Intellectual Property and Copyright Infringement

Students engaging in dissertation research at Pacifica Graduate Institute own the copyright to their finished work. Two copies of the work are available to the public, one printed and bound copy that is housed in Pacifica's research library, and one digital copy that is published by ProQuest. As the rights-holder to the dissertation, students are legally and ethically responsible for any infringement of copyright and intellectual property law, and may be subject to a lawsuit if they do not comply.

Copyright law is nuanced and Pacifica is unable to provide legal advice to students on this issue. The purpose of this form is to explain the students' responsibilities. Please read the steps below, check the boxes to indicate that you have read and understand each point, and sign and date the form. Return it to the dissertation office at the same time you submit the ethics application for the proposed research. Note: Your dissertation proposal will not be approved until this signed form has been submitted.

- □ You are not permitted to make unauthorized reproductions of copyrighted materials in your dissertation and agree not to do so. Such copyrighted material does **not** include brief text quotations from another work, but such excerpts must be properly cited to avoid plagiarism.
- □ Do not assume that since you are writing an academic dissertation that your use of copyrighted materials will be deemed to be "fair use."
- □ Contact the copyright owner of each work used in the dissertation and request express written permission to use the material, whether it is published or unpublished, then document the requests by keeping copies of any letters or email correspondence.
- □ Make it clear to the copyright holder that the dissertation will be published in two forms: one printed and bound copy stored in the Pacifica Graduate Institute's research library, and one electronic copy published online by Proquest.
- □ Allow plenty of time to get necessary permissions prior to submitting the dissertation proposal and the dissertation final draft to the committee; Pacifica recommends allowing at least four months.
- □ Keep copies of every permission statement in your own files, submit a full set of permission statements to the dissertation chair along with the final draft of the work, and submit a full set of permission statements to the dissertation office.

Your signature below acknowledges that you have received, read, and understand this form and agree to follow its required procedures

Student name (please print clearly)

Date

Student signature

[□] I certify that my name, typed on the line above, is my authorized signature for this document.