**Final Transcript Evaluation**

- In order to apply for Dietetic Internship (DI) and to receive a Verification Statement indicating completion of all DPD requirements from CSUN, student’s complete course work has to be evaluated making sure all courses have been successfully completed. This process is called **Final Transcript Evaluation** which requires a Final transcript Evaluation packet which needs to be prepared by the DPD student when DPD student is enrolled in FCS 402 or FCS 403 courses. **Student is not allowed to apply for DI without successfully completing the Final Transcript Evaluation process.**
- DPD Director has two Final Transcript Evaluation sessions every semester, no session in Summer.

**Final Transcript Evaluation Packet:**

In your **Final Transcript Evaluation Packet** you have to have:

1. Your very recent CSUN DPR
2. Complete Self/Transcript Evaluation form which can be found at our website: [www.csun.edu/~dpd](http://www.csun.edu/~dpd)
3. Complete Final Transcript Evaluation “Cover Letter” which can be found at our website: [www.csun.edu/~dpd](http://www.csun.edu/~dpd)
4. Check the articulation website at [www.assist.org](http://www.assist.org) for articulated course, if your courses are articulated no additional information is needed, if one or more of your courses are non-articulated then a course description and course syllabus for each of the non-articulated courses are required unless they have been submitted to the DPD Director previously when you had completed your Primary Transcript Evaluation.
5. All **official** transcripts from all other colleges or Universities (showing when you took the DPD course), however, if you are currently enrolled in one of these institutions, or you plan to return there next semester, order an unofficial transcript for now. (An official will be required once you have COMPLETED ALL COURSEWORK at that institution.)
6. CSUN unofficial transcript
7. Check or Money Order Payable to CSUN for one of the following amounts
   - All DPD courses taken at CSUN = $60
   - Courses from CSUN + other US colleges/universities = $75
   - Courses from CSUN and outside of the US colleges/universities = $95

Upon completion of this packet, send this packet to the Department of Family and Consumer Sciences (ATTN: Dr. Torabian-Riasati, DPD Director). Sign-up for an appointment with the DPD director to go over results of the Transcript Evaluation (Sign-up sheet will be on the board on SQ 200K door). Keep your appointment with the DPD Director. Additional information regarding important dates, and DI application process will be given to you at your appointment.