

Instructions for Digitally Signing the Software Development Capstone Release Forms

1. Read through this document. Consider what you would like to declare, and decide whether you wish to contribute to WGU's capstone archive.
2. Use the checkboxes to indicate your choices.
3. Click on the rectangular boxes above the "Name and Date" and type in your name and the date.
4. Save the document as a Word document or a PDF.
5. Open the saved file to ensure your responses are properly registered.
6. Upload the document in the same manner you have uploaded other documents.

Note: Multiple signatures are needed.



WGU's Capstone Archive

Master's degree-granting institutions like Western Governors University (WGU) routinely make student theses, practicals, and capstone projects available in their libraries and electronic collections. Current and future WGU students benefit from these collections by reviewing projects that have been successfully completed in their field, as well as the acceptable form and format of capstone projects. WGU faculty and accreditors will also examine the academic quality of WGU programs by reviewing the quality and rigor of capstone projects. If your capstone is selected, by agreeing to participate in WGU's Capstone Archive as described in the "Capstone Waiver & Release" below, your scholarship and effort at the university may be recognized. Please consider signing the form and checking the box marked "I agree" so that your work can be considered for the university archive.

Capstone Waiver & Release

This is an agreement between you and Western Governors University (WGU) for the disclosure and use of the content contained within your final capstone and associated tasks (capstone project) for reference purposes by WGU, its accreditors, and its students.

By selecting the "I Agree" box below, you consent, within the meaning of the Family Educational Rights and Privacy Act (FERPA), to WGU's disclosure of your capstone project to other WGU students, including any personal information (e.g., name, contact information) that your capstone project may contain. FERPA is a federal law that protects your privacy in all educational records maintained by WGU, including capstone projects, and requires WGU to obtain your express consent for the release of any information.

You further agree to release WGU and its students from any applicable liability arising from copyright, trade secret, or other intellectual property law related to the use of your capstone project for the following purposes:

- As a formal teaching tool by WGU faculty
- As an addition to an archive of WGU student capstone projects available to WGU faculty and other capstone candidates
- As an example of WGU student academic work shared with WGU's accreditors
- As a sample of WGU student academic work shared with academic and peer audiences

WGU's Student Code of Conduct prohibits the copying, modification, or repurposing of another student's work, and WGU agrees to enforce these restrictions to protect the integrity of, and your legal interests in, your capstone project.

You understand that this agreement is optional. WGU agrees and warrants that your decision to decline/reject this agreement will have no effect on the grading of your capstone project nor any effect on your academic or administrative status at WGU.

If you accept this agreement by selecting "I Agree" and typing or signing your name below, WGU strongly recommends that you limit the amount of personal information included in your capstone project, including phone numbers, addresses, and other personal details belonging to you or anyone else. WGU is not responsible for reviewing your capstone project for personal information prior to its disclosure and use for the purposes outlined in this agreement; however, WGU agrees not to release additional personal information within its control (e.g., capstone grade, evaluator comments, your responses).

☐ **I AGREE**

☒ **I DECLINE (My capstone may not be shared)**

Michael Irick 11/16/19

Name and Date

Software Development Capstone Project Waiver or Release Statement

It is the policy of Western Governors University (WGU) that student capstone projects should not be based on or include any proprietary or classified information or material belonging to your employer or any other organization. Such material belongs to the third party and is referred to as “restricted information,” which requires you to obtain the party’s permission to include the work.

Accordingly, in conducting your capstone project you are required to make one of the following declarations:

- ☒ My capstone project is not based upon and does not include restricted information.
- ☐ My capstone project is based upon and/or includes restricted information. *Before* submitting any capstone work, I will obtain authorization to use the restricted information in the manner prescribed by WGU.

Michael Irick _____ 11/16/19 _____