

Intellectual Property Rights Policy: Students



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1. Introduction

- 1.1 This Policy is about Intellectual Property, which is the tangible manifestations of students' creativity as a result of their course of study conducted while attending the ICMT.
- 1.2 "Intellectual Property Rights" means ownership rights to patents for inventions, trademarks, domain names and registered designs, design rights, copyright and moral rights, database rights, unregistered trademarks, know-how, and confidential information.
- 1.3 We recognise that Intellectual Property generated by work undertaken at the ICMT is an important asset. We wish to encourage all students to contribute to this activity.
- 1.4 The ICMT has the responsibility to effectively identify, protect and manage its Intellectual Property and recognise and reward its contributors accordingly.
- 1.5 The ICMT intends that the benefit of having a student Intellectual Property Policy will include wider recognition of individual achievements and the reputation of the intellectual contribution made by its students.
- 1.6 The Policy will apply to all Intellectual Property generated. The Policy may be modified or amended by the ICMT to reflect good practise and changes in governing law.

2. Intellectual Property Rights (IPR) as it applies to students

- 2.1 For the purposes of this Policy, a student is defined as any person who is formally enrolled on a programme of study with the ICMT.
- 2.2 The IPR of work created by a student as part of their studies is owned by the student, subject to any existing agreement to the contrary.
- 2.3 There are courses and projects where students will be working with and/or supervised by staff members. The staff member might contribute the ideas or concepts behind the work that the student then develops, or students may join existing teams during their studies. Any intellectual property created or developed by the student through interactions of this nature must be assigned by the student to the ICMT.

2.4 Types of work vary and can include:

- Formative or summative assessments.
- Collaborative activity (e.g. presentations, projects etc.).
- Journals

Furthermore, work can exist in different formats, e.g. written, recorded, performed, drawn, photographed or filmed.

2.5 The IPR of any physical artefact created by a student of the ICMT as part of their studies belongs to the student subject to any existing agreement to the contrary, e.g. work specifically commissioned by the ICMT.

Physical artefacts include but are not exclusive to:

- Marked assignments and examination reports.
- Scripts.
- Paintings and drawings.
- Musical scores.
- Photographs.
- Films and videos.
- Audio recordings.
- Designs.

2.6 The ICMT may, on occasion, request that the piece of student work be temporarily or permanently loaned to the ICMT for display purposes. Such arrangements should be agreed upon in writing by both parties. Students are within their rights to refuse such requests.

2.7 The ICMT recognises the moral rights of students to be listed and credited as the authors of intellectual works. Thus, if a student agrees to their intellectual work being reproduced in learning or teaching materials, the student's IPR must be recognised, and their contribution acknowledged.

2.8 Students are not entitled to assign or license rights of third party material in their work.

2.9 Where students and/or staff members collaborate to create work, the attribution of rights and ownership must be equitable. Ideally, it should be agreed upon prior to work commencing or as early on in the creation process as possible.

- 2.10 The ICMT has license to use student work for marketing purposes. That is, in promotional materials such as brochures, flyers, posters and the website. Such arrangements should be agreed upon with the student in writing and recorded by the ICMT. Students are within their rights to refuse such requests.
- 2.11 The ICMT has license to copy student work for quality control purposes. That is, for inspection by external examiners or to keep a bank of work for quality inspections or audits.
- 2.12 The ICMT has license to hold work submitted for assessment. Work is returned to students on the understanding that it may have to be resubmitted for inspection by external examiners or for quality inspections or audits.
- 2.13 The ICMT has license to pass copies of student work to external agencies to make random checks for instances of plagiarism.

3. Use of the ICMT branding

- 3.1 The ICMT's name and branding shall be used in all external activities as appropriate to further the ICMT's reputation.
- 3.2 Requests for using the ICMT name and/or branding should be referred to the Operations Manager.