

**Thesis Submission Form**  
(For undergraduate theses)

**Requirements for Honors Students**

Undergraduate students enrolled in Honor 481: Senior Thesis are required to submit an electronic copy of their final, approved thesis to the University Library for archiving, using this Thesis Submission Form. The thesis will be placed in the CSU-Pueblo Digital Repository.

**Submission procedures**

Students should carefully review their thesis for errors, as they will be processed "as received." Students should prepare:

- An electronic copy of the thesis (PDF or PDF/A format required)
- Completed Thesis Submission Form

Deliver materials in person or electronically to:

Felicia Martinez-Goodwin, LARC 326-A

[felicia.martinez@csupueblo.edu](mailto:felicia.martinez@csupueblo.edu)

*Files may be submitted on USB, CD, or by email.*

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**Student Information:**

Date: \_\_\_\_\_ Term of Graduation: \_\_\_\_\_

Name: \_\_\_\_\_ PID Number: \_\_\_\_\_

Department: \_\_\_\_\_ Degree: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

**Thesis Information:**

Title: \_\_\_\_\_

Keywords: \_\_\_\_\_

*See handout on selecting keywords.*

### ETD Deposit Agreement Instructions

Please read this entire agreement. It includes important information about what you agree to by submitting your thesis.

The form below contains a deposit agreement for a completed thesis. It will collect the information necessary to include your document (thesis) in the CSU-Pueblo Digital Repository.

### Electronic Thesis (ETD) Deposit Agreement:

I hereby grant to The Board of Governors of the Colorado State University System acting by and through Colorado State University-Pueblo the non-exclusive, perpetual, royalty-free license to archive and make accessible, via the level of electronic distribution selected below, my thesis entitled: (the "Work"). This agreement does not represent a transfer of copyright in the Work to Colorado State University-Pueblo. I represent and warrant to Colorado State University-Pueblo that the Work is my original work, or that I am authorized by the copyright holder to submit the Work to the repository. I also represent that the Work does not, to the best of my knowledge, infringe or violate any rights of others. I further represent and warrant that I have obtained all necessary rights to permit Colorado State University-Pueblo to reproduce and distribute the Work as specified below, and that any third-party owned content is clearly identified and acknowledged within the Work.

I agree to provide to the CSU-Pueblo Digital Repository a copy of my thesis in electronic format. The University Library has provided me with information about the CSU-Pueblo Digital Repository.

Print your name: \_\_\_\_\_

Your signature: \_\_\_\_\_ Date: \_\_\_\_\_

### Levels of Electronic Distribution (Restriction Agreement):

An **embargo** is a period where the ETD is hidden from readers. CSU-Pueblo authors have the option of a one-year embargo (Options 2 and 3).

\_\_\_\_ Option 1. Provide unrestricted worldwide access to the ETD immediately.

\_\_\_\_ Option 2. Restrict access to the ETD to Colorado State University –Pueblo community only for a period of 1 year, unrestricted access thereafter.

\_\_\_\_ Option 3. Withhold access to the ETD for a period of 1 year, unrestricted access thereafter.

If you choose either option 2 or 3, you must also provide a short written explanation from your advisor on your behalf on why the embargo is necessary.