

Section:	School Administration
Title:	Copyright Act and Cancopy License

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- The license does not cover the reproduction of materials created using digital technology.

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News and news commentary programs can be copied and used without charge in the classroom for a period of one year, after which they must be erased or a fee paid for each use.

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Schools are required to maintain information relating to the making, erasing, performing and marking of the copy by completing the [Off-Air Taping of Radio and Television Programs](#) form.

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School districts and schools must post a notice or sign in the vicinity of every photocopying machine located on their premise, which describes the type of copying activity permissible under the license. A copy of the notice can be obtained from the Coordinator for Copyright and Contract Matters, Curriculum Branch at (250)387-4560.

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- Rare or fragile materials for preservation;
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- Out-of-print works;
- Work cards, assignment sheets and tests.

For further information, contact CANCOPY, Phone 1-800-893-5777; Fax (416)868-1621; email schools@cancopy.com or the Ministry of Education, Phone (250)356-2677; Fax (250) 387-1527.

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