**SPSY Policy on Use of AI**

**Purpose and Scope**

This policy outlines expectations for the ethical, appropriate, and legally compliant use of artificial intelligence (AI) tools by students in the School Psychology program. These expectations apply across all domains of training, including academic work, clinical practice, and research. While the program recognizes the educational potential of AI tools—particularly large language models (LLMs) such as ChatGPT, Claude, or Gemini—student use must reflect the professional values of school psychology and comply with ethical and legal standards, particularly those related to client confidentiality and academic integrity.

Students are responsible for the content of all academic, clinical, and research work they submit, regardless of whether AI tools were used. Any work supported by AI must be critically reviewed, edited, and appropriately attributed. AI tools must not replace the student’s own academic writing, clinical reasoning, or research decision-making. Students are encouraged to consult with faculty or supervisors before using AI tools in any new or uncertain context.

**Confidentiality and Client Information**

Under no circumstances should students enter information about real clients into AI tools that are not institutionally approved. This includes both identified and de-identified clinical material. Most publicly available AI tools (e.g., ChatGPT) are not HIPAA- or FERPA-compliant, and their use to process clinical information constitutes a serious breach of ethical and legal standards. Students may not use AI tools to draft psychological reports, treatment plans, clinical notes, or emails involving client material.

**Academic Use**

AI tools may be used in coursework with instructor permission and within the following guidelines:

* Permitted uses include outlining, grammar checking, brainstorming, or reviewing APA formatting.
* Students may not submit AI-generated content as their own.
* When AI tools are used to assist with academic work, students must include a brief note of disclosure indicating when and how the tools were used. For example:

"Portions of this paper were assisted using ChatGPT on July 7, 2025 for outlining and grammar checking. All written content reflects the student's own original work."

* Use of AI tools during in-class assessments or exams is not permitted unless explicitly approved by the instructor.

**Clinical Use**

Given the ethical and legal responsibilities associated with practicum and internship placements, students may not use AI tools to support clinical casework. Specifically:

* Students may not input clinical, client-related, or school-based case material into AI tools.
* AI tools may not be used to write, revise, or summarize psychological reports or clinical notes.
* AI tools may not be used to simulate counseling, create behavior management plans, or generate diagnostic impressions, even hypothetically, unless part of a structured educational activity involving no real client data.

Students may use AI tools to explore academic content related to school psychology (e.g., reviewing intervention strategies or theoretical frameworks), provided that no client information is included. Students may also use AI to help them improve templates or to generate suggestions related to a general referral concern (e.g., identifying evidence-based reading fluency interventions), but they must not include specific case details.

**Research Use**

Students may use AI tools in research for specific, transparent purposes, though they should consult with the research advisor prior to using AI on a project:

* Appropriate uses include summarizing existing literature, checking grammar, outlining ideas, or assisting with coding tasks after human review.
* Students should not replace their own critical thinking processes, including integrating content, with AI.
* AI tools must not be used to fabricate, manipulate, or analyze data.
* Any use of AI in theses, papers, or presentations must be disclosed.
* Students may not enter identifiable or sensitive data into AI systems.

**Violations**

Misuse of AI tools will be considered to be a violation of the [Code of Student Conduct](https://studenthandbook.txstate.edu/rules-and-policies.html) and [The Honor Code](https://www.txstate.edu/honorcodecouncil/Academic-Integrity.html) and may result in a referral to the Honor Code Review process as outlined in the [Honor Code University Policy (UPPS 07.10.01)](http://www.txstate.edu/effective/UPPS/upps-07-10-01.html), remediation, academic discipline, or removal from practicum or internship settings, depending on the severity of the situation. Repeated or serious violations may lead to dismissal from the program. For relevant information on TXSTATE policy on AI, see the following two questions located on the Honor Code FAQ page (<https://www.txst.edu/honorcodecouncil/faq.html>):

“If my professor does not have an AI statement in their syllabus, does that mean I am allowed to use AI?”

“Is the use of Grammarly considered academic dishonesty?”