

THESIS OR DISSERTATION HOLD REQUEST

DIRECTIONS—In accordance with Regents’ policy regarding withholding of research results, Plan A master’s thesis and doctoral dissertation students must have their thesis or dissertation published, but can request a temporary delay on the release of their thesis or dissertation to the public. During this temporary delay period, the master’s thesis or doctoral dissertation will not be released. The hold period begins immediately after the official date of degree conferral. If you wish to request a delay in making your thesis available to the public, please:

1. Indicate below the reason for the request;
2. Indicate the amount of time you wish to keep your thesis on hold (six months, one year, or two years);
3. Obtain the signature of your advisor(s), and;
4. Submit this form to Graduate Student Services & Progress by the last business day of your intended graduation month.

RETURN FORM:

By mail:
 GSSP
 333 Bruininks Hall
 222 Pleasant St. SE
 Minneapolis, MN 55455

In person:
 333 Robert H. Bruininks Hall
By email:
 gssp@umn.edu

After the expiration of the hold request, the thesis or dissertation will be released for publication. You will not be notified when your hold is expiring or when your thesis or dissertation has been published. The student is solely responsible for extending the hold request before the date it expires. If you wish to have your hold request either extended or lifted prior to the expiration date, contact Graduate Student Services and Progress at gssp@umn.edu. Extending a thesis or dissertation hold request requires submitting this form again for review and approval. A thesis or dissertation can only be held for a maximum of four years.

To ensure privacy online, open in Adobe Reader (free at Adobe.com). Please add the required signature(s) in blue or black ink.

PART 1. Student information		
University ID	University email	
Student name (Last, first, middle)		
Major	Degree	Date of graduation
PART 2. Dissertation information		
Title of thesis or dissertation		
Please indicate the reason for the request:		
<input type="checkbox"/> Likely submission to a peer-reviewed journal	<input type="checkbox"/> Patentable rights in the work/other commercial potential	
<input type="checkbox"/> Interest by an academic or commercial press	<input type="checkbox"/> Hold request extension	
<input type="checkbox"/> Ethical need to prevent disclosure	<input type="checkbox"/> Other:	
Indicate the amount of time you wish to delay publication of your thesis or dissertation: (If you are extending time, note that publication can only be held for up to four years total.)		
	<input type="checkbox"/> 6 months	<input type="checkbox"/> 1 year <input type="checkbox"/> 2 years
PART 3. Certification		
By completing this form and signing below, you consent to the publication of your thesis or dissertation upon expiration of the thesis/dissertation hold request.		
Student signature	Date	

For advisor use only	
Please print your name below and sign to approve this request	
Advisor(s) name	
Advisor(s) signature	Date

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