

VALDOSTA STATE UNIVERSITY INTELLECTUAL PROPERTY DISCLOSURE

(CONFIDENTIAL)

INTELLECTUAL PROPERTY

Definition of Intellectual Property (Intellectual Property Policy - Valdosta State University, Preamble, Paragraph 2, Page 1).

“Intellectual Property for the purpose of this policy is defined as creative and scholarly works and inventions which have commercial potential and may be protected under the laws of various countries that establish rights called “Intellectual Property.” This term includes patents, copyrights, trade secrets, trademarks, plant variety protection, and other rights.”

1. Title of Intellectual Property: _____

2. Short Title: _____

3. a. Originator's Name: Dr/Mr/Ms: _____
Last First Middle

Title: _____ Originator's Interest _____ % SSN: _____

VSU Address: _____
College/Department/Laboratory/Center Telephone

Fax Number: _____ E-Mail: _____

Residence Address: _____
Street/Apt No.

_____ County City State Zip Code Telephone

b. Originator's Name: Dr/Mr/Ms: _____
Last First Middle

Title: _____ Originator's Interest _____ % SSN: _____

VSU Address: _____
College/Department/Laboratory/Center Telephone

Fax Number: _____ E-Mail: _____

Residence Address: _____
Street/Apt No.

County City State Zip Code Telephone

(If more than two originators, please add additional names on a separate sheet.)

4. Describe the TYPE of work (new process, discovery, software, book, etc.):

5. Give a brief description of your intellectual property (if necessary for complete understanding, please attach a more detailed description: _____

6. If appropriate, do you plan, or have you already filed for Copyright Protection for this work? Yes _____ No _____

7. Is this a compilation or a derivative work? YES/NO If "yes" attach details (see footnote).

8. Did the Intellectual Property result from sponsored research? If so, please give details.

Sponsor: _____ VSU Project No. _____

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9. a. What costs have been involved to date in the work leading to the development of this work (If not known, estimate as accurately as possible):

External funds (source: _____) \$ _____

University funds:	Staff	\$ _____
	Materials	\$ _____
	Equipment	\$ _____
	Other	\$ _____

b. What University resources have been involved to date in the work leading to the development of this product (estimate if you do not know exactly):

University resources (other than cash):

Staff	_____
Materials	_____
Equipment	_____
Other	_____

Note: A "Compilation" results from the process of selecting, organizing, and arranging previously existing material of all kinds, regardless of whether the individual items in the material have ever or could have been subject to copyright. A "derivative work," on the other hand, requires a process of transforming or adapting one or more preexisting copyrightable works.

10. Has the Intellectual property been disclosed in an abstract, paper, talk, project report or theses? YES _____ NO _____

Type of disclosure: _____ Disclosure date: _____

11. Is a publication or other disclosure planned in the next six months? YES NO

Type of disclosure: _____ Disclosure date: _____

12. Target market: _____

13. Have you disclosed the best mode known to you at this time of carrying out your invention/intellectual property? YES ____ NO _____

If not, please explain: _____

14. a. Date of Conception _____

b. Provide a timeline for the creation of this intellectual property since conception to the present: _____

(Attach additional page, if necessary)

15. Has this Intellectual Property been reduced to actual practice (i.e. have products, apparatus, or compositions, etc. actually been made and tested?)

YES _____ NO _____

If YES, give date of reduction to practice: _____

16. Does the Intellectual Property appear to pass the following tests for patentability:

Novelty: _____ Non-obviousness: . Usefulness: _____

17. Has a patent or literature search been undertaken: YES ____ NO _____

18. Are related patents or other publications known to you? YES ____ NO ____

19. Are laboratory records and data available? YES _____ NO _____

20. What are the immediate and/or future applications for this Intellectual Property?

21. What are the advantages of the invention? Why is it better than existing technology? What are its novel and unusual features? What problems does it solve? _____

22. Are there any limitations to be overcome prior to practical application? _____

23. Is work on the Intellectual Property continuing?_YES _____ NO _____

24. Do you know of any appropriate industrial organizations, which may be interested in licensing this technology/process/innovation?

Company name: _____ Contact: _____

Company name: _____ Contact: _____

Company name: _____ Contact: _____

25. What product/program (if any) serves the same purpose as this product/program, and what is the purchase price?

26. Is the final version of this product available? If not, when is it expected to be available? _____

27. Functional Description of system (refers only to Software - see Intellectual Property Policy - Valdosta State University for definition of “Software.”)

- i) Computers on which the Program will run:
- ii) Programming Language Used:
- iii) Operating System used:
- iv) Specification of media on which the Program is supplied:
- v) Is software copy protected:
- vi) Is any other software necessary to run this Program: YES/NO If ‘Yes’ please attaches details.
- vii) Number of pages comprising:
 - (a) User Manual: _____
 - (b) Technical Manual: _____

13. Additional comments:

28. Execution by Developer(s)/Originator(s):

I/We Developer(s)/Originator(s) hereby solemnly swear and affirm under oath that I/we/am/are the only Developer(s)/Originator(s) of this intellectual property and that I/we have not knowingly omitted the inclusion of any other Developer(s)/Originator(s) besides me/us. Signature(s) of Developer(s)/Originator(s) and date:

_____	Date: _____
_____	Date: _____
_____	Date: _____

Execution by Witnesses

This Intellectual Property was disclosed and explained to me by the developer(s)/originator(s) whose signature(s) appear above on the _____ day of _____, 19 ____.

Signature of Witness Date _____

This Intellectual Property was disclosed and explained to me by the developer(s)/originator(s) whose signature(s) appear above on the _____ day of _____, 19 ____.

Signature of Witness Date _____

RETURN THIS FORM (WITH ANY ATTACHMENTS) TO: Office of Grants and Contracts, Regional Center for Continuing Education, Room 215, Valdosta State University, 901 N. Patterson St., Valdosta, Georgia 31698. Phone: 229-333-7837; Fax: 229-245-3853.