VERIFICATION OF CREDIT

If your organization requires verification of credit, there are three ways to get this information from students.

1. A student can submit a copy of their Degree Progress Report (DPR) that shows s/he is currently enrolled in a 195CE internship course; or
2. A student can obtain a copy of the completed contract course form (with all the signatures) from the academic department; or
3. A student can obtain a letter of verification from UCLA's Registrar's Office (1113 Murphy Hall). There is a $15 fee for this service verifying that your intern is receiving academic credit, please send students to UCLA's Registrar's Office (1113 Murphy Hall). This letter will only be available AFTER the student is enrolled and the 195CE course appears on the student's schedule of classes.