

Introduction

Applying a licence to your research data enables you to establish copyright and specify how and in what circumstances your research data can be reused by others. You can also use licences to [restrict how and when the data be reused](#). Licences typically allow re-use on the condition that certain terms are met, for example, that the data author is properly cited or that the data are not re-used for commercial purposes.

You must be the rights holder of the dataset to apply a licence.

Procedure

The **Licence** dropdown will be prepopulated with the **CC BY 4.0**. The [Research Data and Primary Materials Policy](#) specifies that the **Creative Commons – Attribution (CC-BY)** licence is to be used except where this is not appropriate. This could include:

- specific licenses required by funders or journals

- data collected includes sensitive or personal information which is not suitable for sharing

- licensing requirements of software or code. Creative Commons licenses are not suitable for these purposes and a large range of open licences have been developed to meet these needs. The ARDC [Research Software Rights Management Guide](#) outlines the different licenses available to give you the information to choose. A list of licenses is also available from the [Open Source Initiative](#).

If the default CC BY 4.0 licence is not used, the alternative licence use and justification for using it must be documented in your [Data Management Plan](#).

Click [here](#) to view a summary table outlining the Creative Commons licences available.

A **Restricted Access** option is also available from the dropdown list of licenses. This may be appropriate to use when data cannot be published openly, e.g.

- includes sensitive information

- includes personal information or identifies individuals

