

## Request for Survey Scanning

Results will be available within 48 hours unless otherwise notified.  
The OSU Testing Center will delete your data after two weeks

**Surveys must be facing in the same direction!**

Department \_\_\_\_\_ Date \_\_\_\_\_

Survey Name \_\_\_\_\_ # of surveys \_\_\_\_\_

Person requesting scanning \_\_\_\_\_

Office Phone # \_\_\_\_\_

-----

Transfer to disk?\*    Yes            No

*\* If Scanning Services supplies the disk, there will be  
an additional charge of \$2.50.*

SPSS Printout?    Yes            No

**Special Requests** (Please list)

(For questions about special requests and availability please call  
the OSU Testing Center – 744-5958)

(For staff use only)

Call back (1) \_\_\_\_\_ (2) \_\_\_\_\_ (3) \_\_\_\_\_

**Please have ID available when picking up test results  
Sign only when picking up results**

Signature \_\_\_\_\_

Date of Pick-up \_\_\_\_\_

*Revised 11/2007*

## Request for Survey Scanning

Results will be available within 48 hours unless otherwise notified.  
The OSU Testing Center will delete your data after two weeks

**Surveys must be facing in the same direction!**

Department \_\_\_\_\_ Date \_\_\_\_\_

Survey Name \_\_\_\_\_ # of surveys \_\_\_\_\_

Person requesting scanning \_\_\_\_\_

Office Phone # \_\_\_\_\_

-----

Transfer to disk?\*    Yes            No

*\* If Scanning Services supplies the disk, there will be  
an additional charge of \$2.50.*

SPSS Printout?    Yes            No

**Special Requests** (Please list)

(For questions about special requests and availability please call  
the OSU Testing Center – 744-5958)

(For staff use only)

Call back (1) \_\_\_\_\_ (2) \_\_\_\_\_ (3) \_\_\_\_\_

**Please have ID available when picking up test results  
Sign only when picking up results**

Signature \_\_\_\_\_

Date of Pick-up \_\_\_\_\_

*Revised 11/2007*