

Response Due Date: (for office use only)


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OCT 14 2011

GENERAL COUNSEL
Eastern Illinois University

Office of General Counsel/FOIA Officer
Freedom of Information Act (FOIA) Request
for Eastern Illinois University Records

Link to FOIA Form in pdf format

Please fill in the spaces provided, print, sign, then clear form.	
Send form to: Robert L. Miller FOIA Officer/General Counsel Eastern Illinois University 600 Lincoln Avenue Charleston, IL 61920	From: _____ John Allison Mailing Address/Telephone _____
If you are an EIU employee, please indicate below the name and address of your department ONLY if you want the information to be sent there: _____ English Department	
Give a brief description of the requested record(s): The total number of student credit hours generated by, and the total number of credit units assigned to non-bargaining unit members by Semesters and Summer terms 2007-2011.	
 Requester's Signature	
Records will be provided and fees charged according to the Illinois Freedom of Information Act. Pursuant to 5 ILCS 140/3(d), a response from the FOIA Officer will be provided within five business days. You will be notified if additional time is required to process your request.	
REMINDER: The request is incomplete unless signed.	<input type="button" value="Reset"/>