

NAPAVALLEY COLLEGE
RESEARCH ANALYSIS REQUEST FORM

Please complete this form, outlining your proposed research project. If you have any questions or require assistance, please contact the Office of Research, Planning & Institutional Effectiveness (x.7191).

Date of Request _____

Date Analysis Needed* _____

*Note: Please make

4. How will this information be used? How will it affect current practice?

5. When are the results of the analysis needed? Please explain your response.

6. Identify the individual(s)/group(s) that should receive a copy of the research findings. Describe the preferred format for presenting the results. (e.g., in person, presentation, executive summary, information sheet).

To ensure that managers and Cabinet members are aware of requests emerging from their respective areas, please forward your completed request form to your supervisor for approval.

Signatures

Supervisor

After reviewing the request and completing the section below, the supervisor should submit the research request form to the President/Vice President that oversees the Area.

Supervisor's Signature: _____

Date: _____

Comments:

President/Vice President

After reviewing the request and completing the section below, the President/Vice President should submit the research request to the Office of Research Planning & Institutional Effectiveness (RPIE).