

2011

Doctor of Physical Therapy Program Sophia Submission Form

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ST. CATHERINE UNIVERSITY

Doctor of Physical Therapy Program

GUIDELINES FOR PREPARING DOCTOR OF PHYSICAL THERAPY PROGRAM RESEARCH PROJECT OR CASE REPORT FOR SUBMISSION TO SOPHIA, THE INSTITUTIONAL REPOSITORY

Introduction

Beginning in 2010 Research Projects or Case Reports submitted electronically will be posted to our institutional repository, sophia.stkate.edu. These Projects will be accessible on a **permanent** basis to anyone, and fully searchable via Google and Google Scholar.

Following are instructions on submitting your Project for inclusion in Sophia

Summary of steps for submitting your electronic research for inclusion in Sophia:

1. Secure final approval of your Doctor of Physical Therapy Research Project or Case Report from your advisor.
2. Provide DPT Administrative Assistant (Rita Klosinski) an electronic final approved version of your Research Project or Case Report along with this permission form.
3. There are circumstances in which the work can be withheld from public view for a period of time. This is called an embargo. Situations warranting an embargo include copyright agreements with a potential publisher or plans to publish the study in a peer reviewed journal, if there is concern that early release will put this in jeopardy. You may hold back public release of this DPT Research Project or Case Report for up to one to three years. There are no permanent embargoes.
4. The Doctor of Physical Therapy Department Administrative Assistant will forward the approved Doctor of Physical Therapy Research Project or Case Report to Emily Asch in the St. Catherine University Libraries for inclusion in Sophia.

Questions: Emily Asch (ejasch@stkate.edu, 651-690-6653)

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Please read this document carefully before signing. If you have questions please contact Emily Asch at ejasch@stkate.edu or 651.690.6653.

Title of Systems Change Project (please print): _____

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