

**Department of Speech-Language Pathology
University of the Pacific**

Graduate Student Handbook

**Master of Science Degree Program
Speech-Language Pathology**

Last Updated: July 31, 2019

Preface

Students are responsible for following all policies and procedures associated with the University of the Pacific (Pacific) and the Department of Speech-Language Pathology (SLP Dept.).

Policies and procedures may be changed at the discretion of Pacific and the SLP Dept.

Students are responsible for following the procedures and policies in the most recent handbooks.

This Speech-Language Pathology (SLP) Graduate Student Handbook is a living document and is posted on the SLP Dept.'s website.

When students enter the program, they sign a document attesting to having read the SLP Graduate Student Handbook and the SLP Dept.'s website.

Equitable Treatment

Pacific is committed to creating and maintaining an environment free from unlawful discrimination, including harassment and retaliation. In support of this commitment, Pacific prohibits unlawful discrimination, harassment and retaliation based on race, color, religion, sex, national origin, age, disability, veteran status, sexual orientation, gender identity, and genetic information.

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SECTION 1. INTRODUCTION

This handbook has been prepared to assist students in the SLP Dept. at Pacific during their professional education. The handbook provides the SLP Dept.'s policies, procedures, requirements, and conditions that must be met to satisfactorily complete the Master of Science degree program in SLP at Pacific.

Each student is encouraged to become familiar with the contents of this handbook. Students should use this handbook as a reference throughout their education in the graduate program in the SLP Dept. Students are responsible for adhering to the contents of this handbook. If there are points that are unclear, please obtain clarification from the SLP Dept. Chair, Graduate Program Director, the Director of Clinical Education, or the Scottish Rite Clinic Director.

The SLP Dept. is located in the Thomas J. Long School of Pharmacy and Health Sciences. The Master of Science degree program in SLP at Pacific is accredited by the Council on Academic Accreditation in Audiology and Speech-Language Pathology of the American Speech-Language-Hearing Association, 2200 Research Boulevard, Rockville, MD 20850-3289, 800-498-2071 or 301-296-5700.

Jeannene M. Ward-Lonergan, Ph.D., CCC-SLP, BCS-CL
Professor and Department Chair

SECTION 2. PACIFIC AND STOCKTON

Pacific is regionally accredited by the Western Association of Schools and Colleges (WASC) and is governed by the Board of Regents.

For information about university statistics and how they pertain to Pacific's goals:

<https://www.pacific.edu/about-pacific/administrationoffices/institutional-research/fast-facts-2018.html>

For information about the Board of Regents at Pacific: <https://www.pacific.edu/about-pacific/administrationoffices/board-of-regents-.html>

SECTION 3. THOMAS J. LONG SCHOOL OF PHARMACY AND HEALTH SCIENCES

The Thomas J. Long School of Pharmacy and Health Sciences (TJLPHS) allows individuals to pursue careers in a variety of healthcare fields, including Athletic Training, Audiology, Pharmacy, Physical Therapy, and Speech-Language Pathology.

The Master of Science degree program in SLP offered by the SLP Dept. is one of several career paths in the TJLPHS.

For information about the TJLPHS: <https://www.pacific.edu/academics/schools-and-colleges/thomas-j-long-school-of-pharmacy-and-health-sciences.html>

SECTION 4. MISSION STATEMENTS

Mission Statement of the SLP Dept.

The mission of the SLP Dept. is to prepare reflective speech-language pathologists and audiologists for lifelong success by providing an excellent student-centered, experiential learning environment. Our students are mentored in developing leadership, critical thinking skills, and a strong commitment to their profession and society. These efforts are assisted by the SLP Dept.'s commitment to professional growth through clinical practice, scholarly activity, and service to the profession and the community. The programs are developed in accordance with state and national accreditation standards and guidelines to ensure that graduates provide exemplary professional practice throughout their careers.

SLP is a professional program of habilitative and rehabilitative services. This program leads to varied occupations involved with persons with communication disorders. Speech-language pathologists work with people of all ages and are prepared to evaluate and treat speech and language delays and disorders. They plan and implement programs to correct or modify the disorder, or develop other means of communicating. Some examples of the types of problems include articulation disorders, fluency disorders, voice disorders, language disorders, and neurogenic communication disorders including aphasia and traumatic brain injury.

Mission Statement of Pacific

<https://www.pacific.edu/about-pacific/history-and-mission.html>

Mission Statement of the TJLPHS

<https://www.pacific.edu/academics/schools-and-colleges/thomas-j-long-school-of-pharmacy-and-health-sciences/about/mission-vision-and-values.html>

SECTION 5. PACIFIC STUDENT HANDBOOK

Pacific's handbook is available online our webpage and is updated continuously; check the website for the most up-to-date information - <https://www.pacific.edu/campus-life/safety-and-conduct/student-conduct/tiger-lore-student-code-of-conduct-.html>. The appendices listed on the website provide a number of university policies that should be helpful to you. Students at the university need to be aware of these policies, understand, and abide by them. Many policies that are described in this handbook relate to rules and regulations regarding student behavior. Some of these policies were developed by the Board of Regents and others were developed by the Pacific.

SECTION 6. PACIFIC GENERAL INFORMATION

Academic Catalog

Students are responsible for following all policies in Pacific's general and graduate catalogs -

<https://www.pacific.edu/about-pacific/administrationoffices/office-of-the-registrar/academic-catalogs.html>

Police Assistance

- Emergency call: 911 OR 209-946-3911
- Non-emergency call: 209-946-2537

Safety Escort Service (Safewalk)

- Text STRIPES at 209-624-8747 or 209-624-TRIP
- Call the Public Safety dispatcher at 209-946-2537
- <https://www.pacific.edu/campus-life/safety-and-conduct/public-safety-and-services/campus-escort--stripes.html>

Information Technology Services

- IT Support Services is located in the PHS basement, room D6
- PHS IT Support: 209-946-7371
- Pacific's Help Desk: 209-946-7400 (available Mon-Fri from 7:30 AM – 6:30 PM)
- <https://www.pacific.edu/about-pacific/administrationoffices/pacific-technology.html>

Learning Assistance Centers

<https://www.pacific.edu/about-pacific/administrationoffices/office-of-the-provost/student-success-and-learning.html>

Student Account Services

For information about payment dates, tuition and fees, and other financial questions please visit:

- Financial Aid: <https://www.pacific.edu/about-pacific/administrationoffices/office-of-financial-aid-x27062.html>
- Student Accounts: <https://www.pacific.edu/campus-life/student-services/student-accounts.html>

Registrar's Website

The Office of the Registrar manages student academic records and course enrollments. Here you will find important dates and deadlines, forms and policies, and information about transcripts and verifications. <https://www.pacific.edu/about-pacific/administrationoffices/office-of-the-registrar.html>

SECTION 7. PACIFIC'S GRADUATE SCHOOL

The Graduate School webpage has information concerning all of Pacific's graduate program policies. We strongly recommend that you visit this page and become familiar with these policies.

<https://www.pacific.edu/academics/schools-and-colleges/graduate-school/student-resources.html>

Courseload

Full time Courseload

Graduate students are expected to pursue graduate degrees with a minimum of interruption and maintain continuous enrollment. Students who are in a master's degree program and who do not enroll for three consecutive semesters (excluding Summer), will be considered to be withdrawn from the university and must reapply for admission to resume their degree program.

Academic Standing

Graduate students are required to maintain a cumulative minimum grade point average (GPA) of 3.0.

Course Repetition

Repetition of a Course/Grade Replacement Policy

Additional SLP Course Repetition Policy:

A student must earn a grade of a "C" or higher to earn graduate credit in all academic courses.

For courses in which the grade earned is C- or lower, the units are counted for GPA purposes in a student's degree program, and must be repeated.

A student earning a grade of a C+ or lower in a clinical placement must repeat the course.

A grade of a C+ or lower will result in a possible "Academic Remediation Plan," as well as repetition of the course.

Academic Probation

Any graduate student who has completed six (6) or more course units of study and has a Pacific cumulative GPA below 3.0 is placed on academic probation. To be removed from probation, a student must achieve a cumulative 3.0 GPA within completion of the next semester.

Program Dismissal

Students will be dismissed from their graduate program if either of the following apply:

1. A student on probation fails to be removed from probation after the probationary period
2. The GPA of a student who has previously been on probation falls below 3.0

A dismissed student may appeal for reconsideration and possible reinstatement on probation, within the same school. The student must submit a written petition to the Dean of Graduate School. Enrollment eligibility during the appeals process is determined at the program level.

A dismissed student may not enroll in any graduate program for a minimum of 12 consecutive months (waiting period). A student must reapply, meet current requirements for degree-seeking students, and be accepted by the University and the program to enroll for graduate studies following the waiting period. Schools or programs may develop additional procedures or requirements related to re-enrollment following dismissal. Some schools or programs may not permit reinstatement.

In addition to the academic standing, other academic and non-academic reasons can result in a student's dismissal from a graduate program.

Grades of Incomplete

[Incomplete grade policy](#)

A student who, for reasons beyond the student's control, is unable to complete course requirements during the instructional period, may petition the instructor for a grade of Incomplete. Each incomplete grade assigned must be accompanied with a contract statement agreed to by both instructor and student. An Incomplete is a temporary grade that automatically reverts to a grade of "F" after six months. Petitions to extend Incomplete grades beyond this time must be approved by the Dean of Research and Graduate Studies. All Incompletes must be made up before the last day of the semester in which the student intends to graduate.

Leave of Absence

Students experiencing life changing or catastrophic events are encouraged to request a leave of absence, especially if the Residence and Time Limits policy will be impacted. Consideration for request submitted after the degree time limit has expired will be impacted by evidence of successful continuous progress towards the degree, programmatic changes, and faculty availability. A student who is in good standing may petition for a leave of absence of no more than one academic year and the maximum number of Leave of Absence requests is two. Requests for a leave of absence must be approved in advance by the faculty advisor or Graduate Program Director and the Graduate Dean. Once the petition is approved, the registration requirement will be set aside during the period of leave. Leaves will be granted only under conditions that require the suspension of all activities associated with pursuing the degree including use of university facilities and faculty mentoring/advice.

Title IX regulations also require the university to treat pregnancy, childbirth, false pregnancy, termination of pregnancy, and recovery therefrom as a justification for a leave of absence for so long a period of time as is deemed medically necessary by the student's physician. Students requesting leave of absence under this provision must submit their request to the Title IX Coordinator, who will initiate the process.

Counting of the time to the completion of the degree ceases when a leave of absence is granted and resumes when the student re-enrolls to continue the program. A student who returns to the University after an approved leave of absence will not be required to submit an application for readmission.

Unapproved Leaves of Absence may result in the student being required to re-apply to their program. International student should visit the International Programs and Services to find out how a Leave of Absence may impact their stay or re-entry into the U.S.

Time Limit for Master's Degree

The requirements for a Master's degree must be completed within five (5) years subsequent to admission to the program. The five-year period begins the first semester students are enrolled and is calculated from the date of degree conferral. Credit that is more than five years old will not be counted toward a Master's degree. Exceptions, provided the courses were completed at this university, will require strong justification in writing from the student requesting the exception as well as revalidation plan. Written approval from the department, the Dean of the school/college at which the degree is offered, and the Graduate Dean are required. See revalidation process below. Individual programs may have additional residency and time limit requirements.

Safe Working and Learning Environment

Information concerning Pacific's diversity and inclusion policies can be found at:

<https://www.pacific.edu/campus-life/diversity-and-inclusion.html>

SECTION 8. PROFESSIONALISM

Upholding Professional and Ethical Standards within the Discipline

Students are required to adhere to certain established professional behaviors as well as professional and/or ethical standards as defined by and observed within the discipline, program, and/or department in which they are enrolled (i.e., SLP, leading to Master of Science degree in SLP). Failure to adhere to, and violations of, established professional behaviors or professional and/or ethical standards within a program and/or department may jeopardize a student's ability to successfully complete a program. Violations of these standards may limit a student's ability to perform in a class, clinic, or laboratory, and may, therefore, prevent a student from making good academic progress.

If any infraction of the above-referenced established professional behaviors, professional standards, and/or ethical standards observed by the discipline, program, and/or department occurs, the program and/or department will notify the student of the infraction through verbal and/or written feedback. All such notifications, including verbal ones, should be documented and saved in the student's departmental file. Feedback for the student may include, but is not limited to: instructions for corrective behavior, a review of the discipline's professional and ethical standards of behavior, or written instructions outlining resources for the student to prevent future infractions.

Persistent infractions or more serious violations of established professional behaviors, professional standards, and/or ethical standards may result in academic probation for the student (see "[Academic Continuation and Disqualification Policy](#)" for the definition of "academic probation").

Severe, egregious, and/or consistent violations of established professional behaviors, professional standards, and/or ethical standards within a discipline, program, and/or department may result in a recommendation to the Graduate School requesting the student's immediate dismissal from an academic program depending upon the gravity of the offense, its repetition, or its negative consequences upon others. These violations might include, but are not limited to, actions that are: life-threatening, illegal, substantially neglectful, substantially impairing the individual's fulfillment of properly assigned duties and responsibilities, or a proven violation of Board of Regents' or Pacific's rules and regulations (including the Code of Conduct or any other disciplinary rules).

Addressing Student Behavior (General)

Students are required to follow Pacific's Student [Code of Conduct](#) and policies outlined in the Pacific [Student Handbook](#). Violations of these policies will begin with processes outlined by the Office of Student Life, in cooperation with the program and/or department and the Graduate School.

Additional Information from the SLP Dept.

- Professional interactions, with faculty, staff, student workers, peers, fellow students, clinical placement site supervisors, and third parties is expected of all persons associated with the SLP Dept. This includes face-to-face, phone, emails, texts, letters, and other forms of communication.
- ASHA's Code of Ethics: <https://www.asha.org/Code-of-Ethics/>
- ASHA's Standards for the Certificate of Clinical Competence: <http://www.asha.org/certification/2014-speech-language-pathology-certification-standards/>, <https://www.asha.org/certification/2020-slp-certification-standards/> (effective January 1, 2020)

If a student is out of compliance with the established professional standards of the discipline, the advisor will notify the student and the SLP Dept. Chair.

Honor Code Violation Report Form

https://cm.maxient.com/reportingform.php?UnivofthePacific&layout_id=10

- To be completed by course instructor;
- Additional instructions are provided on the form.

SECTION 9. ACCREDITATION

The Master of Science degree program in SLP at Pacific currently has accreditation from October 1, 2011 to October 31, 2019. This program has been accredited since July 2, 1973.

The Master of Science degree program in SLP at Pacific is accredited by the Council on Academic Accreditation in Audiology and Speech-Language Pathology (CAA) of the ASHA, 2200 Research Boulevard, Rockville, Maryland 20850-3289, 800-498-2071 or 301-296-5700.

Council of Academic Accreditation (CAA) Complaint Process

The CAA Complaint Process against a Graduate Education Program and/or the CAA may be found at: <https://caa.asha.org/programs/complaints/>.

SECTION 10. SPEECH-LANGUAGE PATHOLOGY DEPARTMENT

Speech-Language Pathology Faculty and Staff

The SLP Dept. has eight full-time academic and clinical faculty members and several part-time faculty members who are certified by ASHA.

<https://www.pacific.edu/academics/schools-and-colleges/thomas-j-long-school-of-pharmacy-and-health-sciences/faculty-and-departments/speech-language-pathology.html>

You can call or email the SLP Dept. faculty directly or contact the office at pacificslp@pacific.edu – the office will forward emails to the appropriate department members as needed.

Due to student privacy laws, the SLP Dept. is legally required to communicate with current students **only** via their Pacific student email account which does not expire. Check this email regularly for important communication from the SLP Dept., even after graduation, as the faculty and staff occasionally contact alumni. Many students forward their Pacific email to a regularly used email address. Since diplomas are mailed, students should keep the Pacific Registrar's Office updated with their most current postal mailing address.

SLP Department Website

The SLP Dept. website provides a thorough overview of our program. Use it to achieve maximum success in this program.

<https://www.pacific.edu/academics/schools-and-colleges/thomas-j-long-school-of-pharmacy-and-health-sciences/academics/speech-language-pathology.html>

Forms

Important forms are found on the SLP Dept. website. <https://www.pacific.edu/academics/schools-and-colleges/thomas-j-long-school-of-pharmacy-and-health-sciences/academics/speech-language-pathology/department-and-clinic-forms.html>.

Facebook

We encourage you to stay in touch with our department throughout your career! Connect with us through our Facebook outreach group: <https://www.facebook.com/groups/114946128526070/>

Contact information

By Mail: University of the Pacific
Department of Speech-Language Pathology
3601 Pacific Avenue
Stockton, CA 95211

By Phone: 209.946.2381

By Email: pacificslp@pacific.edu

SLP Clinics

The SLP Dept. operates a full-range of on-campus clinics run by faculty members with students who provide assessment and intervention services to child, adolescent, and adult clients with a wide range of speech/language and/or hearing disorders. There is a separate Clinic Handbook, and students involved with the clinics are responsible for the stated policies and procedures in that handbook.

<https://www.pacific.edu/academics/schools-and-colleges/thomas-j-long-school-of-pharmacy-and-health-sciences/academics/speech-language-pathology/department-and-clinic-forms.html>

Changes to Student Information

If your name, address, residency status, or phone number changes, you need to inform the:

1. Registrar: Complete and Submit the [Request for Change of Personal Data Form](#)
(Including: name, address, residency status, or phone number)
2. SLP Dept. Office - pacificslp@pacific.edu
3. Request the SLP Dept. Office to make any name change in CALIPSO or TYPHON.

Courses Required to Enter and Complete the Program

There are two possible tracks provided to students that lead to the Master of Science degree in SLP in the SLP Dept. at Pacific. Each link below describes the course sequence for each track. Each track has specific required foundational and prerequisite coursework. Courses are taken in the order stated for each track, with the exception of elective courses, which are more flexible.

[15-Month Sequence](#)

[24-Month Sequence](#)

Prerequisite Courses

There are no prerequisite courses required to apply to our graduate SLP program (regardless of your prior major), however, you must have earned a Bachelor's degree before you can enter our graduate program.

The following courses ARE NOT prerequisites but need to be completed before you graduate from our program (these are often part of your general education requirements and must be completed with a grade of a "C" or better):

- A child development or developmental psychology course
- A psychology, sociology or anthropology course
- A biology or human anatomy course
- A statistics course
- A chemistry or physics course

Identification Badges

It is mandatory for all students to wear an identification badge when in the Pharmacy and Health Sciences Building. This helps faculty and staff to learn students' names and provides a certain level of safety. Pacific will provide the first badge free charge. Visit the university's PacificCARD office, located on main campus for your identification badge.

Financial Aid, Assistantships, and Other Financial Opportunities.

The SLP Dept. Office is not able to address financial aid questions. Please contact Pacific's [Office of Financial Aid](#).

SLP Complaint Process

The SLP Dept. encourages students to express their views. We ask that students first discuss complaints with the course instructor or their advisor. If the situation is not resolved, the student should speak with the SLP Dept. Chair who typically has a variety of possible approaches to resolve the situation. These options are discussed with the student.

If a student feels that their issue is not resolved at the Departmental level, they have a variety of resources available at the university level. Please see the Academic Catalog for the appropriate process.

<https://www.pacific.edu/campus-life/safety-and-conduct/student-conduct/student-resources/student-complaint-procedure-notice.html>

Mailboxes

Each student in the SLP department has a "mailbox" (hanging file folder) in the SLP Materials Room (Room 268). Academic and clinical faculty/staff will use student mailboxes to hand back assignments, projects and correspondence. Students should check and empty out their mailboxes regularly. All faculty also have mailboxes. Students wanting to place items in the faculty mailboxes should give the item(s) to the Program Services Assistant and he/she will place it in the faculty member's mailbox.

Illnesses and Injuries

If you have a non-life-threatening illness or injury, please contact Pacific's Health Services for an appointment. The health services staff in can assist with most primary care concerns.

If you have a medical emergency, please call 911.

National Student Speech-Language-Hearing Association (NSSLHA)

<https://www.pacific.edu/academics/schools-and-colleges/thomas-j-long-school-of-pharmacy-and-health-sciences/academics/speech-language-pathology/undergraduate-program.html>

NSSLHA is a pre-professional membership association for students interested in the study of speech-language pathology or audiology. www.nsslha.org. We have an active chapter of NSSLHA here at Pacific and all students are encouraged to join. See the SLP bulletin board in the first floor hallway for upcoming events. The NSSLHA co-advisors are Dr. Derek Isetti and Professor Nicholas Brock.

Registration Problems

If registration problems are experienced, please refer to:

<https://www.pacific.edu/about-pacific/administrationoffices/office-of-the-registrar/class-registration-information.html> or contact the SLP Dept. Office – pacificslp@pacific.edu.

Dress Code

The second floor of the PHS building has an operational Speech-Hearing-Language Clinic five days a week. Students are expected to dress appropriately at all times.

Student Clinicians' Room

A computer, copier/printer, microwave and refrigerator are available to all SLP students in the Student Clinicians' Room (Room 267).

Computers and Printers

Pacific copying and printing services run on a system called PacificPrint. Students can send documents from their personal computers or from the student clinicians' room computer via the webprint portal – print.pacific.edu. Printing is set up on a “pay to print” system and requires students to slide their ID card to access printing services.

SECTION 11: SLP TUITION AND FEES INFORMATION

For current tuition and fees for the SLP graduate program, please refer to:

https://www.pacific.edu/documents/school-pharmacy/acrobat/SLPA%20Cost%20Sheet%202018_2020.pdf

SECTION 12. PROGRESSION THROUGH THE PROGRAM

A. SLP COURSEWORK

Program Learning Outcomes (PLOs)

Our academic and clinical outcomes align with the accreditation standards of the CAA on behalf of the ASHA, as well as Pacific's Program Learning Outcomes (PLOs).

https://www.asha.org/Certification/2014-Speech-Language-Pathology-Certification-Standards/#Standard_IV

<https://www.pacific.edu/about-pacific/administrationoffices/office-of-the-provost/educational-effectiveness/assessment-of-student-learning-/annual-program-learning-outcomes-assessment.html>

Canvas

Canvas is Pacific's 24/7 online Learning Management System, located at <https://pacific.instructure.com/>. Students log into Canvas for Pacific's online resources for in-person classes. Grades, class materials, videos, quizzes, assignments, and discussion boards are often located within the Canvas class shell for in-person classes. Logging into Canvas requires a Pacific User ID and Password.

Answers to frequently asked questions concerning Canvas can be found at:

<https://www.pacific.edu/about-pacific/administrationoffices/office-of-the-provost/faculty-affairs-and-resources/center-for-teaching-and-learning/new-canvas-features.html>.

Although Canvas access is continuous, maintenance is occasionally planned that may make Canvas or certain components of it, unavailable for short periods of time.

Courses Required to Enter the Program

A series of foundational and prerequisite courses are required for admission into the SLP graduate program. These courses are outlined at: <https://www.pacific.edu/academics/schools-and-colleges/thomas-j-long-school-of-pharmacy-and-health-sciences/academics/speech-language-pathology/graduate-admissions-process/frequently-asked-questions.html>

Foundational Course Requirements

As stated in the ASHA 2014 Standards, IVA, “The applicant must have demonstrated knowledge of the biological sciences, physical sciences, statistics, and the social/behavioral sciences.”

Graduate students must have at least one 3-credit course in each of the following areas. Classes from the SLP discipline cannot be used to meet these foundational requirements.

- Biological Sciences course (a human or animal sciences course) (e.g., biology, human anatomy & physiology, neuroanatomy, neurophysiology, human genetics, and veterinary science). Lab not required.
- Physical Sciences (a physics or chemistry course).
- Social/Behavioral Sciences (a psychology, sociology, or anthropology).
- Statistics (a course with “statistics” in the title). Not allowed: Research Methodology.

Full-time students:

We recommend that these courses be taken prior to enrollment in the SLP graduate program; however, if they are not taken prior to enrollment, it is the student’s responsibility to take these courses prior to their final externship. These courses are a requirement to earn the M.S. degree in SLP from the SLP Dept. at Pacific.

Deficiencies in Foundational Courses

CAA/ASHA will only accept courses that meet the requirement of foundational courses in biological sciences, physical sciences, social/behavioral sciences, and statistics.

Admitted students with a foundational course deficiency must provide an unofficial transcript, showing the grade earned, to their advisor as soon as the course is completed. An official transcript must be sent to the Program Services Assistant (University of the Pacific, ATTN: SLP Department, 3601 Pacific Avenue, Stockton, CA 95211). All foundational courses must be completed prior to registering for SLPA 288 (Externship).

Courses Required to Complete the Program

Students are accepted into one of two possible tracks that lead to the Master of Science degree in SLP at Pacific. Follow the links to see the Course Sequence for each track, located under “Course Offerings” on each webpage. Courses are taken in the order stated for each track of the program.

15-Month Program

This track is for students with an undergraduate degree in Speech-Language Pathology, and it is usually completed in 15 months.

<https://www.pacific.edu/academics/schools-and-colleges/thomas-j-long-school-of-pharmacy-and-health-sciences/academics/speech-language-pathology/graduate-program/15-month-course-sequence.html>

24-Month Program

This track is for students with an undergraduate degree in another field, and it is usually completed in 24 months. Prerequisite SLP courses are incorporated into the course sequence.

<https://www.pacific.edu/academics/schools-and-colleges/thomas-j-long-school-of-pharmacy-and-health-sciences/academics/speech-language-pathology/graduate-program/24-month-course-sequence.html>

Graduate Research

Participation in graduate research may occur in various ways: 1) students may develop a proposal and/or conduct a research study as one of their requirements in the SLPA 241 Research Methods course; 2) students may develop a research question or topic of independent study that would then be approved by a faculty “research advisor”; 3) a student may be invited by a faculty member to participate in an ongoing research project; and 4) a student may elect to enroll in SLPA 299 Thesis to complete a Master’s level Thesis. Students are required to complete an online CITI Human Subjects training course offered through Pacific’s Office of Sponsored Programs prior to conducting any research.

Praxis Review

A review for the Educational Testing Service (ETS) Praxis Examination in SLP is offered to second year, 24-month graduate students and to 15-month graduate students in March each year.

ETS Praxis Examination

All graduate students in the SLP Dept. must take the Praxis exam, and the score must be reported so that it appears on the ETS Praxis Examination website.

15-month students: You will take the exam in June prior to externship.

24-month students: You will take the exam in April prior to externship.

The Praxis Examination scores range from 100-200. The passing score is 162:

<http://www.ets.org/praxis/asha/requirements/>

After receiving your Praxis exam score report, you will need to send a copy (PDF by email is preferred) to the department – pacificslp@pacific.edu.

When registering for the Praxis, you will need to indicate the following four (4) recipients to receive your test scores:

1. Pacific’s SLP (code 0029)
2. ASHA (code 5031)
3. California Commission on Teacher Credentialing (code 8541)
4. California Speech-Language Pathology Licensure Board (code 8544)

If you take the Praxis exam but use the wrong code for Pacific’s SLP Dept., you will need to contact ETS and inform them that you need to identify a new recipient and give them the correct **Pacific SLP code, which is 0029**. There is a fee for re-ordering. We absolutely need your test score to be associated with Pacific’s SLP Dept.

If you do not earn a passing score on the Praxis Exam, it will be necessary for you to re-take and pass the exam within the same academic year in order to graduate with your M.S. degree in SLP from Pacific.

For information about the Praxis Exam, visit the ETS website: www.ets.org/praxis.

For information about **disability accommodations** available while taking the Praxis Exam:

<http://www.ets.org/praxis/register/disabilities/>.

For more information about receiving extra time (time and one-half) to take the Praxis Exam if you are a **Primary Language Non-English (PLNE) individual**: <http://www.ets.org/praxis/about/bulletin>

B. SLP CLINICAL PLACEMENTS

Number of Clinical Placements, Sites, and Prerequisite Coursework

Academic coursework and clinical placements are both considered “coursework.” With respect to clinical coursework, ASHA requires that students' clinical preparation is diverse and includes experiences with clients and patients across the life span and with different disorder types. Often this includes different clinical placements in different settings such as schools, hospitals, clinics, skilled nursing facilities, home health, etc.

15- and 24-month students:

- 15- and 24-month students complete three clinical practicum experiences during their program: on-campus clinic, Internship/Fieldwork, and Externship.
- On-campus clinic refers to clinical practicum experiences at the Pacific Speech, Hearing and Language Center (adults), the Scottish Rite Childhood Language Center (children) and the Language-Literacy Center (school-age children).
- Internship and fieldwork are carried out in one of our local schools.
- Externships are completed in a medical setting. During this experience, students often have the opportunity to select a geographical location (within California) to carry out the practicum experience.

Number of Clinical Clockhours Required of Clinical Experiences

ASHA requires a total of 400 clinical clockhours across all clinical experiences (On-Campus Practicum, Internship/Fieldwork, and Externship experiences combined). Here is the breakdown of these hours:

- 375 direct client/patient contact hours. ASHA states that only direct contact with the client or the client's family in assessment, intervention, and/or counseling can be counted toward the clinical clock hours requirement.
- 325 of the 375 direct clinical clock hours must be completed at the graduate level
 - At the discretion of Pacific's SLP Dept., up to 50 undergraduate direct contact hours may be considered toward the total required hours, if needed.
 - Clinical clock hours within CALIPSO or TYPHON.
 - The clinical supervisor must approve the hours within CALIPSO or TYPHON.
 - All clinical clock hours obtained outside of Pacific must be approved by our CALIPSO administrator.
- 25 observation hours
- When the SLP Dept. Chair or Graduate Program Director signs off on students' ASHA paperwork, that individual is stating that the student has clinical experience across disorders and the life span. It is a department requirement that at least one hour of clinical experience in evaluation and treatment is required across all 9 major disorder areas.
- Evaluation Skills, Intervention Skills, Preparedness, Interaction Skills, and Personal Qualities are the major learner outcome areas of the ASHA Standards and are assessed by the CALIPSO or TYPHON evaluation forms.

New implementation language from the CFCC regarding Alternative Clinical Education (ACE)

In a 2016 revision, ASHA expanded the possibilities for different types of "direct contact" to include standardized patients, simulations, and computer-based interactive software. These alternative forms of "direct contact" can make up to 20% or 75 hours of the 375 clinical contact hours required for certification:

<http://www.asha.org/Certification/2014-Speech-Language-Pathology-Certification-Standards/>

More information Related to Observation Hours

- As stated in the preceding section, ASHA requires 25 observation hours as part of your clinical training in SLP. The SLP Dept. requires SLP observation hours to be documented and submitted to the office before registering for your first practicum. These hours should represent a variety of clinical disorders and client ages.
- Signed observation logs are submitted to the SLP Dept. office.
- No matter how many observation hours are obtained in coursework, the SLP department endorses only 25 required observation hours.
- We do not facilitate the acquisition or approval of additional hours to meet other licensing/certifying organizations.
- If you already have your 25 required observation hours, please submit them to the SLP Office. The paperwork must include the:
 - site location (preferably on their letterhead)
 - date (exact or approximately)
 - supervisor's signature
 - supervisor's ASHA ID#
 - total number of hours

Required Supervision during Clinical Experiences – ASHA Standard V-E and V-F

<http://www.asha.org/Certification/2014-Speech-Language-Pathology-Certification-Standards/>

- Standard V-E. The amount of supervision must be commensurate with the student's knowledge, skills, and experience, must not be less than 25% of the student's total contact with each client/patient, and must take place periodically throughout the practicum. Supervision must be sufficient to ensure the welfare of the client/patient.
- The 25% required supervision is the minimum. For example, a student who works 40 hours per week (8 hours per day), but only has direct contact hours totaling 32 hours per week, will be required to have 8 hours of direct supervision by the supervising SLP (25% of 32 hours is 8 hours).
- Supervised and unsupervised direct contact hours will be logged in CALIPSO or TYPHON.
- No specific number of years are required for the SLP-CCC supervisor to supervise a graduate student although ASHA recommends two years as an SLP-CCC.
- Individual states may have different regulations than ASHA.

Logging Clinical Clockhours: CALIPSO and Typhon

CALIPSO is a web-based application that manages key aspects of academic and clinical education designed specifically and exclusively for speech-language pathology training programs. It was created by a Communication Sciences and Disorders University Clinical Director and offers the unique feature of interactive and customized data dashboards that enable knowledge management between the clinical administrator, supervisor, and student. The SLP Department uses this web-based system for multiple purposes during practica, including logging and approving clinical clockhours, submitting midterm and final evaluations by supervisors, submitting supervisor feedback from students, and maintaining records. Complete instructions will be provided to you at the time of registration. We have entered a specific number of hours to complete in each category, however, these are suggested hours only. Upon registering with CALIPSO, each student will be required to pay an \$85 fee to start his/her account. This is a mandatory requirement for all students.

Considerations Regarding Site Placement

SLPA 288: Externship

- Externship is a full-time 12-14 week commitment and follows your course sequence. Be prepared to perform duties at times not originally agreed upon with the site. This happens! You will need to either comply with these site requirements.
- If 375 direct client contact hours are not logged by the end of externship, the student will receive an “Incomplete” in the course. The student will need to obtain the necessary hours either by extending the externship length (if possible at the externship site) or by completing the hours at another site. If the student needs to complete hours at another site, it is preferred, but not required, that the site already have an established affiliation agreement with Pacific.

Externship Site Requirement – Breadth and Depth of Clinical Experience

- ASHA’s Standard V-F stipulates, “Supervised practicum must include experience with client/patient populations across the life span and from culturally/linguistically diverse backgrounds. Practicum must include experience with client/patient populations with various types and severities of communication and/or related disorders, differences, and disabilities.”

Pacific aligns with ASHA’s requirements to obtain competencies in all nine major areas of disorders, with children/adults, and in evaluation/treatment. Your clinical clockhours will be summarized in CALIPSO; check the “2005 Clinical Clockhour DB” link for the most concise summary of clockhours obtained across domains.

Externship Site Affiliation Agreements

- Affiliation Agreements with sites are required by our legal department for all Externships.
- If the site has an “Indemnification Clause”, our legal department will do everything possible to work with the site’s legal department to alter the language until it is acceptable to both parties. Sometimes no agreement is possible.
- If the site has a “Workmen’s Compensation Clause”, then the affiliation agreement might not be possible.

Receiving a Grade in SLPA 287A/287B, 289A/289B, and 288

The grades received in SLPA 287A/287B, 289A/289B, and 288 will largely reflect your supervisor’s final evaluation of your clinical skills submitted within CALIPSO at each semester’s end. Note that the course instructor has the discretion to adjust a student’s grade, when needed, to reflect persistent reports of unprofessionalism by the supervisor or SLPA faculty/staff.

End-of-Session Requirements for SLPA 287A/287B, 289A/289B, and 288

In order to receive a letter grade for SLPA 287A/287B, 289A/289B, and 288 (i.e., not an “Incomplete”), the following is required at the end of each semester of Practicum:

1. Submit “Supervisor Feedback” within CALIPSO or Typhon. This evaluation of your supervisor will only be read by the Clinic Director and will not be released to your supervisor. Please provide a candid evaluation of your supervisor.
2. Make sure that all clinical clockhours are submitted to and approved by your supervisor;
3. Review your final performance evaluation with your supervisor and make sure that they submit it by the due date posted in Canvas. This evaluation will largely form the basis for your grade;

Clinical Performance Plans

Students not meeting clinical competencies, at any time during their clinical experience, may be placed on a Clinical Performance Plan. The plan is designed to help students identify and acquire the clinical knowledge and skills established by the ASHA as delineated in the syllabus and on the CALIPSO or Typhon performance evaluation. The plan is customized to the needs of the student. The course instructor and/or clinical supervisor sets the conditions of the plan and is responsible for verifying that the required skills have been acquired. Unmet expectations on a plan may result in the need to repeat the clinical experience.

Dismissal from a Clinical Placement

If the supervisor/course instructor deems that a student does not fulfill the “essential tasks of the job” and/or is not meeting the “standard of care” required to provide services, then the supervisor/course instructor may dismiss the student from the clinical placement.

- It is recommended, but not required, that efforts are made to improve the student’s performance prior to the midterm evaluation.
- Dismissal may take place at any time during the clinical placement at the discretion of the supervisor and/or course instructor.
- The earned grade at the time of dismissal will be submitted as the final grade.
- The student must comply with all other SLP policies, as designated in the SLP Graduate Student Handbook.

C. GRADUATION

Graduate School Website

The Graduate School website provides detailed information to our SLP students pertaining to their involvement with the university. <https://www.pacific.edu/academics/schools-and-colleges/graduate-school.html>

Commencement and Hooding Ceremony

Pacific hosts its commencement ceremonies in May. Students in the 15-month program are eligible to participate in the May ceremony following their official completion of the program, while students in the 24-month program are eligible to participate in the May ceremony the May prior to the completion of their program.

The graduating SLP class attends the commencement and hooding ceremony with all of the graduating students from the School of Pharmacy and Health Sciences (PHS). This large ceremony is held in the Alex G. Spanos Center. During this ceremony, the president of the university will formally confer degrees.

If you are planning to participate in the commencement and hooding ceremony, you will need to order and purchase your graduation regalia early in the Spring semester from the university’s bookstore. Regalia includes a minimum of a cap/tassel, gown, and hood (see “Additional Information Concerning Graduation” below).

Additional Information Concerning Graduation

- You will be obtaining a Master of Science Degree in Speech-Language Pathology.
- Your degree conferral date will be the last day of your final semester (i.e., SLPA 288), as noted on the university’s academic calendar.
- After the Registrar’s Office audits your records/file which may take several weeks.

- Regalia: Make sure you request the Speech-Language Pathology, master's degree gown. Your gown will be black; your hood will be black with a golden yellow velvet edging and orange and black lining; your tassel will be a matching golden yellow. Contact the Pacific bookstore to order (209-460-3875). Regalia will be mailed to you.
- "Walking" in a ceremony does not necessarily mean you are "graduating" or "being conferred" unless the entire Program of Study has been completed. Some SLP students "walk" before being "conferred".

D. POST-GRADUATION CONSIDERATIONS

If you're a California resident, once your degree has posted (typically 6-8 weeks after your graduation date) and official transcripts are available, you may apply for your temporary SLP license, which will be in effect for the duration of your Clinical Fellowship.

Our department is not able to do anything to speed the process of degree posting.

Please review the specific licensing requirements of your state at <http://www.asha.org/advocacy/state/>

Clinical Fellowship Experience

Clinical Fellowship (CF) requirements are dictated by ASHA. The Clinical Fellowship itself entails a minimum 36-week, 1260-hour experience, with 80% of that time spent in direct clinical contact (see <http://www.asha.org/certification/Clinical-Fellowship.htm> for further details and clarification).

Temporary Licensure

In order to obtain licensure for the CF, most states require the student to complete a form, provide official transcripts which demonstrate proof of a Master's degree in the field, document completion of a clinical practicum, document a passing Praxis score, provide a copy of the student's Clinical Fellowship Agreement, submit proof of US citizenship or legal resident alien status, and pay a fee (or two).

Official transcripts can be ordered from <https://www.pacific.edu/about-pacific/administrationoffices/office-of-the-registrar/academic-transcripts.html>.

For California residents looking to apply for their temporary (RPE) license, you can view the qualifications and download the forms here:

https://www.speechandhearing.ca.gov/applicants/app_pack_slp.shtml

Because it can take 6-8 weeks for one's application to be processed, this process can begin as early as 75 days prior to your official graduation date, but we strongly caution students that applying too early may prove to be a problem as you only have 30 days from the time of your application being approved, to submit your official transcript with your degree conferred (as mentioned above this can take 6-8 weeks from your date of graduation).

After the CF Experience – Permanent/Full Licensure

Upon completion of the Clinical Fellowship, it is possible to apply for the Permanent/Full SLP license. Again, requirements can vary by state, please refer to the specific licensing requirements of your state at <http://www.asha.org/advocacy/state/>.

Obtaining the Certificate of Clinical Competence

You can apply for your Certificate of Clinical Competence (CCCs) at the same time that you apply for your temporary (RPE) SLP license. The application is available on the ASHA website at <http://www.asha.org/certification/SLPCertification.htm>.

Note that CCCs are reviewed every three years; subsequent renewal will require completion of 36 hours of ASHA-approved continuing education.

SECTION 13. AMERICAN SPEECH-LANGUAGE-HEARING ASSOCIATION (ASHA)

ASHA's Website

For detailed information about ASHA, its policies, ASHA's scope of practice and more, please visit: www.asha.org

Proficiency in English

International students applying to the program must follow the Graduate School policies and procedures to demonstrate proficiency in spoken and written English. This information can be found using the following link: <https://www.pacific.edu/admission/undergraduate/applying/additional-admission-information/english-language-proficiency.html>.

Pacific's SLP Department acknowledges and agrees with the statement in the ASHA Technical Report , *Students and Professionals Who Speak English with Accents and Nonstandard Dialects: Issues and Recommendations*, states that, "There is no research to support the belief that audiologists and speech-language pathologists who speak a nonstandard dialect or who speak with an accent are unable to make appropriate diagnostic decisions or achieve appropriate treatment outcomes."

It is our policy that all students must demonstrate that they have sufficient competence in English or other languages of service delivery to provide an adequate model of the target phoneme, grammatical structure, or other linguistic feature that is the target of treatment. See the following ASHA Technical Report for additional information - <http://www.asha.org/policy/TR1998-00154.htm#sec1.6>.