*This form has been developed so the Steinbright Career Development Center can better serve your need for data related to cooperative education and career services at Drexel University.*

*In order for your data request to be processed and completed accurately and in a timely manner, it is important that all relevant information be included in this form.*

*Please note that this form serves as a request. It may not be possible for the Steinbright Career Development Center to fulfill your request. You will receive confirmation once your request is received.*

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| --- | --- | --- | --- | --- | --- |
| Data Requested:  *Check all that apply.* | I am requesting data related to cooperative education at Drexel University. | | | | |
| I am requesting data related to career services at Drexel University. | | | | |
| I am requesting data related to overall student demographics at Drexel University. | | | | |
|  | | | | | |
| Your department/company: | |  | | | |
| Your name: | |  | | | |
| Phone number & email: | |  | | | |
|  | | | | | |
| Please describe the reason for your request (i.e., accreditation, trend analysis, recruitment efforts, etc.) | | | | | |
|  | | | | | |
|  | | | | | |
| Please describe the specifications of your request (i.e., number of years the data needs to span, breakdown by co-op cycle, college or major, etc.): | | | | | |
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| *Please consider that most requests may take 1-2 weeks to complete.* | | | | | |
| Requested completion date: | | | Click here to enter a date. | Best way to reach you: |  |

|  |  |  |  |
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| *The section below will be completed by the Steinbright Career Development Center.* | | | |
| Received by: |  | Date received: |  |
| Completed by: |  | Date completed: |  |