

## Honors Theses Policy for WesScholar

Currently, one print copy of every honors thesis is sent to the University Archives, where it is stored permanently. These copies are available during Special Collections & Archives reading room hours (Monday-Friday, 1 to 5pm) and photocopies can be made with permission of the author. A brief catalog record is available in the Wesleyan online catalog, including author name, title, year, and department. There is no option for restricting readership of theses for in-person researchers. Remote researchers may request a photocopy, and in almost all cases this request is granted, although students do have the right to deny such requests. Students retain the copyright to their work; only the physical copy is transferred to the Archives.

Many honors theses are now available in Wesleyan University's institutional repository, WesScholar (<http://wescholar.wesleyan.edu>). Policies on honors theses in WesScholar are as follows:

1. Metadata for each honors thesis (the catalog information---author name, title, year, etc.) will be added to WesScholar *regardless* of whether the fulltext is present.
2. By default, the full text of student honors theses will be added to WesScholar in the form of a PDF.
3. Students may formally request that their theses not be made available to the public. In these cases, the theses would be available online to the Wesleyan community only.
4. Students may request that an honors thesis be "embargoed" for up to five years. This may be because of a pending publication or patent issue. After the embargo period is ended, the thesis would be made available to the public unless otherwise requested in writing.
5. Students may request that their honors thesis not be added to WesScholar. The metadata would be available but no full text access.
6. Faculty members will have the opportunity to place an embargo on an advisee's thesis if the content of the thesis compromises laboratory or other research to be published by the faculty member. This embargo will supercede student-imposed restrictions if it is greater than the student-imposed restrictions.

Note: restrictions as specified in numbers 3, 4, and 5 may be requested at the time of thesis submission to the registrar's office. Restrictions can also be requested after submission. Restrictions as specified in number 6 may be requested at any time. WesScholar administrators will contact faculty advisors prior to adding theses to WesScholar to remind them of this option.

WesScholar policies were approved by the Honors Committee of the Faculty, January 2011.