



**Office of Enrollment Services - Analysis & Reporting**

**DATA INFORMATION REQUEST**

**Date:** \_\_\_\_\_

<b>Name/Requestor:</b> _____ <b>Ohio State Department/External Organization:</b> _____ <b>Manager/Director:</b> _____
<b>Phone Number:</b> ( _____ ) _____ - _____ <b>E-Mail:</b> _____
<b>Date Requested by:</b> (Typically we can respond to your request in 2-4 weeks. Your request may take longer depending upon the nature of the request and pending requests for others. You will be contacted to discuss a timeline.)
<b>Request:</b>  <b>General Purpose:</b>  <i>Here are a few prompts to help you define your request:</i> <ul style="list-style-type: none"><li>• Data Type (e.g., applicants, enrolled, degree, course)</li><li>• Campus (e.g., Columbus, Lima)</li><li>• College (e.g., College of Engineering, Fisher College of Business)</li><li>• Program/Plan (For internal Ohio State requestors, provide program or plan codes)</li><li>• Year or terms (e.g., Autumn term 2012)</li><li>• Level (i.e., Grad/Undergrad/Prof)</li><li>• Other specifics:</li></ul>

**Submit form one of the following ways:**

**Email to:** oesar@osu.edu

Call (614) 688-0256 with questions