American Psychological Association

Copyright Permission Request Form

If you want to reuse APA journal or book material, please use our new Online Permission Rightslink® service for fast, convenient permission approval. For instructions, please visit http://www.apa.org/about/contact/copyright/process.aspx

Please make sure the material you want to use is copyrighted by American Psychological Association (APA).

After filling out the information below, email this form to permissions@apa.org.

Additional contact information:
APA Permissions Office, 750 First Street, NE, Washington, DC 20002-4242
Phone: 1-800-374-2722 or 202-336-5650
Fax: 202-336-5633
www.apa.org/about/contact/copyright/index.aspx

For Use of APA Material

Date:

Your contact information:
Name:
Organization name:
Department:
Complete postal address:
Country:
Office phone:
Fax number:
Email:
Your reference code number (if required):

1. The APA material you want to use:
   Complete citation (Ex: URL, Title, Source, Author, Publication year, Pagination, etc.)
2. Do you want to use:
   ☐ The entire material, unedited?
   ☐ Portions of the material? Please give APA page number(s)
   ☐ A specific section? Please give APA page number(s) ___
   ☐ Scale or test material? Please give APA page number ___
   ☐ A photo? Please give APA page number ___
   ☐ Appendix material? Please give APA page number ___
   ☐ Other / Please specify:

Please send a copy of the requested content as you wish to use it if you are making any adaptations.

3. What media do you want to use the APA material in?
   ☐ Print only
   ☐ Electronic / Please give details:
   ☐ Both print and electronic / Please give details:
   ☐ Other / Please give details:

4. The material will be used in:
   ☐ Journal ☐ Book ☐ Newsletter ☐ Magazine
   ☐ Directory ☐ Newspaper ☐ Other / Please specify:
   Publication name:
   Publisher:
   Estimated publication date:
   Estimated print run:

   ☐ Presentation or Seminar
   Title:
   Date:
   Number of copies needed:
   Is the presenter the author of the APA material? YES NO
   Is the presentation or seminar continuing education? YES NO
   Is there a fee for attendees? YES NO

   ☐ Dissertation or Thesis

   ☐ Email distribution ☐ Listserv
   Please give details:
☐ Secure Intranet site ☐ Public Internet site ☐ Restricted Internet site

Please give URL and other details:

☐ Classroom use (Print)
   Institution name:
   Course name:
   Course start date:
   ☐ 1 semester (6 months)
   ☐ 2 semesters (12 months)
   Instructor’s name:
   Number of students enrolled:

☐ Classroom use (Electronic reserve)
   Institution name:
   Course name:
   Course start date:
   ☐ Other / Please specify:

☐ Online CE course
   Organization:
   Course name:
   Course start date:
   ☐ 6 months ☐ 12 months ☐ Other / Please specify:

If your school has a PsycARTICLES or PsycBOOKS license, your site license policy grants permission to put the content into password protected electronic (not print) course packs or electronic reserve for your users. Please see the license policy at www.apa.org/pubs/librarians/policies/course-packs.aspx for more information, and discuss this use with your librarian.

☐ Other / Please give details:

5. Any additional information to tell us: