



REPOSITORY POLICY FOR UNIVERSITY OF MALAYA POSTGRADUATE THESES/DISSERTATIONS/RESEARCH REPORTS

1. AIM

The aim of this policy is to establish the procedures to be followed for the setting-up of a repository for the University of Malaya postgraduate candidates' theses/dissertations/research reports.

2. POLICY

- 1) The University, via the Library, collects all the theses, dissertations and research reports produced in the University of Malaya in both the print and electronic format. It is the policy of the University that the public should be given access to the theses/dissertations/research reports resulting from postgraduate research work. Thus, all postgraduate candidates undertaking research work are required to submit ONE print copy and ONE electronic copy of their thesis/dissertation/research reports to be kept by the University of Malaya Library.
- 2) The University acknowledges that there are commercially viable research products. Public access to such theses and dissertations may be placed on hold to enable registration or intellectual property control such as patent registration and publication of articles.
- 3) The University of Malaya Library had established a EPrints-based theses/dissertations/research reports repository system (<http://studentsrepo.um.edu.my>) in 2010. The advantages of EPrints are as follows :
 - a) Free access
 - b) User friendly
 - c) Open source where information can be shared with higher learning institutions all over the world
 - d) Documents are controlled in terms of security
 - e) The system has been customized to cater to the needs of the University of Malaya
 - f) The system is controlled by the University of Malaya

3. IMPLEMENTATION

1) Candidate

Signs a thesis/dissertation/research report repository submission form as in **Appendix** when submitting the final copy of their thesis/dissertation/research report to IGS or to their respective faculty.

2) Institute of Graduate Studies/Faculties

IGS/Faculties will forward to the Library one copy in print and electronic format of the graduating candidate's thesis/dissertation/research report.

3) The University of Malaya Library (UML)

- Uploads the thesis/dissertation into the repository at the University of Malaya Library.
- Manages the repository.

THE CANDIDATE'S AGREEMENT

The Faculty examination committee and I agree that the document described in this application should be placed in the University of Malaya Open Access repository. I will provide two hardbound copies as well as one electronic copy of the work in PDF format to the Faculty and agree to release the entire work immediately. *(Tick (✓) whichever applicable)*

- () I **AGREE** to allow **Open Access (public view)** to my thesis/dissertation/research report[#]
- () I wish to **restrict access** to the public availability of both **the Library paper bound copy and the electronic copy** of my thesis/dissertation until _____ for the following reason(s)*:
*(The library will block access to both **print** and **electronic copy** for up to **two (2) years**)*

- () I wish to **restrict access** to the public availability of **the electronic copy** of my thesis/dissertation until _____ for the following reason(s)*:
*(The library will only block access to the **electronic copy** for up to **two (2) years**)*

***#If none of the options are selected, the first option will be carried out by default
*Only the title, table of content and bibliography will be made available***

I hereby certify that, if appropriate, I have obtained and attached hereto a written permission statement from the owner(s) of each third-party copyrighted matter to be included in my thesis or selected project, and will allow inclusion in the Open Access repository. I certify that the version I am submitting is the same as that approved by the faculty examination committee.

I hereby grant to the University of Malaya and its agents the non-exclusive license to archive and make accessible my thesis or selected project in whole or in part in all forms of media, now or hereafter known. I retain all other ownership rights to the copyright of the theses or selected project. I also retain the right to use in future works (such as articles or books) all or part of this thesis or selected project.

Candidate's Signature : _____ Date : _____
Name of Candidate _____ E-mail : _____
(IN PRINTED LETTERS) : _____

Verified by:

Name of Supervisor : _____ Signature and Official Stamp : _____
Name of Supervisor : _____ Signature and Official Stamp : _____

Deputy Dean/Deputy Director (Higher Degree) Signature and Official Stamp : _____

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Chan, L. et al (2002) Budapest Open Access Initiative. New York: Open Society Institute. <http://www.soros.org/openaccess/read.shtml> (Retrieved 22 January 2007)