

# APPLICATION FOR RESTRICTED ACCESS OF THESIS & CONFIDENTIALITY

This form should be completed by the candidate 6 months prior to the anticipated thesis submission date. This form should be read in conjunction with the 'Restricted Access of Thesis and Confidentiality' guideline available at: <http://www.grs.unsw.edu.au/currentstudents/thesis.html>.

## A. Details of Candidate

First Name(s):	Family Name:
Student Number:	Email:
Mailing Address:	
Thesis Title:	
School/Department:	
Expected Date of Submission:	

## B. To be Completed by Candidate

It is University policy that a thesis produced from a research higher degree should be publicly available. Prior to graduating all research students must provide one bound hard copy of the final version of their thesis for deposit in the UNSW Library and one digital (electronic) copy for the Australian Digital Theses (ADT) collection. A program of advanced study and research should only be undertaken if these conditions can be fulfilled.

The University recognises that there are certain circumstances for which immediate public availability of the thesis in the library may not be desirable.

- During your candidature it may be necessary for you to use confidential material which you would not be at liberty to disclose in the thesis. For example, raw experimental data, or material that identifies personal details or subjects of a study. Permission may be sought to include such essential material in a sealed appendix. Access to the appendix would be restricted by the University Library for a period normally not exceeding five years. The examiners of the thesis and, as necessary, members of committees concerned with the examination will have unrestricted access to the appendix.
- Research carried out with industry, or discoveries made during the thesis that have potential commercial applications. Deferment of public availability of the thesis may be required to allow time for registration or protection of intellectual property such as the filing of a patent application. In all such applications, the reasons for the request should be clearly stated and documents provided to support the claim e.g. a letter of acceptance from a publisher, copy of agreement with industry or an explanation of the necessity to maintain confidentiality to protect patent or other rights.

Please indicate the type of restriction(s) you wish to apply for:

I wish to restrict access to the public availability of the Library paper bound copy of my thesis for: .....[maximum 2 years\*].  
*(insert length of time thesis to be deferred)*

**Please include a full justification for the request as indicated above:**

\* (for requests > 2 years, contact the Dean of Graduate Research prior to completing form)

I wish to restrict access to the public availability of the electronic copy of my thesis for:.....  
 [maximum 2 years\*]. *(insert length of time thesis to be deferred)*

There are differing levels of restriction that can be applied for, please indicate the type of electronic restriction required:

- Restricted to UNSW campus only; with non campus access available to current staff and students via authentication.
- Full restriction including UNSW campus.
- Partial restriction ie to certain files may be approved.
- Partial restriction for third party copyright reasons, e.g. diagrams, charts, this option must be discussed with ADT@UNSW Technical Administrator in the Library. Contact via Email ([ksna@unsw.edu.au](mailto:ksna@unsw.edu.au)) or by phone on 9385-1889.

For information on digital thesis submission please visit the following website:

<http://info.library.unsw.edu.au/oscd/services/adttthesis.html>

Please include a **full justification** for the request as indicated above:

\* (for requests > 2 years, contact the Dean of Graduate Research prior to completing form)

**Signed:**

**C. Signatures**

I support the restriction of access to the public availability of this candidate's thesis for as indicated above.

**Supervisor**

Name (please print): \_\_\_\_\_ Signature: \_\_\_\_\_

**Graduate Research School Use Only**

Date received: \_\_\_\_\_ Approved:  Yes  No

Date approval sent to Library: \_\_\_\_\_ Dean's Signature (if approval >2 years is required): \_\_\_\_\_

**Completed forms should be returned to the appropriate campus**

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By Mail: Graduate Research School The University of New South Wales UNSW Sydney 2052 Australia	By Mail: College of Fine Arts Research Administration PO Box 259 Paddington NSW 2021	By Mail: UNSW@ADFA Research and Research Training Office Northcott Drive Canberra ACT 2600
In Person: Graduate Research School The University of New South Wales Ground Floor, South Wing Rupert Myers Building Gate 14, Barker St, Kensington	In Person: COFA Student Centre Block B, Ground Floor Cnr of Greens Rd & Oxford St Paddington	In Person: UNSW@ADFA Research and Research Training Office Research Hub ADFA