Assuming the credit is not needed for graduation; a student may exchange one clinic or externship credit for 35 hours of pro bono service.

Instructions:
➢ Print, complete and submit this signed form to TPIC (not the Registrar).
➢ Exchange is not complete until approved by both TPIC and the Registrar.
➢ Once signed form is submitted to TPIC, TPIC will review and send to Registrar if approved. The Registrar will then review and if approved, the credit will be exchanged.
➢ You will be notified if your request is approved or if there is a problem with your request.
➢ Please write legibly and provide your name as it appears in Penn Law’s system.
➢ You can submit this request during the academic year after the add/drop period.
➢ Clinics and Externships, with the exception of Judicial Externships, are eligible for a credit exchange.

Student Name: _________________________________________ Class of: ____________

Student ID: ____________________________________________

Clinic/Externship Name: ______________________________________

Semester and Year of Enrollment: ______________________________

Student Signature: __________________________ Date: ____________

TPIC Approval: __________________________ Date: ____________

Registrar Approval: __________________________ Date: ____________