

Intellectual Property Policy

Document type	Policy
Scope (applies to)	Staff and students
Applicability date	28/02/2022
Review / Expiry date	28/02/2025
Approved date	01/03/2022
Approver	Quaestor
Document owner	Head of Technology Transfer
School / unit	Entrepreneurial St Andrews
Document status	Published
Information classification	Public
Equality impact assessment	28/02/2022
Key terms	Research/External Work
Purpose	To provide guidance on the University's approach to the protection and exploitation of Intellectual Property.

Version number	Purpose / changes	Document status	Author of changes, role and school / unit	Date

1. The purpose of this document is to set out the current policy of the University with regard to the ownership, evaluation and exploitation of innovation and Intellectual Property (IP). It supersedes the document 'External Work – Policy Document for Academic and Academic Related Staff' published in June 2019 and the Student Policy Document "Intellectual property rights" applicable from 1 February 2016.

2. The protection, evaluation and exploitation of IP is a key contributor to the University's Entrepreneurial St Andrews theme.

3. The University encourages the development and commercial exploitation of inventions and innovative designs and ideas to the mutual benefit of the inventor(s), the relevant School/Unit and the University. Further, the University regards it as good practice to recognise and, where appropriate, report promptly any exploitable ideas or inventions arising from research before any rights are lost through premature disclosure.

Ownership:

Ownership of IP - Students

4. This section applies to all students registered with the University, whether as undergraduates, postgraduates or in some other research capacity. It also applies if a registered student is employed by the University or by another organisation or if a student volunteers or takes part in an internship at the University.

5. The University's policy is that students should retain ownership of student generated IP except where there is a specific requirement for the University to take ownership of the IP. Situations where the University will need to take ownership are as follows:

- a. where, in relation to a student participating in an ongoing research programme, there are sponsors who claim ownership of any IP that arises from the research; or
- b. where a student is an employee of the University and the IP is created in the course of their normal duties of employment; or
- c. where, prior to undertaking an internship or volunteering, the student agrees that any resulting IP will be owned by the University or relevant sponsor; or
- d. where, prior to commencing studies, research or other activities within the University, the student agrees that any resulting IP will be owned by the University.

Exploitation:

Management and evaluation of innovation

15. The Technology Transfer Centre (TTC) within Research and Innovation Services provides general advice in relation to management and exploitation of innovation and also provides a link to organisations involved in technology transfer and commercialisation.

16.

