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

**DATA INFORMATION REQUEST**

Date: ____________________

| Name/Requestor: ____________________________ |
| Ohio State Department/External Organization: ____________________________ |
| Manager/Director: ____________________________ |

| Phone Number: (____) ____ - ______ | E-Mail: ____________________________ |

**Date Requested by:**

(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.)

**Request:**

**General Purpose:**

*Here are a few prompts to help you define your request:*

- Data Type (e.g., applicants, enrolled, degree, course)
- Campus (e.g., Columbus, Lima)
- College (e.g., College of Engineering, Fisher College of Business)
- Program/Plan (For internal Ohio State requestors, provide program or plan codes)
- Year or terms (e.g., Autumn term 2012)
- Level (i.e., Grad/Undergrad/Prof)
- Other specifics:

Submit form one of the following ways:

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

Call (614) 688-0256 with questions