

Invention Disclosure Form

Miami University, Office for the Advancement of Research and Scholarship

From Miami University Policy and Information Manual, Section 15.6 Intellectual Property: When an inventor associated with the University believes an invention or discovery might be patentable, a written disclosure of the invention or discovery should be submitted to the Associate Dean for Research and Scholarship. The written disclosure should bear the endorsement and comments of the department chair or unit supervisor, and divisional dean or vice president. It should include a statement of the circumstances under which the invention was made, and a statement as to its commercial possibilities.

I. Information Regarding Invention Disclosure

Please provide a title for your invention and a brief description. Inventions include new processes, products, apparatus, compositions of matter, living organisms - OR improvements to (or new uses for) things that already exist. Use additional sheets and attach descriptive materials to expand answers to questions. (Sketches, drawings, photos, reports and manuscripts will be helpful.)

A. Invention Title _____

B. Description _____

II. Inventors

A. Names and titles of inventors (please print; sign where indicated)

1. _____ Signature _____ Date _____

2. _____ Signature _____ Date _____

3. _____ Signature _____ Date _____

B. Contact for more data _____ Tel. (____) _____

III. Endorsement Signatures

A. Department Chair _____ Date _____

B. Dean/Executive Director _____ Date _____

C. Associate Dean _____ Date _____
for Research and Scholarship

D. Comments (if any) by signers _____

IV. Invention Utility

A. What are the immediate and/or future applications of the invention?

B. Why is the invention better - more advantageous - than present technology? What are its novel and unusual features? What problems does it solve?

C. Is work on the invention continuing? Are there limitations to be overcome or other tasks to be done prior to practical application? Are there any test data?

D. Have products, apparatus or compositions, etc. actually been made and tested?

V. Publications, Public Use and Sale

Note: valid patent protection depends on accurate answers to the following items.

A. Has invention been disclosed in an abstract, paper, talk, news story or a thesis?

Type of disclosure _____ Disclosure Date _____
(Please enclose a copy)

B. Is a publication or other disclosure planned in the next six months?

Type of disclosure _____ Disclosure Date _____
(Enclose drafts, abstracts, preprints)

C. Has there been any public use or sale of products embodying the invention?

Describe, giving dates _____

D. Are you aware of related developments by others? If "yes," please give citations. Copies of any relevant patents or publications would be helpful.

VI. Sponsorship

If the research that led to the invention was sponsored, please fill in the details below.

A. Government agency _____ contract/grant no. _____

B. Name of industry, university, foundation or other sponsor: _____

B. Has the invention been disclosed to industry representatives? If "yes," please provide details, including the names of companies and their representatives.

Return Completed Form to:

Office for the Advancement of Research and Scholarship (OARS)
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Miami University
Oxford, OH 45056

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