

Institutional Data Request

Oxnard College

Please return to Susan Lawrence, IE Administrative Assistant
Allow two weeks from today's date to the date needed



Office of Institutional Effectiveness
Oxnard College
Phone 805.678.5186

Please provide ALL of the following information:

Today's Date:	
Date Needed:	
Your Name:	
Your Department or Committee:	
Your E-mail:	
Your Phone:	
Supervisor's Signature:	

Describe the data request in detail such as:

- What do you want to know?
- Timeframes
- Will the data be a snapshot of a single term or do you need trend data from several terms or years (and how many)?

PLEASE COMPLETE BELOW:

What type of project is this? (Please check all that apply):

- Accreditation Requirement
- State or Federal Requirement
- Campus Initiative: SSSP, SEP, BSI
- College or District Goal or Objective Program Review
- Program Review
- SLO Assessment
- Grant Proposal or Report
- College-wide Project
- Department or Program Project
- Individual Faculty/Staff Project
- Other type of Project

If other, please describe:

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Please allow a minimum of 2 weeks from today's date to the date needed. Institutional Effectiveness & Research receives a number of requests. Your requested date of completion does not mean that your request will be completed by this date.