

Instruction(s)

The Graduate Studies Office requires that scholarly work conducted by graduate students and incorporated into theses be made publicly available. Graduate students own the copyright to their original works of authorship while granting UDST a nonexclusive, worldwide, royalty-free, perpetual license for dissemination of their thesis or dissertation through online repositories.

By filing this form, a student may request an embargo to temporarily delay the public release of their thesis or dissertation for the reasons mentioned in this document. If the embargo request is approved, the delay period will expire 12 months from the student's official degree conferral date. Should an embargo extension be needed, the extension request must be received by the Graduate Studies Office at least one month before the expiration of the initial embargo period.

Students applying for an embargo must still submit their work for assessments as per their college requirement.

Student Information

Name of Student	
Student ID Number	
Program of Study	

Thesis Information

Thesis Topic/Title:



Delay Period Requested:

- ☐ 3 Months
☐ 6 Months
☐ 12 Months

Reason for Embargo (delayed release) of Thesis

Please check the relevant box ☒:

- ☐ Patent pending
☐ Thesis contain trade secrets and/or classified data
☐ Information subject to a non-disclosure agreement
☐ Thesis is closely related to on-going research
☐ Publication consideration to allow time for journal or a book based on thesis
☐ Other (Please Specify):

Student Declaration

With my signature below, I affirm my understanding that if my embargo request is approved, the abstract and citation of my work will be available to the public through online repositories approximately one month after my conferral date while the full text will not be released until the embargo expiration date.

Name of Student

Signature

Date



Required Approvals

Name of Research Supervisor

Signature

Date

Name of Assistant Dean Research & GS

Signature

Date

Submit completed form to the Office of Graduate Studies

GSU Office Use Only

Reviewer:

☐

Approved

☐

Denied

Library Informed:

☐

Yes

☐

No



Contact Information:

Office of Graduate Studies, UDST

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Phone:

Website:

*Note: Ensure all required documents are attached. Incomplete applications will not be processed.