



Kingston University Institutional Rights Retention Policy

Introduction

Kingston University is committed to ensuring that the outputs of our research are freely accessible. Making our research outputs widely available reflects our commitment to producing research with the potential to make a significant economic, social and cultural impact.

Researchers at Kingston University and other universities have traditionally signed publishing agreements resulting in the majority of journal articles and scholarly works being under partial or complete ownership by academic publishers. In order for the University and its researchers to comply with funder requirements and the Research Excellence Framework (REF), and to enable Kingston to disseminate its research and scholarship as widely as possible whilst enabling its researchers to publish their work in a journal of their choice, Kingston University is adopting a Rights Retention Policy.

The Policy

1. This policy applies to journal articles and conference contributions published in proceedings with an International Standard Serial Number (ISSN) that were solely or collaboratively authored, created or produced by Kingston University staff and research students, and submitted or accepted for publication after adoption of this policy (*the effective date*).
2. As a condition of employment or study, and notwithstanding any copyright that authors may hold in their works (see the relevant Intellectual Property policy), all staff and students, upon the acceptance of any of their scholarly research articles in a publication with an ISSN, automatically grant the university a non-exclusive, irrevocable, worldwide, royalty-free license to make any accepted manuscript publicly and immediately available under the most permissive Creative Commons licence possible.
In most cases this should be a CC BY (4.0) licence, although a more restrictive licence may be requested in exceptional circumstances (where a work contains a substantial creative component, for example).
3. Authors are required to follow the procedures set out in Kingston University's Open Access Policy to record and deposit the Author's Accepted Manuscript (AAM) in the Research Outputs Repository where required.
4. As external co-authors and/or their institutions will be joint copyright holders in co-authored works, any license application must be agreed upon by all copyright holders. Kingston University authors are expected to seek agreement from their external co-authors to licence co-authored manuscripts under a CC BY (4.0) licence where possible.
5. If an output would be refused publication due to Kingston's Rights Retention Policy, and the journal/proceedings is the only appropriate forum for the output, authors are permitted to follow the publisher's license and embargo requirements (instead of the policy requirements detailed above) in order to allow publication. Please be aware that this may affect compliance with

funder policies and/or eligibility for REF submission. Please contact eprints@kingston.ac.uk if you need to make use of this policy exception.

6. Open Access requirements for all research outputs outside the scope of the Rights Retention Policy are outlined in the Kingston University Open Access Policy which can be accessed from the [Open Access staffspace page](#).

Advice and Guidance

The Library and Learning Services (LLS) provides advice and assistance to researchers in all matters relating to research outputs, including using the Research Outputs Repository, meeting funders' OA requirements, and licence choice. Queries should be sent to eprints@kingston.ac.uk.

The Research and Impact team can provide guidance on individual funder policies including grant terms and conditions, as well as guidance on the REF Open Access Policy. Queries should be sent to research@kingston.ac.uk.

Further information can be found on the Research & Impact Open Access staffspace page, at https://staffspace.kingston.ac.uk/dep/researchsupport/open_access.

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