Supplementary Regulations to the Guidelines and Policies on the Use of Generative Artificial Intelligence (AI) at the University of Szeged for instructors and students of the Faculty of Humanities and Social Sciences

The Guidelines and Policies on the Use of Generative Artificial Intelligence (henceforth GenAI or AI) are available on the website of the Directorate of Education of the University of Szeged at https://u-szeged.hu/oktig/dokumentumok/mesterseges

Background of the Supplementary Regulations

In force since 24 February 2023, the Anti-Plagiarism Regulations of the Faculty of Humanities and Social Sciences set the following rules regarding the use of GenAI (see Art. III. 4): "Using any form of Artificial Intelligence to partly or entirely prepare and draft any written work will be considered to be a case of plagiarism" (Decision no 4/2023 of the Faculty's Council). This rule ceased to have effect on 1 September 2025 in accordance with the University's new AI Guidelines and Policies published in 2025. The University's Guidelines and Policies on the Use of GenAI have been in effect since the start of the academic year 2025/2026. They apply to all written assignments such as term papers, presentations made with PowerPoint or other tools, portfolios and BA/MA Theses. The University's Guidelines and Policies may be extended and specified by the Faculties in two ways: (1) a Faculty's General Supplementary Regulations, which shall apply to all lecturers and students of the Faculty; (2) a Supplement including Program-related Specific Regulations applicable to a given program, which cannot prevail over the Faculty's General Supplementary Regulations. Specific Regulations applicable to the programs are adopted by a simple majority of the votes of the Board of Instructors of the Department or the Council of the Institute responsible for the programs subject to them. The Specific Regulations and the minutes of the Department/Institute's Council Meeting should be submitted to the Administration of the Faculty within one business week following their approval. Supplementary provisions for programs of the Department of Cultural Heritage and Human Information Science and the Institute of Education are contained in Appendices 2 and 3.

The Faculty's General Supplementary Regulations

(1) For what purposes can a Generative AI tool be used when drafting and writing a course paper, portfolio, PowerPoint or other presentation, and thesis?

Generative MI tools may only be used as an assistive tool for technical or linguistic tasks in order to

– search for secondary sources
– make summaries of source materials and contents, or find references to quotations in primary sources (for example, historical documents or literary works) – the Department's Specific Regulations shall apply to any use GenAI used for this purpose,
– check spelling,
– create audiovisual contents,
– create a pool of stimuli for empirical research
– translate texts from the student's native language into other languages and vice versa (except in study programs in foreign languages) – the Department's Specific Regulations shall apply to any use GenAI for this purpose.

Program-related Specific Regulations

English and American Institute. In the programs administered by the Institute, AI tools cannot be used for translations from and into English. An exception to this is the MA program in Translation and Interpreting (FTMA), which regulates the use of artificial intelligence within its own jurisdiction, in line with the requirements of the profession: in the Translation and Interpreting MA program, the use of translation support tools (CAT), machine translation engines (MT) and artificial intelligence-based tools (GenAI, LLM) are permitted. When using MT, GenAI, and LLM, students are required to attach to their thesis the first (raw) version of the entire text generated in the target language by the tool.

Institute of Romance Languages. In the programs administered by the Institute, the use of machine translation engines and artificial intelligence-based tools for translations from and into Hungarian is not permitted. In certain courses within these programs (e.g., language development, translation), instructions of the course instructors shall prevail as to the use of machine translation engines and tools based on artificial intelligence.

Institute of German Studies. When students use a translation tool to write their thesis, they must state this fact in the introduction to the thesis. In this case, the points intended for evaluation of language and style are added to those intented for the evaluation of the content, which proportionally places greater emphasis on the evaluation of the professional results of the thesis. In all other respects, the University's and the Faculty's Regulations shall apply.

Institute of Slavic Studies. MI may be used to translate source materials from foreign languages into Hungarian in all Bachelor programs. For further regulations, see article (3).

Department of Communication and Media Studies. In the case of theses written in the MA program in Film Studies, AI-generated still images may be used as illustrations when, for certain topics, it is difficult or impossible to capture scenes with cameras (e.g., films exploring historical topics). However, these cases of use must be referenced in the accompanying thesis text in accordance with the conditions included in the Faculty's Regulations. The maximum AI usage rate of 25% applies to these cases as well, and the method of generative AI use (program used, prompts, date) must also be indicated in the statement.

(2) How to indicate references to the use of AI in written papers and oral presentations made by students

- students should declare whether they used any tools of generative Artificial Intelligence or not (see Appendix 1 on the use of GenAI)
- this declaration should be placed
  - on the page following the Bibliography/References page when it is a course paper or a portfolio
  - on the last page of a presentation prepared with PowerPoint or any other tools, and the declaration should be signed
  - on the page following the Second Title Page (or Plagiarism Statement) when it is a BA/MA Thesis, and this declaration should be signed
- whenever students declare that they used GenAI in conformity with the rules set in (1),

- they should indicate the precise name and version of the AI tool they used, and the date of use (for example: ChatGPT-5, 15 October 2025),
- if their study program allows to use a GenAI tool to create text, they should indicate the start and the end of the content generated with AI and inserted in the text,
- if they used generative AI to check spelling, they should indicate precisely which part was checked or whether the whole paper was checked, and what prompts were used when checking,
- if they used a generative AI tool in order to formulate interview or questionnaire questions, they shall specify any prompts used to create them, their ways and criteria of checking the correctness of the questions, and how they modified the set of questions suggested by the AI tool,
- if they have generated images, graphics or other visual items with an AI tool, they should indicate it in their Declaration along with the titles of the AI-generated visual items,
- when they used AI prompts producing answers/results to write seminar papers or assignments, students should provide a full list of all prompts and should indicate the exact purpose for which and the exact locations in the text where these prompts were used, and they should add these items of information in the Appendix of their seminar papers and in the Appendix of their *Declaration on the Use of Generative Artificial Intelligence*, indicating the way or methodology they made use of in order to check the final results.

– even if students are allowed by their program's Specific Regulations to use GenAI tools in order to draft and write seminar papers, portfolios or the thesis, the total number of characters (with spaces) of the content generated with AI cannot exceed 25% of the entire content (this quantity does not include the title page, the table of contents, the declarations, the bibliography and the annexes); this percentage (25%) is the maximum to take into account; Specific Regulations of the Departments/Institutes may apply to different types of documents (for example to portfolios in Linguistics or translations),

- students should sign their Declaration on the Use of GenAI inserted in their portfolio or BA/MA thesis,
- for seminar papers, the Declaration may be submitted electronically on CooSpace, using the scene related to the course.

(3) What cannot GenAI be used for in seminar papers, portfolios, PowerPoint or other presentations, and theses?

– *No use of GenAI is allowed when drafting and writing the argumentative, analytical, critical or conclusion parts of the papers. Generated content cannot replace any autonomous work on the part of the students when expressing argumentation, conceptual parts of research, explanations, interpretations or analysis of empirical data and results.*
– No use of GenAI is allowed when drafting and writing chapters presenting the theoretical background, the formulation of research problematics, research goals, questions and hypotheses, when preparing empirical parts of a research project, or when expressing synthesis, conclusion and limitations.
– It is prohibited to disclose personal data, unpublished research materials, interviews or texts protected by author's rights regardless of the GenAI system being used.

Specific Supplementary Rules related to specific programs

Institute of Slavic Studies. It is not permitted to include, without post-editing, source material translated by AI from a foreign language into Hungarian in term papers, portfolios, PowerPoint or other presentations, and theses; to generate, with an AI tool, course papers, portfolios, PowerPoint or other presentations, and thesis texts written in a foreign language; to translate into Slavic languages documents written in Hungarian, whether they be course papers, portfolios, PowerPoint or other presentations, theses, or summaries of these (especially thesis abstracts).

(4) Checking of the use of GenAI by the instructors

- in their own sole discretion, instructors cannot deny passing grades to students due to any inappropriate use of GenAI tools by the latter
- when a supervisor or a second reviewer suspects that GenAI was used in a thesis in a prohibited way or exceeding the authorized percentage of 25% as detailed in the present Regulations, the supervisor or the reviewer of the thesis shall report it to the other member of the supervising team, and they can perform a check with an AI detector; when such suspicion of misuse arises in the case of a seminar paper or a portfolio, instructors may perform quick checks in their sole discretion with an AI detector;
    - if the suspicion of misuse is confirmed by the quick detection (the detector shows that there is a probability greater than 20% that the text was generated with a GenAI tool), supervising teams or instructors may use the services of the University Library (SZTE KKL) provided for detection of AI use.
    - if the results of the detection carried out by the University Library confirm that
        (a) the probability of content generated with the use of an AI tool does not exceed 20%, the paper will be considered conforming to the regulations
        (b) the probability of content generated with the use of an AI tool exceeds 40%, the thesis or portfolio will not be considered conforming to the regulations, and will be given a failing grade, barring the student from defending it, with the same rules being applied as those set by the Plagiarism Regulations.
        (c) when the probability of use of AI is between 20% and 40% according to the detection operation, the student can present and defend his/her position in front of an examination board composed of three members
- students are notified about the result of the AI and plagiarism detection operation
    - when a student does not agree with the result of the detection stating that there is a plagiarism involved, he/she can submit a request for remedy including all the evidence proving his/her position. Such a request should be addressed to the head of the Department/Institute of his/her program of study who will form an ad hoc committee composed of three members to evaluate the request
    - the committee shall release a decision within five business days
    - if the case involves the head of the Department/Institute, members of the committee are appointed by the head of a unit with higher authority in the organization.

The Faculty of Humanities and Social Sciences issues a yearly report on the experience and feed-back gathered in a year regarding the use of AI, the rate of student declarations of use and the number of detection supervisions performed by ad hoc committees.

The links of the University's Guidance and Policies, the Supplementary Regulations of the Faculty as well as the Specific Regulations of the Departments shall be uploaded on CooSpace during the first two weeks of the study period, in the section dedicated to the course outline and requirements of the Thesis Consultation Seminar and of any other course involved.

Szeged, 10 February 2026

Dr. Mariann Fekete
vice-dean for youth and financial affairs

Dr. László Kasik
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The present Supplementary Regulations were approved by the Faculty Council of the Faculty of Humanities and Social Sciences on its meeting held on 13 November 2025 and by its decision No. BTK KT-61/2025. The Supplementary Regulations came into force the day following the date of their publication.

Publication date: 14 November 2025
In effect starting with 15 November 2025

The modified Supplementary Regulations were approved by the Faculty Council of the Faculty of Humanities and Social Sciences on its meeting held on 19 February 2026 and by its decision No. BTK KT-12/2026. The Supplementary Regulations came into force the day following the date of their publication.

Publication date: 24 February 2026
In effect starting with 25 February 2026

Szeged, 19 February 2025

Prof. Dr. Mihály Racsmány
Dean

Appendix 1

Declaration of Use of Generative Artificial Intelligence

I, the undersigned ..... (Neptun code: .....), declare

that I used / did not use Artificial Intelligence (AI) in my seminar paper / my portfolio / my presentation made with PowerPoint or other tools / my Thesis (please underline when applicable).

If no tool of Generative Artificial Intelligence was used, just sign and date this Declaration below.

If AI was used, please supply the following in detail and with precision:

(1) the exact names, versions and dates of use of all generative AI tools that were used,

(2) the way the parts of the text generated with the help of an AI tool were indicated,

(3) the list of prompts producing results/answers, for what purpose and at which points they were used, and how the results were checked.

I declare that the percentage of AI generated parts does not exceed 25% of the total number of characters of the entire written text (excluding the Table of Contents, Declarations and Statements, Bibliography, and Appendices).

I declare that I have checked all content and all items generated with AI to make sure that they are accurate and precise, and I have indicated all uses of AI in the requested manner.

Date:

Signature:

Appendix 2

Supplement to the University of Szeged and Faculty of Humanities and Social Sciences guidelines on the use of artificial intelligence for lecturers and students of the Department of Cultural Heritage and Human Information Science

1. The Department of Cultural Heritage and Human Information Science strictly prohibits all forms of use of Artificial Intelligence to collect, summarize or analyze primary and secondary sources of literature and reference, to summarize and analyze sources, to draft and write texts, graphics, charts, drawings and other illustrations for seminar papers, assignments and theses, and this absolute rule applies to all programs belonging to the Department (BA and MA in Library and Information Science, MA in Cultural Heritage, specialized continuing education program in Old and Rare Prints, Developmental Bibliotherapy, Art and Puppet Therapist, Human Information Manager), and to all courses taught by the instructors of the Department even if they are attended by students enrolled in other programs.

2. The Department approves the use of AI tools only in the following cases: students may use translation tools to read secondary sources or reference books in order to avoid being prevented from accessing new literature published abroad. When students wish to quote a short text translated with a tool, they must indicate this (e.g. 'translated with DeepL on 20-11-2025'). However, the development of language skills in foreign languages is part of the program's requirements, and instructors may prohibit the use of translation tools whenever the nature of their courses requires this.

3. From the Spring semester of the academic year of 2025-2026, a signed statement should be included with each thesis in the Department about compliance with the rules set by the Department regarding the use of AI tools. This statement should be inserted immediately after the Statement on Plagiarism.

4. All theses written in the Department must be checked for AI use by the supervisor and the second reader. If one of them suspects misuse of AI tools, they must notify the other reader, and they may check the thesis using a detection platform or can request for AI detection to be performed by the University Library. If the latter establishes a probability rate of more than 50% that an AI tool was used, the paper cannot proceed to the defense stage, and the measures set in the Anti-Plagiarism regulations will prevail. If a probability rate of at least 25% is established, the advisor and second reader confer with the student in order to clarify the situation. If a student questions the results of the AI detection, they may submit an appeal to the Head of the Department within three work days after being notified (while including evidence to support their own claim with their appeal). The Head of the Department appoints an ad hoc committee of 3 members to assess the appeal. This committee shall release a formal decision within 5 work days. If the Head of the Department is involved as a reader of the thesis, the head of the unit to which the Department is subordinated will appoint the committee.

5. Full-time and part-time lecturers of the Department may check all papers and assignments to see whether the AI Regulations have been complied with. If the need arises, they may use AI detector platforms or request the AI detector service of the University Library. If AI detection

establishes a probability rate of more than 50% that an AI tool was used, the paper cannot be evaluated, and the measures set in the Anti-Plagiarism regulations will prevail. If a probability rate of at least 25% is established, the advisor and second reader confer with the student in order to clarify the situation. If a student questions the results of the AI detection, they may submit an appeal to the Head of the Department within three work days after being notified (while including evidence to support their own claim with their appeal). The Head of the Department appoints an ad hoc committee of 3 members to assess the appeal. This committee shall release a formal decision within 5 work days. If the Head of the Department is involved as a reader of the thesis, the head of the unit to which the Department is subordinated will appoint the committee.

6. These Regulations are to be included in the course descriptions of the courses which instructors are required to upload into the CooSpace scene of their courses.

Appendix 3

Supplementary Regulations of programs administered by the Institute of Education

In the programs administered by the Institute of Education, Faculty of Humanities and Social Sciences, University of Szeged, the **instructors responsible for each subject** decide on the level of permitted AI use, adopting one of the following three options allowed by the Student Guidelines:

– **Total prohibition of use**: **The use AI tools is fully prohibited** due to specific academic or learning methodology-related causes, or due to the nature of the given subject.
– **Limited use: The use of AI tools is allowed for specific tasks,** with their range to be specified in the course or task descriptions.
– **Unlimited use: The use of AI tools is fully permitted**, but students are required to indicate which tool they used, how, and to what extent.

Specific rules and guidelines of use of AI tools should be specified by the instructors in the course descriptions.