Rationale for Change

- Students wish to obtain multiple official transcripts both during and after their career at UCLA, but prices continue to rise to offset increasing costs.
- Students have raised concerns about the number of miscellaneous fees they pay on campus.
- Financial Aid does not currently apply to any Registrar’s Office service fees.

Solution

- Effective Fall 2013 (September 23, 2013), the consolidated, nonrefundable, one-time Document Fee locks in the current cost of services and covers the lifetime of the degree objective/program:
  - Undergraduate $165
  - Masters (including self-supporting degree programs) $80
  - Doctoral 100
  - Summer and IEO visitors (including EAP visitors) 50

- Charged one time at first term of entry to
  - All new degree-seeking undergraduate and graduate students, including academic, professional (excludes Law, Medical, and Dental career-only students), self-supporting, and joint degrees
  - Summer session-only students, who will be charged a one-time Document Fee of $50 starting Summer 2014. Summer session students who subsequently enroll in the following Fall term as a matriculated UCLA student will have the $50 applied to the appropriate Document Fee amount for the specified career.

- Current students, alumni, and former students are grandfathered in; no fee is charged to them since they have been subject to the various fees previously. This allows for one consistent request and fulfillment process for all UCLA students and former students.

- A lifetime supply of official transcripts and other identified services, including the initial diploma mailed to a U.S. or international address at no charge.
- Financial aid can apply.

Document Fee-Covered Services

- Lifetime official transcripts—transcripts mailed by USPS first class mail
- Unlimited removal of incomplete petitions—removal of incomplete grades from a transcript
- Lifetime verification mailings—by USPS first class mail
- Lifetime certificates of completion
- Initial diploma mailed to a U.S. or international address

Note: Services not covered by the Document Fee are still subject to transaction fees. These include, but not limited to, express shipping, special handling, replacement diplomas, and notary services. Additionally, students and alumni must clear all appropriate campus blocks/holds before obtaining transcript or diploma services.