# Thesis Access Declaration

|  |  |
| --- | --- |
| Candidate’s Name | Click or tap here to enter text. |
| Registration Number | Click or tap here to enter text. |
| Thesis Title | Click or tap here to enter text. |
| Institute | Click or tap here to enter text. |
| Name of Lead Supervisor | Click or tap here to enter text. |

**1. Introduction**

In the interests of scholarship, University of Cumbria theses are normally made freely available in the University Library immediately after deposit. Electronic copies are normally made available online to increase access to, and visibility of, the University’s research and raise the author’s profile in the community.

The University requires that a CC BY-NC-ND (creative commons) licence be applied when your thesis is deposited in the University of Cumbria Institutional Respository called [Insight](http://insight.cumbria.ac.uk/). This will happen automatically.

If you wish to make your thesis available elsewhere under a different licence you are free to do so. Please consult the *Your Thesis and Creative Commons* section of the [Your Thesis](https://my.cumbria.ac.uk/Student-Life/Learning/postgraduate-study-and-research/Your-Thesis/) guide.

By signing this thesis access declaration, you agree that your thesis will be accessible to a wide variety of people and institutions - including automated agents and search engines - via the World Wide Web and that an electronic copy of your thesis may also be included in the British Library Electronic Theses On-line System (EThOS).

Once the Work is deposited, a citation to the Work will always remain visible.

Removal of the Work can be made after discussion with the Insight administrators (insight@cumbria.ac.uk), who shall make best efforts to ensure removal of the Work from any third party with whom Insight has an agreement.

Please do not sign your name within your thesis, otherwise your signature will be available via the web.

**2. Embargoes**

Sometimes there is a valid reason for restricting access to a thesis for a limited period of time, perhaps because of commercial confidentiality or conditions imposed by sponsors. Candidates should consult the *Embargoes* section of the [Your Thesis](https://my.cumbria.ac.uk/Student-Life/Learning/postgraduate-study-and-research/Your-Thesis/) web page and talk to their supervisor before completing and signing this form to establish whether there is likely to be a valid reason for restricting access to their thesis for a limited period of time. However, the Freedom of Information Act 2002 (FOIA) and the Environmental Regulations 2004 (EIRs) require access to any information held by the University of Cumbria, including material in theses, unless an exemption or exception applies.

In normal circumstances, any thesis to which access has been restricted will be made available after five years (this does not apply to theses restricted for reasons of copyright).

Please note that the University of Cumbria may turn down requests for access to a thesis to be restricted.

Please select one of the following two options:

[ ] No embargo/exemption requested – make the printed and electronic version of the thesis available immediately.

[ ]  Embargo/exemption requested – do not make the printed and electronic version of the thesis available. Give details below of the reason, the relevant exemption/exception under the FOIA or EIRs where applicable and the length of restriction required (up to 5 years maximum).

|  |
| --- |
| Click or tap here to enter text. |

The following further reason may be applied to the electronic copy only. Please tick the box below if applicable.

[ ] The thesis contains material whose copyright belongs to a third party and the gaining of approval to publish the material electronically would be onerous or expensive; and the removal of the copyright material would compromise the thesis.

**3. Inclusion of Copyright Material**

*To be completed for all submissions*

If your thesis contains material where someone owns the copyright other than yourself (third party copyright material), you will need to obtain permission from the copyright holder before it can be made publicly available in Insight. For further information on including copyright material in your thesis, please see the *Copyright* section of the [Your Theses](https://my.cumbria.ac.uk/Student-Life/Learning/postgraduate-study-and-research/Your-Thesis/) guide.

If you cannot obtain the necessary permissions, you can either:

1. Deposit two versions of your thesis, one being the full version with all third party copyright material retained, and a second edited version with this material removed. The edited electronic version will be made publicly available; the full version will not.

OR

1. Deposit only the full version with third party copyright material retained in cases where removal would compromise the thesis. The full version will not be made publicly available

Please indicate below which situation applies (Please tick one box):

[ ]  I am depositing a single electronic version of my thesis that is the same in all respects as the print copy. There are no copyright reasons for restricting access to it.

[ ]  I am depositing a single electronic version of my thesis that is the same in all respects as the print copy. Because of copyright reasons, access to it is restricted.

[ ]  I am depositing two electronic versions of my thesis. One that is the same in all respects as the print copy but which for copyright reasons cannot be made available and one version with third party copyright material removed which can be made available.

**4. Student Deposit Declaration**

I understand the thesis listed on this form will be deposited in Insight and by giving permission to the University to make my theses publicly available agree to the following:

[ ]  I agree that the University of Cumbria Insight administrators or any third party with whom the University of Cumbria has an agreement to do so may, without changing content, translate the Work to any medium or format for the purpose of future preservation and accessibility.

[ ]  I understand that the rights granted to the University of Cumbria through this agreement are entirely non-exclusive and royalty free and that I am free to publish the Work in its present version or future versions elsewhere.

If you wish to have your thesis included in [ProQuest Dissertation and Theses Global](https://my.cumbria.ac.uk/Student-Life/Learning/Resources/Eresources/ProQuest-Dissertations--Theses-Global/), a CC-BY license is required. Please tick the box below:

[ ]  I wish for my thesis to be included in ProQuest Dissertation and Theses Global and agree to apply a CC-BY creative commons license to my thesis.

I agree as follows:

[ ]  That I am the author or co-author of the work and have the authority on behalf of the author or authors to make this agreement and to hereby give the University of Cumbria Institutional Repository administrators the right to make available the Work in the way described above.

[ ]  That I have exercised reasonable care to ensure that the Work is original, and does not to the best of my knowledge break any UK law or infringe any third party’s copyright or other Intellectual Property Right.

[ ]  The administrators of the University of Cumbria Institutional Repository do not hold any obligation to take legal action on behalf of the Depositor, or other rights holders, in the event of breach of intellectual property rights, or any other right, in the material deposited.

|  |  |
| --- | --- |
| **Signed (Author)** | Click or tap here to enter text. |
| **Address** | Click or tap here to enter text. |
| **Email Address** | Click or tap here to enter text. |
| **Date** | Click or tap here to enter text. |

**Signature (Director of Institute)**

|  |
| --- |
| Click or tap here to enter text. |

(*Signature only required if an embargo is sought*)

**5. Returning the access declaration**

Please return this form to the Graduate School and the Repository Administrator as an attached document via email to: graduateschool@cumbria.ac.uk & insight@cumbria.ac.uk