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DATE: February 13, 2026

Subject: Proposed Revision to Thesis/Dissertation Embargo Policy

Policy Recommendation

In an effort to provide clarity and consistency regarding embargoes on graduate dissertations and theses, we recommend that the University of Alaska Fairbanks (UAF) establish the following policy:

Embargo Duration

All initial embargoes placed on a dissertation or thesis must have a minimum duration of six months and a maximum duration of two years.

Requests Beyond Two Years

Any request to extend an embargo beyond the two-year maximum will require the following:

- A formal request submitted by the student to the UAF Graduate School.
- A completed Embargo Extension Form submitted after the initial embargo has expired.
- The form must include a clear and justified rationale for the extended period (e.g., pending publication, patent application, or other sensitive circumstances).
- The extension must be approved by the student's committee chair and the Dean.

Review Process

The Graduate School will review all extension requests on a case-by-case basis. Approval is not guaranteed.

Rationale

Establishing defined embargo time frames ensures that UAF aligns with common academic standards while still allowing students the necessary flexibility to protect intellectual property or sensitive data. This approach also encourages the timely publication of scholarly work, promotes transparency, and supports the broader academic community's access to research.

CC:

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