

Guiding Principles of Section 6.4 – German as a Foreign Language on Teachers’ and Course Participants’ Handling of Generative Artificial Intelligence

(Version dated June 15, 2026)

Section 6.4 – German as a Foreign Language takes an open and positive view of using generative artificial intelligence (AI) in its courses in a considered way so as to support learning. The following guiding principles apply to teachers and course participants in order to ensure the safe, secure and productive use of AI:

1. Transparency

- The use of generative AI must be recorded transparently by clearly marking any AI-generated or AI-assisted content as such.
- This fundamental principle of good research practice applies to all teachers and course participants without restriction.

2. Using AI in courses

- Teachers decide themselves whether, how and to what extent the use of AI tools is to be permitted in their courses.
- These rules are to be communicated clearly at an early stage, generally when the course starts.
- The synchronous courses taught by the German as a Foreign Language Section make use of the AI tools offered by two platforms that comply with privacy and data protection requirements: [fobizz](#) and [KIWIS](#). fobizz can be used by our teachers for free under a team license, while KIWIS is available to all associates of the University of Bonn – likewise for free.
- Art. 4 of the EU AI Act requires users of fobizz and KIWIS at the University to possess basic skills in handling AI models and a knowledge of the implications under privacy and data protection law.
- Corresponding [compulsory training on AI literacy](#) is being offered for University staff as in-person workshops and comprehensive self-study modules. The two formats

together form the “EU AI Fit” program and comply with the requirements of the EU AI Act.

- If course participants are to use fobizz and KIWIS in a teaching or learning context in response to a specific request or instruction, the teachers responsible must make their course participants aware of how generative AI works and the associated legal aspects – especially regarding privacy and data protection – in a way that is appropriate to the specific context in which they will be using it.
 - Some basic information on the practical use of language models can be found here: [Basic information on use \(including\) in teaching and learning contexts](#).
 - You must also always bear in mind the [terms and conditions of use for KIWIS](#) and the general [information on privacy and data protection](#).
- Detailed self-study modules for teachers and learners on AI spanning a range of topics and knowledge levels are freely accessible on [AI Campus](#), such as [Alice Your Exams – Generative AI as a Copilot in School and at the University](#) or [KI für Alle: Einführung in die Künstliche Intelligenz](#) (AI for All: an Introduction to Artificial Intelligence).

3. Using AI in examinations

- Generative AI may only be used in examinations if the examiners expressly permit it under the examination regulations.
- The German as a Foreign Language Section does not hold any examinations in which the use of generative AI is allowed.
- Using AI for the fully automated assessment of examinations is not permitted; the final grading is always done by the examiners in person.

4. Privacy, data protection, copyright and confidentiality

As a basic principle, confidentiality must be maintained when creating input to use with AI (i.e. the prompt, including all documents made available to the AI):

- Entering personal data and providing photographs, videos or audio recordings in any other way of individuals or information that could identify them are only permitted if the individual concerned (the “data subject”) has given their informed consent. If not, content of this kind may not be processed while using the AI system that has been made available.
- Neither may any internal, confidential or secret official or University-related information (e.g. financial figures, technical data or research findings) be transmitted when using AI. This applies to all types of data relating to internal, confidential or secret matters.
- It must be ensured that copyright and intellectual property are protected. Course participants cannot therefore be forced to upload their work to external AI systems.

Thus the use of systems that comply with privacy and data protection requirements, such as fobizz and KIWIS, is likewise always voluntary.

The rules set out in these guiding principles are based on:

- [Guiding Principles of the University of Bonn on Handling Generative Artificial Intelligence in Teaching and Learning](#) (last accessed on June 15, 2026).
- [KIWIS wiki](#) (last accessed on June 15, 2026).

If you have any queries or problems, please contact:

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Note on AI: The original German guiding principles on which this English translation is based were written with the aid of KIWIS (ChatGPT-5.5 Full).