



# Emory Thesis and Dissertation (ETD) Repository Submission Agreement Form

EMORY  
UNIVERSITY

For MPH/MSPH Theses or SSP

Student Name:

Student ID#:

Graduate Program:

Document Title:

(Check One:) Thesis  or Dissertation

**Please Note:** You are the owner of the copyright in your thesis/dissertation. By executing this document you are granting permission to Emory University to publish this document on the world wide web (immediately upon graduation unless otherwise specified). For dissertations, you will be completing an additional set of forms granting permissions to ProQuest/UMI.

## Part 1 - Author Agreement:

I hereby grant to Emory University and its agents the non-exclusive license to archive, make accessible, and display, subject to the conditions specified below in Part 3, my thesis or dissertation in whole or in part in all forms of media, now or hereafter known, including the display of the thesis or dissertation on the world wide web. I retain all ownership rights to the copyright of the thesis or dissertation. I also retain the right to use in future works (such as articles or books) all or part of this thesis or dissertation. I certify that my electronic submission is the version of my thesis/dissertation that was approved by my committee.

## Part 2 - Submission Questionnaire:

1. Does your thesis or dissertation contain any third-party text, audiovisual, or other material which is beyond a fair use and would require permission?

Yes  No

If yes, have you obtained permission to use these materials? You must obtain permission or remove the copyrighted content from your ETD before proceeding with submission.

Examples of materials for which you may need permission include long quotations, images, and articles you authored for which you no longer own copyright. You will need to list the materials for which you received permission in Part 4 below.

You **do not** need to seek permission if:

- You authored the material and have not assigned copyright to someone else (like a publisher)
- The material is in the public domain (no longer protected by copyright)
- The material has been published under a Creative Commons license
- The use of the material fits the Fair Use parameters of U.S. Copyright Law. A use is more likely to be a fair use when it is used to advance an argument or is essential to comment and criticism, and when no more than what is needed to make the argument is used. A use is less likely to be a fair use when it is illustrative or decorative, or when large portions of the work are used.

2. Does your thesis or dissertation contain content, such as a previously published article, for which you no longer own copyright? If you have questions about your use of copyrighted material, please contact the Libraries' Scholarly Communications office at [scholcomm@listserv.cc.emory.edu](mailto:scholcomm@listserv.cc.emory.edu).

Yes No

3. Does your thesis or dissertation disclose or describe any inventions or discoveries that could potentially have commercial application and therefore may be patented? If so, please contact the Office of Technology Transfer (OTT) at (404) 727-2211.

Yes  No

If yes, further conversation with ETD administrators is required before you can continue with the ETD submission process. Please contact ETD Help at: <http://sco.library.emory.edu/etds/help-form.html> or contact the Libraries' Scholarly Communications office at [scholcomm@listserv.cc.emory.edu](mailto:scholcomm@listserv.cc.emory.edu).

4. Are you requesting an access restriction (see Part 3 below) for your thesis or dissertation?

Yes  No

The ETD system allows for both full and partial embargo of your work. A partial embargo will allow visitors to read your abstract and/or table of contents while the full text of your thesis or dissertation is embargoed. A full embargo allows to you hide this information for the duration of the embargo period. Should your abstract and/or table of contents be included in the access restriction?

Yes  No

If yes, you will need to restrict access to your abstract and/or your table of contents during the electronic submission process. If you have already submitted your document to the ETD repository, please contact ETD Help at: <http://sco.library.emory.edu/etds/help-form.html> for assistance.

**Part 3 - Terms of Access:**

*Access restrictions must receive approval from your advisor and the Graduate School. NOTE: Your access choices on the Proquest/UMI Publishing Agreement (at page 3) should correspond with the choices you have made on this form. In addition, if you choose to restrict access to your abstract and/or table of contents in the Emory's ETD repository, then you will need to contact Proquest/UMI Publishing to ensure they do not publish material you wish to restrict.\**

**Choose Option 1 or 2 by checking one box in the left hand column below:**

<p>Check Box Below to Choose Option 1: <input type="checkbox"/></p>	<p><b>Option 1: OPEN ACCESS.</b> By choosing open access you are agreeing to publish your thesis or dissertation in Emory's ETD repository immediately after graduation. This option will provide the broadest possible access to your work. The full-text of your thesis or dissertation and any supplemental files will be accessible on the internet for unlimited viewing. Your thesis or dissertation will be indexed and discoverable via major search engines.</p>
---	---

↑ OR ↓

<p>Check One (and only one) Box Below to Choose Option 2 and the duration of your embargo ↓ ↓ ↓ ↓ ↓ ↓</p>	<p><b>Option 2: RESTRICTED ACCESS</b> By choosing restricted access, you are requesting that the library restrict access to all full-text copies of your dissertation – both print and electronic – for a specified period of time. Your dissertation will be listed and indexed in the Emory Library Online Catalog and in the ETD repository, but the content, the full text of your thesis or dissertation and any supplementary files, will not be accessible until the expiration of the restricted access period. If you choose to restrict access to the full-text copy of your thesis or dissertation, then you may opt to also restrict access to your abstract or table of contents. You will need to indicate your desire to restrict access to these components of your ETD record during the electronic submission process. If you do not restrict access to your abstract and/or table of contents, then this information will be displayed on the web in the ETD record for your thesis or dissertation even if you have restricted access to the full-text copy.</p> <p><b>You will be notified by the library sixty (60) days prior to the expiration of the restricted period that your thesis or dissertation will be published on the internet. It is your responsibility to notify the Graduate School and the library that you need to extend the access restriction, and to provide the library with an updated e-mail address.</b></p>
---	--

Please select a time period you would like restricted access below.

I request that the full text of my thesis or dissertation (and any supplemental files) be published no sooner than:

**6 months** after my graduation

**1 year** after my graduation

**2 years** after my graduation

## Part 4 – Inclusion of Previously Copyrighted Material

I hereby certify that all text, audio-visual, or other material *not created by me or for which I no longer control copyright* that is included in my submission (a) has been identified in my submission by quotation, if directly quoted, and with appropriate source citations; and (b)

- falls within the parameters of “Fair Use” as defined by US copyright law; or
- is unambiguously a part of the public domain as a matter of law; or
- is the subject of a properly documented permission obtained from the entity that owns or controls the copyright in the material.

I will provide copies of any such permission upon request. Following is a list of the items for which I have sought and received written permission from the copyright owners to include in my submission (attach a separate page if necessary):

1.
2.
3.
4.
5.
6.
7.
8.
9.
10.
11.
12.
13.
14.

I, the undersigned, have read this form in its entirety, and by signing below:

- (1) Grant the license described in Part 1;
- (2) Certify that responses to questions in Part 2 are true and accurate;
- (3) Agree to the terms of access detailed in Part 3; and
- (4) Certify that I have obtained the proper permissions, if necessary, for any previously copyright materials included in my thesis/dissertation as described in Part 3.

\_\_\_\_\_  
Author Signature

\_\_\_\_\_  
Date

I, the undersigned, as a committee chair for the Author above, have discussed this form with the author and approve the decisions made herein.

\_\_\_\_\_  
CONFIRMED: Signature of Committee Chair

\_\_\_\_\_  
Date

FOR RSPH USE ONLY:

FORM REVIEW BY:

\_\_\_\_\_  
Date

ACCESS RESTRICTIONS APPROVED BY:

\_\_\_\_\_  
Date