



SCHOOL COPYRIGHT POLICY

1- Overview

The School Copyright Policy is established to ensure that students, faculty, and staff understand their rights and responsibilities regarding the use of copyrighted materials. This policy adheres to the principles of copyright law and aims to foster an environment of creativity and respect for intellectual property.

2- Copyright Basics

Copyright is a legal framework that protects original works of authorship, including literature, music, art, and software. It grants the creator exclusive rights to use, reproduce, distribute, and display their work.

3- Fair Use

Under certain circumstances, the use of copyrighted materials may qualify as "fair use." Factors that determine fair use include the purpose of the use, the nature of the copyrighted work, the amount used, and the effect on the market for the original work.

4- Use of Materials in Educational Settings

- **Lecture Materials:** Faculty may use and distribute copyrighted materials for educational purposes and within the confines of the classroom, provided they consider the fair use criteria.

- **Course Reserves and Online Learning:** The school may provide access to copyrighted materials through reserves or online platforms; however, this must align with copyright law, and permission may be necessary.

5- Students' Rights and Responsibilities

Students are encouraged to respect copyright laws when using educational resources. **Unauthorized reproduction or distribution of copyrighted materials is prohibited and may result in disciplinary action.**

6- Obtaining Permissions

When in doubt about using copyrighted materials, individuals should seek permission from copyright holders. The school provides resources to assist in understanding how to obtain these permissions.

7- Compliance and Enforcement

The school takes copyright infringement seriously. Those found in violation of this policy may incur sanctions according to the school's disciplinary procedures.

8- Policy Review

This policy will be reviewed periodically to ensure its effectiveness and compliance with evolving copyright laws.