

# Office of the Registrar Suggestion Form

**NAME:**

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**EMAIL:**

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**Please provide a brief summary of your idea:**

**I believe this suggestion will: (check all that apply)**

- |   |   |
|---|---|
| <input type="checkbox"/> Improve Productivity/Quality | <input type="checkbox"/> Improve Methods/Procedures |
| <input type="checkbox"/> Improve Customer Service     | <input type="checkbox"/> Save Money                 |
| <input type="checkbox"/> Save Resources               | <input type="checkbox"/> Other: _____               |

**Explain how your idea will benefit our office/K-State:**

**EMPLOYEE SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_/\_\_\_\_/\_\_\_\_