APEAS Part 3 Examination 2025/26

APEAS

Artificial Intelligence (AI) Declaration Form

In accordance with the APEAS AI Policy you are required to declare what AI software you have used in your documentary submissions and for what purpose. Please therefore answer the following two questions for each of your submissions (to be included at the beginning of each submission)

Name: ....

APEAS number: ....

Submission: Practice Paper   ☐

Experience Based Analysis   ☐

Record / Certificate of Experience   ☐

What, if any, AI tools were used in this component of the Part 3 Examination?

If you have entered information into the box above please state the purpose for which the AI was used in the box below.

Declaration

In signing this Form you confirm that your use of AI conforms with the requirements set out in the APEAS AI Policy.

Candidate Name: ....

Candidate Signature:...

Date: ....

AI Use in Specific Assessment Components

4.1 Practice Paper

Permitted:

- AI tools, regardless of which software package is used, may be used during preparation for the examination to clarify concepts, summarize reading material, or test understanding.
- Language assistance tools for spelling and grammar corrections during drafting are permitted.

Prohibited:

- Real-time AI assistance during the examination is not allowed. The examination is to be completed solely by the candidate.
- Submitting AI-generated responses in full or in part is considered examination misconduct.

It must be emphasised that candidates who use AI to generate answers to Practice Paper questions run a significant risk of being unable to demonstrate sufficient knowledge, understanding and professional competence when answering Practice Examiners questions at Oral Examination.

4.2 Experience Based Analysis

Permitted:

- AI tools may be used for:
  - Grammar and spelling corrections
  - Improving structure* and clarity** of writing
  - Formatting and citation assistance
  - Generating diagrams or images if the candidate designs them and inputs clear instructions

Prohibited:

- Using AI to:
  - Generate analysis, conclusions, or reflections
  - Rewrite or ghostwrite part or all the report
  - Fabricate Experience Based Analysis content or project data
- The report must be based on first-hand project/thematic experience and candidate-authored analysis.

4.3 Record and Evaluation of Experience

Permitted:

- AI tools may support formatting, summarize long texts, or improving grammar.

Prohibited:

- Using AI to:
  - Fabricate project details, responsibilities, or timelines
  - Create evaluation narratives
- Experience evaluations must be based on the candidate's genuine professional activities.