



**Policy Title: Thesis Publication and Embargo**

<b>Parent Policy</b>	Thesis Administration (Master’s)
<b>Policy Administrator</b>	Associate Provost, Research & Graduate Studies
<b>Approving Body</b>	Senate
<b>Approval History</b>	2022-10-11; Senate Motion #2022/23 – 009

**Purpose:**

The objectives of this policy are to ensure that academic and research achievements of graduate students are shared with the greater community for scholarly and scientific purposes, and that access is freely available to the public.

**Scope of this Policy:**

Faculty of Graduate Studies (FGS) students from both the School of Graduate Studies (TWU) and the Graduate School of Theological Studies (ACTS).

**Policy Statement:**

Trinity Western University requires that a graduate thesis be made publicly available in order for a degree to be awarded. Deposit of a thesis to TWU’s current library repository fulfills this requirement. Students grant to the University a non-exclusive license to distribute the thesis or dissertation but cede no copyright of the material.

Students may request an embargo (that is, delay the public release of and access to) of their thesis for a period of up to 12 months, in accordance with the Tri-Agency Open Access Policy on Publications.

Students who wish to embargo their thesis or dissertation must have the approval of their Supervisor and Program Director (or Dean, if the Program Director is their supervisor) in writing.

Students who choose to embargo their thesis must upload it electronically onto TWU’s library repository so that the University can release it when the embargo ends. Abstracts are not eligible for embargo.

**Definitions:**

**Thesis:** graduate research project completed independently by a student under the guidance of a Supervisory Committee, and as a final component of their graduate degree. Includes master’s thesis and doctoral dissertation.

**Tri-Agency Open Access Policy:** “The objective of this policy is to improve access to the results of Agency-funded research, and to increase the dissemination and exchange of research results. All researchers, regardless of funding support, are encouraged to adhere to this policy.”

**Procedures:** None

**Child Policies:** None

**Other Related Policies:** None