

  
**The Graduate School**  
EASTERN ILLINOIS UNIVERSITY™  
**Thesis Withholding Request Form**

FOR: Graduate Candidates Completing Theses in Partial Fulfillment of the Degree  
Graduate Faculty Advisors Directing the Theses

RE: Thesis Withholding Policy and Request

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In some cases, the master's thesis might result in marketable intellectual property or may be part of a larger funded or unfunded project leading to publications including articles, books, or related scholarly work. In these cases, the candidate *or* the director may require that the work be temporarily withheld from open access until these processes are initiated. In order to have the graduate degree certified to the transcript, the approved thesis must be deposited with Booth Library. Candidates or their thesis directors must provide evidence by completing the Thesis Withholding Request Form that the thesis must be withheld to protect a contractual obligation such as a grant or sponsored research, that the work is under consideration for publication, or that the work includes a potentially patentable invention. Request to withhold publication for other reasons will not be considered.

The graduate candidate, the thesis adviser, or both may request that a thesis be withheld. One or both signatures below indicate that the master's thesis be withheld for one year. The candidate or faculty adviser must resubmit a request for an additional extension of one year by resubmitting this form. After two years, the master's thesis will be made accessible.

I/we acknowledge the following reasons for withholding the thesis from publication after deposit:

\_\_\_\_\_ The work is aligned with a contractual obligation related to a grant or sponsored research.  First request

\_\_\_\_\_ The work is under consideration for publication.  Second request

\_\_\_\_\_ The work includes a patentable invention.

\_\_\_\_\_  
Graduate Candidate Signature

\_\_\_\_\_  
Faculty Adviser Signature

\_\_\_\_\_  
Candidate Printed Name

\_\_\_\_\_  
Adviser Printed Name

\_\_\_\_\_  
Graduate Degree Program

First request

Second request

\_\_\_\_\_  
Date

***Please submit in duplicate.***