



**Minot State
UNIVERSITY**

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Research and Sponsored Programs INTELLECTUAL PROPERTY DISCLOSURE FORM

INSTRUCTIONS:

1. **COMPLETE ALL SECTIONS.**
2. **ELECTRONICALLY SUBMIT** the completed form (pages 1-2 and any additional attachments), to linda.cresap@minotstateu.edu OR **SUBMIT COMPLETED HARDCOPY** to Research and Sponsored Programs, 200 Memorial Hall.
3. **ALL INVENTORS LISTED SUBMIT A SIGNED ORIGINAL HARD COPY OF APPENDIX A** to Research and Sponsored Programs, 200 Memorial Halls.
4. **ALL Inventors should retain a copy** of Invention Disclosure and Appendices for their records.

Working Title of Invention (descriptive-process / method or composition): Actual title may likely change as the patent application is prepared.

Description of the Invention: *(limit to form and add figure drawings, if necessary)*

What is application or objective of your invention? Since this is an initial disclosure, please provide enough information to inform a non-technical reader about your invention.

1. What does the process, device and/or composition do?

2. How does it do it?

3. What problem does it solve?

4. Why is it new or an important over other inventions, products or research findings?

Sponsorship: *Attach additional pages, if necessary.*

Funding Source: Federal State Corporate MSU Other

Name of Sponsor

Grant/Contract Number

Home Phone: _____

Office Phone: _____

Appendix A: ALL INVENTORS LISTED MUST SUBMIT A SIGNED ORIGINAL HARDCOPY OF APPENDIX A TO RESEARCH AND SPONSORED PROGRAMS, 200 MEMORIAL HALL.

Appendix A: Assignment of Inventions Rights

Name: _____

Minot State University Identification Number (EMPLD): _____

In consideration of:

- my continued, present and/or future employment at Minot State University (hereinafter referred to as MSU; and/or
- my status as a graduate student at MSU; and/or
- my participation as faculty, student, volunteer, trainee or staff in research or in an investigation performed at MSU; and/or
- opportunities made or to be made available to me to make significant use of MSU's funds or facilities; and/or
- opportunities made or to be made available to me to share in royalties and other inventor/author rights outlined in MSU's Intellectual Property Policy

I hereby agree to abide by all provisions of MSU's Intellectual Property Policy which are hereby incorporated by reference and I hereby agree:

- A. To comply with MSU's Intellectual Property Policy which applies to all Inventions made by MSU's faculty, staff, students, trainees, volunteers or others if such Inventions are:
 - i) the result of research performed by or under the direction of any faculty member, staff or student, the cost of which was partially or wholly paid for with funds under the control of or administered by MSU and/or
 - ii) the result of an investigation by the faculty, staff, students, trainees, volunteers or others utilizing MSU's facilities, laboratories or other resources available to such faculty, staff, students, trainees, volunteers or others because of their status within MSU.
- B. To disclose promptly to Research and Sponsored Programs full information concerning intellectual property, inventions, discoveries or know-how (hereinafter "Invention") that may be made in the course of any such research, investigation or training program;
- C. To assign to MSU or its designee all of my rights, title, or interest to such inventions, discoveries, know-how, patent applications, patents, certificates of Plant Variety Protection, or the like;
- D. To execute all necessary papers and otherwise provide proper assistance at MSU's expense, during and subsequent to the period of my MSU affiliation, to enable MSU to obtain, maintain, or enforce for itself or its nominees, patents, or other legal protection for such Invention;
- E. To prepare and maintain for the Institution adequate and current written records of all such Inventions; and
- F. Upon request, to deliver promptly to MSU copies of all written records referred to in Paragraph E above as well as all related memoranda, notes, records, plans, or other documents.

This agreement may not be modified or terminated, in whole or in part, except in writing, in which case it will be signed by an authorized representative of MSU. Rights and obligations under this agreement shall survive any termination of enrollment or employment at MSU.

Signature: _____ Date: _____

SIGN IN BLUE INK

