

Intellectual Property Notification and Compliance Form

1 Name

2. Department

3. Phone

4. Email

5. Title of Book or Other Intellectual Property

6. Publisher

7. Year of Publication

8. The course(s) in which this material will be assigned

9. The semester(s) in which the material will be assigned

10. Do you receive income in any form (royalties or other) from assigning these materials to your students?

If no, please explain why you don't receive any profit while your intellectual property is being sold to students at SCSU.

If yes, choose one of the following:

a. I am donating all profits to a 501(c)(3)

Name of 501(c)(3) _____

b. I am reinvesting all profits to my course or my department.

Your statement of how the profits will be reinvested: _____

A copy of your Notification & Compliance Form will be sent to the Chair of your department.

In every two (academic) years, all faculty who require their own students to purchase the faculty member's intellectual property are required to resubmit the Notification & Compliance Form.

Note: if there are issues which fall outside the scope of this protocol, please notify the Provost office.