UNIVERSITY OF LOUISIANA
MONROE

SPEECH-LANGUAGE PATHOLOGY

GRADUATE STUDENT HANDBOOK

M.S. Program

College of Health Sciences • Department of Speech-Language Pathology
Accredited in Speech-Language Pathology by the Council on Academic Accreditation of the American Speech-Language-Hearing Association
700 University Ave. Monroe, LA 71209-0321
Phone: (318) 342-1392 (Academic Department) • (318) 342-1395 (Kitty DeGree Speech and Hearing Center) • Fax: (318) 342-3199

A Member of the University of Louisiana System • AA/EOE
GRADUATE STUDENT HANDBOOK
for
M.S. Students in Speech-Language Pathology

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GRADUATE STUDENTS IN SPEECH-LANGUAGE PATHOLOGY

INTRODUCTION

The University of Louisiana at Monroe, Department of Speech-Language Pathology, offers the B.S. and M.S. degrees in Speech-Language Pathology. The B.S. program prepares students for graduate study. The M.S. program has been designed to meet the academic and clinical requirements of the American Speech-Language-Hearing Association (ASHA). The M.S. program is accredited by the Council on Academic Accreditation (CAA) of ASHA.

This handbook is a supplement to the Graduate Catalog. It is the primary resource for students enrolled in the M.S. degree program in the Speech-Language Pathology Department and their advisors. Students are responsible for the content of the handbook and are expected to have read the relevant sections of the handbook prior to consulting faculty with questions.

Additional information about the policies of the University of Louisiana at Monroe and the Graduate School can be obtained on the University of Louisiana at Monroe's website or the Graduate School's website.

Contact Information:
Department of Speech-Language Pathology
The University of Louisiana at Monroe
700 University Avenue
Monroe, Louisiana 71209-0321

(318) 342-1392 (Departmental Office)
(318) 342-3199 (Departmental Fax)
(318) 342-1395 (Kitty DeGree Speech and Hearing Center)
VISION STATEMENT

The University of Louisiana at Monroe strives to distinguish itself in preparing students for meaningful lives and service to humanity by excelling in student-centered learning—turning vision into action.

MISSION STATEMENT

The University of Louisiana at Monroe (ULM) is committed to serving as a gateway to diverse academic studies for citizens living in the urban and rural regions of the lower Mississippi Delta.

The university offers a broad array of academic and professional programs from the associate level through the doctoral degree, including Louisiana's only public Pharm D program.

Complemented by research and service, these programs address the postsecondary educational needs of the area’s citizens, businesses, and industries.

The university ensures student learning by promoting a comprehensive context for the intellectual, scientific, cultural, technological, and economic development of a diverse student and faculty population.

ULM values the continued development of mutually beneficial partnerships involving schools, government, businesses, and a variety of community-based agencies.

ULM is categorized as an SREB Four-Year 3 institution, as a Carnegie Master’s College and University I, and as a COC/SACS Level VI institution.

ULM will offer a wide range of baccalaureate programs and will be committed to graduate education through the master’s degree, offering graduate programs to meet regional or state needs.

The university will limit associate degree offerings to 2+2 programs, conduct research appropriate to academic programs offered and necessary for program accreditation, and implement, at a minimum, Selective III admissions criteria.

ULM is located in Region VIII.
**CAMPUS INFORMATION**

The University of Louisiana at Monroe’s campus, one of the State’s most attractive, is located in the eastern part of Monroe, a city whose metropolitan area population exceeds 100,000. Beautiful Bayou DeSiard flows through the 238-acre, tree-shaded campus.

The city of Monroe is located mid-way between Shreveport, Louisiana and Vicksburg, Mississippi. It is readily accessible from all sections of Louisiana and neighboring states. The University is located on U.S. Highway 80, within four blocks of U.S. Highway 165 North and two miles of Interstate 20. Monroe Regional Airport, three miles east of the University, is served by Continental Airlines, and Northwest Airline/Northwest Airlink. Monroe city bus lines serve the University area.

Monroe’s Civic Center, Strauss Playhouse, Masur Museum, West Monroe’s Convention Center, and the local parks offer cultural and popular programs, including sports events of all kinds. The beautiful Ouachita River, Bayou DeSiard, and many nearby lakes offer opportunities for fishing, boating, skiing, swimming, and picnicking.

**LIBRARY INFORMATION**

The purpose of the University Library, as adopted by the Library Faculty, is to support the teaching, research, and service programs of the University. This shall be accomplished through instruction, networking, and access using the appropriate technology, acquisition, organization and maintenance of necessary information resources. The University Library shall also provide the optimum learning environment for its diverse users.

The Library is centrally located on the University campus beside the bayou. It is readily accessible from all campus housing and classroom buildings. The resources of the library include 644,120 print volumes, including 199,356 state and federal documents, 225 journal and newspaper subscriptions, and 620,039 volumes in microformat. The Library is a member of AMIGOS, which enables cataloging and bibliographic verification and interlibrary loan via computer terminals connected on-line to the system headquarters. NEON, the Library’s electronic catalog, is part of LOUIS, the Louisiana Library network. Being part of LOUIS, the library has access to EBSCOhost which provides access to over 40,000 full-text electronic journals. In addition, LOUIS provides access to other bibliographic and abstracting sources via the Web. Access is also provided to more than 35,000 electronic books via netLibrary.

All are welcome to use the resources of the Library. To borrow library materials, one must have a valid ID card, be enrolled in a cooperative program offered by other institutions, become a member of the Friends of the Library organization, or acquire an Alumni Honorary Card.

For more library information, refer to University of Louisiana at Monroe's Library website.
FINANCIAL INFORMATION

Information regarding tuition, and fees can be found in the graduate catalog or the financial aid web site. Graduate assistants and work study applications can be found on the graduate school's website.

Scholarship information is posted on the departmental bulletin board in Sugar Hall. Several scholarships are available to graduate students. The following graduate scholarships are competitive and require submitted documents:

1. George Moses (Lions) Graduate Scholarship — one award for $1000 per year.
2. Scottish Rite Clinical Traineeship: two to three scholarships are given for both fall and spring for $1250 per recipient for each semester; two to three $500 scholarships are awarded in Summer I.

GRADUATE STUDIES AND RESEARCH REGULATIONS AND DEADLINES

Each student should read, at a minimum, sections on Grading, Withdrawing from Classes, Appeals, GA/Work-Study, and Registering for Comprehensive Exams & Graduation in the current ULM Graduate Catalog.

Students should review the Speech-Language Pathology Department section for details about faculty, accreditation, program requirements, and courses. Note that there may have been some changes since it was published. See the Department Head for further information.
REGISTRATION INFORMATION AND REQUIREMENTS

COURSE INFORMATION

Course Information is in the graduate catalog. The schedule of classes for the semester can also be found online.

REGISTERING FOR CLASSES

Class registration information can be found on the ULM website.

HEALTH INSURANCE AND IMMUNIZATION REQUIREMENTS

Health Insurance: Enrolled domestic students have available to them a plan of group student injury and sickness insurance. This plan is mandatory for all international students.

Immunizations Procedures: An immunization letter is sent to students prior to the beginning of their first semester of graduate school. It is mandatory for students to keep all immunizations current and that all documents are submitted to the ULM Student Health Services to assure requirements for participation in program activities, especially clinical practicum, are met.

TRANSCRIPTS

Transcript requests can be accessed online.

HOLDS ON RECORD

If there is a hold on a student’s record, they may not register or, in many cases, obtain transcripts until that hold is cleared with the appropriate office. A hold may be imposed for financial indebtedness to the University or for disciplinary or scholastic reasons. Notice of any hold, including the name of the department where it may be cleared, is available on the Banner website.

MAINTAINING FULL-TIME STATUS

A full-time graduate student in Speech-Language Pathology may schedule from nine to eighteen semester hours during a regular semester. A graduate student who has a graduate assistantship or a graduate work-study position must have the approval of the major professor and the Dean of the Graduate School to enroll in a course load exceeding fifteen semester hours during a regular semester. The maximum course load for a student registered for graduate study during any single summer session is seven semester hours; the minimum for a full-time student is four semester hours.
IDENTIFICATION

Students are issued a student identification card by the university upon enrollment. This card allows them access to buildings, classrooms, and copying services. Students should always know where their card is and not loan it to others. Speech-Language Pathology students are required to order a name badge for a fee through the Speech and Hearing Clinic secretary during their first week of graduate school (for more information, refer to the Clinic Handbook).

STUDENT INFORMATION

The official means of communication between faculty/staff and students is through the University’s e-mail system. Students are responsible for all information sent by e-mail.

STUDENT POLICY MANUAL AND ORGANIZATIONAL HANDBOOK

Each student should obtain a copy of the latest ULM Student Policy Manual & Organizational Handbook. It is available at the Registrar’s office or on the Registrar's website. Look under ULM CODE OF STUDENT CONDUCT. In that category look for section nine — ”Student Records” and read about FERPA and any other sections of interest.

HUMAN EXPERIMENTATION

As of November 1, 2006, ULM Institution Review Board (IRB) training is mandatory for all persons who participate in Human Subjects Research. To register, go to the graduate school's website. Prior to initiating any research with human subjects, it must first be approved by the IRB. Students conducting research under the mentorship of a faculty member must file a request for approval with the IRB. Forms should be submitted several weeks prior to the planned initiation of the research. In many cases, an expedited review can be requested.
DEPARTMENT OF SPEECH-LANGUAGE PATHOLOGY

ADMINISTRATION

All graduate degrees are conferred by the Office of Graduate Studies and Research at the University of Louisiana at Monroe. The Department of Speech-Language Pathology is one of six departments administered by the College of Health Sciences, under the direction of Dr. Denny Ryman, Dean. The Department Head and Graduate Program Director is Johanna Boult, Ph.D., CCC-SLP. Throughout this handbook, she will be referred to as either Department Head or Program Director as the situation warrants.

MISSION STATEMENT OF THE COLLEGE OF HEALTH SCIENCES

The mission of the College of Health Sciences is to educate entry-level practitioners to meet the diverse health care needs of the citizens of Louisiana and beyond. The college seeks to provide an environment through which faculty and students develop as scholarly practitioners of their profession. Central to accomplishing this mission are the following efforts:

- Provide curricula which are relevant, flexible, and rigorous to prepare practitioners for the 21st century health care system.
- Promote faculty growth and development through education, scholarship, practice and service.
- Establish and maintain community partnerships.
- Demonstrate and promote professional ethics, values, caring and compassion in the practice of each profession.

COLLEGE OF HEALTH SCIENCES POLICIES

College of Health Sciences Section of the Graduate Catalog

Students should review the Speech-Language Pathology department section for details about faculty, accreditation, program requirements, and courses. Note that there may have been some changes since it was published. See the Department Head for further information.

MISSION STATEMENT OF THE SPEECH-LANGUAGE PATHOLOGY DEPARTMENT

The Department of Speech-Language Pathology offers the M.S. degree in Speech-Language Pathology and is designed to prepare students for careers as speech-language pathologists in clinical service delivery. The Speech-Language Pathology department is committed to educating and training students to apply speech-language pathology knowledge and skills with diverse populations across a broad range of settings. The M.S. program integrates didactic academic coursework with on- and off-campus clinical education experiences. Master’s students also have the opportunity to collaborate with faculty on research of mutual interest. Students learn to perform diagnostic evaluations for clients with communication and swallowing disorders and to design appropriate treatment plans. Graduates of the master’s program obtain clinical positions in schools,
hospitals, rehabilitation centers, private practice, nursing homes, and other facilities throughout the country.

LOCATION

The primary academic and clinical programs of the Department of Speech-Language Pathology are currently located on the first floor of Sugar Hall on the ULM campus. Student clinicians also have the opportunity to provide services at the Scottish Rite Clinic on University Avenue. Individual mailboxes for graduate students are located in the Kitty DeGree Speech and Hearing Center. Students should check their mailboxes frequently. Important announcements will be posted in the student room and/or sent to students electronically on their ULM student account. Sugar Hall permits wireless access to the internet for students with their own laptop computers. Students also have access to the computers in the student room, the STAP lab, and other computer labs around campus.

ACCREDITATION

The M.S. program in Speech-Language Pathology is accredited by the Council on Academic Accreditation (CAA) of the American Speech-Language Hearing Association (ASHA). As an accredited program, graduates of the M.S. in Speech-Language Pathology are eligible for clinical certification from ASHA. Clinical certification is granted to an individual clinician who has achieved the following: a) completed the M.S. program; b) passed a national certification test in Speech-Language Pathology; and c) completed a clinical fellowship (CF) under the supervision of a clinician who holds the Certificate of Clinical Competence (CCC) in Speech-Language Pathology from ASHA.

FACULTY

Johanna Boult, Ph.D., CCC-SLP, Assistant Professor, Department Head, Graduate Program Director
Ramona Bonnette, M.S., CCC-SLP, Clinical Supervisor
Linda Bryan, Ph.D., CCC-SLP, Associate Professor
Sarah Hayes, M.A., CCC-SLP, Clinical Assistant Professor and Clinical Supervisor
Mary Ann Thomas, M.S., CCC-SLP, Internship Coordinator and Clinical Supervisor
Jennifer Whited, M.S., CCC-SLP, Instructor and Clinical Supervisor

LENGTH OF PROGRAM

Students have the opportunity to enroll in either the fall or spring semesters. For students who begin in the fall, the length of their program is usually one year, nine months (e.g., begin in August 2011, finish in May 2013). For students who enroll in the spring, the length of their program is 2 years (e.g., begin in January 2012, finish in December 2013) as school internship placements are not available in the summer. If students have undergraduate deficiencies, the length of their program can increase.
COURSE LOAD

Students who begin in the fall are generally enrolled in three classes per semester in addition to clinical practicum. Students who begin in the spring have some variability due to class schedule and the internship experiences at the end of their program.

SPEECH-LANGUAGE PATHOLOGY POLICIES

Cultural Diversity
The ULM Speech-Language Pathology Department welcomes applicants from all backgrounds, and no candidate will be denied admission on the basis of race or ethnicity, gender, gender identity/gender expression, age, religion, national origin, sexual orientation or disability.


Immunization Procedures
An immunization letter is sent to students prior to beginning the first semester of graduate school. It is mandatory that students keep all immunizations current and that all documents are submitted to the ULM Student Health Services to assure that requirements for participation in program activities, especially clinical practicum have been met.

Forum
Forum is not a course in which students enroll. Although attendance is mandatory and an attendance document is maintained in the student's file. Forum is taken during all on-campus semesters in graduate school. Date and time will be established by the Department Head. Forum was suggested several years ago, by students who had similar specific questions regarding the Speech-Language Pathology program. Forum topics now include Academic Training Records, KASA, Comprehensive Examination and Exemptions, Praxis, Internships, ASHA membership, Licensure, Clinical Fellowship Experience and other topics deemed pertinent at the time. SPLP 5070 - Professional Issues covers other topics, formerly included in forum.

Social-Media Use
Students who want to communicate about clients via social media must use only ULM email; wherein, specific clients may be referred to only by initials, not by either first or last name. No communication about clients, parents, clinic, or the department is allowed.
in any other communications via social media (except ULM warhawks email). These include Facebook, blogs, text-messaging, personal mail, etc. Official Facebook postings about departmental activities can only be made by students with approval of the Department Head or Clinical Coordinator. While faculty cannot stop students from doing so, it is not in the students’ best interest to speak negatively about him/herself, faculty, the program, college or university on Facebook or elsewhere. If a student’s public communication is interpreted in a slanderous and/or non-beneficent manner, then the student can and will be held ethically and/or legally responsible. Furthermore, students should be aware that Facebook is viewable and viewed by faculty, clients, parents of clients, students at other universities, potential students, and future employers. Before a Facebook post is made, students should ask themselves, “What will a future employer (client, client’s parent, etc.) think when he/she sees this post? Faculty (including off-campus supervisors) are not allowed to befriend on Facebook any current student of the program, client or parent of a client.

ACADEMIC STANDING

Students are expected to maintain the highest standards of academic and clinical performance and conduct. Refer to the ULM Student Handbook for university policies.

EVALUATION OF THE FACULTY AND DEPARTMENT HEAD

Students are encouraged to evaluate the faculty at the conclusion of each course and clinic semester. All faculty members submit annual goals to the Department Head each fall. In late spring, faculty members write summations related to the status of their goals. The Department Head uses these, along with other documents (e.g., student evaluations), to evaluate the faculty. Similarly, the same procedure is followed as the Dean evaluates the Department Head. The faculty, however, also evaluate the Department Head and send that information to the Dean.

SPEECH-LANGUAGE PATHOLOGY POLICY AND PROCEDURES FOR FILING COMPLAINTS

Students are expected to follow the Chain of Command regarding individual issues that are not appropriate for resolution through faculty meetings (see above-Student Representatives). Academic issues should be brought to the attention of the Department Head and clinical issues should be referred to the Director of Clinical Services. For academic issues, students should speak with the instructor first. If the issue cannot be resolved at that level, the student and faculty member are welcome to contact the Department Head for a joint meeting. For clinical issues, students should speak with the supervisor first. If the issue cannot be resolved at that level, the student and supervisor should contact the Director of Clinical Services for a joint meeting. If the issue continues to be unresolved, all parties should meet with the Department Head. The CAA can also be contacted about program accreditation concerns.
NATIONAL STUDENT SPEECH-LANGUAGE HEARING ASSOCIATION (NSSLHA)
The Speech-Language Pathology Department has an active chapter of NSSLHA. The organization is very involved with many campus and community-based projects. Graduate students are encouraged to become members at the local, state and national levels for net-working opportunities, pre-professional development, scholarships, awards, and a reduction of initial ASHA membership fees. Announced meetings are held monthly. Information will be provided at the first clinic meeting regarding membership and meeting schedules. In order to receive discounts toward ASHA membership, students must have documented membership in both the national and local NSSLHA for two years. To be eligible for departmental awards, students must be members of both the local and national NSSLHA.
APPLICATION PROCESS AND ENTRANCE REQUIREMENTS

APPLICATION MATERIALS

Application materials can be accessed on the [Speech-Language Pathology website](#).

ACADEMIC PRE-REQUISITES

A baccalaureate degree is a pre-requisite to enter the M.S. program in Speech-Language Pathology. Students are expected to have obtained a broad general education background prior to commencing their graduate studies. Generally, students who have a bachelor’s degree in speech-language pathology have few, if any undergraduate deficiencies to make up. Meeting these requirements and those of the university, however, does not guarantee acceptance into the program.

Students who do not have a bachelor’s degree in speech-language pathology are eligible to apply for the Accelerated program and complete undergraduate deficiencies during the first year of the accelerated graduate program.

CLINICAL PREREQUISITES

Students must present records, with supervisors’ signatures, documenting completion of 25 clock hours of directed clinical observation. Students who have not completed the 25 hour requirement have two options:

a. if 15 or more hours have been completed, the student may enroll in clinic but the required observations must be completed prior to initiating services with a client.

b. if fewer than 15 hours have been completed, these hours must be obtained before the student can enroll in clinic.

APPOINTMENT OF GRADUATE MAJOR ADVISOR

Major advisors are appointed by the Department Head during the first graduate semester. The Graduate School sends students the name of their major advisor. Students should make an appointment with their major advisor before mid-term of the first semester to discuss their Plan of Study and Graduate Committee.

The advising process is a collaborative effort between the student and advisor. The student’s advisor is responsible for acquainting the student with the policies and procedures of the university, college, and program. The advisor also helps the student plan their academic program. At a minimum, the student will meet with their major advisor at the beginning of each fall and spring semester to assess progress toward degree. At least one time each semester during the executive session of a faculty meeting, major advisors will provide and ask for information from the other faculty regarding their advisees’ academic and clinical progress as well as any accolades or concerns to pass on to the student.
It is the responsibility of the student to keep the advisor informed of any issues that could affect the students’ progress toward the degree. Continuous communication between the advisor and the student makes advising a meaningful and productive process and positively impacts the student’s program.

**APPOINTMENT OF GRADUATE COMMITTEE**
In addition to the major advisor, all Speech-Language Pathology graduate students must have a graduate committee consisting of three Speech-Language Pathology faculty members. Typically, this includes two doctoral faculty and one master's faculty. This committee is generally formed during the first graduate semester. One committee member must be the major advisor with the remaining members consisting of full and associate members of the graduate faculty. The committee is available for consultation throughout the graduate program. This important committee will guide the student’s academic program and will be the ones to vote pass/fail at the conclusion of the oral exam.

**GRADUATE PLAN OF STUDY**
During the first graduate semester, all Speech-Language Pathology graduate students must meet with their major advisor and determine a graduate plan of study. Most plans will be the same; however, some students might be required to complete undergraduate deficiency courses in addition to the standard graduate plan. The formal plan document will be circulated to the committee members for signatures. After all appropriate Speech-Language Pathology faculty have signed, the document must be signed by the Director of the Graduate School and then filed in the student's academic file in the Graduate School and the department.

**SEQUENCE OF GRADUATE COURSES**
The ULM Speech-Language Pathology department accepts graduate students in the fall and spring semesters. Both classes complete the same courses. A sequence of courses has been established for both fall and spring tracks and can be found in the Appendix. Students must follow the appropriate track and register for credit hours indicated. Only the Department Head or Clinical Coordinator can make changes in these tracks for clinic course credit hours. These tracks are followed by students who do not need undergraduate deficiency courses. For those students needing to take deficiency courses, the major advisor will determine where in the schedule to add the deficiency courses. The Department Head and major advisor must be made aware of these changes.

**APPLICATION FOR GRADUATION**
Students should submit an application for graduation to the office of the Graduate School at the beginning of the semester when they are scheduled to complete their internship experiences.
PROGRAM REQUIREMENTS

The M.S. in Speech-Language Pathology requires a minimum of 37 credit hours in didactic academic courses excluding clinical practicum and internship. Pre-requisite courses that need to be taken during the graduate program are in addition to graduate course requirements.

Graduate academic and clinical courses are designed to provide students with opportunities to acquire knowledge and skills in nine content areas identified by the CAA: Articulation and Phonology, Fluency, Voice, Receptive and Expressive Language, Hearing, Swallowing, Cognition, Social, and Communication Modalities. These content areas represent the entities in the full scope of practice and encompass additional areas such as professional issues, ethics, and research.

Students are required to earn six credit hours in clinical practicum (SPLP 5076) which equates to approximately 140 clinical clock hours (excluding observation) prior to initiating a medical or public school internship (SPLP 5081, 5086). During the fall and spring semesters, students enrolled in SPLP 5076 see clients two times per week. In the summer, clients are seen four times a week.
M.S. DEGREE CURRICULUM

Graduate academic courses in Speech-Language Pathology are offered one time per year. Students are required to enroll in the following (SEE APPENDIX FOR SEMESTER distribution)

<table>
<thead>
<tr>
<th>Course Number</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>SPLP 5005</td>
<td>Research in Communicative Disorders</td>
<td>3</td>
</tr>
<tr>
<td>SPLP 5020</td>
<td>Seminar in Articulation</td>
<td>3</td>
</tr>
<tr>
<td>SPLP 5025</td>
<td>Current Topics in Stuttering Research and Remediation</td>
<td>3</td>
</tr>
<tr>
<td>SPLP 5028</td>
<td>Seminar in Communicative Language Disorders in Children</td>
<td>3</td>
</tr>
<tr>
<td>SPLP 5030</td>
<td>Seminar in Speech/Language Pathology: Diagnostics</td>
<td>3</td>
</tr>
<tr>
<td>SPLP 5042</td>
<td>Seminar in Voice Disorders</td>
<td>3</td>
</tr>
<tr>
<td>SPLP 5050</td>
<td>Neurological Disorders I-Introduction and Identification</td>
<td>3</td>
</tr>
<tr>
<td>SPLP 5052</td>
<td>Neurological Disorders II-Evaluation and Management</td>
<td>3</td>
</tr>
<tr>
<td>SPLP 5060</td>
<td>Seminar in Augmentative/Alternative Communication for Persons with Severe Expressive Disorders</td>
<td>3</td>
</tr>
<tr>
<td>SPLP 5061</td>
<td>Seminar in Oropharyngeal Involvement</td>
<td>3</td>
</tr>
<tr>
<td>SPLP 5070</td>
<td>Seminar in the Profession</td>
<td>3</td>
</tr>
<tr>
<td>SPLP 5076</td>
<td>Clinical Practicum</td>
<td>1-6</td>
</tr>
<tr>
<td>SPLP 5077</td>
<td>Audiology Issues for the Speech-Language Pathologist</td>
<td>3</td>
</tr>
<tr>
<td>SPLP 5079</td>
<td>Pediatric Audiology</td>
<td>3</td>
</tr>
<tr>
<td>SPLP 5081</td>
<td>Internship-School Site</td>
<td>1-6</td>
</tr>
<tr>
<td>SPLP 5086</td>
<td>Internship-Medical/Rehabilitation Site</td>
<td>1-6</td>
</tr>
<tr>
<td>SPLP 5091</td>
<td>Research Project</td>
<td>1-6</td>
</tr>
<tr>
<td>SPLP 5096</td>
<td>Clinical Supervision in Speech-Language Pathology</td>
<td>3</td>
</tr>
<tr>
<td>SPLP 5099</td>
<td>Thesis option</td>
<td>1-6</td>
</tr>
</tbody>
</table>
ASHA 2005 SPEECH-LANGUAGE PATHOLOGY CERTIFICATION STANDARDS (WITH 2009 REVISIONS)

KNOWLEDGE AND SKILLS

The current academic standards are more knowledge and skill oriented than process oriented. The Speech-Language Pathology department uses a modified Knowledge and Skill (KASA) procedure. Prior to reading about the ULM KASA system, students should read about the background of the new standards and the actual standards themselves. Go to the ASHA website, study the standards and print a copy for your records.

For students to be eligible for the CCC in Speech-Language Pathology, they must demonstrate the acquisition of knowledge and skills in Articulation/Phonology, Fluency, Voice, Receptive/Expressive Language, Hearing, Swallowing, Cognition, Social, Communication Modalities, Professional Issues, Ethics, and research to be eligible for the CCC in Speech-Language Pathology. Knowledge and skills in these areas can be obtained through course work, clinical experiences, research activities, independent study, workshops, and conferences. Students are to document these experiences on the yellow KASA form.

Students must obtain a minimum of 400 clinical clock hours (including 25 observation hours) that were supervised by an ASHA certified clinical supervisor. Students can only complete these hours when enrolled in an accredited educational program and registered for the appropriate course.

SPECIFIC FORMATIVE ASSESSMENT OUTCOMES

Formative assessment is documentation of outcome on an on-going basis. Formative assessment occurs through course grades and evaluations by clinical practicum supervisors. In addition, required completion of specific formative assessment outcomes are listed on the ULM Modified KASA form. Note that these outcomes are designated III-C through IV-G for the following specified areas: Articulation, Fluency, Voice and Resonance, Receptive and Expressive Language, Hearing, Swallowing, Cognitive Aspects of Communication, Social Aspects of Communication, and Communication Modalities. Students are expected to acquire both knowledge and skill in these areas as they progress through their graduate program. Faculty will assist students in identifying areas of concern addressed in each class or clinic experience. Depending on the student’s performance, an action plan for remediation may be developed between the faculty member and the student. Action plans between students will differ due to varying student needs. Action plans can include such activities as researching and writing a supplemental paper, completing additional coursework or clinical experiences, or other activities as the mentor views as appropriate. Successful remediation is to be documented on the back of the KASA form and is considered to be part of the summative assessment as required for graduation.
SPEECH-LANGUAGE PATHOLOGY KASA FORMS AND PROCEDURE

The KASA Summary Form Packet is one of the official documents required by ASHA for member certification. There are two other sets of forms that are used by Speech-Language Pathology to support the KASA Summary Form Packet. The Speech-Language Pathology Checklist of Outcomes Part 1 (blue) is utilized by faculty to rate KASA outcomes for students. The Speech-Language Pathology Checklist Part 2 (green) is used by students to rate KASA outcomes. Minimally, at the beginning of each fall and spring semester, and at the end of the program, the student and major advisor will utilize their Checklists to update the KASA Summary Form Packet (yellow set). During forum students will begin completing the document with assistance from the Department Head/Major Advisor. It is the student's responsibility to update this training record during their graduate program experience. Just prior to graduation the Speech-Language Pathology Program Director completes the KASA Summary Form Packet utilizing Checklists 1 & 2 as documentation of attainment of knowledge and skills. After reviewing/completing the KASA Summary Form Packet the Verification Form is checked and signed by the Department Head. The completed KASA Summary Form Packet will be submitted by the student when applying for ASHA certification, with a copy of the Packet maintained in the student's academic file in the Speech-Language Pathology main office.

SUMMATIVE ASSESSMENT

Summative assessments are those outcomes judged at the end of a specified time. Summative assessment will occur at the end of the program to determine the knowledge and skills acquired. ASHA has designated a passing score on the PRAXIS national examination in Speech-Language Pathology as the summative assessment for speech-language pathologists as a requirement to qualify for the Certificate of Clinical Competence. To be eligible for the M.S. degree in Speech-Language Pathology, students must successfully complete written and oral comprehensive examinations to document acquisition of information.

COMPREHENSIVE EXAMINATION

Written Comprehensive Exams
Students will be required to take and pass written and oral comprehensive examinations during their last semester of graduate school, unless they have chosen the thesis option. Beginning fall semester of 2010, the Master’s program in the department of Speech-Language Pathology defines “written comps” as a portfolio consisting of the following three items for each academic and clinical course: (1) an official printout of a passing PRAXIS score (2) a few representative pieces of work including (3) a summative piece of writing called a “comprehensive summary” to be completed in-class, near the end of the semester, directed and graded by the relevant course instructor. An exception to this rule is that comprehensive summaries for 5081 and 5086 internships will be completed during the normal comps week. Course instructors will grade each of the comprehensive summaries (high pass, pass, low pass, fail) at the time and then place the graded
comprehensive summaries in the student’s portfolio. In addition to comprehensive summaries students must choose up to three pieces of work completed throughout the semester for each course. These pieces of work should be representative of the depth, breadth and overall quality of work that the student has completed throughout the semester. In addition, students may be required to include specific, representative pieces of work at the request of an instructor. Students must pass 80% of comprehensive summaries to proceed to orals.

Portfolios will be stored in a locked file cabinet in the locked department office. Students will not have access to portfolios. Items can be added to portfolios by submitting documents to the department secretary’s box. Each submission must have a separate cover sheet indicating: (1) “Portfolio,” (2) student name, and (3) course number.

Oral Comprehensive Exams
Orals are scheduled for approximately one to two hours. The students’ graduate committee must be present and other Speech-Language Pathology faculty members are invited to attend and participate. First, students will be asked to present a 15-20 minute defense of their portfolio. Questions from the graduate committee will be related primarily to any fail or low pass written questions, internship experiences, and problem-solving hypothetical situations. To pass orals, a majority of your graduate committee must vote to pass.

EXEMPTION FROM WRITTEN COMPREHENSIVE EXAMINATION QUESTIONS

Students will no longer be exempt from writing for comprehensive exams based on PRAXIS score, but the PRAXIS score is not irrelevant to the comps process. Students must present a printout of their official PRAXIS score in the first section of their portfolio as proof that they have completed a summative assessment toward the Master’s degree.

SLP PRAXIS NATIONAL EXAMINATION

The PRAXIS examination in Speech-Language Pathology is given at least five times per year. Students may take it at ULM or other test centers. Students are required to list ULM- Speech-Language Pathology as a score recipient on the application. The PRAXIS is a two hour 120 item multiple-choice test. The maximum score is 800 with 600 as passing. Students are encouraged to not take the examination until the semester prior to beginning internship when the majority of coursework has been completed. Students are not required to pass the PRAXIS to graduate with the M. S. degree in Speech-Language Pathology, but are required to pass the exam before they can qualify for the Certificate of Clinical Competence (CCC) from ASHA.
REQUIREMENTS AFTER COMPLETION OF COMPREHENSIVE EXAMINATIONS

Before Graduation
After all internship experiences are completed, students will check out first with the Director of Clinical Services, second with their major advisor, and lastly the Department Head. During the checkout with the Director of Clinical Services, all clinical documents must be completed and approved. During the major advisor checkout all training records and documents, including blue, green, and yellow KASA forms, must be updated and filed in proper sequence in your academic folder. During the Department Head checkout the KASA Summary Form Packet will be reviewed. The Department Head must complete and sign the Verification document. Students should submit the ASHA membership application prior to beginning the Speech-Language Pathology Clinical Fellowship (SLPCF).

After Graduation
Prior to working as a Speech-Language Pathologist, students must apply for a license in the state in which they plan to work. It is a felony to practice without a license. Information about state licensure procedures can be found on the ASHA website, then click on "For Students." Search for "License" and click, choose the appropriate state, and retrieve contact information. DO NOT WORK WITHOUT A LICENSE. Some states allow applicants to work while the application is being processed. It is the applicant’s responsibility to determine requirements.

Students must complete a Speech-Language Pathology Clinical Fellowship experience before qualifying for the Certificate of Clinical Competency issued by ASHA. The SLPCF experience must be supervised appropriately by your SLPCF clinical supervisor. Information about the SLPCF is available on the ASHA website at the "For Students" link. Scroll to SLPCF and click. It is the graduate's responsibility to obtain employment and a SLPCF supervisor.

In summary, to obtain CCC status from ASHA you must follow this sequence:
  Complete the M.S. degree in Speech-Language Pathology from ULM
  Apply for ASHA membership
  Apply for/obtain a SLP state license
  Obtain employment for the Clinical Fellowship Experience
  Obtain a Clinical Fellowship Experience supervisor
  Submit a passing SLP PRAXIS score to ASHA
  Complete the Clinical Fellowship Experience Form
  Submit all Clinical Fellowship Experience documents properly signed and processed
  Receive CCC
Students are encouraged to keep the Speech-Language Pathology Department updated about their professional journey. During the CF Experience, graduates will be asked to provide a questionnaire to the CF supervisor regarding their perception of the graduate's academic training as related to clinical service provision. This information is included in the annual reports submitted to ULM and ASHA and can affect the program's continuing accreditation.