

**Part I: Overview**

Students are required to submit this form and an electronic copy of the executive summary and project deliverables to the faculty member upon completion of the culminating experience (unless your project partner does not provide permission for it to be shared). The work will be published online in the ASU Digital Repository. On campus MA and MS students should submit forms to [SOSGradAdvising@asu.edu](mailto:SOSGradAdvising@asu.edu).

The [ASU Digital Repository](#) (ASU-DR) is a place to collect, preserve, and discover the creative and scholarly output from ASU faculty, research partners, staff and students. The School of Sustainability (SOS) has its own collection in the ASU-DR for graduate students' culminating experience work. Adding your final paper, presentation, poster, or other deliverable(s) to the ASU-DR will benefit present and future students and researchers.

The ASU-DR is an open repository, which means that anyone will be able to view and download your submitted work. You retain the copyright, but grant Arizona State University a non-exclusive license to disseminate your work through the DR and make copies for preservation purposes per the Terms of Deposit: <https://repository.asu.edu/about/policies/terms-of-deposit>.

**If you have any concerns regarding the publication of your work, please contact the faculty member overseeing your project.** If you have an issue related to the SustainabilityConnect website, email [sustainabilityconnect@asu.edu](mailto:sustainabilityconnect@asu.edu) for help. On campus MA and MS students should contact [SOSGradAdvising@asu.edu](mailto:SOSGradAdvising@asu.edu).

**ALL FIELDS OUTLINED IN RED MUST BE COMPLETED FOR ACCEPTANCE.**

**Part II: Basic Publication Information**

Other sections of this form may require input from project partners. Please consult your faculty adviser as needed.

Title
Abstract
Author(s)
Mentor(s)
Subject tags/keywords (specify 3 or more)
Number of files submitted

Number of pages per item submitted -include name of each item followed by the number of pages of the item
Set sharing parameters for your project. Go to <a href="#">Creative Commons license</a> for more info on the options below. Then select ONE option: <input type="checkbox"/> CC-BY <input type="checkbox"/> CC-BY-SA <input type="checkbox"/> CC-BY-ND <input type="checkbox"/> CC-BY-NC <input type="checkbox"/> CC-BY-NC-SA <input type="checkbox"/> CC-BY-NC-ND

**Part III: Requesting An Embargo to Delay Publication**

Some papers need an embargo, which means they will have a delayed publication date in the library collection. This is common if the student is trying to publish their work. Please consult your project or faculty advisor as to whether or not you should request an embargo, and if so, for how long. Select ONE.

Request	<input type="checkbox"/> No embargo	<input type="checkbox"/> 2-year embargo	<input type="checkbox"/> 4-year embargo
Comments (optional)			

**Part IV: Project Partner Agreement** *(completed by the project partner)*

**Student:** *Some of your work may contain proprietary information that cannot be shared. Contact your project partner (and your faculty advisor) to discuss whether your executive summary and project report/deliverables contain proprietary information. Your partner will need to fill out the section below to approve of (or limit) the publication of your materials. Project work containing redactions of more than 25% of the content may be of limited value and should therefore be withheld from public view.*

**Project Partner:** By selection options and signing below, you grant permission for the School of Sustainability to publish the student’s work through the ASU Digital Repository and our SustainabilityConnect website (unless you expressly deny permission). Publishing the project deliverables does not allow others to copy this work; building on an existing body of work requires the regular practice of crediting and referencing previous work.

Name	Signature
Company/Organization	Phone
Email	Today’s date

I, \_\_\_\_\_, hereby:

- grant full permission to publish the work through the ASU Digital Repository.
- grant limited permission to publish the work through the ASU Digital Repository under these conditions:

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- do not grant permission to publish the work through the ASU Digital Repository.
- grant permission for the student to publish accompanying images depicting me, my business, and/or my products.
- do not grant permission to publish accompanying images depicting me, my business, and/or my products.

## Part V: Student Acknowledgement

The decisions made in the above sections will determine how content is shared in the ASU Digital Repository and in SustainabilityConnect. The executive summary will be published on SustainabilityConnect with a link to the location in the ASU-DR where the project report or other media is housed. If an embargo is in place, only the abstract will appear until the end of the embargo period. By signing below, you acknowledge and provide consent.

Student Name	Signature
ASU ID	Date