### Research Degrees

# RD11 Request to embargo thesis

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| Section one – Student details | | | | | |
| Student ID | |  | | | |
| Name | |  | | | |
| Lead Supervisor | |  | | | |
| Section two - Embargo details | | | | | |
| The maximum thesis embargo period permitted is normally 3 years and this period will start on the date on which your research degree is/was awarded. | | | | | |
| I am applying for | | | ☐ a full embargo of my thesis  In case, you have permission to also submit a print copy of your thesis:  ☐ a partial embargo (on the electronic copy of my thesis ONLY)  ☐ a full embargo (to both the electronic and the print copy of my thesis) | | |
| I am applying for an embargo for: | | | ☐6 months  ☐1 year  ☐2 years  ☐3 years  ☐ more than 3 years: [please detail] | | |
| Section three - Reasons for requesting an embargo | | | | | |
| **I am applying for an embargo because:**  ☐ Release of my thesis would prejudice the commercial or intellectual property rights of an individual or body  ☐ Release of my thesis would put at risk the safety of an identifiable individual  ☐ My thesis includes material that was obtained under a promise of confidentiality  ☐ My thesis includes material which is due for publication or which I am actively seeking to publish  ☐ Other (please provide details below): | | | | | |
| Section four - Supporting documentation | | | | | |
| Supporting evidence **MUST** be provided: | | | | | |
| I have attached:  ☐ a letter/statement from a Research Sponsor or similar  ☐ a confidentiality agreement or similar  ☐ a letter/statement from my publisher or similar  ☐ other documentary evidence (please provide details below) | | | | | |
| Section five - Student confirmation | | | | | |
| I understand that:  I must only request a thesis embargo where there is a good reason for doing so and I must provide such evidence in support of a thesis embargo request as may be required by the University;  Where my request for an embargo is denied my thesis will be made accessible in the usual way;  Over an approved embargo period my thesis may nevertheless be consulted at any time by my supervisors/and or Head of School;  The University is subject to the Freedom of Information Act 2000 and over an approved embargo period access to my thesis may still be requested under that Act and that the University can refuse such requests only where the thesis qualifies under one of the Act’s specified exemptions;  My thesis will be made available in the normal way following the end of an approved embargo period. | | | | | |
| **Signed (Student)** |  | | | **Date** |  |
| Section six - Supervisor confirmation | | | | | |
| I support this student’s request to embargo their thesis and believe that both the grounds for the embargo and the length of the embargo are appropriate. | | | | | |
| **Signed**  **(Lead supervisor)** |  | | | **Date** |  |
| Section seven - Research Degrees Sub Committee Approval | | | | | |
| **Signed**  **Chair/Vice Chair RDSC** |  | | | **Date** |  |