

**IVEY POLICY FOR GRANTING PERMISSION TO TRANSLATE
IVEY CASES OR IVEY BUSINESS JOURNAL ARTICLES**

Ivey Publishing, Richard Ivey School of Business Foundation is often asked to grant permission to translate specified cases or articles. Translated cases and articles help promote the use of the case method in other countries, promote the Ivey name and enhance the academic reputation of the case writers. Because of the legalities involved in protecting our copyright, it is school policy that no cases may be translated without the specific approval of Ivey Publishing, Richard Ivey School of Business Foundation.

Requests to translate cases will only be considered if

- (a) the case/article has been released in English by Ivey Publishing for sale to external customers
- (b) the translated case/article includes the appropriate copyright statements
- (c) the request to translate is from a reputable educational institution
- (d) copyright laws in the applicable country support Ivey's copyright
- (e) a request for permission to translate form is completed and submitted
- (f) the translating institution is willing to pay a permission fee (as specified in the request for permission to translate agreement) for use of the translated version of the case/article after a specified cumulative number of copies has been made (currently this stands at 300)
- (g) the translating institution does not make the case/article available to its students or others in electronic format

The translating institution is not permitted to sell or distribute the translated case/article outside its own institution.

If the English version of the case/article is withdrawn for any reason (other than due to declining usage), the translating institution must also withdraw the translated case/article upon notification from Ivey.

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As translation quality can sometimes be an issue, Ivey may use reverse translation to check the quality of the translation. The copyright statement for a translated case must always be used as it contains a caveat on translation quality.

This policy is intended purely to describe the general nature of the more formal agreement required. In the event of any inconsistency between this policy and the REQUEST FOR PERMISSION TO TRANSLATE agreement, the terms of the agreement will apply.