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Guidelines for the Use of AI Tools in Application Materials

For Applying to the NSF NCAR Graduate Visitor Program (GVP)

As the use of generative AI tools (e.g., ChatGPT, Grammarly, Google Gemini) becomes more common, we want to provide guidelines on how these tools should and should not be used when preparing your application materials for opportunities at NSF NCAR, UCAR, and UCP. Our goal is to support integrity, fairness, and authentic self-representation in the application process. In many cases, it is more valuable to receive an imperfect but genuine application for a program than an overly polished but impersonal application, which is often the output of AI tools.

✓ Acceptable Uses of AI Tools when applying to NSF NCAR, UCAR and UCP Student Programs

You may use AI tools to support the writing process in the following ways:

- Brainstorming ideas for your personal statement or essays.
- Improving grammar, spelling, or clarity of your writing.
- Getting feedback on structure or tone, similar to using a writing assistant or tutor.
- Drafting outlines or suggested content to inspire your own thinking.
- Cite your references when using AI tools
(<https://libguides.brown.edu/c.php?g=1338928&p=9868287>)

Note: You are expected to review and revise any AI-generated content to ensure it accurately reflects your voice, experiences, and intentions.

✗ Unacceptable Uses of AI Tools when applying to NSF NCAR, UCAR, and UCP Student Programs

You should not use AI tools to:

- Develop entirely AI-generated content with the intention of submitting it as your own without meaningful revision.
- Include misleading information which get often generated by AI tools (e.g., false accomplishments, skills, or experiences)
- Misrepresent your writing abilities by relying heavily on AI-generated content that does not reflect your own work.

Why This Matters

Using AI responsibly is part of developing ethical digital literacy. We want to understand who *you* are, not an AI model's interpretation of your background or interests. Your authentic voice



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helps us better understand your goals and how you might benefit from and contribute to the opportunity you are applying to.

In short, it is appropriate to use AI tools in a similar manner to discussing ideas with a colleague or asking someone to proofread your answers. Using AI tools to generate your entire response is similar to asking someone else to write your response on your behalf. This is unethical and may be interpreted as a form of plagiarism.

What to Expect

Not all NSF NCAR, UCAR, or UCP programs require applicants to disclose the use of AI tools, but we encourage you to be thoughtful and transparent in how you use them. If you're unsure whether your use of AI is appropriate, reach out to the program staff for guidance.

As part of our commitment to academic and professional integrity, our team may use AI detection tools to evaluate application materials. Submissions that appear to be predominantly or entirely generated by AI may be flagged for additional review and could impact an applicant's consideration for the program.

Questions?

Please contact the program director if you have any questions or need clarification on these guidelines.