



Student Intellectual Property

Policy Number	4-218
Responsible Authority	Dean of the College of Undergraduate Studies Dean of the College of Graduate Studies
Initiating Authority	Provost and Executive Vice President for Academic Affairs Vice President for Research and Innovation
Effective Date	3/24/2026
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APPLICABILITY/ACCOUNTABILITY

This policy applies to intellectual property generated by students. However, when a student generates intellectual property as university personnel (for example, as a university employee or volunteer), Regulations UCF-2.029 and UCF-2.033 apply.

BACKGROUND INFORMATION

This policy provides guidelines for students and other members of the university community about ownership of student-generated intellectual property, describes definitions and procedures, and links to forms and a visual “quick guide”.

POLICY STATEMENT

As a general rule, intellectual property made or created by any University of Central Florida student as a work product for a course for credit will be owned by the student, and the university does not claim ownership of such intellectual property.

Exceptions to this general rule include:

- (1) IP Exception Courses: The course is one of a defined subset of exception courses for credit. (Includes Thesis and Dissertation courses, and others)
- (2) Special Situations: Intellectual property arises in a special course assignment where the student is presented with the opportunity and elects to participate in projects or activities that may impact the student’s intellectual property rights.

No Student will be required by the University to participate in any course project or activity that impacts the Student's Intellectual Property ownership rights unless the course is an IP Exception Course.

In each case of assignment of Intellectual Property rights by a Student to the university, the Student shall participate in the distribution of licensing or assignment proceeds generated through the Office of Technology Transfer according to standard University revenue distribution guidelines.

To avoid any appearance of potential exploitation of Students for private advantage, University employees may not use or employ Students for outside activity without disclosure and approval on form AA-21 or HR-12, as applicable.

DEFINITIONS (*Capitalized in General Policy, below*)

Copyright. *Copyright* means the intangible property right granted by federal law, Title 17 of the U.S. Code, to the creator(s) of an original work of authorship fixed in a tangible form of expression from which it can be perceived, reproduced, or otherwise communicated, either directly or with the aid of a machine or device. An original work of authorship may be literary, dramatic, musical, artistic, or any other creative work, whether published or unpublished. Copyright provides the owner(s) with certain rights in a work, including the right to reproduce the work, to prepare derivative works, to distribute the work, to perform/display the work, and to prevent others from doing the same. The term also includes copyright protection that may be granted by foreign governments.

Intellectual Property. *Intellectual Property* refers to Works, Inventions, Trademarks, and Trade Secrets.

Invention. *Invention* includes (i) any discovery, invention, process, composition of matter, article of manufacture, know-how, design, model, technological development, biological material, strain, variety, culture of any organism, or portion, modification, translation, or extension of these items which is or may be patentable or otherwise protected under Title 35 of the United States Code, or that is or may be protected as a Trade Secret, under the Florida Uniform Trade Secrets Act, Ch. 688, Fla. Stat. or any similar act of another State, as may be relevant, (ii) any novel variety of plant that is or may be patentable or otherwise protected under the Plant Variety Protection Act (7 U.S.C. §2321 et seq.), (iii) any Trademark, and/or (iv) any directly related know-how used in connection with these items.

Outside Activity. *Outside Activity* means private practice, private consulting, additional teaching or research, financial interest, or other personal commitment, e.g., service on a Board of Directors, participation in a civic or charitable organization, political activity, etc., whether compensated or uncompensated, that: (i) is not part of University Personnel's assigned duties; (ii) is not compensated by the University; and (iii) does not involve University Support. Outside Activity is subject to the requirements of Chapter 112, Part III, Florida Statutes, "Code of Ethics

for Public Officers and Employees,” and applicable University Policies and Regulations.

Scholarly Work. *Scholarly Work* means a Work for which the intended purpose is to disseminate the results of academic research, scholarly study, and/or creative efforts.

Student. *Student* means any person enrolled in one or more classes at the University, either full-time or part-time, study abroad students, online students, continuing education students, students pursuing undergraduate, graduate, or professional studies, either degree-seeking or non-degree-seeking. Persons who withdraw after allegedly violating the Rules of Conduct, or who are not officially enrolled for a particular academic term but who have a continuing relationship with the University are also “students.” *Students, including undergraduate, graduate, and professional students, who are acting as University Personnel shall be considered University Personnel for such activities, irrespective of Student status otherwise.*

Trade Secret(s). *Trade Secret* means information, including a formula, pattern, compilation, program, device, method, technique, or process that: (i) derives independent economic value, actual or potential, from not being generally known to, and not being readily ascertainable by proper means by, other persons who can obtain economic value from its disclosure or use; and (ii) is the subject of efforts that are reasonable under the circumstances to maintain its secrecy.

Trademark. *Trademark* means a name, symbol, figure, letter, word, or mark adopted and used to designate the source of goods and/or services arising from an Invention or a Work.

University Personnel. *University Personnel* means all full-time and part-time employees of the University, whether or not they are members of a collective bargaining unit, including all faculty, staff, and post-doctoral fellows; appointees of the University who receive University Support (as defined below), including volunteers, adjuncts, and courtesy faculty; persons paid by or through the University, including contractors and consultants; and anybody working under University auspices and anybody receiving University-Support (as defined below). Students, including undergraduate, graduate, and professional students, who are acting in a role encompassed within any of these categories, shall be considered University Personnel for such activities and for purposes of Regulations UCF-2.029 and UCF-2.033.

University Support. *University Support* shall mean (i) the appreciable use of University resources, such as funds, personnel, facilities, equipment, materials, technical information, or students, (ii) course release, and/or (iii) support provided by other public or private organizations when it is arranged, administered or controlled by the University or a University direct-support organization. For the use of University resources to be appreciable, it must go beyond the resources commonly or routinely provided or made available to similarly situated employees for the performance of their assignment. For example, the routine use of resources such as the libraries; one’s office, office computer, and other University computer facilities; and office supplies, is not considered appreciable University Support *For the use of University resources by a Student in a course for credit to be appreciable, the resources must (i) go beyond the resources commonly or routinely provided or made available to Students in the same course or program and/or (ii) be used by the Student for an activity that is not required for the applicable course or program.*

Work(s). *Work* means, in accordance with Title 17 of the U.S. Code, any original work of authorship that is or may be subject to Copyright. *Work* includes but is not limited to printed material (such as books, articles, memoranda, and texts), computer software or databases, audio and visual material, circuit diagrams, architectural and engineering drawings, lecture, compositions (e.g., written, musical and/or dramatic), motion pictures, multimedia works, web pages, sound recordings, choreographic works, pictorial or graphic illustrations or displays, and any creative expression of a Trademark used in connection with these items. *Work* does not include patentable material, which is encompassed within the definition of Invention; an Invention may also include a related *Work*.

GENERAL POLICY

General Rule. Intellectual Property conceived or first reduced to practice or fixed in a tangible medium by a Student at the University of Central Florida as a work product (including without limitation homework assignments, laboratory experiments, papers, and articles) for a “*for credit*” course will be owned by the Student. The university does not claim ownership of such Intellectual Property.

Exceptions to General Rule:

(1) IP Exception Courses. University curriculum handbooks define course components for the University. Course components INT (Internship) [X94X], IND (Independent Study) [X905; X906; X907; X908], RES (Research) [X912; X918], PER (Performance), FLD (Field Studies), Thesis [X970, X971, X973], and Dissertation [7980,7919, 7987] identify IP Exception Courses that present exceptions to standard Student Intellectual Property ownership rights. The Course Component OTH (Other) may also identify a course that presents such an exception, if approved by the Associate Vice Provost of Undergraduate Studies or Dean of the College of Graduate Studies, as applicable.

Intellectual Property conceived or first reduced to practice or fixed in a tangible medium in IP Exception Courses will be owned by the university or its designee, shall be subject to Regulations UCF-2.209 and UCF-2.033, and the Student shall share in the licensing or assignment proceeds therefrom, per the regulations. Notwithstanding the above, the university does not assert ownership rights to Scholarly Works, which will be owned by the author(s).

(2) Special Situations. Special situations may occur in certain other courses, where Students are presented with the opportunity to participate in projects or activities or internships in which the ownership of any resulting Intellectual Property must be assigned to a sponsoring entity (such as a company), or to the University or one of its direct support organizations as a condition of the Student’s participation, if the Student opts to participate.

- Students are not required to participate in projects, activities, or internships that require the assignment of the Student’s Intellectual Property to a sponsoring entity or the university, and the Student’s grade and/or evaluation of performance in a Special Situation course will not be affected by the Student’s decision to participate or not to

participate in projects or activities or internships requiring the assignment of the Student's Intellectual Property.

- Students should understand that the assignment of Intellectual Property is a binding legal agreement and that they have the right to seek independent legal advice at their own expense prior to signing any related agreement. Students may obtain free legal consultation through the Office of Student Legal Services.
- Students will be presented with at least two options:
 - 1) to participate in projects or activities or internships that do not require the Student to assign their Intellectual Property:
 - If a Student wishes to retain ownership of their Intellectual Property and therefore declines to participate in a project, activity, or internship that requires assignment of the Student's rights to any other entity, no further action is required. Or,
 - 2) to participate in projects or activities or internships that require the Student to assign their Intellectual Property.
 - If a Student agrees to participate in a project, activity, or internship that requires assignment to a *sponsoring entity* of all rights that the Student may acquire in Intellectual Property created, conceived, or first actually reduced to practice by them as a result of their participation, the **Special Intellectual Property Agreement Form for Students – Sponsoring Entity** must be completed.
 - The sponsoring entity that will receive Student Intellectual Property rights from the Student as a result of a Student's participation in a project, activity, or internship sponsored by the sponsoring entity is required to sign the **Intellectual Property Sponsorship Acknowledgement**.
 - If a Student agrees to participate in a project, activity, or internship that requires assignment to the university of all rights that the Student may acquire in Intellectual Property created, conceived, or first actually reduced to practice by the Student as a result of their participation, the **Special Intellectual Property Agreement Form for Students - University** must be completed.
 - In the event a Special Situation leads to assignment of the Student's Intellectual Property to the university or one of its direct support organizations, the Intellectual Property shall be subject to Regulations UCF-2.209 and UCF-2.033, and the Student shall share in the licensing or assignment proceeds therefrom, per the regulations.

General Clarifications:

- Students do not hold "student" ownership rights when engaging in activity as University Personnel (Two common examples, when the Student generates Intellectual Property in their role as a University employee* or during performance of university research (whether or not externally sponsored). Ownership rights to Intellectual Property generated by University Personnel are governed by Regulations UCF-2.209 and UCF-2.033.

**Common examples of Student employee categories are Graduate Assistants, Graduate Research Assistants, Graduate Teaching Assistants, and graduate and undergraduate Student Other Personnel Services (OPS) employees.*

- No Student will be required by the university to participate in volunteer activity unrelated to a course. In circumstances where a Student chooses to participate in a volunteer activity, as with all other circumstances where Students are engaging in activity as University Personnel, rights to Intellectual Property arising from that activity are governed by Regulations UCF-2.209 Patents, Trademarks and Trade Secrets and UCF-2.033 Copyright and Works.

Special Clarifications: Thesis/Dissertation Matter Clarifications:

- Scholarly Works. The Student, along with co-authors, if applicable, retains copyright ownership to the Student's thesis or dissertation documents and/or other Student project reports, but the Student grants the university and its direct support organizations permission in the form of a royalty-free, non-exclusive license to use, reproduce, and publicly distribute copies.
- Other Intellectual Property. Ownership of Other Intellectual Property, which includes Inventions and Works (other than Scholarly Works) arising in Thesis/Dissertation activities can vary based upon the specifics of the Thesis/Dissertation activities:
 - If the Other Intellectual Property arises as work product for a class and without University Support, unless an IP Exception Course Component or a Special Situation applies, the Other Intellectual Property is owned by the Student.
 - If the Other Intellectual Property arises in performance of Thesis/Dissertation activities outside/independent of the University and without University Support, the Other Intellectual Property is owned by the Student.
 - If the Other Intellectual Property arises in performance of university research, the Other Intellectual Property is owned by the University or its designee, per Regulation 2.029 or 2.033.
 - If the Other Intellectual Property arises within the Student's scope of work as a University employee, such that the Thesis/Dissertation activities are directly related to the Student's employment position, the Other Intellectual Property is owned by the University or its designee, per Regulation 2.029 or 2.033.

PROCEDURES

Except as otherwise provided in this policy, Intellectual Property made or created by any Student as a work product of a course for credit will be owned by the Student and the university does not claim ownership of such Intellectual Property. No Student will be required to participate in a project or activity that impacts the Student's Intellectual Property rights, except when registered in certain required courses specified with course component's INT, IND, RES, PER, FLD, or OTH (Collectively, the IP Exception Courses).

RELATED INFORMATION

[UCF Regulation 2.029 Patents, Trademarks and Trade](#)

[UCF Regulation 2.033 Copyrights and Works](#)

[UCF Regulation 3.018 Conflict of Interest or Commitment; Outside Activity or Employment](#)

DOCUMENTS AND FORMS

[Student Intellectual Property – Quick Guide](#)

[Special Intellectual Property Agreement Form for Students – **Sponsoring Entity**](#)

[Intellectual Property Sponsorship Acknowledgement](#)

[Special Intellectual Property Agreement Form for Students - **University**](#)

CONTACTS

Office of the General Counsel, 4365 Andromeda Loop N., Millican Hall 360, Orlando, Florida, 32816-0015; (407) 823-2482;
gcounsel@ucf.edu

Office of Technology Transfer, 3100 Technology Parkway, Suite 201, Orlando, Florida 32816-3281; (407) 823-3778
ucftto@ucf.edu

College of Graduate Studies, 12796 Aquarius Agora Dr., Orlando, FL 32816
<https://graduate.ucf.edu/>

College of Undergraduate Studies, 4365 Andromeda Loop North, Orlando, FL 32816
<https://undergrad.ucf.edu/>

POLICY APPROVAL
(For use by the Office of the President)

Policy Number: 4-218



Initiating Authority

Date: 3-23-20



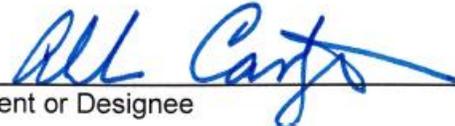
Initiating Authority

Date: 3/24/26



University Policies and Procedures Committee Chair

Date: 3/20/2026



President or Designee

Date: 3/24/2026