

**WELCOME TO AN INFORMATIONAL SESSION RE: THE COMMUNICATIVE
DISORDERS PROGRAM at SAN FRANCISCO STATE UNIVERSITY**

Visit the CD Program Website available at <http://online.sfsu.edu/~mgram/cdprogram>

1. Bachelor of Arts in Communicative Disorders

- Communicative Disorders (CD) is a program in the Department of Special Education and Communicative Disorders in the College of Education.
- The undergraduate degree – Bachelor of Arts in Communicative Disorders requires 120 units (minimum). Individuals entering the CD Program must hold the status of junior and declare CD as their major in order to take undergraduate (UG) coursework in CD. All UGs, regardless of their intention to become an Audiologist or Speech-Language Pathologist (SLP), take the same coursework. There are 12 core courses required for the major. The BA is not a terminal degree.

2. Master of Science Degree in Communicative Disorders

- The Master of Science degree is required for employment as a SLP. Graduation from the BA program does not guarantee admission into the master's program. Every individual must apply to, and be accepted into, the CD master's program in Speech-Language Pathology. The CD program no longer offers a master's degree in audiology. Entrance into the master's program is highly competitive; there are usually 125-150 applicants for 40 openings each fall. For more information re: the doctoral degree in audiology, contact Dr. Marcia Raggio, College of Health and Human Sciences, at mraggio@sfsu.edu.
- The Master of Science degree program for Speech-Language Pathology includes 30 units of core courses and 21-28 units of clinical practica. All graduate students must take and pass the Graduate Essay Test (GET) in order to graduate. The GET is offered once a semester and only at SFSU; it is strongly recommended that you take the GET during your first semester in the program.
- CCC and State Licensure. Upon completion of the MS degree from the CD Program, graduates are eligible for the Certificate of Clinical Competence (CCC) from the American Speech-Language-Hearing Association (ASHA). In addition, individuals are eligible for CA state licensure, and the Clinical Rehabilitative Services Credential (CRSC) in Speech-Language Pathology.

3. CD Student Population

- There are approximately 160 students enrolled in the CD Program – 80 undergraduates and 80 graduate students.

4. SLP Course Sequence

- All of the undergraduate courses and graduate courses in SLP are offered once per year. The classes are arranged in a yearly sequence so that fall semester courses are prerequisites for spring semester courses. Second year undergraduate/graduate courses require completion of the first year coursework. Therefore, it is not possible to enter the CD program in the spring semester without prior coursework in CD.

6. CD ADVISORS

- All students are advised every semester regarding the upcoming semester (coursework and clinical practica). The undergraduate and graduate CD student advisors are Drs. Patricia Chambers, Laura Epstein, Minnie Graham, and Nancy Robinson. Advising week is announced in classes and information bulletins are posted near the CD office (BH 113).

7. American Speech-Language-Hearing Association (ASHA)

- ASHA is the accrediting agency for CD programs throughout the United States. Upon completion of the master's degree, you will be eligible for the Certification of Clinical Competence (CCC) in SLP. Although not a legal requirement in the State of California, ASHA certification is recognized by employers throughout the nation as a symbol of professional training and competence, particularly for SLPs. ASHA's website is: <http://www.asha.org>.

8. ASHA REQUIREMENTS

- Current ASHA guidelines (2005 standards) require graduate students to take a minimum of 75 semester credit units of coursework, of which 36 must be in graduate level courses. A minimum of 400 supervised contact hours in a minimum of three types of clinical settings serving adults and children with a variety of communicative disorders. CD students provide services to clients in the CD Clinic here on campus, at public school sites, and in Bay Area hospitals and community clinics. To meet ASHA standards and move through the master's program within 2 years, SLP graduate

students must take a clinic every semester of their enrollment in the CD program. Sometimes this means taking a clinic during the summer semester.

9. CLINICAL FELLOWSHIP EXPERIENCE

- ASHA requires that, after graduation, the individual undergo a clinical fellowship (CF) experience, in which he or she is employed while being supervised by someone who holds ASHA certification. Upon completion of the CF experience, coupled with state licensure, the individual can practice independently.

10. CALIFORNIA STATE LICENSE

- The practice of SLP and Audiology in the State of California requires a license issued by the Speech-Language Pathology and Audiology Board (SLPAB). Exempt settings are public schools and federal agencies. The academic and clinical requirements for state licensure essentially parallel those for ASHA certification. Following graduation, the individual undergoes a Required Professional Experience (RPE) while supervised by someone who holds CA state licensure. After the RPE, the individual can practice independently.

11. CLINICAL REHABILITATIVE SERVICES CREDENTIAL

- The Clinical Rehabilitative Services Credential is issued by the CA Commission on Teacher Credentialing (CCTC) for individuals intending to practice SLP in the public schools. Recent legislation allows SLPs, who possess a CA state license, to work in the schools as consultants without the CRSC. Be advised, however, that many school districts are choosing to hire only individuals who hold the CRSC. Therefore, it is the recommendation of the CD faculty that SLP graduate students complete the requirements of the CRSC.
- For those who wish to pursue the CRSC, it will be necessary for you to complete an application and CAP form. You will outline your first semester activities (coursework), file for Certificate of Clearance, pay a \$25 processing fee, have taken and passed the CBEST the semester before you begin your student teaching experience. It is highly recommended that you take the CBEST exam before submitting your application to Teacher Prep.

12. CLASSIFIED GRADUATE STUDENTS

- Classified graduate students are those who hold a baccalaureate or undergraduate degree in Communicative Disorders, and have been accepted into the SLP graduate program.

13. CONDITIONAL GRADUATE STUDENTS

- Conditional graduate students (CGs) are students who hold a bachelor's degree in an area other than CD. They are admitted to the master's program on the condition that they complete the UG course requirements in addition to the graduate course and clinical practica requirements. By taking full loads and attending summer sessions, the CG student can earn his or her master's degree in 3 1/2 - 4 years.

14. TIPS FOR GRADUATE STUDENTS

- #1 - Take the GET your first semester. It costs \$50, takes two hours and you can register online. The point of the test is to argue, in writing, both sides of an issue and come to a final position. In addition, you are graded on spelling, grammar and complete sentences. The test can be repeated. After a second failure, the student must enroll in a remedial course, EDUC 614. You cannot graduate without passing the GET/EDUC614. Do not put off taking the exam. It is offered only once per semester and only at SFSU. Check the SFSU website for upcoming dates.
- #2 – Take the CBEST as part of the application process and no later than the semester before you apply for student teaching.
- #3 – Make an appointment to meet with your advisor at least once per semester.
- #4 - Become acquainted with the CD Clinician's Handbook which is available on line. Website: <http://online.sfsu.edu/~mgramham/cdprogram/>. Become familiar with the CD Clinic Procedures and Policies which are also available online.
- #5 – Buy a SFSU Bulletin or refer to it on the San Francisco State University website - <http://www.sfsu.edu> website
- #6 – BH 218 is the Computer Lab. All you need is your library card/ID to use the facility. There is also a 24-hour computer lab in the SFSU library.
- #7 – The Cahill Learning and Media Resource Center in Burk Hall 319, has many resources pertinent to College of Education students.
- #8 – Free email to all students can be accessed by going to <http://www.sfsu.edu>.
- #9 – Microsoft Office (Word, Excel Power Point) is available at the SFSU bookstore at a reduced price.
- #10 – Scholarship listings and applications for SPED & CD can be found in BH 254 or online.

15. COMMUNICATIVE DISORDERS CLINIC

- The CD clinic at SFSU provides diagnostic and therapeutic services to approximately 175 clients per semester – individuals who have experienced stroke, head injury, throat cancer, stuttering, hearing impairment, severe language

disabilities, motor speech disorders, and voice disorders. The clients are representative of the rich ethnic diversity of the SF Bay Area. Approximately 50% of these individuals could not afford these services in other settings. As a graduate student, you will take at least two clinics with children on campus before being placed at an off-campus site.

16. OFF-CAMPUS INTERNSHIP PLACEMENTS

- Each semester, approximately 30 students complete their internship practicum in the San Francisco –Bay Area hospitals, skilled nursing facilities and community clinic settings. The CD program places interns as far south as Monterey and as far north as Mendocino.

17. FALL COURSE ENROLLMENTS: UNDERGRADUATE & CONDITIONAL GRADUATE (SLP)

- Most first semester undergraduate students or conditional graduate students will be advised to enroll in the following courses: CD651, CD652, CD668, CD660. Please note that CD300 & CD655 are for non-CD majors.

18. FALL COURSE ENROLLMENTS: GRADUATE (SLP)

- Most first semester classified graduate students will be advised to enroll in the following courses:
 - o CD 701, CD 705, CD 708, CD 768
 - o Some students will be eligible for clinics.
 - o Some students take SPED 702/803.
 - o Students should register for CBEST/GET.

19. iLEARN

- Most of the CD faculty members are now using a computer program called iLEARN to place course information and materials on line. This allows students to access this information at any time, and it facilitates communication between the student and faculty member, as well as with other students taking the course. Go to the following website to access contact information for a faculty member, as well as information about courses in which you are enrolled:
<https://ilearn.sfsu.edu/login/index.php>

QUESTIONS?

- Undergraduate and Graduate Advising

Dr. Patricia Chambers	415.405.3488	tchamber@sfsu.edu
Dr. Laura Epstein	415.338.1058	lepstein@sfsu.edu
Dr. Minnie Graham	415.338.7656	mgraham@sfsu.edu
Dr. Nancy Robinson	415.405.2170	nancyr@sfsu.edu
- Bishop Graham is the CD Clinic Coordinator. He can be reached at 415.338.7652 or you can e-mail him at bjgcd@sfsu.edu
- Charlotte Neff is the Clinic Office Manager. She can be reached at 415.338.1001 or you can e-mail her at cdinfo@sfsu.edu



COMMUNICATIVE DISORDERS GRADUATE PROGRAM APPLICATION INSTRUCTIONS

PROGRAM DEADLINES:

Fall Semester applications due **February 1**

Both the Communicative Disorders Program Application and the University Graduate Admissions Application are due on or before the above deadline. This deadline is the same date from year to year. If the deadline falls on a weekend or holiday, department applications will be accepted the next working day following the deadline. **Please note that Graduate Division applications must be submitted online on or before the deadline regardless of what day the deadline falls.**

ATTEND AN INFORMATION MEETING

Meetings are held regularly by the Credential Services Office. Visit our web site, www.sfsu.edu/~cstpc/infomeet.html for a schedule. Meetings are designed to inform prospective students of the best possible way to meet the requirements for admission to the program. Explanation of the requirements, a description of the program, and timelines are discussed. All applicants are strongly encouraged to attend an information meeting.

For department policies, procedures, forms and other information, visit www.sfsu.edu/~spedcd. For detailed information about the Communicative Disorders Graduate Program, visit the CD program website at: <http://userwww.sfsu.edu/~bettyyu/cdprogram/index.html>.

REQUIREMENTS FOR COMMUNICATIVE DISORDERS

- Online Graduate Application and graduate admission requirements
- Communicative Disorders Program Application
- Processing fee of \$25.00
- Official Transcripts from all colleges or universities attended
- Bachelor's Degree: must be posted before starting the program
- GPA: 3.0 overall
- Statement of Purpose
- Letters of recommendation – minimum of two
- Résumé

SUBMIT ALL PROGRAM MATERIALS TO:

Credential Services Office **ATTN: Credential Admissions CD**
College of Education - **Burk Hall 244**
San Francisco State University
1600 Holloway Avenue
San Francisco, CA 94132-4158

- **Submit all Program Application documents together in one package**
- **Please make sure your full name appears clearly on every document**

ADMISSION PROCEDURES

The faculty reviews all applications after the deadline. There are no rolling admissions. **Applicants will be notified by mail eight to ten weeks after the deadline regarding admission decisions.** Applicants must meet both department and university requirements to be formally admitted to the program and university.

CSU GRADUATE APPLICATION REQUIREMENTS FOR ADMISSION

Submit the Graduate Application online and the transcripts to Graduate Admissions. Please submit this application *prior* to submitting the department application.

- 1. UNIVERSITY APPLICATION:** Apply to San Francisco State University's Graduate Division (415-338-2234, ADM 250), using the Graduate/Post-baccalaureate application to The California State University. Application information can be found on the Graduate Division webpage – www.sfsu.edu/~gradstdy. The application can be filled out online at www.csumentor.edu. You can also check the status of your graduate application at www.sfsu.edu/online/appstat.htm.

When filling out the online application:

- Choose the Major/Program Objective – Communicative Disorders [MS]
 - Choose the Degree Objective – MS
 - Choose a Credential Objective – optional.
 - The application must be submitted online by department deadlines
- 2. FEE:** There is a \$55 fee for this application. You can pay online at the time of the application submission or you can pay Graduate Admissions after you have submitted your application.
 - 3. TRANSCRIPTS:** Submit **one** official set of *sealed* transcripts from *every* college or university attended to the SFSU Graduate Admissions, ADM 250, 1600 Holloway Avenue, San Francisco, CA 94132. Transcripts should be sent to you and submitted either in person or by mail as one packet. If you have previously attended SFSU, you *may* not need to send transcripts. Please check with Graduate Admissions regarding their policies.
 - 4. TOEFL:** If you are an international student or if you have a bachelor's degree from outside the United States, please contact Graduate Admissions directly. There may be additional admission requirements for admission, such as the Test of English as a Foreign Language (TOEFL).

COMMUNICATIVE DISORDERS PROGRAM REQUIREMENTS FOR ADMISSION

- 1. PROGRAM APPLICATION:** Candidates must complete a separate Communicative Disorders Graduate Program Application. The program application can be downloaded from the web at www.sfsu.edu/~cstpc, or picked up in Burk Hall 156, or 244. The program application should be turned in at Burk Hall 244 or mailed to Credential Services, College of Education, SFSU, 1600 Holloway Ave, San Francisco, CA 94132.
- 2. PROCESSING FEE:** The College of Education charges a \$25.00 fee for the program application. If possible, pay at the SFSU Bursar's Office prior to submitting your program application, bringing the attached payment form with you. The Bursar will date stamp the form. The form with date stamp should be included with your program application. If you are unable to pay at the Bursar's Office, include a check or money order payable to SFSU with your program application.
- 3. TRANSCRIPTS:** Submit **one** official set of sealed transcripts from *every* college or university attended. This is in addition to transcripts for the CSU Graduate application. You should collect all official transcripts and submit them with the application. SFSU transcripts can be unofficial copies from MySFSU.
- 4. GPA:** The Department of Special Education and the Communicative Disorders Graduate Program require a minimum GPA of 3.0 for master's degree applicants.
- 5. DEGREE:** Applicants must have earned a bachelor's degree or higher from a regionally accredited college or university. Applicants with degrees from outside the United States must have the equivalent of a bachelor's degree from a US regionally accredited institution. The degree must be awarded before enrolling in the masters program. If the degree is not awarded at the time of the application deadline, applicants must provide transcripts at the time of application and updated transcripts once the degree has been awarded.
- 6. STATEMENT OF PURPOSE:** Applicants must submit a typed essay outlining personal attributes and professional experiences that illustrate a potential for excellence in the field. The essay should also include a brief discussion of future professional and academic goals. The essay should be no longer than two double-spaced pages.
- 7. LETTERS OF RECOMMENDATION:** Candidates must submit at least two letters of recommendation. Letters should come from individuals who have observed and collaborated with the applicant in a professional or educational setting. It is preferred that the letters be from people who can comment on the applicant's experiences with people with disabilities and or in an educational setting. It is also appropriate to have recommendations from those who can speak to the applicant's academic ability and potential for success in a graduate-level program. Additional letters beyond the required two will also

be accepted to augment the application. Letters need to be typed on professional letterhead with original signatures. Letters from relatives are not acceptable.

8. **RÉSUMÉ:** You may include information about your academic, employment, and volunteer experiences that are pertinent your application and program objective.

CBEST REQUIREMENT – TO BE MET AFTER ADMISSION (CREDENTIAL APPLICANTS ONLY)

BASIC SKILLS REQUIREMENT: It is recommended that you take the CBEST the semester before you apply for student teaching.

Choose one of the following options to fulfill this requirement:

- A. **CBEST (California Basic Skills Examination)** Submit a *photocopy* of the results. You can download the bulletin and register for the test online: www.cbest.nesinc.com.
- B. **Out-of-State Basic Skills Exam.** Submit a *photocopy* of the results. Passage of a Basic Skills Exam from any state will be accepted. For more information, contact the appropriate Department of Education for the state in which you want to take the test.
- C. **CSET: Multiple Subjects Plus Writing Skills.** Available July 1, 2007. Submit a *photocopy* of the results. You can download the bulletin and register for the test online: www.cset.nesinc.com.
- D. **CSU EAP Placement Tests (Early Assessment Program).** These are usually taken in the spring of your 11th grade year. Results must state College Ready OR Exempt. This test is given to California high school students only. Submit a photocopy of the results.
- E. **CSU ELM/EPT (Entry Level Math/English Placement Test).** These tests are taken by incoming CSU freshmen. ELM passing results: 50 (550 prior to March 2003) EPT passing results – 151. Submit a photocopy of the results or a printout from MySFSU or similar CSU student system. Results must show a score.

CONTACT INFORMATION

Office Name	Students can:	Location/hours	Phone and Fax	Email/web
Teacher Preparation Center Credential Services Admissions & Analysts	<ul style="list-style-type: none"> • Ask general questions about application process • Pick up or submit a program application for admission. 	Burk Hall 244 M-Th 10-12 and 1-4:30 F 1-3	P: 415-405-3594 F: 415-338-1940	credinfo@sfsu.edu www.sfsu.edu/~cstpc
College of Education Graduate Office	<ul style="list-style-type: none"> • Get scholarship and grant information • Turn in all graduate degree forms 	Burk Hall 240	P: 415-338-2051	retta@ssfsu.edu http://coe.sfsu.edu/coe/gradoffice
Department of Special Education	<ul style="list-style-type: none"> • Obtain SPED/CD course information 	Burk Hall 156	P: 415-338-1161 F: 415-338-0566	spedcd@sfsu.edu www.sfsu.edu/~spedcd
University Graduate Studies Admissions	<ul style="list-style-type: none"> • Check the status of CSU Graduate application • Download form from website 	Admin Bldg 250	P: 415-338-2234 F: 415-405-0340	gradstdy@sfsu.edu www.sfsu.edu/~gradstdy
Financial Aid	<ul style="list-style-type: none"> • Get assistance with State and Federal Financial aid programs 	One Stop in Student Service Bldg.	P: 415-338-7000	www.sfsu.edu/~finaid
Bursar's Office	<ul style="list-style-type: none"> • Registration fees and deadlines, directions for payment 	Administration Building or One Stop, Student Services Bldg. (check web for hours)	P: 415-338-1281	www.sfsu.edu/~bursar



**COMMUNICATIVE DISORDERS PROGRAM
APPLICATION**

FALL DEADLINES:

Fall Semester applications are due **February 1**.

We will accept department applications in person on or before the deadline date, or postmarked on or before the due date.

This deadline is the same date from year to year. If the deadline falls on a weekend or holiday, department applications will be accepted the next working day following the deadline. Please note that the University Graduate Application must be submitted online on or before the deadline regardless of what day the deadline falls.

For an explanation of requirements, see the Communicative Disorders Application Instructions.

Turn in ALL Communicative Disorders Program application materials together in one packet by the deadline

Make sure your full name appears clearly on every document.

SUBMIT DEPARTMENT APPLICATION MATERIALS TO:

Credential Services Office ATTN: Credential Admissions – CD
College of Education - Burk Hall 244
San Francisco State University
1600 Holloway Ave.
San Francisco, CA 94132-4158



**COMMUNICATIVE DISORDERS PROGRAM
APPLICATION CHECKLIST**

CSU GRADUATE APPLICATION

CSU Graduate Application

To be completed online at www.csumentor.com. Please submit this **prior** to submitting a department application. No proof of this application needs to be submitted to the department.

Graduate Application Fee \$55.00

Payable online at the time of application submission or at the SFSU Bursar's office.

Official transcripts from **all** colleges or universities attended

Full set of official, sealed transcripts submitted to **SFSU Graduate Admissions, ADM 250**.

International applicants will need to see the Graduate website (www.sfsu.edu/~gradstdy) for further requirements.

COMMUNICATIVE DISORDERS PROGRAM APPLICATION PACKET

Include all of the following items in one large envelope to the Teacher Preparation Center, Burk Hall 244:

Communicative Disorders Program Application

Processing Fee \$25.00

Submit the fee slip (included in the application) either stamped by the SFSU Bursar OR filled out with a check attached made out to SFSU.

Official transcripts from all colleges or universities attended

Full set of official, sealed transcripts. This is in **addition** to the set submitted to Graduate Admissions.

Statement of Purpose

1-2 pages, double spaced

Letters of recommendation – minimum of two

All letters should be on letterhead.

Résumé



**COMMUNICATIVE DISORDERS PROGRAMS
APPLICATION**

CONTACT INFORMATION

Semester: Fall _____ SSN _____ SFSU ID _____ Date of birth _____

Name _____

Mailing Address _____

Phone _____ Alternate Phone _____ Email _____

ACADEMIC INFORMATION

Degrees earned or in progress:

Bachelor's Degree: Date (to be) granted _____ Academic Major _____
Institution _____

Master's Degree: Date (to be) granted _____ Academic Major _____
Institution _____

COMMUNICATIVE DISORDERS PROGRAM OPTIONS

Please indicate your choice:

MASTER OF SCIENCE IN COMMUNICATIVE DISORDERS (501535)

Speech Pathology

SPEECH-LANGUAGE PATHOLOGY SERVICES CREDENTIAL
(Optional: required for practicing in California Public Schools)

Language, Speech & Hearing

Language, Speech & Hearing with Special Class Authorization

APPLICANT SIGNATURE

I have read and understood the instructions and information given to me in this document. All information I am submitting is true and correct.

Name: _____ Date _____

SFSU COLLEGE OF EDUCATION

ADMISSIONS APPLICATION FEE

LAST NAME FIRST

TELEPHONE NUMBER

SFSU I.D. NUMBER

SEMESTER

PAY AT CASHIER

Student Services Building, 1st floor

SFSU Bursar's Office

SAN FRANCISCO STATE UNIVERSITY

1600 Holloway Avenue

San Francisco, CA 94132-4158

415-338-1281

<i>ACTION</i>	<i>FEE</i>	<i>ACCOUNT</i>	
Application for Admission	\$25	73480	<input type="checkbox"/>

Please return **PAID** receipt **with** completed application to:

Credential Admissions, BH 244
College of Education
San Francisco State University
1600 Holloway Avenue
San Francisco, CA 94132-4158

THIS AREA IS FOR SFSU BURSAR OFFICE USE ONLY