

University Leadership Council Custom Research Report Request Form

Instructions: The University Leadership Council's custom research service provides members a mechanism to address a particular problem or question and understand how it has been addressed by other universities. You should browse the ULC Completed Project Library first to learn if there is already a custom research project that will give you the information you are seeking. If not, complete this form and submit it to your Provost for approval and signature. The form should then be routed to the Vice Chancellor for Academic Affairs and Student Success by email (rosemary.haggett@unt.edu). Requests will be evaluated by the Vice Chancellor and prioritized for submission to the ULC. Within three working days upon receipt of this form, the requestor and respective Provost will be notified by email if and when your request will be submitted to the ULC.

Part I: Requestor Information

Requestor Name	<input type="text"/>	Date	<input type="text"/>
Phone Number	<input type="text"/>	Email	<input type="text"/>
Dept	<input type="text"/>	Campus	<input type="text"/>

Part II: Request Details

Title/Topic of Research Report

What is the key question you are trying to answer? Is there any particular information you would find most helpful?

What has made this an issue for you at this time; can you provide some context?

To avoid reinventing the wheel, what do you already know about this topic?

Is there anything the study should absolutely not bother telling you?

Is this a time-sensitive request? When would this project no longer be helpful?

Part III: Approval/Signatures

Requestor's Signature

Date

Provost's Signature

Date

Vice Chancellor's Signature

Date

UNT System use only

Date received

Priority ranking

Requestor notified of action

Request sent to ULC