



Please refer to the Graduate School's website for an expanded discussion of these topics:
<http://www.grad.uga.edu/academics/thesis.html>

Copyright:

Every thesis and dissertation is required to have a copyright page and an abstract that includes key words. These key words will be used in the cataloging and Web search operations.

Students who utilize the manuscript style of a thesis or dissertation **must** procure copyright release from the publisher of the book or journal for it to be included within their document. The Graduate School cannot put the document on the Web without prior copyright release of these or other materials contained within the document.

The Office of Vice President of Research provides information concerning the copyright issue. To view this information, students should refer to the Graduate School Website.

Release Options:

The University of Georgia's land-grant mission includes sharing scholarly work with other scholars, students, and the public. Pursuant to this, theses and dissertations are made available publicly upon degree conferral. Under unusual circumstances, students may request a delayed public access to theses or dissertations for a short period of time.

With explanation, a student may request:

- 1) An embargo for theses and dissertations based on research that may be patentable or include confidential, time-sensitive material for up to one year; or,
- 2) Limited digital distribution for up to two years to University of Georgia users of a thesis or dissertation that contains material, which may be published with a publisher with a restrictive pre-publication policy.

In the first case, with explanation, a student may request a delay in distributing the dissertation for up to one year from the date of degree conferral in two situations:

- The student, or his or her collaborators, is applying for a patent on research contained in the dissertation, and does not wish to make the contents public until the patent application has been filed, or
- The dissertation includes confidential information that is time-sensitive.

The second case applies to a student who has submitted the thesis or dissertation in electronic form and is planning to publish material from it in a journal or with a publisher with a restrictive pre-publication policy. With explanation, a student may request to limit access to the thesis or dissertation to University of Georgia users for no longer than two years from the date of degree conferral. This restriction on public access means the material will not be considered "pre-published."

A petition for an extension of the embargo will require a letter from the major professor (or Department Head in the absence of the major professor) supporting the student's request. Such a petition will be reviewed by the Administrative Committee of the Graduate School.

Dissertation Abstracts: (Doctoral Students Only)

The traditional dissemination of doctoral dissertation research has been through the publication of the abstract in Bell and Howell's (UMI) *Dissertation Abstracts* and the submission of the entire dissertation to University Microfilms for microfilming and distribution. The electronic submission and availability of the dissertation via the Web now makes the dissertation easier to access. The student should discuss the option of submitting the dissertation or the abstract to *Dissertation Abstracts* with their major professor. Please refer to the Bell and Howell website: <http://www.proquest.com/hp/Support/DServices/prepare/packets.htm> for additional information, agreement forms, and fee requirements.



Submit to Graduate School with your ETD Defense Form
Make sure all signatures are provided

[Please Type]

Student Name: _____
(Last) (First) (Middle)

CAN Number (810): _____

Major: _____

Degree Name: _____

Document Title:

Release Options

Check one of the following:

1. Provide open and immediate access to the ETD.
2. Restrict access to the ETD for a period of 1 year for: ___ Patent ___ Confidentiality
3. Restrict access to the ETD to UGA only for 1 year with documentation of restrictive pre-publication policy.
4. Restrict access to the ETD to UGA only for 2 years with documentation of restrictive pre-publication policy.

Student Agreement

I hereby certify that, if appropriate, I have obtained and submitted with my ETD a written permission statement from the owner(s) of each third party copyrighted matter to be included in my thesis or dissertation, allowing distribution as specified above. I certify that the version I submitted is the same as that approved by my advisory committee.

Student Signature: _____ Date _____

Major Professor Approval: _____ Date _____

Type Major Professor's Name: _____