**UNITED STATES MARINE CORPS**
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EDUCATION COMMAND
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MARINE CORPS UNIVERSITY/EDUCATION COMMAND POLICY LETTER 1-26

From: President, Marine Corps University/Commanding General, Education Command
To: Distribution List

Subj: USE OF GENERATIVE ARTIFICIAL INTELLIGENCE

Ref: (a) Marine Corps University Website
(b) Memorandum for Senior Pentagon Leadership Commanders of the Combatant Commands Defense Agency and DOW Field Activity Directors, Artificial Intelligence Strategy for the Department of War
(c) NAVMC 5239.1 United States Marine Corps Guidance on Generative Artificial Intelligence
(d) MCO 3900.18 Human Research Protection Program (HRPP)
(e) Marine Corps University Communications Style Guide, 15th edition
(f) Marine Corps University Academic Regulations
(g) Marine Corps University Research Library Copyright Guide
(h) MARADMIN 018/26 Enterprise Generative Artificial Intelligence Availability and Governance
(i) USMC Artificial Intelligence Strategy

1. Purpose. To establish a policy framework outlining guidance for using generative artificial intelligence (GenAI) across Marine Corps University's (MCU) educational programs. This policy encourages MCU students, faculty, and staff in the critical, legal, ethical, responsible, and transparent use of GenAI tools in all scholarly activities and in the advancement of disciplinary knowledge and skills. The university aims to promote human-machine learning while preserving the integrity of the learning process and safeguarding against the circumvention of critical thinking. When used appropriately, it supports transformational collaboration that extends human cognition, improves efficiency, and delivers superior outcomes, all while maintaining evidence-based decision-making, human accountability, and academic rigor. Per ref (a), this policy supports the university's mission "to educate Marines to prevail in combat" and reinforces the university's key value of innovation, educating "Marines to be pioneers and lifelong learners of critical thinking, collaboration, initiative, and leadership" by encouraging the use of AI to supercharge, rather than replace, critical inquiry and discovery learning.

2. Cancellation. This policy supersedes MCU/Education Command Policy Letter 9-23 dated 17 October 2023.

3. Background. This policy recognizes GenAI as an essential collaborative tool for joint warfighters to achieve cognitive overmatch over the nation's adversaries. Per ref (b), the Secretary of War's artificial intelligence strategy asserts, "AI-enabled warfare and AI-enabled capability development will re-define the character of military affairs over the next decade" and further proclaims, "We must accept that the risks of not moving fast enough outweigh the risks of imperfect alignment." Per ref (c), the Service discourages commands from banning the use of GenAI capabilities and instead supports users in developing AI literacy to determine best practices for balancing opportunities with potential risks in using GenAI tools. MCU must accept calculated risks to increase the widespread adoption of AI among students, faculty, and staff to offload cognitive burdens and redirect human intellect toward complex problem solving and lethal decision-making, with the goal of ensuring the Marine Corps maintains a competitive edge in an era of rapid technological disruption. Ref (c), NAVMC 5239.1, USMC Guidance on Generative Artificial Intelligence defines GenAI as "encompassing a class of AI models designed to emulate the structure and characteristics of input data to create synthetic content, including but not limited to images, videos, audio, and text."[1] See Appendix A for a glossary of terms. In alignment with Service-level guidance, Marine Corps University has adopted a posture of accelerated GenAI integration. Key institutional priorities include the cultivation of comprehensive AI literacy among all students, faculty, and staff. The university remains committed to ensuring that faculty, students, and staff are adept, informed, and critical practitioners of GenAI technology.

4. Action. This policy is applicable to all students, faculty, and staff within all organizations listed in the distribution.

5. Policy

a. When using GenAI tools, MCU students, faculty, and staff remain responsible for their research, communications, and academic work. Human users bear the responsibility for the following:

(1) Developing AI literacy to determine when it is appropriate to collaborate with GenAI tools in accordance with responsible use policies, data classification, audience and purpose, and task requirements.

(2) Critically evaluating GenAI outputs for accuracy, quality, and relevance.

(3) Determining how to collaborate with GenAI tools when producing academic work.

(4) Ensuring that AI-supported academic work is accurate and academically rigorous.

(5) Bearing responsibility for outputs of collaboration with GenAI tools when submitting academic work for a grade, participating in academic competitions (e.g., wargaming

[1] The Department of War's premier AI model platform, GenAI.mil, is authorized for use on government-furnished equipment (GFE) and allows users to upload Controlled Unclassified Information (CUI) within Impact Level 5 (IL5) accredited environments.

competitions and writing award contests), conducting research studies, and engaging in other scholarly publication efforts.

(6) Ensuring professional and academic work remains an individual cognitive effort, with AI being used to develop, improve, and refine written and visual products. Refining involves enhancing the structure, clarity, grammar, and style of humans' original work; in contrast, using AI-generated content to replace human users' own foundational analysis, critical thought, or expression is prohibited.

(7) Remaining in compliance with MCO 3900.18 (series) and procedures and guidelines established by the USMC Human Research Protection Program, ref (d). Researchers who choose to use GenAI tools must include the specific details of how they will use GenAI in any proposals to the Institutional Review Board and are responsible for that use during periodic reviews. The below sections outline specific guidance for staff, faculty, and students regarding critical, ethical, responsible, legal, and transparent use in accordance with this policy and existing legal requirements.

(8) Familiarizing themselves with security, compliance, and governance considerations prior to use. GenAI users must consider the ethical and legal challenges and risks associated with the use of GenAI.

b. Staff. Staff members are urged to leverage GenAI tools where appropriate to streamline administrative workflows, maximize operational efficiencies, and accelerate the institutional decision-cycle. Staff are further encouraged to seek opportunities to collaborate with GenAI tools in the development of written products, synthesis of information, process automation, and data visualization and analysis. The widespread adoption of these tools is essential to cultivating an AI-ready workforce capable of reallocating time from administrative overhead toward high-value strategic thinking in support of the institutional mission. Staff bear personal responsibility for the outputs of collaborative efforts with GenAI and must verify all AI-generated content against verified institutional and Service-level doctrine and policy. AI must never be the "sole source" of truth informing administrative decisions.

c. Faculty. Faculty members are strongly encouraged to engage with GenAI tools for professional and instructional purposes; they are further encouraged to facilitate discussion in academic settings to develop students' AI literacy, ensuring students understand how to leverage these tools critically, ethically, and responsibly. Faculty are responsible for modeling critical, ethical, responsible, legal, and transparent use of GenAI tools for students, including when collaborating with GenAI tools in developing instructional content, designing assignments, and providing feedback on students' academic work.

(1) Faculty members or course directors or both must also provide clear instructions and guidance on acceptable and recommended use of GenAI tools for all assignments, scholarly activities, courses, and programs—this guidance should align with Service and Department-level policy guidance championing increased AI use. Faculty will determine acceptable uses of GenAI appropriate to a given assignment in accordance with school or college director guidance.

(2) Instructors, professors, deans, and school directors who choose in exceptional cases to limit or prohibit GenAI use for specific projects or assignments must provide supporting rationale to students demonstrating how such restrictions are essential to cultivating the foundational cognitive rigor, ethical judgment, and independent problem-solving skills required for leaders to operate effectively in degraded or contested environments where such technologies may be unavailable or compromised. Exceptional cases are defined as learning activities where the primary pedagogical goal is the development of a student's unaided cognitive abilities or the establishment of a baseline for individual proficiency. The supporting rationale must be provided to students in the form of a written justification in the course syllabus or assignment instructions that explicitly connects the limitation to the cultivation of specific, core intellectual or warfighting skills. Faculty are authorized to limit or prohibit the use of GenAI tools on assessments, examinations, and other graded evaluations where the intent is to measure a student's individual knowledge and mastery of the subject.

(3) When designing assignments and instructional materials, and when conducting scholarly research and publication efforts, faculty are encouraged to seek the support of Leadership Communication Skills Center faculty or other designated school faculty, who can advise on appropriate integration of GenAI tools and documentation of GenAI use. Faculty who uses GenAI tools in the performance of human subjects research should provide participants with informed consent that clearly explains what access and use/retention rights a company will have to participant data once the researcher enters it into a GenAI tool.

d. Students. Academic use of GenAI tools can support students' learning processes and result in further development of AI skills, innovative brainstorming processes, critical thinking skills, and improved clarity and concision of written products. Students are encouraged to experiment with the use of GenAI tools whenever possible and to seek guidance from their faculty regarding methods and opportunities for developing and enhancing AI literacy skills. The default institutional position permits the use of GenAI tools in all contextual settings unless specifically restricted by the faculty, course director, or schoolhouse director in exceptional circumstances.

(1) The university encourages students to seek support from Leadership Communication Skills Center faculty or other school-designated faculty to ensure appropriate documentation of GenAI use in their written products and scholarly publications. Additional information on citing GenAI use following the *Chicago Manual of Style,* 18th edition, is available in ref (e), the *Marine Corps University Communications Style Guide*, 15th edition.

(2) The classroom is the precursor to the battlefield, and students are the primary stakeholders in their own professional development. While MCU provides the framework for excellence, the burden of mastery rests with the student. Maximizing the educational opportunity afforded by Marine Corps University is both an academic requirement and a prerequisite for ensuring graduates possess the cognitive edge necessary to prevail in combat.

(3) Students are encouraged to use GenAI tools to complement their own engagement with the subject matter and to enhance development of their own critical thinking, analysis, and research and writing processes. Students must not use GenAI as a substitute for their own work; its role is to facilitate students' deeper engagement with the material presented to them, not to

automate the completion of assignments. Recognizing that students are responsible for the entirety of their academic products, they must learn to evaluate the credibility and accuracy of GenAI outputs when collaborating with these tools.

e. Academic Integrity. Per ref (f), academic integrity is rooted in the expectation that students, faculty, and staff are held to the rigorous ethical standards and foundational values of the Service. To demonstrate ethical use of GenAI, students and faculty must be the primary drivers of the inquiry and critical thinking processes behind their academic products. Students must maintain full accountability for their work by ensuring that all AI-assisted contributions are clearly documented and reflect their own active analysis and final judgment. The university expects students to properly cite directly borrowed GenAI outputs and disclose functional use of GenAI tools in accordance with MCU's academic integrity policy. To do otherwise constitutes plagiarism. Students, faculty, and staff will bring any concerns regarding the ethical implication of using GenAI tools to the attention of the appropriate academic or administrative authorities for review and guidance to ensure compliance with this policy.

f. MCU Library Materials. Some of the MCU library materials may qualify for use with AI systems when supporting academic work and research either under Fair Use or because they are in the public domain. The majority of the MCU library's electronic database subscriptions are governed by vendor license agreements that may prohibit or restrict AI-related uses. Fair Use does not override the terms in vendor license agreements. Uploading any copyrighted material for non-educational purposes is strictly prohibited and may violate copyright law and vendor license agreements. MCU library users are responsible for ensuring compliance with copyright law, license agreements, and intellectual property protections for both inputs and outputs. Material breaches may result in institutional or personal liability or both under judicial proceedings. This policy encourages students and faculty to seek the support of Gray Research Center (GRC) staff, who can advise on Fair Use guidelines, copyright law, and applicable vendor license agreements. A chart with additional guidance on the use of library resources in AI systems is available below.

| **Resource Type** | **Permitted?** | **Requirements** |
|---|---|---|
| Subscription electronic databases (EBSCO, EIU, JSTOR, ProQuest, et. al) | Case-by-case | 1. Vendor license agreement must permit usage in AI<br>2. Fair Use must apply<br>3. Outputs avoid derivative works |
| Print books and journals | Case-by-case | 1. Fair Use must apply<br>2. Outputs avoid derivative works |
| Government publications (electronic and print) | Allowed | None |
| Public domain items (electronic and print) | Allowed | None |

(1) For guidance on using MCU library resources with AI systems, contact the Gray Research Center copyright office at Library.Copyright@usmcu.edu.

(2) For guidance on Fair Use, refer to ref (g) or contact the Gray Research Center copyright office at Library.Copyright@usmcu.edu.

g. Security. This section provides guidance on acceptable use guidelines regarding inputting classified, controlled unclassified, sensitive, personally identifiable information (PII), and/or protected health information (PHI) when collaborating with GenAI tools. When using commercial or public AI platforms, students, faculty, and staff should not input or upload information that is classified, controlled unclassified, sensitive, personally identifiable information, or information protected under the Health Insurance Portability and Accountability Act (HIPAA). Per ref (h), GenAI.mil, the Department of War's platform for GenAI use across the enterprise, has been authorized for use by service members, civilians, and contractors in official government capacity on government-furnished equipment. MCU students, faculty, and staff are allowed to input controlled unclassified information (CUI) when using the GenAI.mil platform, though they must not upload, enter, or otherwise provide classified information, PII, or PHI, with violation subject to criminal and civil penalties. When using official government AI resources on closed systems allowing inputs at higher classification levels, users must consult the applicable official(s) and policy to determine guidance.

h. Violations. Any use of GenAI that supplants students' academic work or lacks transparent disclosure—such as plagiarism or pre-meditated attempts to circumvent learning, fabricate source data, or deceive instructors through unethical prompting methods—compromises the educational mission and is treated with the same seriousness as other academic integrity violations per ref (f), enc. (33), Student Performance Evaluation Board. Violations of these collaborative standards are handled in accordance with the MCU Academic Regulations, ref (f).

i. Review and Amendment. The Office of the Provost will review this policy periodically to ensure its relevance and effectiveness in supporting the critical, ethical, responsible, legal, and transparent use of GenAI tools at MCU.

6. The point of contact at this command is Dr. Megan Hennessey, Provost, Marine Corps University, at megan.hennessey@usmcu.edu or 703-784-6917.

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## APPENDIX A: Glossary of Terms

**Agentic AI:** autonomous system capable of reasoning, planning, and using external tools to execute multi-step workflows to achieve a specific goal with minimal human intervention.

**Chatbot:** conversational interface that uses large language models to process natural language and generate human-like, contextually relevant responses in real-time.

**Hallucination:** phenomenon where a model generates information that is factually incorrect, nonsensical, or entirely fabricated while presenting it with high confidence and grammatical fluency.

**Large Language Model (LLM):** type of artificial intelligence trained on vast datasets to recognize, summarize, and generate human-like text by predicting the most statistically probable next words in a sequence.

**Retrieval-Augmented Generation (RAG):** AI framework that improves the accuracy and reliability of large language models by grounding a model in external, verifiable data sources before generating a response.