



Alumni Data Request

Please email completed form to Lori Kroening, kroening@uwosh.edu

Requested by: _____ Date of Request: _____

Department: _____ Email: _____ Phone: _____

Date Information Needed: _____ Please allow a minimum of 14 days for your request to be processed.

Purpose of Request:

Please include alumni meeting these criteria:

Class Year/s: _____ College: _____ Degree: _____

Major/s: _____

Minor/s: _____ Student Organization: _____

City _____ Radius: _____ miles State _____

Employer: _____ Business Title: _____

Other: _____

Mail Type: USPS Email Unless otherwise indicated, you will receive the fields necessary for your mail type. (Title/First/MI/Last in separate fields). Additional info requested:

By requesting this list you agree to comply with the following:

- One time use – no repeat or reminder emails
- Email address will always be sent Blind Carbon Copy (BCC) to protect privacy
- Include correct unsubscribe language in email
- Provide Alumni Office with all data updates – alumni@uwosh.edu
- Forward unsubscribe requests, immediately upon receipt, to alumni@uwosh.edu

Unsubscribe language: "To unsubscribe from future e-mails from the University of Wisconsin Oshkosh, please reply to this message and include "Unsubscribe" in the subject line." or if you are using Constant Contact, your unsubscribe language is: Are you sure you wish to stop ALL emails from **University of Wisconsin Oshkosh** sent to your email address?

An alumni email and address has been added to your list.

Completed by _____ Date _____ Appeal Assigned _____ Query Count _____ Export Count _____