

DATA SHEET – SAMPLE SUBMISSION

NGS – Integrative Genomics Core Unit (NIG, UMG)

DNA / RNA Sequencing Submission Form

 **Date:**

 **Project Number (assigned by NIG):**

 **Project Title (one sentence):**

 **Short Project Description:**

CONTACT INFORMATION

Contact Person

Group Leader / Principal Investigator

Name:

Name:

Email:

Email:

Address:

Address:

Phone:

Phone:

PROJECT INFORMATION

Sequencing Mode and Instrument:

Instrument:

NovaSeq X Plus Illumina

Oxford Nanopore

Single-cell Shasta/iCELL8

Single-cell PIP-Seq

Read Length (NovaSeq6000):

2×50 bp

2×100 bp

2×150 bp

2×200 bp

2×250 bp

Flow Cell Type (NovaSeq6000): For projects required only sequencing

SP

S1

S2

S4

Estimated million reads per sample:  _____

Sample Pooling (XP reagents required): For projects required only sequencing

Yes

No

If **yes**, how many samples will be pooled?  _____

Estimated million reads per pool:  _____

APPLICATION TYPE

- | | |
|---|--|
| <input type="checkbox"/> Total RNA-Seq (with depl.) | <input type="checkbox"/> Constellation (Long Reads) |
| <input type="checkbox"/> Stranded mRNA-Seq | <input type="checkbox"/> Direct RNA-Seq |
| <input type="checkbox"/> miRNA-Seq/ Small RNA-Seq | <input type="checkbox"/> Spatial transcriptomics |
| <input type="checkbox"/> exosome-Seq | <input type="checkbox"/> 5- Base sequencing |
| <input type="checkbox"/> WGS / WES | <input type="checkbox"/> Single nuclei ATAC-Seq |
| <input type="checkbox"/> Custom gene panel | <input type="checkbox"/> Single-cell DNA-Seq |
| <input type="checkbox"/> Amplicon-Seq | <input type="checkbox"/> Single-cell/nuclei RNA-Seq (3' End) |
| <input type="checkbox"/> Chip-Seq | <input type="checkbox"/> Single-cell full-length total RNA-Seq |
| <input type="checkbox"/> ATAC-Seq / Cut&Run | <input type="checkbox"/> Single-cell full-length mRNA-Seq |

SAMPLE INFORMATION

- Total number of samples (incl. biological replicates):
- Organism:
- Sample type:
- Extraction method (DNA/RNA):
- DNase treatment: Yes No Not applicable

Sample Name	conc.	µl	Sample Name	conc.	µl	Sample Name	conc.	µl
1.			10.			19.		
2.			11.			20.		
3.			12.			21.		
4.			13.			22.		
5.			14.			23.		
6.			15.			24.		
7.			16.			25.		
8.			17.			26.		
9.			18.			27.		

In case of more samples, please provide a separate table

Note (for single-cell applications):

Kindly provide detailed information on the sample origin (e.g., fresh frozen tissue, fixed cells, primary tissue, FFPE, etc.). In addition, please indicate whether the study design includes a time-course experiment, cell differentiation, phenotyping, CRISPR/Cas-based experiments, or any other specific experimental condition on project description or on a separate document attached to this document.

DATA ANALYSIS

Please select the desired level of analysis:

- Basic:** Quality control, data conversion, FASTQ files only
- Advanced:** Mapping, statistics, counting, normalization, DEG & GO analysis, data visualization
- Individual/Custom:** _____

Sample Group Descriptions

Please describe your experimental groups below:

Sample Group	# of Biological Replicates	Description
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Changes to Original Sample Setup

If the sample setup has changed compared to your original consultation with our bioinformatics team, please contact us at nig@gwdg.de before proceeding. This is especially important for projects requesting bioinformatics analysis.

Comparison with Previous Results

Are these samples intended for comparison with previous data generated by NIG?

- Yes No

If yes, **please specify the project number:** _____

Comparison with Future Results

Do you plan to compare these results with a future dataset?

- Yes No

If yes, please indicate the **expected timeline** and note that future protocol changes might limit direct comparability.

Leftover Material Disposal

By default, leftover samples are discarded after 1 year.

- I would like the material to be returned (additional shipping costs to be covered by the user).
- I agree to disposal after 1 year.

Data Storage

By default, result data is stored by NIG for **six months** after project completion. Long-term storage is available upon request:

- I request extended data storage at NIG (🇪🇺 €300/year/TB will be charged).
- No extended storage required.

Declaration of Agreement

I have read and accepted the NIG policy (“Nutzerordnung”):

[Download Policy \(PDF\)](#)



Date: _____



Signature (PI or responsible cost center): _____