

NYIT - Institutional Data Request Form

Please complete the form below and send to ira@nyit.edu, or hard copy interoffice mail to IRA, Wisser Library Rm. 201, Old Westbury.

Please note all requests will take 10 business days from date of receipt.

Name:

Position:

Department:

Contact info (email/phone):

Date of Request (month/day/year):

Purpose of Request:

Briefly explain the reason this data has been requested. How will the information be used?

Type of Information Requested

Provide a full description of the data required. Be as specific as possible (i.e., type of data - application, enrollment, graduate, etc.; categories data should be reported by - campus, program name, etc.). If you are requesting a report that we have previously provided, please indicate the number and / or name of the report.

Time Period (s) Required

Specify academic years or terms data should be reported by (i.e., 2006-07 AY or fall 2007 term).