



# ➤ Guidance

Traffic light system for the use of generative AI systems in an examination context

Formulation building blocks and decision-making aids for lecturers

April 2026

Please always check that the document is up to date. You can find the latest version here: [uni-ko.de/ki-ampel](https://uni-ko.de/ki-ampel)

## Preliminary note

This document uses an AI traffic light system to provide guidance on establishing and transparently communicating rules for the use of generative AI systems (e.g. large language models) in an examination context. It does not constitute legal advice and does not replace the need to seek legal advice in individual cases.

The guidelines on the use of AI systems always apply within the framework of [the information sheet for users of AI](#). In particular, the [classification of the respective AI system](#) must be observed when using it (e.g. 'only with information from the general public') and no personal or confidential information may be entered into AI systems.



**For advice, please contact the departments with responsibility:**

- [Artificial Intelligence Officer](#) (general questions regarding the use of AI)
- [Information Security and Data Protection Unit](#) (data protection, personal data)
- [Examination Office](#) (questions regarding examination regulations)

## An overview of the AI traffic light system

The **AI traffic light system** helps lecturers determine, for a specific examination, the extent to which generative AI may be used and how its permitted use should be disclosed in the **declaration of independence**. The classification is made on an examination-by-examination basis and may vary depending on learning objectives, academic culture and examination format. The AI traffic light system allows the permissible use of AI to be regulated on educational grounds and communicated transparently to students.

The respective traffic light colour describes the permissible extent of AI use and forms the basis for selecting the appropriate declaration of originality, which discloses the use of AI. Sample declarations of originality for the respective traffic light colours are listed at the bottom of the document.

Traffic light	Key message	Typically permitted	Declaration of originality / evidence
RED	No AI tools permitted	-	Declaration of originality: no use of AI
YEL-LOW	Only for defined purposes/phases or only certain tools	e.g. only for translation, proofreading, research	Appropriate declaration of independence specifying the purpose and scope of permitted AI use; additional evidence where necessary (e.g. prompt minutes)
GREEN	AI tools permitted within the permitted scope	e.g. idea generation, structuring, draft texts	Appropriate declaration of originality stating the purpose and scope of AI use; additional evidence if necessary (e.g. prompt minutes)

**The following guiding questions may help you assess this quickly:**

- Does the task primarily assess a skill that could be directly replaced by AI (e.g. independent, creative writing)? → **more likely RED**
- Should AI only be permitted for support purposes (e.g. language, translation), but not beyond that? Or should only very specific, approved tools be allowed to be used? → **more YELLOW**
- Should the critical handling of AI be assessed as a competence in its own right (critical use, documentation)? Are competences being assessed that cannot be replaced by the use of AI? → **more likely GREEN**

The following always applies, regardless of the traffic light colour: No personal data or confidential information may be entered into AI systems. Furthermore, copyright-protected texts or works may not be entered into AI systems without consent. In accordance with the European AI Regulation, the acquisition of AI competencies is also required for the use of AI systems. The University provides [target-group-specific teaching and learning formats](#) on the subject of AI for this purpose.

The [AI checklist](#) provides a concise overview of the legally compliant use of generative AI services in academics and teaching.

## Traffic light colour RED: AI not permitted

**RED means: No AI tools** may be used for this assessment. This includes, among other things, text generation, paraphrasing, translations or research using AI systems. In certain educational situations, it may be expressly advisable to select the traffic light colour RED.

### Wording guidance

Wording templates (e.g. for inclusion in the assignment brief, in module checklists, in the accompanying OLAT course, in the examination organisation settings in KLIPS, etc.)

“Generative AI tools may not be used for this examination.”

“The aim is for you to master [briefly state the learning objective, e.g. independent argumentation / writing / research / analysis] without AI.”

“The use of generative AI tools would be detrimental to this because [brief explanation].”

“By signing the declaration of independence (no use of AI), you confirm that you have not used any generative AI tools. Unauthorised use may result in a grade of ‘unsatisfactory’ in accordance with the examination regulations framework and may be regarded as a deliberate attempt at deception.”

### Guidance for lecturers

- Communicate, justify and document the rule at an early stage (e.g. in the assignment brief, during the course, in the accompanying OLAT course or in KLIPS).
- Specify whether traditional tools (spell checkers, statistical software, automated text search) are permitted.
- If the traffic light colour is RED, use the declaration of originality “no AI use” and make this available to students; a corresponding template can be found at the bottom of the document.

## Traffic light colour YELLOW: AI permitted in part

**YELLOW means:** AI may **only** be used for **clearly defined purposes**, for specific (named) tools, or at specific stages of the work process. Any other use is prohibited.

### Wording guidance

Wording templates (e.g. for inclusion in the assignment brief, in module checklists, in the accompanying OLAT course, in the examination organisation settings in KLIPS, etc.)

"For this examination, generative AI tools may only be used for the following purposes / in the following phases: [list]. Only the following AI tools may be used: [list]"

"I want you to learn [learning objective] – the core of the work must be completed without AI."

"Please state in your work whether and to what extent you have used generative AI (purpose, tool, time period/phase). [Optional: I expect evidence, e.g. a prompt log in the appendix.]"

"Please use the Declaration of Originality for this purpose (AI use within permitted limits)."

"Where possible, use the [University of Koblenz's AI resources](#)."

"Before use, familiarise yourself with the [information sheet for AI users](#) and the [checklist](#) for the legally compliant use of generative AI services."

"You remain fully responsible for the submitted examination work."

### Typical permissible purposes (examples)

- Linguistic editing (spelling, style) without content generation.
- Translations or transcription; with mandatory manual examination.
- Literature/topic research (e.g. search and recommendation tools) – without copying unverified content.

## Traffic light colour GREEN: AI permitted

**GREEN means:** AI may be used **within the permitted scope**. However, the technical quality, critical examination, transparent documentation, as well as independent work and assumption of responsibility will still be assessed.

### Wording guidance

Wording templates (e.g. for inclusion in the assignment brief, in module checklists, in the accompanying OLAT course, in the examination organisation settings in KLIPS, etc.)

"Generative AI tools may be used for this examination."

"I want you to learn to use these tools responsibly and critically."

"Please state in your work whether and to what extent you have used generative AI (purpose, tool). [Optional: I expect evidence of this, e.g. a prompt log.]"

"Please use the declaration of originality for this purpose (AI use within permitted limits)."

"Where possible, use the [University of Koblenz's AI resources](#)."

"Before use, familiarise yourself with the [information sheet for AI users](#) and the [checklist](#) for the legally compliant use of generative AI services."

"You remain fully responsible for the submitted examination work."

## Declarations

Written examinations, including final theses, must be accompanied by a declaration of originality in accordance with the University of Koblenz's examination regulations framework (see Section 22(2); for final theses, Section 24(10)). The declaration must disclose the sources and resources used, including any use of artificial intelligence. Under Section 26(6), the unauthorised or unacknowledged use of text- or image-generating artificial intelligence models to produce examinations and coursework may be regarded as an intentional attempt at deception in accordance with Section 69(4) of the Higher Education Act.

The following model declarations of originality serve as a basis for institutes and faculties to finalise their respective legally compliant declarations of originality. For an examination without permitted AI use, the unaltered use of the corresponding model declaration of originality is recommended; for an examination with permitted AI use, any unnecessary points (highlighted in grey) regarding AI use, as well as the corresponding appendix, may be omitted.

## 1) No AI use (traffic light colour: RED)

### Declaration (no use of AI)

I hereby declare

- that I have written/produced this examination paper entitled [Title] independently,
- that I have not used any aids whose use was expressly prohibited by the examiner,
- that I have used no sources or aids other than those specified, in particular that I have deliberately not used any text- or image-generating AI systems or any other AI-based applications/tools (including, but not limited to, those used for generation, reformulation/paraphrasing, translation, summarisation or research),
- that I have identified and cited passages taken verbatim or in substance from the works used,
- that I have not submitted this examination paper (or parts thereof) in the same or a similar form, either at the same time or previously, for the purpose of obtaining a qualification or an academic degree.

I am aware that a false declaration or the use of unauthorised aids may be regarded as an attempt at deception and may result in consequences under examination regulations (see § 26 Framework Regulations).

[Place], on [Date]

[Signature]

[First name Surname]

## 2) Use of AI within permitted limits (traffic light colours YELLOW/GREEN)

### Declaration (AI use within permitted limits)

I hereby declare

- that I have written/produced this examination paper entitled [Title] independently and have used only the sources and aids specified,
- that I have not used any aids whose use was expressly prohibited by the examiner,
- that, insofar as I was admitted to this examination, I have used generative AI systems and AI-based applications as aids and that this use took place exclusively within the framework of the guidelines set by the examiner,
- that I have documented the use of AI tools in the appendix 'Details of the use of AI tools',
- that I have attached a prompt log, where required,
- that I have attached an output log, where required,
- that I have identified and documented passages taken verbatim or in substance from the works used,
- that I have not submitted this examination paper (or parts thereof) in the same or a similar form, either at the same time or previously, for the purpose of obtaining a qualification or an academic degree.

I am aware that a false declaration or the use of unauthorised aids may be regarded as an attempt at deception and may result in consequences under examination regulations (see § 26 Framework Regulations).

[Place], on [Date]

[Signature]

[First name Surname]

## Appendices on the use of AI tools

The following table is intended to provide transparent documentation of AI use. Please complete one row for each AI tool used. The entries in italics are examples.

Name of AI tool, version & period	Purpose & phase	Description of the application & sections affected	Critical examination & revision
<i>E.g.: Copilot (GPT-5.4 model), March 2026</i>	<i>E.g.: Idea generation, outline</i>	<i>Example: Outline suggestions on topic X; brainstorming on research questions (Chapters 1, 3)</i>	<i>Example: Suggestions checked for logical consistency; manually adapted and expanded. Outline structure partially adopted, content developed entirely by the author.</i>
<i>Example: DeepL, February 2026</i>	<i>Example: Linguistic revision</i>	<i>Example: Translation of the abstract and grammar check of the introduction (Chapter 1, Abstract)</i>	<i>Example: Technical terms corrected; checked against specialist vocabulary. Wording adjusted in places.</i>

### Prompt/output log

*(if requested by the examiner)*

<input type="checkbox"/>	I am attaching a prompt/output log as an appendix:	
	<input type="checkbox"/> as an example	<input type="checkbox"/> complete

If a prompt/output log is attached, the following structure may serve as a guide:

No.	Prompt (input)	AI output (summary)	Further processing
1	<i>Example: "Create an outline for a term paper on topic X with a focus on Y."</i>	<i>Example: Outline with 5 main chapters and 2-3 subchapters each; emphasis on the empirical section.</i>	<i>Example: Chapters 2 and 4 adopted as a starting point; Chapter 3 discarded; subchapters added independently.</i>