Restricting Access to Thesis Form

The University of Surrey is a designated public authority under the Freedom of Information Act 2000. This Act gives a general right of access to all information held by the University, including information held in the SRI Open Access repository. As a matter of normal practice we will only make your material available in accordance with the restrictions you have placed upon it. However, if someone specifically asks to see it, we must give them access unless the thesis qualifies for an exemption under the Act.

A number of possible exemptions may apply:

i. The material is due for publication, or the author is actively seeking to publish this material.
ii. The material includes information that was obtained under a promise of confidentiality and disclosure would constitute an actionable breach of confidence.
iii. The material contains personal information about you or a third party for which disclosure would breach the Data Protection Act or otherwise endanger the health and safety of you or a third party.
iv. Release of the material would substantially prejudice the commercial interests of the University or any person.
v. Release of the material would substantially prejudice filing a patent or a patent is associated to a thesis.

If you believe that there may be a valid reason why you need to restrict access to your thesis, you should complete the Restricting Access Form and talk to your principal supervisor who will be required to sign this form to indicate that the supervisory team agree with your decision on restricting access to your thesis. You must indicate in the space provided in the form which exemption you are claiming, and why you feel an exemption is applicable. However, if a specific request for your thesis is received prior to the expiration of any applicable embargo; the University is still obliged to consider the request ad act in compliance with the Act. Compliance may include disclosure of your thesis.

The form should be submitted to the principal supervisor along with a completed Entry Form for Examination. It is important that this form is submitted with your Higher Degree Entry form before your viva so that there is time for your request to be considered.

All requests will be considered by the principal supervisor and, in special circumstances, by the Director of Technology Transfer.

Restrictions are usually granted for a limited period of time normally up to a maximum of three years but can be considered for renewal on request.

If the request is applied to your thesis, your thesis will not be normally made available for public access until the embargo has expired. However, the title of your thesis and abstract will be made available via the University e-theses repository: SRI Open Access repository and ETHOS, the British Library Electronic Theses Online Service.
Candidate’s details:
Degree for which thesis is being submitted Choose an item.

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Candidate declaration:

I wish to restrict public access to my Thesis on the grounds of exemption(s) allowed under the Freedom of Information Act 2000.

The following exemptions may apply to my material (please provide details):

- The material is due for publication or I am actively seeking to publish this material (Section 22). [ ]
  Embargo period: 1 year
  A PsychD Clinical thesis is different to a PhD thesis in that it is a portfolio of research work which contains, amongst other things, a literature review paper and an empirical paper. The literature review and empirical papers are written as journal articles and are prepared with a target journal in mind. Therefore, publications arising from a PsychD Clinical thesis are likely to be very similar in format and content to a published journal article. I am actively seeking to publish this material and, therefore, request a 1 year embargo period. Immediate open access to my thesis might jeopardise publication in a journal.

- The material includes information that was obtained under a promise of confidentiality (section 41). [ ]
  Embargo period: 3 years
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- The material contains personal information about you or a third party for which disclosure would breach the Data Protection Act or otherwise endanger the health and safety of you or a third party. (Section 40). [ ]
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- Release of the material would prejudice substantially the commercial interests of any person (Section 43). [ ]
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Click here to enter text.

Embargo period: 2 year

| Signature: | 
| Date: | 2017/15 |

Supervisor’s endorsement:

I confirm that I agree with the decision indicated on the form by the author of the thesis with respect to access to the thesis.

| Principal Supervisor’s name: | Kate Gleeson |
| Signature: | 
| Date: | 20-7-15 |

Director of Technology Transfer’s endorsement:

I confirm that that I agree with restricting access to the thesis due to commercial interest or patent.

| Director’s name: | Martyn Buxton-Hoare |
| Signature: | 
| Date: | 

This form must be completed by the PhD student and deposited along with the thesis on SRI Open Access.

Version 18th August 2014