



## Libraries &amp; Academic Innovation

While the library website is unaffected, the current Cloudflare outage may interrupt web access to some software throughout the day. For example, the software used to schedule tutoring and review sessions for Academic Commons (Penji) as well as other GWU sites and research databases may be intermittently affected. Thanks for your patience as we wait for this issue to be resolved.

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# Communicating Your GenAI Expectations to Your Students

Many students feel uncertain about when and how they can use GenAI in their classes. The [Center for Teaching Excellence and Teaching Group](#) (GAIT) created these guidelines for faculty considering how to communicate with students about the use of GenAI in academic tasks. Providing clear and detailed information about permitted and prohibited uses reduces student anxiety and increases academic integrity.

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Here are some simple steps to creating effective communications with students:

1. Review this guide to determine your views on [Appropriate Generative Artificial Intelligence in Academic Classes](#).
2. Update your syllabus to include:<sup>1</sup>
  - **An honor code:** A clear statement of expectations for GenAI use can [encourage academic integrity](#).
  - **Thoughtful explanations** of how your decisions about GenAI use support your learning goals for students and important [values](#).
  - **Time to discuss the ethics of GenAI use:** What should students know to be prepared for advanced study or careers in your profession? For ideas review the values document included above.
  - **Time to complete the work as intended:** Some students use GenAI when they feel rushed. Space out manageable assignments to increase students' confidence they can complete the work as instructed.

### 3. If you are allowing or requiring GenAI use:

- **Encourage metacognition** by asking students to monitor how the use of GenAI influences their learning.<sup>2</sup>
- **Provide guidelines** that address common concerns with GenAI use:<sup>3</sup>
  - *Truth and accuracy*: Remind students to review output carefully for biased, misleading, outdated, or incorrect information
  - *Data security and safety*: Remind students that information shared with a GenAI tool may not be private and may be used in ways they can't control.<sup>4</sup>
- **Consider providing a [checklist](#)** to support GenAI use that meets your expectations.<sup>5</sup>
- **If appropriate, consider offering alternate assignments or supports** for students who have objections to using GenAI.

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1 Adapted from [Update Your Course Syllabus for chatGPT](#) by Ryan Watkins.

2 Adapted from the [MLA Student Guide to AI Literacy](#).

3 Adapted from the [MLA Student Guide to AI Literacy](#).

4 Adapted from the [AAC&U Student Guide to Artificial Intelligence](#).

5 Adapted from the [AAC&U Student Guide to Artificial Intelligence](#).

*Approved by the Generative AI and Teaching Committee (GAIT) on 3/31/25. A  
for guidance to faculty on 5/2/2025.*

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