



**INSTRUCTIONAL
DATA PROCESSING**
STEW G-61 | 494-5112 | idp@purdue.edu

**REQUEST FOR DATA
PROCESSING SERVICES**

Name _____ School _____

Course: _____ Section(s): _____

Survey or Exam Title: _____

Person's name to receive reports _____ Career Account Username _____

Person's email for processing questions _____@purdue.edu

Will IDP receive student exams from the PTS? **Last Exam Date Possible:** _____

----- **All reports are electronic only and delivered via Filelocker.** -----

_____ 1. # of questions

Yes No 2. Scan Only – RAW Data .DAT or .CSV

FOR IDP INTERNAL USE ONLY

CHECK IN: Date _____ Time _____ Log # _____ Initials _____

SCANNER: Date _____ DD # _____ Initials _____

Filelocker _____ Finish initials: _____ N= _____