**BASIC FACTS**

The policy covers only non-commercial rights. Publishers still gain commercial rights through licensing agreements.

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You can continue to publish where you want.

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You do not have to publish in open-access journals.

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You can request and get a waiver for any of your articles.

**FAQs**

**What version of my manuscript should I send for deposit?**

The “post-print” or the “author’s final version” is the correct version of the manuscript to send. The “post-print” or the “author’s final version” is the version that has been peer-reviewed, has incorporated all of the edits that the reviewers demanded, but has not yet been formatted by the publisher.

**What if I don’t want non-exclusive non-commercial rights transferred to Wellesley College?**

The Policy allows you, the author, to retain and share with the College all the non-commercial rights to your work. If you do not want to retain these rights, you can request a waiver. You may do so by contacting openaccess@wellesley.edu, or by requesting it when you submit your article to repository@wellesley.edu. You will receive a letter indicating that Wellesley College has waived its rights to the article.

**THE SCHOLARLY COMMUNICATIONS GROUP**

The Scholarly Communications Group (SCG) reports to Academic Council’s Library and Technology Policy (ACLTP) Committee on issues related to implementation of the Open Access Policy (voted by Academic Council on February 6, 2013).

For assistance with managing rights, working with the Open Access Policy, and for questions about copyright, contact:

openaccess@wellesley.edu

**Prof. Panagiotis Metaxas**
Faculty Director

**Graham Henderson**
College Copyright Officer
Clapp Library

**Jane Callahan**
Archivist
Clapp Library

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Copyright also includes the right to authorize others to perform these actions, which allows authors to sign licensing agreements with publishers and enables the Open Access Policy.

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- For scholarly articles, attach a copy of the Open Access Policy. This document describes the default author rights to a standard copyright agreement.

The latter is recommended but not required for articles under the Wellesley College Open Access Policy.