for ensuring the accuracy of the content that you produce. **You may not use paraphrasing software or AI writing software to generate any content in your paper.** The writing and content of the research paper needs to be of your own work. When final papers and drafts of your doctoral work are submitted, the paper is run through both a plagiarism checker and an AI checker. Note that programs like Grammarly, Copilot, and similar apps use AI to paraphrase your work and are flagged by the AI checker.

In terms of proper citations, please note: (1) If you used AI for any aspects of your work, you need to include a declaration statement in the Appendix to disclose which AI tool and how you used it. (See an example of a declaration statement at the bottom.) (2) If you used AI for specific methodological or analytical processes related to your qualitative research (e.g., coding data), you need to cite your use of AI tools in the paper and include it in the reference list. This is in addition to the disclosure statement. You can refer to the [Chicago Manual of Style Guidelines](#) for citing AI.

Violations of the AI policy include: using AI to generate any part of your work or failing to disclose the use of AI properly. Any of the above acts will be considered as violations of the Academic Affairs Committee (AAC) and will be reported to the AAC Committee and may result in failure of the course and/or a delay in the completion of the program.

### **Example: Declaration of generative AI and AI-assisted technologies**

During the preparation of this work, the author used [ChatGPT] to [search for relevant articles for the review of literature], [content organization], and [troubleshoot data analysis]. After using this [tool/service], the authors reviewed and edited the content as needed and took full responsibility for the content of the dissertation/doctoral project.