



LUMINA OPEN UNIVERSITY: COPYRIGHT AND DISCLAIMER POLICY

1. Introduction

Lumina Open University (hereinafter referred to as "the University") is committed to upholding the principles of intellectual property rights, ensuring that the works produced by our staff, students, and collaborators are protected under copyright law. This Copyright and Disclaimer Policy outlines the University's stance on the use, protection, and ownership of intellectual property, as well as the disclaimers regarding the use of its materials and services.

The purpose of this policy is to ensure that all members of the University community, including staff, students, and external partners, are aware of their rights and responsibilities concerning the use of copyrighted materials and to protect the University's interests in relation to legal and ethical use.

2. Copyright Ownership

The University respects the intellectual property rights of others and expects all staff, students, and external collaborators to do the same. Copyright applies to any original work, including but not limited to: written texts, images, videos, audio recordings, software, designs, and other materials created by the University's staff or students. The following guidelines outline the ownership and use of copyrighted materials at Lumina Open University:

- **Materials Created by Staff and Faculty:** Any work created by staff or faculty members in the course of their employment at the University (e.g., course materials, research papers, academic articles, and instructional content) is generally owned by the University, unless otherwise specified in individual contracts or agreements. Staff and faculty members are encouraged to consult with the University's legal department for specific guidance related to ownership of their works.
- **Materials Created by Students:** Copyright for works created by students, including essays, projects, presentations, and other assignments, typically belongs to the student. However, by submitting such work to the University (including course submissions or thesis work), students grant the University a non-exclusive, royalty-free license to use, reproduce, or distribute the work for academic purposes, including in internal or external publications, websites, and research.
- **Collaborative Works:** Where works are created in collaboration between University staff, students, and external partners, ownership and usage rights will be determined based on the specific agreement made prior to the creation of the work. In such cases, all parties must establish clear terms regarding the use, publication, and distribution of the work.

3. Use of Third-Party Copyrighted Materials

The University recognizes that many academic and instructional materials rely on third-party works. However, the University must comply with copyright law when using such materials. This includes:

- **Fair Use and Fair Dealing:** The University may use copyrighted works under the doctrine of "fair use" or "fair dealing" as permitted by copyright law. However, the University will ensure that the use of third-party copyrighted works is within the legal limits and does not infringe on the rights of the copyright owner. This includes providing appropriate attribution and obtaining necessary permissions when required.
- **Obtaining Permissions:** Where third-party materials are used in course content, research, publications, or public events, the University will ensure that permission is obtained from copyright holders or licensing bodies, unless the use falls under fair use/fair dealing provisions.

4. Copyright Infringement

Any member of the University community who believes that a copyright infringement has occurred should notify the University immediately. The University will take any claims of infringement seriously and investigate them in accordance with applicable copyright laws.

In the case of infringement by a member of the University community, appropriate actions will be taken, including potential disciplinary measures. These actions may include the removal of infringing content and any other corrective actions deemed necessary.

5. Disclaimer of Liability

The University makes every reasonable effort to ensure the accuracy, completeness, and reliability of the information and materials provided through its platforms, websites, courses, and other services. However, the University disclaims any liability for:

- **Accuracy of Information:** The University does not warrant or guarantee the accuracy, reliability, or completeness of any materials or content provided. The University is not responsible for any errors, omissions, or inaccuracies in the information or materials.
- **Third-Party Content:** The University is not responsible for the content of external websites or resources linked to or referenced in University publications or platforms. The inclusion of links to external sites or resources does not imply endorsement or approval by the University.
- **Changes to Content:** The University reserves the right to modify, update, or remove content, including course materials, websites, and published research, without prior notice. The University is not liable for any consequences arising from the modification or removal of such content.
- **User-Generated Content:** The University is not responsible for the content created or uploaded by users (e.g., students, staff, or external contributors) on its platforms or

websites. Users are responsible for ensuring that their contributions do not infringe on the intellectual property rights of others and comply with all relevant laws.

6. Course Materials and Educational Content

- **Use of Educational Materials:** All materials provided by the University in relation to courses, including lectures, reading materials, and multimedia content, are the property of the University or are used under appropriate licensing agreements. These materials are intended for personal, educational use by students enrolled in the course and cannot be reproduced, distributed, or used for commercial purposes without express permission from the University.
- **Sharing and Distribution of Content:** Students and staff are prohibited from distributing, selling, or sharing copyrighted course materials and other proprietary content without the prior written consent of the University.

7. Attribution and Acknowledgment

The University requires all users of copyrighted materials to provide appropriate attribution to the original authors or creators. This applies to the use of any University-owned materials as well as third-party works. All citations, references, and credits must comply with the academic standards and guidelines set by the University, including proper acknowledgment of the source of any external materials used in academic work.

8. Enforcement and Dispute Resolution

The University will actively enforce this policy and will take appropriate action to address any violations of copyright laws or this policy. If any member of the University community believes their intellectual property rights have been violated or that they have been wrongfully accused of infringement, they may use the University's grievance or dispute resolution procedures. The University encourages open dialogue and strives to resolve any intellectual property disputes fairly and promptly.

9. Policy Review

This Copyright and Disclaimer Policy will be reviewed regularly to ensure that it is in line with current copyright laws, University practices, and international standards. Any amendments or updates to this policy will be communicated to staff, students, and other stakeholders.

10. Conclusion

Lumina Open University is committed to maintaining high standards in the use and protection of intellectual property. By following this Copyright and Disclaimer Policy, the University ensures the proper use of copyrighted materials, promotes respect for intellectual property, and minimizes the risk of infringement. All members of the University community are expected to comply with this policy and uphold the principles of fairness, transparency, and respect for intellectual property.

Signed:

Dr. A. O. Jegede

Chairman Board of Trustee

Lumina Open University