CURTIN UNIVERSITY **EMAIL** **TEMPLATE** PERMISSION REQUEST TO REUSE PUBLISHER SUPPLEMENTARY MATERIALS FOR TEACHING PURPOSES

**[Subject:]** Permission request for Curtin University to reuse supplementary publisher materials for educational and teaching purposes

Dear **[Name]**

Curtin University’s **[Unit Details]** incorporate supplementary publisher resources associated with **[textbook, website etc.]** into the unit course content.

Can you please confirm that Curtin University is permitted to copy, communicate, and adapt this content?

Communication of content will be through University systems, with access restricted to Curtin staff and students.

Kind regards

**[Staff signature]**