Policy Number:	**3085**
Dated:	**09/16/2026**

Artificial Intelligence (AI) Tools Acceptable Use Policy

Purpose

This policy outlines the acceptable and responsible use of Artificial Intelligence (AI) tools by students at American Leadership Academy Spanish Fork to support learning, creativity, and ethical conduct within the academic environment.

Acceptable Use

Students may use AI tools (e.g., ChatGPT, Grammarly, image generators, etc.) under the following conditions:

- Research and Learning Support: To explore topics, brainstorm ideas, and understand complex concepts.
- Writing Assistance: For grammar checks, drafting support, and writing structure only if permitted by the instructor.
- Creative Projects: To enhance art, music, writing, and multimedia work as long as AI contributions are clearly labeled.

Prohibited Use

Students may not use AI tools for:

- Academic Dishonesty: Submitting AI-generated work as their own without disclosure or instructor permission.
- Bypassing Learning: Using AI to complete assignments, essays, or exams without understanding the content.
- Plagiarism: Copying outputs without proper attribution or violating intellectual property laws.
- Harassment or Inappropriate Content: Using AI to create harmful, offensive, or unsafe material.

Transparency and Attribution

Students must disclose the use of AI in assignments when it has contributed substantially to the work. A suggested statement for disclosure: *"Portions of this assignment were developed with the help of [AI tool name]."*

Instructor Guidelines Take Precedence

Individual instructors may have specific rules regarding AI use in their courses. Students are responsible for understanding and complying with these expectations.

Privacy and Data Use

Students should not input personal information, private data, or sensitive school material into AI tools. Use only approved AI platforms that comply with data protection and privacy standards.

Consequences of Misuse

Violations of this policy may result in:

- Academic penalties (e.g., grade reduction, redo of assignment).
- Disciplinary action in accordance with the institution's academic integrity policy

Ref: Utah HB273