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## Introduction
Welcome to the Department of Speech, Language, and Hearing Sciences at the University of Connecticut. The goal of this handbook is to provide speech-language pathology graduate students with the answers to basic questions about our university and program. This handbook and your materials in SLHS 5336 (available on HuskyCT at learn.uconn.edu) will provide you with procedures, policies and other information essential to your next two or three years as a Master’s student. Your academic advisor and clinical supervisor of record are also available to provide guidance and advice.

Mission

To provide an understanding of human communication disorders and their clinical management by emphasizing current evidence-based practice. Academic courses and clinical education experiences encourage a theoretical perspective and experimental orientation to develop an appreciation of current knowledge and future research needs.

General Information

The Department of Speech, Language, and Hearing Sciences (SLHS) focuses on studying the normal development of speech, language, and hearing as well as the understanding and clinical management of disorders in these processes. The SLHS program offers curricula leading to a Master of Arts (M.A.) degree in Speech, Language and Hearing Sciences. The program is typically completed in two years (for students with a Bachelor’s degree in SLHS) or three years (for students with a Bachelor’s degree in an area other than SLHS). Once admitted to the program, students choose either the thesis (Plan A) or non-thesis (Plan B) option. The M.A. program in speech-language pathology leads to clinical certification and is accredited by the American Speech-Language Hearing Association’s (ASHA) Council on Academic Accreditation (CAA).

Pre-professional Background/Three Year M.A. Program

Students are expected to have completed course work related to the field of speech-language pathology including 1) principles of biological sciences, physics, statistics, and the social/behavioral sciences; and 2) basic human communication and swallowing processes, including their biological, neurological, acoustic, psychological, developmental, and linguistic and cultural bases. The determination of this need is made by the advisor(s) at the time of registration. Students admitted to the three year program are required to complete the pre-professional course work. The pre-professional background introduces incoming students to the fields of speech-language pathology and audiology, and provides basic knowledge necessary for graduate study. Students with no previous courses in speech-language pathology must complete the pre-professional background and typically take a year to do so. Courses taken as part of the pre-professional background include:

SLHS 2203 Anatomy of Speech and Hearing
Anatomical, neurological and physiological principles fundamental to the understanding of speech and hearing.
SLHS 2204 Speech and Language Acquisition
How children learn their first language; the effects of language on their thinking and behavior.

SLHS 2156Q Speech and Hearing Science
Fundamentals of acoustics specifically oriented to voice, speech production, and hearing. Human response to sound and its measurement. Introduction to acoustic instrumentation and software used in communication sciences. Examples of concepts to be covered include frequency, intensity, decibels, filters, pitch, loudness, formants, critical bands, and masking.

SLHS 3247 Phonetics
The analysis of speech through the application of phonetic theory.

SLHS 3248 Introduction to Audiology
An introduction to the nature, causation, assessment and management of hearing impairment and the principles and techniques of public school conservation programs.

SLHS 4245 Neuroscience for the Study of Communicative Disorders
Anatomy and physiology of the central nervous system. Brain mechanisms that underlie speech, language, hearing, and cognition. Neurogenic communication disorders.

SLHS 4251 Articulation, Voice, and Fluency Disorders
Communication problems resulting from disorders of speech, voice, and fluency. Assessment and management strategies in settings including public schools, hospitals, and rehabilitation centers.

SLHS 4254 Language Pathologies in Children

Students who already have a background in speech, language, and hearing may be required to complete only a portion of the courses, or none at all, depending on the extent and nature of their background.

Knowledge and Skills for Certificate of Clinical Competency (CCC) in Speech Language Pathology

The M.A. in SLHS allows students to meet all academic and clinical practicum requirements for the ASHA Certificate of Clinical Competency and the State of
Connecticut's requirements for licensure in speech-language pathology. The certification program typically requires two years of full-time graduate study beyond the pre-professional background. According to the Council for Clinical Certification (CFCC), students must obtain and demonstrate knowledge and skills in eight standard content areas: Statistics/Science (Standard III-A), Basic Human Communication and Swallowing (Standard III-B), Communication Disorders (Standard III-C/D), Ethical Conduct (Standard III-E), Research and Research Integration (Standard III-F), Contemporary Professional Issues (Standard III-G), Professional Credentials (Standard III-H), and Oral and Written Skills (Standard IV-B). The standards for knowledge and skills are achieved through the completion of a minimum of 75 credit hours of course work in these eight content areas. The credit hours may be obtained through courses taken at both the undergraduate and graduate levels. In addition, students must obtain a minimum of 400 clock hours of supervised clinical practicum. At least 375 hours must be in direct client/patient contact and 25 hours in clinical observation (325 hours must be earned during enrollment in the graduate program). An intensive summer session of supervised clinical experience between the first and second year is required for completing the clinical clock hours requirement of the certification program.

**University of Connecticut: Essential Student Information**

**Communication**

The University of Connecticut is committed to offering a quality educational experience. You can expect prompt attention to your concerns and requests from the administrators and faculty of this program. Our faculty holds office hours weekly. Hours are posted on each faculty member’s office door and advapp.uconn.edu. In addition, faculty responds to email and phone requests. Communication is critical throughout the program. The most successful students in this program are those who are proactive. You will need to take responsibility for seeking out solutions to any problems.

**NetID**

You will be assigned a NetID number for identification purposes. Use this number on all correspondence to UCONN, on your registration forms, etc. You can find your NetID number by going to netid.uconn.edu/NetIDHome/.

**Husky One Card**

It is the goal of the University to enable students, faculty, and staff to use many services on campus with their Husky One Card (the UConn ID). It can currently be used for access into the residence halls, the Recreational Facility, the Dining Halls (with a valid meal plan). HUSKY Bucks can be used for doing laundry and photocopying, as well as making other purchases in various locations on the Storrs campus and at the regional campuses. Information about the Husky One Card can be found at onecard.uconn.edu/.

**E-mail - Google Apps for Education**
UConn has adopted Google Apps to manage your e-mail, calendar, documents, and other applications. You can access your e-mail at google.uconn.edu. Use your NetID and its associated password to access your account. UConn Gmail is the primary method which your professors and supervisors will use to contact you. In addition, official University announcements and department information are communicated through this account, so please check it daily.

**Graduate School**

The Graduate School website (www.grad.uconn.edu) is a valuable resource. It contains information on registration, financial aid, graduation and more. In addition, many university forms can be accessed directly from the website.

**Graduate Catalog**

As a graduate student at the University of Connecticut, it is expected that you will be familiar, or know where to access information, pertaining to the policies and procedures of graduate education such as the academic calendar, academic integrity policy, programs and services, or complaint resolution. The University no longer distributes paper copies of the Graduate Catalog, but an electronic version can be found on the Graduate Catalog website (graduatecatalog.uconn.edu).

**Students with Disabilities**

Through the integration of teaching, research, and service, it is the mission of the University of Connecticut to provide an outstanding educational experience for each student. The mission of the Center for Students with Disabilities (CSD) is to enhance this experience for students with disabilities. The central goal is to ensure a comprehensively accessible University experience where individuals with disabilities have the same access to programs, opportunities and activities as all others. We encourage you to take advantage of these services. Students needing accommodation should visit the CSD website at www.csd.uconn.edu.

**Students Who Have Experienced Harassment**

Students can report incidents of harassment to an advisor, the Director of Clinical Education, or the Department Chair, who can assist the student in making a complaint and seeking redress. The University is committed to mutual respect for all students and any violation of this commitment should be addressed at any of the offices listed below:

- For complaints against fellow students, victims should be referred to the Dean of the Graduate School (grad.uconn.edu).
- For complaints of discrimination by University staff members, victims should be referred to the Office of Diversity and Equity (www.ode.uconn.edu).
- For some complaints it also may be appropriate to refer victims to the Campus Police.
• The Women’s Center provides counseling services in cases of sexual assault and/or harassment. Telephone: 486-4738 (www.womenscenter.uconn.edu).

**Cultural Centers**

There are various cultural centers on campus that may be used to enhance the quality of life for students from diverse backgrounds and work to raise the level of awareness of ethnic culture and history within the University community.

- African American Cultural Center: 486-3433 (www.aacc.uconn.edu)
- Asian American Cultural Center: 486-0830 (www.asacc.uconn.edu)
- Puerto Rican/Latin American Cultural Center: 486-1135 (www.latino.uconn.edu)
- Rainbow Center: 486-5821 (www.rainbowcenter.uconn.edu)
- Women’s Center: 486-4738. (www.womenscenter.uconn.edu)

**Useful Numbers and Websites**

Counseling & Mental Health Services: 486-4705 (after hours: 486-3427) (www.cmhs.uconn.edu)
Career Services: 486-3013 (www.career.uconn.edu)
Alcohol and Drug Services: 486-9431 (www.aod.uconn.edu)
Dean of Students Office: 486-3426 (www.dos.uconn.edu)
Graduate School: 486-3617 (grad.uconn.edu)
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Program Coordinator

Academic Progress

Program of Study

The key objective of the M.A. degree is to prepare UConn students to competitively enter the field of Speech-Language Pathology. The M.A. is a two year post-baccalaureate professional degree. This entry level degree will provide an academic and clinical education that will meet the demands of a quickly changing, technology driven, and publicly demanding era of speech-language pathology. The M.A. program will meet these challenges by providing state of the art clinical and academic experiences that thoroughly cover the prevention, assessment and management of a wide array of speech and language disorders for all ages in a variety of settings (medical, educational, private practice). The graduate curriculum, designed to meet these clinical and academic requirements, is required of all students, and presumes a
pre-professional background in speech-language pathology, audiological assessment,
and aural rehabilitation. The student may follow a thesis or non-thesis track, both of
which allow for meeting the ASHA’s certification requirements. A sample curriculum is
found in Appendix A. In addition, you will find a checklist of procedures you need to
complete during your first and second years (including graduation) in Appendix B.

Required Courses

Students must complete all required courses and clinical practicum activities in order to
obtain both their M.A. degree, and their certificate in clinical competency through the
American Speech-Language-Hearing Association. The first year of the two year M.A.
program consists of the majority of required courses and clinical practicum. During your
final year, students complete 11 additional credits (including clinical practicum) of
courses which include SLHS 5335 (Fluency Disorders), SLHS 5361 (Advanced Speech
Science), SLHS 5336 (Clinical Practicum in Speech Disorders), and for students
pursuing the Plan B option, SLHS 5374 (Clinical Project in Speech-Language
Pathology). Students must be enrolled on a full time basis every semester, therefore,
electives and courses leading to school certification are taken during the second year of
M.A. program. In order to meet the requirements for the certificate of clinical
competency, students will typically have completed a minimum of 57 academic credits
during the two year program. The typical course sequence can be found in Appendix A.

Electives

Students are required to complete a minimum of 6 credits of elective courses. At least 3
of the credits must be from graduate courses taken within the department. Given the
growing areas of knowledge within the field of speech-language pathology, students are
encouraged to take more than the minimum number of elective credits. Electives are
defined as any courses students take which are not required for the M.A. degree. For
example, students who are thinking of working in the school system following
graduation may take SLHS 5376 (Language Impairments and Literacy) or SLHS 6363
(Seminar in Speech Pathology), which can cover a variety of topics including SLI, ASD,
or multiculturalism. Students who prefer to work in a medical setting may take SLHS
6363 (Seminar in Speech Pathology), which may include memory, cognition, or brain
dissection. A variety of graduate courses in audiology can also be used as electives, if
they are not required for the M.A. degree. It is best to talk with your academic advisor
about selection of electives before you place them on your plan of study.

Advising
Major Professor – Academic Adviser

Upon admission to the Speech, Language, and Hearing Sciences program each student will be assigned a major professor. The major professor has several responsibilities:

1. Chairs the student’s graduate advisory committee.
2. Consults with the student regarding the overall program.
3. Advises the student in matters pertaining to the Plan of Study (POS).
4. Monitors the student’s academic progress.

Advisory Committee, Thesis Option (Plan A)

The advisory committee for students pursuing the thesis option consists of at least three faculty members. The committee consists of the major professor and another faculty member within the designated area of study with the department. The third faculty member may be from outside the department. Committee members other than the major professor have the following duties: 1) approve the plan of study and the written thesis, and 2) participate in an oral examination of the thesis.

Advisory Committee, Non-Thesis Option (Plan B)

The advisory committee for students pursuing the non-thesis option consists of the following three members: The major professor and two members representing the student’s major area of study. Committee members other than the major professor have the following duties: 1) approve the plan of study with the major professor, and 2) provide assistance to the student as needed.

Responsibilities of the Student:

- To obtain a copy of the requirements for the chosen field of study and to keep it up to date as program requirements are modified or fulfilled.
- To be aware that final responsibility for selecting courses and meeting degree requirements is the student’s. The advisor can suggest, recommend, or remind the student of rules and requirements, but the student has the primary responsibility for meeting program and degree requirements.
- To be familiar with the published academic rules and regulations of the University.
- To complete the registration process each semester.
- To inform the Graduate School and advisor of important changes in plans which directly affect academic performance and educational goals.
- To discuss with the advisor and associate advisors notice of unsatisfactory academic performance and its implications, and to develop a program of action.
- Be prepared to ask questions of the advisors.
- Keep the advisor informed in a timely fashion of personal issues that have arisen and that may impact on academic progress.
**Transfer Credit**

The department and the Graduate School will not accept graduate academic credit taken at other graduate programs upon entry into our graduate program on a priori basis. Such credit, up to a maximum of 6 semester credits, may be allowable on the POS, only as stipulated by University of Connecticut regulations. The student's advisor, the course instructor, and the graduate committee must approve.

**Full Time Status**

In order to complete the M.A. program in a timely manner, it is a departmental requirement that students must be registered on a full time basis every semester that they are in the program. The Graduate School defines full time status as 9 or more credits per semester during the regular semester. There are no regulations on credits during the summer semester, but students will be in their clinical placements and registered for at least 1 credit of clinical practicum. See the Graduate Catalog (and page 19 of this handbook) for the Graduate School's policy on leave of absence.

**Plan of Study**

A Plan of Study (POS) is an academic contract between a student, the faculty members of the advisory committee, and the Graduate School. All departmental and Graduate School policies related to the filing of a POS must be adhered to explicitly. Three copies of the POS should be completed when not more than twelve credits of course work have been completed (that is, at the end of the first semester of study). One copy should be submitted to the Graduate School. One copy should be given to the department program assistant, and the third copy is for the student’s records. The successful completion of all work indicated on the POS is a prerequisite for conferring of the degree. All copies of the POS must be signed by the student and each member of the advisory committee before submission. Students who have a bachelor's degree in an area other than Speech, Language, and Hearing Sciences may be required to complete prerequisite coursework, as determined by their advisor, in the areas of normal and disordered speech and language. All students also need to show evidence of 3 credits of coursework in the biological sciences, 3 credits of coursework in the physical sciences, 3 credits of coursework in statistics. You must schedule a meeting with your academic advisor to review your plan of study. Students will not be allowed to register for summer clinical practicum (SLHS 5002) if an approved POS is not on file. When completing your POS, the Degree Sought is an M.A. and the Field of study is *Speech, Language, and Hearing Sciences*. A sample plan of study can be found in Appendix C.

**Alterations to the Plan of Study**
Occasionally students find it necessary to change some aspect of their POS. For example, a student may be unable to enroll in a course listed on the POS because of a schedule conflict or course cancellation. In other cases, the student's program emphasis or professional interests may change. In this case, some of the listed courses are no longer appropriate. Sometimes, it may be necessary to change the members of the advisory committee. Such changes must have the approval of all members of the student's advisory committee. A Request for Changes in Plan for Graduate Study form is signed by the student, the major advisor and all associate advisors. The student must transmit the form to the Graduate School for approval and filing. In addition, a copy of the signed Request for Changes in Plan for Graduate Study should be placed in the student's file in the department. Students should be aware that it may take up to six months for the Graduate School to process the POS and any alterations to the POS. This may delay your graduation date if not completed in a timely manner.

Forms may be found at [www.grad.uconn.edu/forms.html](http://www.grad.uconn.edu/forms.html).

**Thesis/Non-Thesis Options**

The student may follow a thesis (Plan A) or non-thesis track (Plan B), both of which allow for meeting the ASHA’s certification requirements.

**Thesis Option (Plan A)**

Students curious about research, as well as those contemplating future doctoral study, should give serious consideration to choosing the thesis option. The thesis option provides the student with an opportunity to work closely with a faculty member and to conduct research in an area of interest. The student must also select a minimum of two additional tenured or tenure-track UConn faculty to serve on their thesis committee.

The master's thesis is a culmination of the student’s research. It consists of a written portion and an oral defense. The written portion must be approved by the student’s thesis advisory committee and is followed by an oral defense presented to the faculty, including the student’s thesis advisory committee, and fellow students. Students must pass both the written portion and the oral defense to successfully complete the thesis option. Passing of the thesis is defined as satisfactory performance on both the written and oral portions of the thesis as determined by all members of the thesis committee.

It is recommended that students choosing the thesis option should identify a faculty member to mentor the research project by the beginning of the second semester of their first year in the M.A. program. This should ensure that the student completes the program in a timely manner. Students completing the thesis option are not required to complete the clinical competency (Plan B) project. If a student elects a thesis advisor other than their original major advisor, that person becomes the major advisor. The major advisor serves as the director of the thesis and guides the student through its completion. Each and every semester that the student is working on the thesis, the student must register for GRAD 5950 (Master’s Thesis Research). Students completing
a thesis must have registered for a minimum of 9 credits of GRAD 5950 during their graduate program. Relatively early in the planning stage of the thesis, the student will meet with the full advisory committee for approval of the proposed research. The usual practice is for the student to have written a formal prospectus prior to this committee meeting, which may include a review of the literature, a statement of the research question, and a description of the experimental methodology. Any subsequent changes in the design of the study must have the approval of the student's advisory committee members. University requirements for preparation, guidelines, format, etc. can be found on the Graduate School website (www.grad.uconn.edu/current/MSProg.html).

All students are required to successfully complete Human Subjects Training if their thesis will involve human subjects testing. This can be done online at www.citiprogram.org/default.asp. Separate approval of the thesis project is not required by the Internal Review Board (IRB) if the project is covered by an active, approved Internal Review Board protocol (typically under the name of the major faculty thesis advisor). The major faculty thesis advisor will be able to determine if the work is covered under an existing approved research protocol or if additional project approval is needed.

For our department, American Psychological Association (APA) style is preferred but other styles (corresponding to a specific journal where the work is likely to be submitted) may be substituted. The style being used and the resource for the style’s guidelines (such as the Publication Manual of the APA) must be stated on a separate unbound, unnumbered sheet at the beginning of the thesis. The major professor has final responsibility for assuring that the final thesis meets stylistic requirements. After the research and the writing of the thesis have been completed, the student must satisfactorily pass an oral defense of the research in front of the full advisory committee. Three weeks prior to the date on which the oral defense is to be held, the student should obtain a Report on the Final Exam for the Master's Degree form from the graduate school website (grad.uconn.edu/forms.html). It is the responsibility of the student to schedule the defense date once the thesis advisor is satisfied with the written thesis.

Once the student has successfully completed the oral defense of his/her thesis, the advisory committee will sign the Report on the Final Exam for the Master's Degree form. The thesis advisor will give the form to the Program Assistant who will turn it in to the Graduate School. A student must achieve a minimum grade point average or index of 3.0 on a 4-point scale over coursework on the Plan of Study before being permitted to hold the oral defense.

Students who begin a Master’s thesis, but decide to discontinue on this track, may complete the non-thesis (Plan B) track if approved by the advisory committee. Students must complete the Clinical Project in Speech-Language Pathology (SLHS 5374) successfully in order to be awarded the clinical degree.

**Comprehensive Academic-Clinical Project/Non Thesis Option (Plan B)**
The Clinical Project in Speech-Language Pathology (SLHS 5374) is required for students in the non-thesis track and is completed during the Spring semester of their final year. The “Comprehensive Academic-Clinical Project” is used by the faculty as a summative assessment of a student’s knowledge of normal and disordered human communication and of his/her ability to apply critical thinking, problem-solving, and analysis to a clinical situation. Currently, as a requirement of the Master’s degree curriculum, each graduate student in speech-language pathology who has not opted to write a thesis will successfully complete a comprehensive clinical project prior to graduating from this program. Students register for SLHS 5374 for three credits during the Spring semester of their final year in the M.A. program. However, students begin working on this project during the summer in between their first and second year. The project includes three parts: 1) a proposal of an intended case study, 2) a written summary of a case study and 3) an oral presentation to the faculty and their peers. The entire project is evaluated using a scoring rubric applied across five categories of the entire project; the written paper is evaluated in the areas of Content and Organization, and the oral portion, in the areas of Preparation and Delivery, Response to Questions, and Professionalism. Students must obtain a final grade no lower than a “B” to pass this project. Students obtaining a final grade lower than “B” on the Comprehensive Academic-Clinical Project will be given an opportunity to redo the project with a new client. This will inevitably delay the student’s graduation date. Failure to obtain a grade of “B” or higher on the second attempt will result in the student being asked to withdraw from the program without being awarded the Master’s degree. The reading committee may ask that the student complete a writing course (e.g., technical writing course) for credit before s/he is allowed to continue with a second case study.

**Academic Standing**

Academic Standing is an indication of students’ current progress toward completion of their program. The faculty meets to review all students’ performance in both their academic coursework and clinical practicum at the midterm and the end of each semester. The purpose of the midterm review is to monitor students’ performance in individual classes and is a preventative measure to identify and assist students who may be at risk for subpar academic performance. Receiving a grade lower than B- in any course constitutes inadequate performance. Students must retake any course in which a grade lower than B- is received and must achieve a grade of B- or higher in order to progress in the graduate program. The end of semester review is to monitor students’ overall academic performance. Students must maintain a cumulative grade point average of 3.0 in graduate courses to continue with good academic standing in the M.A. program at UConn. Students who fail to maintain this standard will be placed on academic probation. Students on academic probation must meet with their academic advisor to develop an academic remediation plan. Failure to meet the objectives of the remediation plan and to maintain a 3.0 grade point average will result in the student’s dismissal from the program. A student may only be on academic probation for one semester during their entire program. If a student’s overall GPA falls below a 3.0 for a second semester, s/he will be dismissed from the program.
Additionally, in order to maintain good academic standing, students must demonstrate performance in clinical practicum that represents adequate progress toward clinical competency. The clinical skills checklists identify six areas of competency necessary for clinical practice and form the basis for assigning grades in clinical practicum for each semester. The six areas of practice include: 1. assessment, 2. intervention, 3. records and reports, 4. supervisory process, 5. technology, equipment and materials, and 6. professionalism and interpersonal skills. Performance in clinical practicum is required to be at a minimum of B level performance independent of academic performance in order to remain in the program.

Students in the three year program must maintain a GPA of at least 3.5 in the undergraduate courses. Any student obtaining a GPA of less than 3.5 in the undergraduate courses during the first year of the three year program will be placed on academic probation. As in the two year program, students can be placed on academic probation for one semester only. Once students enter the second and third years of the three year program, they must maintain an average GPA of 3.0 or better in the graduate courses.

**Remediation Options for knowledge/skills competencies:**

Students who have difficulty demonstrating competencies for the knowledge/skills described in the ASHA 2005 (SLP) certification standards will be placed on a remediation plan. The remediation procedures and objectives will be specified to allow individuals an opportunity to satisfactorily demonstrate target knowledge/skills competencies. These remediation procedures are typically described by instructors in their course syllabi.

Remediation procedures are typically initiated by the academic advisor (with the assistance of the course instructor) with the understanding that a target competency in the deficit area must be achieved (as defined in the KASA record) before the student will be allowed to begin clinical training in that area. When a standard has been met, the course instructor will sign and date the student’s Knowledge and Skills Assessment (KASA) form to indicate achievement of the competency (see Appendix D for an example). If a student fails to demonstrate a knowledge or skill competency at the completion of remediation activities, the Course Instructor will submit a report to the academic advisor indicating that the student was unable to complete the competency. It is the students’ responsibility to monitor progress in achieving academic and clinical outcomes.

The described process serves as a method of developing professional responsibility and assures that students understand the ASHA Standards for academic programs in speech-language pathology. Academic advisors of M.A. students are expected to periodically review students’ KASA progress. Many of the course instructors provide remediation plans that should be completed during the semester that a specific course is completed or by a deadline provided by the course instructor. Failure to meet ASHA
Standards as tracked by the KASA will affect student’s eligibility to apply for the Certificate of Clinical Competence.

**Remediation for clinical competencies:**

At any time during clinical practicum, if a student is not demonstrating adequate progress or retention of skills, a remediation plan will be developed. A clinical remediation plan will outline the skills that do not or are not expected to meet the standard (see clinical skills checklists under Academic Standing), the ways in which the program will assist the student to attain those skills, and the time frame in which the skills should be demonstrated. If a student is not able to meet the demands of the clinical remediation plan, then that will constitute a recommendation for withdrawal from the program. A remediation plan cannot be repeated for the same area of clinical competency, however, additional remediation plans can be introduced for new areas of concern. See Appendix E for an outline of a remediation plan.

**Remediation for clinical competencies at external sites:**

In the second year (semesters 3, 4, & 5) of the program, students are placed in external clinical sites to obtain a larger variety of clinical experiences. They are supervised by certified and licensed Speech Language Pathologists who volunteer their services to the University of Connecticut Speech Language Pathology students.

Despite the UCSHC’s best efforts to prepare students for their external clinical placements, occasionally a student is removed from a placement when his/her clinical performance does not meet the standards set by the training program. In other words, it is determined that the student is in violation of the Code of Ethics of the profession (e.g., “Individuals shall provide all services competently.” See Principle of Ethics I: [www.asha.org/policy/ET2010-00309.htm](http://www.asha.org/policy/ET2010-00309.htm). The decision to remove a student from a placement is not made lightly and only happens when the student’s clinical faculty advisor from the University of Connecticut, upon consultation with the external clinical supervisor, determines that the client care provided by the student clinician is being impacted and that it would be impossible for the student to receive a passing grade for that clinical placement. When removal occurs -- and this does not happen often -- the Department works with the student to identify areas of clinical deficiency and to develop a clinical remediation plan to address these deficiencies. Furthermore, the student’s clinical faculty advisor works with the UCSHC Director of Clinical Education to develop the remediation plan and to identify an alternate clinical experience. The student is then given another opportunity to achieve the clinical standards set out in the remediation plan in a different clinical setting. To ensure that a student is treated objectively, the remediation plan is reviewed by the student’s academic advisor and the Program Head for Graduate Training in Speech-Language Pathology before it is given to the student to review and sign.

It is important to reinforce that the UCSHC must adhere to the profession’s Code of Ethics and the provision of competent services. In order to protect patients and honor
our contracts with clinical settings, a student must be removed from a placement if patient care is impacted. For example, if the student’s placement is in the school system, the client (patient) with whom the student is working has a contract with the schools in the form of an Individualized Educational Plan (IEP). The IEP contains goals and objectives that the client must achieve within a specified period of time and is a legal document signed by the school officials and the parents. If the goals are not met, the school is liable for violation of the contract between the parents and the school. The same would be true of any other clinical setting (i.e., hospital, rehab center, private clinic, birth to 3 agency).

**Student Recourse**

If a student believes that s/he has been treated unfairly, s/he may request a review by any of the following personnel: the student’s academic advisory committee, the Program Head and/or the Student Review Board. Please consult the description of the role and function of the Student Review Board, Appendix F. If still not satisfied, the student may contact the Dean of the Graduate School. It is also appropriate for any faculty member to refer a student case to the student review board.

**Academic Integrity**

A fundamental tenet of all educational institutions is academic honesty; academic work depends upon respect for and acknowledgement of the research and ideas of others. Misrepresenting someone else’s work as one’s own is a serious offense in any academic setting and it will not be condoned. Academic misconduct includes, but is not limited to, providing or receiving assistance in a manner not authorized by the instructor in the creation of work to be submitted for academic evaluation (e.g., papers, projects, and examinations); any attempt to influence improperly (e.g., bribery, threats) any member of the faculty, staff, or administration of the University in any matter pertaining to academics or research; presenting, as one’s own, the ideas or words of another for academic evaluation; doing unauthorized academic work for which another person will receive credit or be evaluated; and presenting the same or substantially the same papers or projects in two or more courses without the explicit permission of the instructors involved. A student who knowingly assists another student in committing an act of academic misconduct shall be equally accountable for the violation, and shall be subject to the sanctions and other remedies described in The Student Code. The University considers the following as forms of academic and scholarly misconduct:

- cheating
- plagiarism
- misrepresentation
- unauthorized possession, use, or destruction of academic or research materials
- computer violations
- fabrication or falsification in research
- research violations
- conflicts of interest
- tampering any attempt to influence improperly
- aiding or abetting any impropriety or act of misconduct committed by a graduate student in a teaching role
- deliberate obstruction

These categories are not intended to be exhaustive. A complete description of the Graduate School’s policy on academic integrity can be found at www.community.uconn.edu/student_code_appendixb.html.

**Withdrawal from the Program**

Students withdraw from a program for two main reasons. 1) The student no longer desires to continue with the program. 2) It is recommended that the student withdraw from the program due to poor academic or clinical performance.

The University’s policy on withdrawing and reimbursement of fees taken from the Graduate Catalog is listed below.

**Dropping of classes**

The general policies and procedures regarding dropping a course apply to dropping all courses, whether the student wishes to remain active in the graduate degree program or to withdraw permanently from it. Permission from the Graduate School is needed for the student either to remain active in the program or to leave in good standing. If a student wishes to remain active and registered after dropping all courses, an appropriate zero-credit Continuing Registration course must be added to his or her enrollment record. The determination of active status is subject to the provisions contained in the "Continuous Registration" section. If a refund is due to a student (See "Refunds and Cancellations of Charges"), the schedule revision-request card must be signed by the appropriate Graduate School officer, regardless of the week of the semester. This signature is required so that the refund process may be initiated. No refund is possible unless all course work for credit is dropped.

**Cancellations and Refunds**

In order to be eligible for a refund or cancellation of charges, a student must officially drop all courses currently being taken.

The University grants a full refund of fees to any student dismissed for academic deficiency or other cause, provided that the dismissal takes place prior to the start of classes. In certain other instances, including illness, full refunds or cancellations of charges may be made at the discretion of the Dean of the Graduate School, provided that the interruption or termination of the student's program takes place prior to the start of classes. A student inducted into military service will receive a prorated refund or cancellation of charges based on his or her date of separation. The student in this
situation must furnish the Office of the University Bursar with a copy of the orders to active duty, showing this to be the reason for leaving the University.

Refunds or cancellations of charges are available on the following schedule for students whose programs are interrupted or terminated prior to or during a regular academic semester. When notice is received prior to the first day of classes of a semester, full refund (less nonrefundable fees) will be made if the fees have been paid in full. Thereafter, refunds or cancellations of refundable charges will be made according to the following schedule:

a) 1st week ...................................................90%
b) 2nd week* ..................................................60%
c) 3rd and 4th week* ..................................50%
d) 5th week through 8th week* ...............25%

For graduate degree-seeking students who paid fees to the Office of Credit Programs, College of Continuing Studies, refunds are governed by the above schedule.

**Leave of Absence**

Under compelling personal or medical reasons, a graduate student may request a leave of absence from his or her graduate program for a period of up to 12 months (one calendar year). The request for a leave of absence must be made in writing using the Request for Leave of Absence from Graduate Studies Form. The completed application form must bear the signatures of the student, the student’s Major Advisor, and the Department or Program Head. The completed application form is to be submitted to the Graduate School for review and approval at least 30 days before the leave of absence is to commence, or the earliest date possible in extenuating circumstances. Reinstatement from an approved leave of absence will occur at the beginning of the appropriate academic term. To request reinstatement from an approved leave of absence, the student should complete the form titled Request for Reinstatement from Leave of Absence from Graduate Studies, and submit it to the Graduate School. A complete description of the Leave of Absence policy and forms can be found on the Graduate School’s website at graduatecatalog.uconn.edu/leave-policy.html.

**Knowledge and Skills Assessment (KASA)**

Formative assessment is the ongoing measurement during educational preparation for the purpose of improving student learning. Formative assessment yields critical information for monitoring an individual’s acquisition of knowledge and skills. Such assessment must evaluate critical thinking, decision-making, and problem-solving skills. Measures should include oral and written components, as well as demonstrations of clinical proficiency.
Formative assessments will be conducted in each course with ASHA standards covered in the class and evidence to be collected in each class showing achievement of target competencies identified in the syllabus of each course. As a summative assessment, each student is required to complete a research project (Thesis - Plan A) or a Comprehensive Academic-Clinical Project (Non-thesis - Plan B).

Knowledge and skills will be documented on the KASA form. A sample is found in Appendix D. Each student will review this form during new student orientation. The student is responsible for obtaining the necessary signatures for the KASA form at the end of each semester. The original KASA form with signatures will be kept in the student’s academic file.

Demonstration of continued professional development is mandated for maintenance of the Certificate of Clinical Competence in Speech-Language Pathology (CCC-SLP). The standard took effect on January 1, 2005. The renewal period is 3 years. This standard will apply to all certificate holders, regardless of the date of initial certification. All aspects of the M.A. program meet the ASHA standards for certification in speech-language pathology. It is the students’ responsibility to ensure that their KASA form is up-to-date. At the end of every semester, students should have the course instructor sign and date the KASA form to indicate that they have successfully met the Knowledge and Skills indicators for each course completed. At the end of their final semester, students must review the KASA form with their academic advisor who will sign and date it to indicate that the student has met all the academic requirements for clinical certification. Use of the KASA form serves as a mechanism for monitoring progress towards meeting knowledge and skills outcome requirements delineated in ASHA standards.

STANDARDS OF WRITING AND ORAL LANGUAGE PERFORMANCE

International Students

International degree-seeking applicants whose native language is not English are required to submit a Test of English as a Foreign Language (TOEFL or TOEFL iBT) or International English Language Testing System (IELTS) scores for University of Connecticut Graduate School admissions. Many countries are still using the standard TOEFL exam with the TWE and TSE. Most other countries have available the newer TOEFL iBT or the IELTS. Applicants may take whichever exam is available in their country. Many departments require the TWE from applicants, since this tool explicitly evaluates writing skills; the TSE gives us a good indication of skills in spoken English as well. When applicants take the TOEFL, they must also take the Test of Written English (TWE) and the Test of Spoken English (TSE). A score of 5 or better (on a scale of 1 - 6) is considered adequate for the TWE and a score of 50 is considered adequate for the TSE. When applicants take the TOEFL iBT they must have an overall score of 79 and a 27 on the speaking section of the test. An applicant may also take the IELTS exam and
must receive an 8 in order to be considered for admission to our program. It is expected that students will have the necessary English skills to provide speech and language services to clients with a communication disorder. Periodically, international students who perform adequately on the TOEFL or the ITELTS do not have English proficiency sufficient to begin clinical practicum. These situations are dealt with on an individual bases by the faculty. Students may need to receive accent modification or second language instruction before a decision is made to allow them to participate in clinical training.

Writing Performance Requirements

At the master’s level, it is recommended that, particularly in the first semester of academic work, all courses and clinical experiences contain a content-oriented writing component (e.g., papers, clinical reports, take home examinations, or projects, as appropriate). For those students who are working toward a clinical degree, writing skills specified in the ASHA 2005 standards must be met. If any student produces work that is of concern (e.g., difficulty with grammatical construction, spelling, or organization), the instructor may refer a student to the UConn Writing Center. The purpose of this referral is to assist the student in continuing to attain appropriate intervention services. The Writing Center routinely notifies the referring instructor when a student uses the services. If the student continues to struggle with writing, s/he may be asked to complete a college level English composition or technical writing course with a grade of B or better. It will be the responsibility of the individual student to implement the recommended procedure. It will also be at the discretion of the instructor to determine if the writing deficiencies are severe enough to potentially impede the student’s success. If so, it will be the instructor’s responsibility to inform the academic advisor. Professional writing skills will be emphasized and evaluated as part of the practicum experience each semester. An unsatisfactory performance on written assignments jeopardizes the students standing in the program and clinical privileges may be terminated.

Writing Intervention Referral Sources

Technical writing courses are available. These include exercises in writing essays, grant proposals, and personal statements, but are not content specific. The Writing Center is a major referral source. The Writing Center is available to meet with students to assist them in a one-on-one environment. It is very helpful for the Writing Center to receive information from the instructor regarding the specific concerns surrounding the student’s writing. Information about the Writing Center can be found at www.writingcenter.uconn.edu/.

Speech, Language and Other Performances

It is expected that all students participating in clinical practicum will have good oral speech and language skills, as well as good motor, perceptual, emotional, and intellectual abilities. Students with speech and/or language errors may require intervention to correct these errors before they will be eligible for clinical practicum. In
addition, students enrolled in the M.A. program must be capable of completing, with reasonable accommodations, the entire clinical curriculum. The professional curriculum requires the demonstration of proficiency in a variety of cognitive, problem solving, manipulative, communication, and interpersonal skills. To achieve these proficiencies, several technical standards are required of each student. A description of the technical standards can be found in Appendix G.

Clinical Experiences for the SLP Student

Clinical Practicum

According to the ASHA guidelines, The applicant shall maintain documentation of academic coursework, practicum hours, and practicum supervision verified by the program. This documentation must demonstrate that the applicant possesses the knowledge and skills delineated in Standard IV. Clinical practicum is defined as clinical experience approved by an academic program. Clinical practicum is designed to foster the continued growth and integration of the knowledge and skills outlined in standard IV. Students shall participate in practicum only after it has been determined that they have had sufficient preparation to qualify for such experience.

At the University of Connecticut a minimum of 25 observation hours are required prior to beginning clinical practicum assignments in speech-language pathology. These observations cover a range of communication disorders and clinical services provided in speech-language pathology. They must be obtained under the direct supervision of qualified supervisors who hold current ASHA certification in the appropriate area. The observation hours must be in the areas of evaluation and treatment of children and adults with disorders of speech, language, voice, fluency, swallowing or hearing. The observation experience must be coordinated by a University program and the documentation of hours forwarded to the University of Connecticut directly from the undergraduate university. Graduate students must demonstrate proficiency in English speech production and English language skills and knowledge, before beginning clinical practicum.

Clinical practicum at the University of Connecticut provides students with a wide variety of clinical experiences at the graduate level. Students are scheduled for clinical practicum only when the requirements for academic preparation and observation have been satisfied. Occasionally this sequence may be adjusted so that clinical experiences may be scheduled concurrently with the required academic study. The first 25 earned clinical clock hours of practicum must be obtained under the direct supervision of qualified supervisors at the University of Connecticut Speech and Hearing Clinic and/or its contracted sites. In addition to their initial experiences in the university clinic, students are assigned to a minimum of two off-campus clinical sites during their graduate program. These include settings such as hospitals, private practice, schools,
early intervention sites, and rehabilitation centers. Most students will be placed in three external clinical placements during the final three semesters of the program.

A variety of clinical practicum experiences must be obtained so that the applicant can demonstrate skills across the scope of practice in speech-language pathology. Acceptable clinical practicum experience includes clinical and administrative activities directly related to patient care. Supervision must be sufficient to ensure the welfare of the patient and the student in accordance with the ASHA Code of Ethics. Supervision of clinical practicum must include direct observation, guidance, and feedback to permit the student to monitor, evaluate, and improve performance and to develop clinical competence. The amount of supervision must also be appropriate to the student’s level of training, education, experience and competence. Supervisors must hold a current CCC in the appropriate area of practice if students intend to apply clock hours toward the Clinical Certificate of Competency in Speech-Language Pathology (CCC-SLP). Activities supervised shall be limited to those specified in the Scope of Practice for the professional area in which supervisors are certified. Individuals educated in foreign countries must meet this standard. These clinical practicum requirements are met in the M.A. program through registration in clinical practicum (SLHS 5336 or SLHS 5302). The student must register for SLHS 5336 each semester in the program and for SLHS 5302 during the summer. Additional information regarding clinical practicum experiences will be available through the Huskycbt section of the clinical practicum classes.

**School Certification for Speech-Language Pathologists**

Speech-language pathologists who work in the Connecticut public schools must have school certification. Through an arrangement with the School of Education, students enrolled in the M.A. program in SLHS can fulfill requirements leading to certification as an SLP for employment in Connecticut's public schools. Requirements include course work in Special Education, Regular Education, Human Development or Psychology, Classroom Instruction and Management, and Health. A practicum assignment as an SLP (EPSY 5188) in a public school setting enables the student to complete student teaching requirements for certification and is completed concurrently with the student's enrollment in the M.A. program. Below are listed the requirements for Connecticut State Board of Education school certification as Speech-Language Pathologists. Courses used to fulfill these requirements are also listed. Although completion of these requirements requires a Master's Degree, students planning to acquire this certification may begin meeting some of the requirements as part of their undergraduate program. Students who plan to do their graduate training in Connecticut will be required to submit evidence of a combined score of at least 1100 on quantitative and verbal portions of the SAT. If a student cannot meet this requirement s/he must take and pass the PRAXIS I examination. Students who plan to do graduate study in another state and who plan to obtain certification in that state are urged to investigate the requirements particular to that state, as they are occasionally different from Connecticut's.
School Certification Requirements for Speech Language Pathology:

1. A bachelor's degree from an approved institution.

2. Complete requirements for the M.A. degree in Speech-Language Pathology including course work in: Speech Science, Normal Processes in Speech and Language Acquisition, Experimental Methods in Communication, Neuropathologies of Speech and Language in Adults, Speech and Language Disorders, Audiological Assessment, and Aural Rehabilitation.

Requirements include a minimum of three semester hours of credit in curriculum and methods of providing clinical services to children with communication impairments in schools:

- SLHS 4251 Intro to Articulation, Voice and Fluency Disorders
- SLHS 5348 Language Disorders 1: Birth to 5 Years
- SLHS 5349 Language Disorders II: School Age Population
- SLHS 5353 Articulation and Phonological Disorders

3. A minimum of six semester hours of credit in professional education, including course work in such areas as:

   a. Foundations of Education

   - EDCI 5006 Comparative and International Education
   - EDCI 5008 Philosophy of Education

   b. Psychology: child, educational, developmental, adolescent or cognitive learning

   - EPSY 3010 Educational Psychology
   - EPSY 5402 Individual Differences in Learners
   - EPSY 5510 Learning: Its Implication for Education
   - EPSY 5405 Applied Behavior Analysis
   - EPSY 5530 Theories of Learning: Cognition and Instruction
   - HDFS 2100 Human Development: Infancy through Adolescence
   - HDFS 3103 Adolescence: Youth and Society
   - HDFS 5216 Theories of Human Development
   - PSYC 2500 Learning
   - PSYC 2400 Developmental Psychology
   - PSYC 3400 Child Psychology
   - PSYC 2501 Cognition and Problem Solving
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<tr>
<th>Course Code</th>
<th>Course Title</th>
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<tbody>
<tr>
<td>PSYC 5420</td>
<td>Cognitive Development</td>
</tr>
<tr>
<td>PSYC 5470</td>
<td>Special Topics in Developmental Psychology</td>
</tr>
<tr>
<td>PSYC 5410</td>
<td>Advanced Child Psychology</td>
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</tbody>
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**c. Classroom instruction and management, bilingual/bicultural education, reading, curriculum development behavioral management**

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<th>Course Code</th>
<th>Course Title</th>
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<tbody>
<tr>
<td>EDCI 5705</td>
<td>Resources in Bilingual-Bicultural Education &amp; ESL</td>
</tr>
<tr>
<td>EDCI 5715</td>
<td>Bilingualism and Language Acquisition</td>
</tr>
<tr>
<td>EDCI 5850</td>
<td>Introduction to Curriculum Development</td>
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<tr>
<td>EDCI 5875</td>
<td>Multicultural Education</td>
</tr>
<tr>
<td>EDCI 5094</td>
<td>Seminar (Analysis of Issues and Research in Education)</td>
</tr>
<tr>
<td>EPSY 5121</td>
<td>Curriculum Issues in the Classroom</td>
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<tr>
<td>EPSY 5123</td>
<td>Instructional Strategies and Adaptations for Students</td>
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<td>with Special Learning Needs</td>
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<tr>
<td>EPSY 5671</td>
<td>School-Based Systems Intervention</td>
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<tr>
<td>PSYC 5541</td>
<td>Reading Acquisition and Reading Disorders</td>
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**4. EPSY 5188 - Student Teaching (6 credits) Not open to undergraduate students.** Offered as part of the M.A. Program for those enrolled in the Teacher Certification Program for College Graduates (TCPCG) through the School of Education.

**5. Course of study in special education:**

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<th>Course Code</th>
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<tr>
<td>EPSY 5108</td>
<td>Instruction for Students with Special Needs in the Mainstream, 3 credits (not open to undergraduate students)</td>
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**6. Instruction on the effect of nicotine, tobacco, alcohol, and drugs; HIV:**

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<th>Course Code</th>
<th>Course Title</th>
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<tbody>
<tr>
<td>AH 1201</td>
<td>Health Concerns and Wellness, 3 credits</td>
</tr>
<tr>
<td>EDCI 3007</td>
<td>Social and Community Issues, 1 credit</td>
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</table>

or

completion of on-line modules offered through the School of Education (Open only to students jointly enrolled in the MA in SLHS and School of Education teacher certification programs).
Requirements for Certification by ASHA

The American Speech-Language Hearing Association (ASHA) Council on Academic Accreditation (CAA) accredits the University of Connecticut Speech-Language Pathology program; our program is designed to provide all academic and clinical practicum requirements for the Certificate of Clinical Competence in Speech-Language Pathology (CCC-SLP) issued by ASHA. In addition, students must pass the national PRAXIS exam. A complete description of the standards and procedures for obtaining the CCC-SLP is outlined on the American Speech-Language and Hearing Website (www.asha.org/certification/slp_standards.htm). Frequently Asked Questions About the 2005 Certifications Standards in Speech-Language Pathology can be found on the ASHA website (www.asha.org/certification/2005_SLP_FAQ.htm).

The National Examination

Passing the Speech-Language Pathology Praxis exam is one of the requirements for obtaining the CCC. It recommended that students take this examination during the spring of their final year of graduate study. Applications can be obtained from www.ets.org/praxis. Students must indicate on the application form that their score is to be sent to the national office of ASHA and to the University of Connecticut. The code you enter for the University of Connecticut for the SLP/AUD exam is #0044.

Documentation for Application for ASHA Certification

KASA Documentation: An individual KASA form will be developed for each student who enters the M.A. clinical program. Students are required to use their KASA form, in consultation with their academic advisor, from the beginning of their program to plan the courses that they will need to take and to record the accomplishment of knowledge and skill outcomes as they are achieved. Course instructors will indicate objectives addressing knowledge or skill outcomes identified in ASHA Standards 2005 through class syllabi. At the completion of each course and clinical practicum, instructors will provide feedback to students of the knowledge and/or skill areas that have been demonstrated. Students must maintain evidence of completion, such as course projects, exams, assignments, and/or records of clinical skill evaluation (CSCF). When applying for the Certificate of Clinical Competence (CCC) you are expected to have supporting documentation for the KASA.

Clinical Hours Documentation: (see clinician’s manual)

Certification Procedures

Take the following steps to ensure that your certification application procedure goes smoothly:

1. Before you leave for externship, complete all parts of the KASA. If you have had areas identified as in need of remediation, you must send proof to your advisor of
how those have been resolved. As previously mentioned, you must keep supporting evidence for the skills and knowledge outcomes.

2. Make a copy of your KASA form and put it with your own practicum log and keep them in a safe place with other valuable records, such as your birth certificate, wedding license, car title, etc.

3. No later than the end of your clinical fellowship (CF), complete the ASHA certification application (the application is available from ASHA, www.ASHA.org) and have the CF record signed by the appropriate persons at your CF site.

4. Fill out the first two pages of the ASHA application and sign it.

5. Send the ASHA application to the departmental secretary, who will check to make certain that all records are in order. If so, it will be sent to the department chair to be verified and signed. We will use the practicum log sheets, copies of your KASA form, the External Practicum SITE Forms, the External Practicum Summary Forms, Practicum Record Form and the Praxis score report as the basis for completing our part of your ASHA certification application forms. This information needs to be submitted as soon as possible prior to the ASHA application. If you do not follow all of these directions explicitly, it will delay the certification procedure and cause you and others to have to engage in unnecessary correspondence.

Exit Survey

Graduate students are required to complete the appropriate exit survey before they can receive their Master’s degree and/or graduate. For master’s degree students, the appropriate survey is the Masters Candidate Exit Survey.

Financial Assistance

Many students cite financial concerns during their M.A. program. You may find it beneficial to investigate a variety of funding options. Funding for graduate students may include scholarships, loans, grants and work study. The information below is designed to help assist you as you explore the various options. A good resource is: www.asha.org/students/financial-aid/.

Tuition Rates

Current tuition rates may be found at: www.bursar.uconn.edu/tuit_grad_current.html.

Research Assistantships

Many faculty members in the department receive research or training grants from a variety of funding sources. If the faculty member has budgeted for one or more assistants in the grant proposal, and if this was approved by the granting agency, then the principal faculty member is responsible for selecting the graduate student to fill each appointment.
**Need Based Financial Aid**

United States citizens or permanent residents of the United States (but not International Students) may apply for need-based financial aid, which includes Federal Stafford Loans (FSL), Federal Work Study, and University of Connecticut Tuition Remission Grant. TO APPLY FOR NEED-BASED AID, AN ADDITIONAL FORM NOT INCLUDED IN THE ONLINE OR PAPER APPLICATION MUST BE COMPLETED. The required application for need-based aid is the Free Application for Federal Student Aid (FAFSA) or Renewal FAFSA. Application materials should be available on/after December 15. You can also file an electronic FAFSA on the web at: [www.fafsa.ed.gov](http://www.fafsa.ed.gov). For more information on FAFSA, visit the University of Connecticut financial aid web site at: [financialaid.uconn.edu](http://financialaid.uconn.edu/)

**NEED-BASED FINANCIAL AID DEADLINES** are March 1 for continuing UConn graduate students and May 1 for entering UConn graduate students. The FAFSA must be received and logged in at the Federal Processor on/before the published deadline date. On-time status will not be determined by postmark dates or postage receipts.

Priority for the awarding of Federal Work Study as well as University of Connecticut Tuition Remission funds will be reserved for applicants who comply with the above deadlines. Applications received after the deadline will be considered for Federal Stafford Loans only.

**Private Loans**

Two financial aid sites available, containing deadline calendars guides for choosing a loan, and specific information for financing your graduate education: [www.gradloans.com](http://www.gradloans.com) or online Sallie Mae loan search: [www.wiredscholar.com](http://www.wiredscholar.com)

**Department of Student Affairs Short-Term Emergency Loan Fund**

The Dean of Students Office administers this program that can help graduate students who have encountered unforeseen financial difficulties that pose a hardship to their student status. Students must be currently registered and degree-seeking to be eligible. **Contact:** Dean of Students Office (486-3426), Wilbur Cross Building, Room 221

**Work Study Program**

Federal Work-Study (FWS) provides part-time jobs to graduate students with financial need, allowing them to earn money to help pay education expenses. The program encourages community service work and work related to the recipient's course of study. Students are paid on an hourly basis. Earnings may not exceed your FWS award. Contact Sirrah Laughery or Wendy Chase for information about available jobs in our department.
Scholarships

Graduate students may also receive financial support from a variety of outside sources in the form of scholarships. The support, which is offered on a competitive basis, has come from the American Speech Language and Hearing Association, state organizations and private organizations. Application information is made available to students as the opportunities are advertised. For updated information, please check the student board and watch your email on a regular basis.

Student Organizations

NSSLHA Chapter

The National Student Speech-Language-Hearing Association (NSSLHA) is a national organization for graduate and undergraduate students interested in the study of normal and disordered human communication. NSSLHA has approximately 18,000 members with chapters in more than 285 colleges and universities. Visit the national page for NSSLHA, www.nsslha.org/nsslha/, for information about membership and local activities.
## Appendix A: Sample Speech-Language Curriculum

### Fall 1

<table>
<thead>
<tr>
<th>Course</th>
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<tr>
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</tr>
<tr>
<td>SLHS 5345 Motor Speech Disorders</td>
<td>3</td>
</tr>
<tr>
<td>SLHS 5346 Dysphagia</td>
<td>3</td>
</tr>
<tr>
<td>SLHS 5348 Language Disorders I: Birth to 5</td>
<td>3</td>
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<tr>
<td>SLHS 5353 Articulation and Phonological Disorders</td>
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<tr>
<td>SLHS 5342 Aphasia</td>
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<tr>
<td>SLHS 5343 Cognitive-Communicative Disorders</td>
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<td>SLHS 5349 Language Disorders II: Kindergarten to 12</td>
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<tr>
<td>EPSY 5188[1] Student Teaching</td>
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</tr>
<tr>
<td>SLHS 5336 Clinical Practicum in SLP</td>
<td>3</td>
</tr>
<tr>
<td>SLHS 5361 Advanced Speech Science</td>
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### Spring 2

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[1] EPSY 5188 may be taken either in the fall or spring terms of the second year (but not both terms) of the MA program. Students also register for 1 credit of SLHS 5336 in the same term.

[2] *Students must take six credits of electives as part of their degree requirements. The electives are typically courses offered within the department, but may be taken outside the department if approval is obtained from the student’s academic advisory committee. The entire list of courses offered in SLHS can be found in the graduate catalog.
Appendix B: Academic Checklists

First Year Academic Checklist

1) Get to know your academic advisor.
2) Review the KASA form and monitor progress toward meeting goals and objectives identified in academic courses and clinical practicum at the end of each semester.
3) Plan of Study (POS) due before the end of second semester
4) Join the National Student Speech Hearing Language Association (Must be a NSSLHA member for one year prior to the time of and at graduation in order to receive the $50.00 savings on ASHA certification fees).

Second Year Academic Checklist

1) Meet with your academic advisor to ensure that all necessary courses and KASA standards are completed for the Master’s degree and ASHA certification before your final externship.
2) Review requirements for ASHA Membership and Certification
3) Contact the State Licensure Board in your target state of professional practice to determine any unique (beyond those for ASHA certification) requirements for licensure and the licensure process.
4) ASHA Clinical Fellowship (CF) Preparation: Specific ASHA requirements for the CF available on the ASHA web page.
5) The Degree Completion process is handled through the UConn Student Administration System (www.grad.uconn.edu/degree_completion.html):
6) To apply for degree completion, log in to the Student Administration System (student.studentadmin.uconn.edu) and complete these four steps:

Apply for graduation:

- Navigate to the Apply for Graduation page (Self-Service --> Student Center --> select Apply for Graduation in the drop down menu)
- Complete the fields on this page and click the Submit Application button to continue the process.

Check your name for correct spelling and form:

- Navigate to the Names page (SA Self-Service --> Personal Portfolio --> Tasks --> Names)
- To have a different name on your diploma & Commencement Program, click the link and enter a Diploma Name, then save the page.
Check your current mailing address.

- Navigate to the Addresses page (SA Self-Service --> Student Center --> Personal Information --> Addresses)
- If you are planning to move following completion of your degree, enter your new address and the date your new address will be effective.

Let us know your post-graduation plans.

- Navigate to the Work Plans page (SA Self Service --> Student Center --> Personal Information --> Work Experience)
- Enter your employer’s name, country, city, and state, along with your start date and job title. If you do not know all the information, complete as much as possible.

We will use this information to complete your degree, to mail your diploma to you, to communicate with you in the future, and to improve graduate program quality.
Appendix C: Sample Plan of Study (Plans A & B)
Course Work

The plan of study should be drawn up in consultation with your advisory committee. List in chronological order all courses that fulfill the requirements for the Master’s degree. At least fifteen credits of appropriate course work, as well as a minimum of nine GRAD 5950 (formerly GRAD 395) Master’s Thesis Research credits must be listed. Your advisory committee may require more than the minimum fifteen depending on the scope and quality of your preparation and objectives. Refer to the Graduate Catalog in regard to transfer credit courses and submit any request for transfer credits on the "Transfer Credit Request" form with approval signature. Please retain a copy of the plan for your records.

<table>
<thead>
<tr>
<th>College</th>
<th>Course Number</th>
<th>Course Title</th>
<th>Course Credits</th>
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<th>Semester</th>
<th>Campus</th>
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<td>Fall</td>
<td>Storrs</td>
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<td>Fall</td>
<td>Storrs</td>
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<td>Fall</td>
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<td>Storrs</td>
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<td>Storrs</td>
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<td>Storrs</td>
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<td>Storrs</td>
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UConn credits: 64
Transfer credits: 
Total number of credits: 64

*The Graduate School requires Master's degree students to maintain a B (3.00) cumulative grade point average.

Thesis topic: Co-treatments between Speech-Language Pathologists and Occupational Therapists
Course Work

The plan of study should be drawn up in consultation with your advisory committee. List in chronological order all courses that fulfill the requirements for the Master’s degree. At least fifteen credits of appropriate course work, as well as a minimum of nine GRAD 5950 (formerly GRAD 395) Master’s Thesis Research credits must be listed. Your advisory committee may require more than the minimum fifteen depending on the scope and quality of your preparation and objectives. Refer to the Graduate Catalog in regard to transfer credit courses and submit any request for transfer credits on the “Transfer Credit Request” form with approval signature. Please retain a copy of the plan for your records.

List courses in chronological order

<table>
<thead>
<tr>
<th>College</th>
<th>Course Number</th>
<th>Course Title</th>
<th>Credits</th>
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UConn credits: 64

Transfer credits: __________

Total number of credits: 64

*The Graduate School requires Master’s degree students to maintain at least a B (3.00) cumulative grade point average.

Thesis topic: Co-treatments between Speech-Language Pathologists and Occupational Therapists
Plan of Study for the Master's Degree  📖 Plan B (Non-Thesis)

This plan of study should be submitted to the Graduate School, Unit 1152, in the Whitten Graduate Center no later than the beginning of the student's final semester before degree completion. The successful completion of all work indicated on the plan of study is a fundamental prerequisite for the conferring of the degree. This form must be signed below by the student and each member of the advisory committee before submission to the Graduate School. Any changes in listed coursework should be submitted to the Graduate School on the "Request for Charges in Plan for Graduate Study" form.

Please type or print clearly

Full name  Jane Doe  Student ID# (seven digits)  1234567
First       Middle       Last
Email address Jane.Doe@uconn.edu  Phone number (860) 293-1776
Current mailing address 123 Dog Lane, Stotes, CT
Degree sought MA  Field of study Speech, Language, and Hearing Sciences

Area of concentration, if any  
(Exactly as listed in the Graduate School catalog)

Date by which you expect to complete work for the degree  May 2018

*Formal application for graduation by the student to be placed on the list of degree candidates must be submitted through the Student Administration System before the conferral date. See the Graduate School Academic Calendar for conferral dates and deadlines.

Date  5/5/14  Signature

Advisor's name typed or printed

Major Advisor  Bernard Grela, Ph.D.
Associate Advisor  Tammie Spaulding, Ph.D.
Associate Advisor  Rachel Theodore, Ph.D.

Graduate Administrative use only

Date by which all requirements for the degree must be completed:
Course Work

The plan of study should be drawn up in consultation with your advisory committee. List in chronological order all courses that fulfill the requirements for the Master's degree. A minimum of twenty-four credits of appropriate course work must be listed. Your advisory committee may require more than the minimum twenty-four credits depending on the scope and quality of your preparation and objectives. Refer to the Graduate Catalog in regard to transfer credit courses and submit any request for transfer credits on the "Transfer Credit Request" form with approval signature. Please retain a copy of the plan of study for your records.

List courses in chronological order

<table>
<thead>
<tr>
<th>College</th>
<th>Course Number</th>
<th>Course Title</th>
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<td>Storrs</td>
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UConn credits: 59
Transfer credits: 6
Total number of credits: 59

*The Graduate School requires Master's degree students to maintain at least a B (3.00) cumulative grade point average.*
Appendix D: Sample Academic Knowledge and Skills (KASA) Tracking Sheet

University of Connecticut – Department of Speech, Language, and Hearing Sciences
Academic Summary of Knowledge (SLP) -- Outcomes in SLHS
ASHA 2014 Standards

Name: Jane Doe

Indicators: A = Assessment, I = Intervention, and P = Prevention, U = Undergraduate, G = Graduate, S = Satisfactory meets knowledge.

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*May be covered in courses (see syllabi)

Applicants for ASHA Certification must complete a minimum of 75 credit hours (at least 36 at the graduate level) that includes coursework sufficient in depth and breadth to achieve the specified knowledge outcomes. It is expected that coursework addressing the professional knowledge areas as specified in Standard IV-C will be completed primarily at the graduate level.

Faculty Advisor: [Signature] Date: 5/18/15
Appendix E: Sample Clinical Remediation Plan for M.A. SLP

Clinical skills in several areas have not been demonstrated at the level expected at midterm for a fourth semester student. Because these are core skills that will impact success at each successive level of clinical practicum, it is imperative that they are brought up to standard. The clinical content areas that need to be addressed at this time are:

1. Long and short term plans:
   a. The student will specify intervention objectives (goals) for the client that are observable, measurable, and relevant
   b. The student will develop client specific hierarchical steps (objectives) that are expected to result in the stated outcome(s)
   c. The student will specify criterion for each objective
   d. The student will specify materials, instrumentation, environments, and/or techniques that are appropriate to achieve the objectives
   e. The student will select tasks and materials that reflect client’s interests/needs/abilities
   f. The student will specify data to be collected and cites type, methodology, schedules, etc.

To address these issues the student must take the following steps:
1. Prepare lesson plans that reflect the above goals consistently.
2. Construct data collection tools that facilitate goal specific data collection.
3. Determine activities that will allow the client to demonstrate the target behaviors and are appropriate to the language, cultural and interest levels of the client.
4. Prepare analysis of client performance from each session to present to supervisor at weekly meetings, with suggestions on how the goal will be modified for the next session based on performance.
5. Write chart notes independently that reflect the data collected, the assessment of the client’s performance week to week and the changes made to the treatment plan.

To support the student in meeting these goals, the following steps will be taken by the clinical supervisors.
1. Additional meeting time (up to two, one hour meetings) with the clinical supervisor to work on goal writing, using the actual lesson plans for student’s clients.
2. Written correction of lesson plans prior to the planned session for two sessions per client. This requires that the student submit lesson plans 48 hours in advance of the client session.
3. Identification of resources in the clinic, in print and on the internet for treatment material options, without giving specific instruction to use any particular material. The student will need to determine the actual materials selected on the lesson plan.

This plan will be reviewed with the student on <specific date>. It is expected that the goals will have been met. If that is the consensus among the relevant clinical faculty then the plan will be considered complete. If the student has not met the criteria outlined above, participation in the
clinical track for the SLP program will be reviewed and recommendations made to the faculty regarding continued participation up to and including dismissal.

Student

Clinical Advisor

Academic Advisor

Cc: Clinic Director
Department Head
Appendix F: Speech, Language, and Hearing Sciences Graduate Student (MA, AuD) Student Review Board

Purpose of the Review Board:

1. To provide faculty a place to discuss student performance, on or off campus, that has not been satisfactorily resolved by direct communication between the student and the faculty member or off campus clinical supervisor. This may include academic grades, evaluations, and reports of clinical and academic performance and professional characteristics essential to speech language pathology or audiology clinical practice such as unprofessional, irresponsible, or inappropriate behavior conducted by the student in connection with his or her academic and/or clinical activities.

2. To provide guidance and support in the development, delivery, and monitoring of academic and clinical remediation plans,

3. To review the progress of students on clinical and academic remediation plans and make recommendations to the Speech, Language, and Hearing Sciences faculty.

Membership:

1. Assistant, Associate or Full Professor in Audiology focused area
2. Assistant, Associate or Full Professor in Speech-Language Pathology focused area
3. Lecturer I, II, or III in Audiology
4. Lecturer I, II, or III in Speech-Language Pathology

*Other members will be solicited on a case by case basis to address the concerns specific to a student issue

*One member will serve as chair of the committee.

The role of the chair person will be to receive requests for Board review, to coordinate the meetings necessary to address the concern, and to convey the results to the Speech, Language, and Hearing Sciences Academic and Clinical Faculty.

Meetings:

The Board will convene upon the request of any faculty member or student when the concern meets the criteria identified by the Board. Meetings will occur as determined by the Board until resolution of the presenting issue(s).

Criteria for Issues brought to the Board: (Any one of the following is sufficient in itself to be referred to the Review Board)

1. The issue should have been previously discussed between the student and the faculty member or off campus clinical supervisor involved without satisfactory resolution OR.
2. The issue should be of sufficient magnitude to represent a threat to satisfactory student completion of their program of study OR
3. The issue should represent a violation of the HIPAA standards for privacy and security of patient health information OR
4. The issue should represent a violation of the code of ethics of the American Speech, Language, Hearing Association OR.
5. The issue should represent a violation of the code of ethics of the American Academy of Audiology OR
6. The issue should represent a violation of the student code of conduct of the University of Connecticut.
Appendix G: Technical Standards for Clinical Training M.A. Program

1. OBSERVATION

Students need to be able to accurately observe clients’ physical status including body type, posture, ability to ambulate, fine motor skills, response to sensory stimuli, and the structure and function of the oral, pharyngeal, and respiratory systems. Additionally, students must be able to accurately observe clients' behavior including verbal and nonverbal communication patterns. Finally, students must be able to comprehend and produce text, numbers, and graphs.

2. COMMUNICATION

Students must be able to communicate effectively, sensitively, and efficiently with clients and colleagues; comprehend technical, procedural and professional materials; and follow instructions. Students must be able to readily communicate observations and findings, prepare progress notes, correspondence, as well as evaluation and treatment reports in a clear, logical, and professional manner.

Students must also be able to perceive the speech of clients and to accurately judge its quality. They must be able to readily comprehend language expressed in oral, graphic, and gestural forms. The speech and English language skills of the student must be such that colleagues and clients consistently understand them. Moreover, students must be able to model desired exemplars of voice, fluency, articulation, and oral/nasal resonance, as well as the features of English grammar and syntax, consistent with the objectives for clients in treatment. Finally, the student's speech and language skills must be intelligible to permit administration of speech and language assessment instruments in a reliable and valid manner.

3. MOTOR COORDINATION

Students must be able to travel to various clinical practicum locations, access and control equipment, safely and reliably perform an oral mechanism examination, and engage in oral manipulation (e.g., oral musculature palpation, laryngeal massage) as needed.

4. INTELLECT

Students must be able to problem solve effectively, and analyze, integrate, and synthesize data concurrently in a multi-task setting. In addition, students must be able to comprehend three-dimensional relationships and understand the spatial relationships of anatomical structures, physiology, and pathology.
5. BEHAVIORAL AND SOCIAL ATTRIBUTES

Students must possess the emotional health required to exercise good judgment, and timely and safely carry out responsibilities. They must be able to adapt to change, display flexibility, and function appropriately in stressful situations. Students must exhibit empathy for others and focus on the need of the clients. They must exhibit polite behavior, integrity, manage criticism, be reliable and punctual and be respectful in relations with colleagues, external clinical supervisors, faculty, and clients.