The procedure to request an embargo is as follows:

1. Fill out the ETD Embargo Restriction Request Form, including your thesis/dissertation title and the reason for the embargo request.
2. Sign the form.
3. Obtain your advisor’s and department head’s signature.
4. Please attach the GS31-Embargo Restriction Request Form to your GS30-thesis/dissertation submission form and submit them together to the Graduate School Office. The ETD Embargo Restriction Request Form will be reviewed by the Dean of the Graduate School. A copy will be sent to Colorado State University Research Foundation (CSURF).

Name: ___________________________________________ CSU ID Number __________________________

Department: ____________________________ Program Code: _______ Term of Graduation: _____________

Thesis/Dissertation Title:
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________

Embargo Information - Your thesis or dissertation will be embargoed from ProQuest/UMI and the Digital Collections of Colorado for the time period you select below.

_____ 1 year embargo

_____ 2 year embargo (MFA in Creative Writing)

_____ 2 year embargo non-MFA

Justification (required):
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________

Student Signature __________________________ Date ____________ Department Head Signature __________________________ Date ____________

Advisor Signature __________________________ Date ____________