

Artificial Intelligence and Assessment Authenticity Policy

Document reference	UKSEQ-POL-014
Policy area	Integrity
Version	0.1 — Draft
Status	In development — not approved for operational use
Policy owner	UKSEQ Quality & Compliance Lead (proposed)
Approval authority	UKSEQ Board (proposed)
Effective date	To be confirmed upon approval
Review frequency	Annually and following material change
Next review	12 months after approval

1. Purpose and scope

This policy establishes the proposed UKSEQ approach to artificial intelligence and assessment authenticity. It applies to UKSEQ directors, employees, contractors, centres and learners as relevant to their roles. It will take effect only when formally approved and implemented. UKSEQ is not currently recognised by Ofqual or Qualifications Wales and does not currently award regulated qualifications.

2. Responsibilities

The Board is accountable for approving the policy and ensuring sufficient resources and independent oversight. The designated Quality & Compliance Lead is responsible for implementation, monitoring and escalation. Centres and authorised personnel must comply with applicable requirements, cooperate with reviews and maintain accurate records. Specific appointments and delegated authorities must be confirmed before the policy takes effect.

3. Purpose

UKSEQ supports responsible AI use in learning and administration while protecting assessment validity, learner authorship, confidentiality and fair treatment.

4. Permitted learning support

AI may support explanations, practice, accessibility and translation where allowed by the centre and qualification rules, provided it does not misrepresent learner competence.

5. Assessment restrictions

Unless expressly permitted by a qualification specification or assessment instructions, learners must not submit AI-generated answers, fabricated evidence or AI-assisted work as their own unaided achievement.

6. Disclosure and authenticity

Where AI use is permitted, learners must disclose the nature and extent of assistance when required. Assessors must verify authenticity through questioning, observation, version history or other proportionate methods.

7. Staff and system use

Assessors and IQAs must not delegate professional judgements to AI. No confidential learner information or secure assessment materials may be entered into unapproved public AI systems.

8. AI governance

UKSEQ will assess tools for accuracy, bias, privacy, security, accessibility, explainability and human oversight before operational adoption; material changes require reapproval.

9. Suspected misuse

Suspected misuse will be investigated fairly under malpractice procedures; AI detection scores alone must not be treated as conclusive evidence.

10. Training and review

UKSEQ will provide role-appropriate guidance, record training and review emerging risks, regulator guidance and assessment practices at least annually.

11. Monitoring, records and review

Compliance will be monitored through management review, sampling, incident analysis and internal audit as appropriate. Records of decisions, exceptions, approvals and corrective actions must be maintained in approved secure systems. This policy will be reviewed annually, and sooner following relevant legal or regulatory change, material incident or identified weakness.

12. Related documents

This policy should be read alongside the UKSEQ policy suite, applicable qualification specifications, approved centre agreements and relevant statutory or regulatory requirements. In any conflict, applicable law and binding regulatory conditions take precedence.

Document control and approval

Prepared for consultation and Board review. Before issue, UKSEQ must confirm named accountable officers, contact routes, delegated decision rights, service standards, implementation evidence and any necessary regulatory cross-references.

Approved by	Pending
Approval date	Pending
Next scheduled review	12 months after approval