

## Embargo Policy for Dissertations and Theses

### **Traditional v. Open Access Publishing**

As a research university, UNC Charlotte contributes to the scholarly community through the work of faculty and graduate students. Students are required to submit their dissertation or thesis to ProQuest, an online repository for scholarly work. For an additional fee, students may opt for “Open Access” publishing of their work, rather than the traditional publishing. Open Access makes research fully available to the public without an access fee. Although the author of the work retains the copyright, open access may impact the likelihood of publication in some journals. More information is available at [www.ProQuest.com](http://www.ProQuest.com).

### **Embargo of Work**

Under certain circumstances, research may need to be temporarily withheld from publications or “embargoed.” Such restrictions may be requested when:

- a) a patent application is expected;
- b) a publication has been submitted and the publisher’s copyright excludes publication of the work in ProQuest. In this case, a screen shot of the journal policy must be included.
- c) a contract with an outside entity, such as a government agency, requires that the research be embargoed temporarily.

To request an embargo of a dissertation or thesis, the student and the advisor must submit a request to the Graduate School, which will include supporting documentation. Embargoes may be requested for up to **one** year, after which time the document will be made available through ProQuest. In extraordinary circumstances, an extension to the embargo may be requested.