

**GS29 SUBMISSION FORM FOR TUS RESEARCH STUDENTS TO INSTITUTIONAL REPOSITORY**

Research Students who have completed a thesis (Masters by Research or PhD) must submit an electronic copy through the Graduate School to the TUS Library for hosting on the TUS Institutional Repository.

**It is the responsibility of the student and the research supervisor to ensure that the final copy of the thesis is submitted through this process and that there is no sensitive or inappropriate information in the final thesis before it is made publicly available via the institutional repository.**

**Embargo or Stay on making a thesis public:** It is possible for a thesis to be held back from formal online publication during an embargo or stay period on the basis of sensitive IP or publication plans. Information on activating an embargo is included in this form.

**SECTION A** should be completed by the student.

**SECTION B** should be completed by the student and supervisor.

**SECTION A** should be completed by the student.

|  |  |
| --- | --- |
| Research Student Name |  |
| Research Student Number |  |
| Faculty are you registered in | Engineering and Informatics (Athlone) |
|  | Science and Health (Athlone) |
|  | Business and Hospitality (Athlone) |
|  | Continuing Professional and Online Distance Learning (Athlone) |
|  | Limerick School of Art and Design (LSAD) |
|  | Business and Humanities (Midwest) |
|  | Engineering and Built Environment (Midwest) |
|  | Applied Sciences and Technology (Midwest) |
| Principal supervisor’s name |  |
| Co-supervisor’s name |  |
| Mentor supervisor’s name (if applicable) |  |
| Date Viva was completed | Day: Month: Year: |
| Date you submitted final thesis | Day: Month: Year: |
| Date Corrections were completed (if applicable) | Day: Month: Year: |
| Do you wish to put an embargo/stay on the e-thesis to hold back from online publication? Note that this is normally a max of 7 years but can be bespoke to a particular IP agreement with sign off on this from the supervisor. Tick the appropriate box below. | Yes  No |
| If you are putting an embargo/stay on your thesis, please state how many years this shall apply for: |  |
| Please state your reasons for the embargo |  |
| Has the final corrected/updated version of the thesis been reviewed by you as the Research Student for sensitive personal information about yourself? (i.e. in acknowledgements, where you may have personal information about yourselves or others and/or about your life/other people’s lives which should be reviewed before final public publication on the TUS institutional repository? | Yes  No |
| Has the final corrected/updated version of the thesis been reviewed by both the Research Supervisor for sensitive personal information about the project or project participants? | Yes  No |
| Has data from this project been submitted to any other online repositories,  If yes, please list the repositories and include hyperlinks. | Yes  No |

**SECTION B – to be completed by the Research Student and Supervisor**

Signature of Research Student: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of Research Student: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Queries on the TUS Institutional Repository should be directed to the following email address:** [**repository@tus.ie**](mailto:repository@tus.ie)