



## RESEARCH

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**W**elcome to Institutional Research at Rio Hondo College. This office assists faculty and staff in accessing data for accreditation, program review, grants, and federal and state reporting. By filling out a [research request form](#) or a [survey request form](#), you can request the office to assist with planning, gathering, and analysis of data.

### **Institutional Research and Planning Office**

Located in L403

Phone: (562) 908-3412

Fax: (562) 463-4649

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## Research Request

Please fill out the research request form with as much information as possible. Be very specific as to your data needs. The request will be forwarded to your Dean for approval and then a timeline for delivery will be sent back to you and any additional information needed to fill the request. If you have any questions, please call Howard at ext. 3412.

Request Date (required)

Your Name (required)

Your Email (required)

Phone Extension

Department/Room

Department Dean

Purpose

Accreditation

Please describe your request

How will data be used?

Has this request been made before?

Request previously completed by?

Will this be a recurring request? How often?

Need Data By (Date)