**E-THESIS ACCESS DECLARATION**

**Embargo Request Form: Postgraduate Research Students**

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| **Your details** |
| Family Name |  |
| Forename |  |
| Student ID number |  | Degree  |  |
| Director of Studies |  |

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| **Extent of Embargo Request** |
| I am applying for |  [ ]  I **DO NOT** wish to apply for an embargo [ ]  Embargo on electronic thesis only [ ]  Embargo on electronic and print version of thesis |
| A thesis embargo is usually between 1 - 3 years. Please specific how long you would like an embargo for: |  [ ]  One year [ ]  Two years [ ]  Three years |

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| **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: |

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| **Supporting Evidence** |
| The Embargo Request Form will not be processed until evidence is received:Appropriate evidence or rationale for embargo to be submitted (this may include a letter of support from your Supervisor, evidence of a contract from a Publisher or a written outline as to the reasons behind why you would like to impose the embargo (ie. Classified materials etc).**If evidence is not received within 28 days of receipt of this embargo request the thesis will be made accessible in the usual way.**  |

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| **Other confirmation** |
| I understand that:* If this Embargo Request is unsuccessful, or no evidence is provided, the thesis will be subject to the usual accessibility;
* The Director of Studies may consult the thesis during the Embargo period;
* The University may have to consider releasing information during the Embargo period if there is a request under the Freedom of Information Act;
* The thesis will become accessible at the end of the requested embargo period. If an extension is required a new form must be completed, including providing supporting evidence.
* I confirm that the thesis is my own research work conducted as part of my PGR studies and references and due acknowledgements are properly included in the final version of my thesis.
* I confirm that the thesis have been signed off as per the requirements and satisfaction of the examination panel.
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| Student Signature |  | Date |  |

**The form and supporting evidence should be sent to the following email address to** **adamsm2@hope.ac.uk** **and cc.** **pgr@hope.ac.uk**