



CLINIC/EXTERNSHIP CREDIT EXCHANGE FORM

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 there is a problem with your request.
- You will be notified if your request is approved.
- Please write legibly and provide your name as it appears in Penn Carey Law’s system.
- You can submit this request at any time during the academic year *after* the add/drop period.

Student Name: _____ **Class of:** _____

Student ID: _____

Clinic Name: _____

Semester and Year of Clinic Enrollment: _____

Student Signature: _____ **Date:** _____

TPIC Approval: _____ **Date:** _____

Registrar Approval: _____ **Date:** _____