

Institutional Research Request



Office of Institutional Research
Fresno City College
OAB 228
1101 E University
Fresno CA 93741
Phone 559.442.4600 ext. 2357

Please provide ALL of the following information:

Today's Date:

Project Title:

Your Name:
Your Department or Committee:
Your E-mail:
Your Phone:
Manager's E-mail:

Describe the research request in detail:
[i.e., What do you want to know? How do you expect the data to be collected, e.g, survey of a specific population (who), data-mining in Datatel records? Will the data be a snapshot of a single term or do you need trend data from several terms or years (and how many)?]

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

- Accreditation Requirement
- State or Federal Requirement
- Matriculation
- College or District Goal or Objective
- Program Review
- SLO Assessment
- Grant Proposal or Report
- College-wide Project
- Department or Program Project
- Individual Faculty / Staff Project
- Other type of project

Please describe:

Are there any documents or existing data that will be required before IR can complete the project?

(If yes, please send to lili.gao@fresnocitycollege.edu and include a description in the project details at the right.)

No Yes

Date Needed:

Please allow a minimum of two weeks from today's date to the date needed. The IR office receives a number of requests. Your requested date of completion does not mean that your research request will be completed by this date.

IR Use Only

Completion Date