



Petition to use self-authored publications in UK classes

Please fill out this form, sign it, and submit it to your department chair. Chairs will approve and sign the request after consulting appropriate departmental faculty in accordance with the department's vetting process on file in the Dean's office. Chair's recommendations must be on file at least two weeks before the semester in which the proposed material will be used.

1. Basic Information

- a. Your name:
- b. Your department:
- c. UK Course for which the self-authored material will be used:
- d. Full citation of the publication(s) (you may attach syllabus):

2. Justification: Please indicate why your work is the best textbook/published material for the course. Reasons (with a brief rationale) might include, for example, the value of presenting original scholarship, content appropriateness for the particular course, better learning experience for students, cost, and other reasons.

3. Your proposed plan: All royalties from the sale of self-authored material must be accounted for by you, and must be donated to the University, a charitable organization, or another approved educational institution. Please indicate how you will meet this requirement:

4. Syllabus statement: The College requests that you include a syllabus statement on using your own work as a disclosure to your students. You may use the following text or you may propose an alternative on this form: *One of the benefits of attending a research university is learning from scholars who are acknowledged in their fields and who write for national and international educational and scholarly communities. This course includes original reading material written and published by your professor. Your professor does not receive any money for using this material in the course. Any royalties accrued are donated to (the University) and will be used to support the department of (name's) research, teaching, and service mission.* Please indicate that you will use the boilerplate statement or offer an alternative statement.

Faculty Signature, date

Chair Signature, Date

Reviewed in the Deans office, date