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Submission Process

To have your thesis placed in the Digital Conservancy, you must submit (1) a signed copy of the *Digital Conservancy Deposit Agreement* and (2) a *Digital Conservancy Agreement Addendum* signed by your faculty thesis advisor. At the discretion of your thesis advisor, signatures of additional readers or research contributors may also be required.

After receiving these forms, the honors program will submit your thesis to the Digital Conservancy on your behalf. Upon submission, you will receive instructions on how to access the digital copy of your thesis.

Copyright Concerns

Your work will be protected by U.S. copyright law to the same extent it would be if it were on a shelf in the library or the University archives. The deposit agreement gives University Libraries rights to store, preserve, and make your work available to the public, but you still hold the rights to publish and distribute your work.

Stop and consider!

There are some issues you'll need to consider before signing the deposit agreement. Visit conservancy.umn.edu/aboutudc.jsp for more details if your work:

- Contains sensitive data, such as social security numbers, health or education records, other records that identify individuals, or anything you signed a non-disclosure agreement about,
- Contains information about one or more potentially patentable inventions,
- Is something you may want to commercially publish in the future,
- Involved other authors, collaborators, or advisors who do not know about the digital conservancy.

Further Information

More information about submitting theses to the Digital Conservancy is available at honors.umn.edu/conservancy. If you have questions, or need any assistance, please contact the honors office at 612-624-5522 or honors@umn.edu.



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DIGITAL CONSERVANCY AGREEMENT ADDENDUM

This form must be submitted along with the Digital Conservancy Deposit Agreement in order for an honors thesis to be placed in the University Digital Conservancy.

Approval from the primary thesis advisor is required. Approval by additional readers or research contributors may be required at the discretion of the primary advisor.

More information about the digital conservancy, including FAQs for faculty, is available at honors.umn.edu/conservancy.

RETURN TO:

University Honors Program

390 Northrop

84 Church St. SE

Minneapolis, MN 55455

Tel: 612-624-5522

Fax: 612-626-7314

Email: honors@umn.edu**THESIS INFORMATION**

Title

Author name

Student ID number

FACULTY THESIS ADVISOR APPROVAL

By signing this document I signify that I have reviewed the Digital Conservancy Deposit Agreement and give my approval for this thesis to be deposited in the University of Minnesota Digital Conservancy.

Faculty thesis advisor signature

Date

Name (printed)

Title, Department

ADDITIONAL APPROVAL *(optional)*

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