



**ACADEMIC STUDENT HANDBOOK
2009 - 2010**

**Department of
Communication Sciences and Disorders**

**EAST CAROLINA UNIVERSITY
GREENVILLE, NORTH CAROLINA**

INTRODUCTION

The purpose of the handbook is to be a comprehensive reference to the academic requirements for both the undergraduate and graduate Masters degrees in the Department of Communication Sciences and Disorders. Various academic policies, descriptions of undergraduate and graduate degree requirements, forms utilized in the academic program, and sample forms are included.

It is expected that the student will be familiar with the contents of this handbook, particularly with regard to academic requirements, academic forms, the ASHA Code of Ethics, and the requirements for the Certificate of Clinical Competence in speech-language pathology.

**EAST CAROLINA UNIVERSITY
DEPARTMENT OF COMMUNICATION SCIENCES & DISORDERS**

FACULTY, ALMA MATER, & RESEARCH/SPECIALTY AREA

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Monica S. Hough, Ph.D.; *Director of Graduate Studies*; Kent State University; Adult Neurogenic Communication Disorders/Neurolinguistics

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Sharon Rutledge, AuD.; University of Florida; Audiology, Clinical Supervision

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SECTION I: ACADEMIC

This section is a guide to the academic requirements for the undergraduate degree in Speech and Hearing Sciences and the graduate Masters degree in Communication Sciences and Disorders with emphasis in Speech-Language Pathology or Communication Sciences. Both undergraduate and graduate students also should be familiar with the information in the appropriate university catalogue with regard to East Carolina University policies and procedures.

UNDERGRADUATE PROGRAM OF STUDY

B.S. Degree in Speech and Hearing Sciences

The requirements for the B. S. Degree in Speech and Hearing Sciences describe the undergraduate program requirements with suggested sequence of courses to be taken.

No undergraduate student can be considered for admission to the department unless the following criteria have been met.

1. have an overall grade point average of 2.5
2. have completed CSDI 2100 with a minimum grade of B.
3. have completed BIOL 1050, 1051; PHYS 1050; ENGL 3760
4. have made formal application for admission by scheduling a personal interview with a faculty member within the department.

The personal interview will include a written exercise, which should reflect appropriate writing competence. Specific degree requirements are discussed in the CSDI 2100 class which is required to be taken before formal application for admission to the department is made.

Admitted students are required to download the Academic Student Handbook from the CSDI website at the beginning of the junior year. Verification that they have the Handbook and have read the sections pertaining to the Undergraduate Program will be accomplished in the Fall Semester.

The Senior Summary Form must be completed two semesters before completion of the degree requirements.

The undergraduate student must be familiar with the information contained in Appendix A of this handbook entitled Policies and Procedures of the University Speech-Language and Hearing Clinic.

REQUIREMENTS FOR THE B.S. DEGREE IN SPEECH AND HEARING SCIENCES

The undergraduate program emphasizes the normal processes of speech, hearing, and language and allows the student to explore other academic areas of interest. Since in most states the master's degree is the minimum level of preparation for persons seeking professional careers in this field, the BS degree **does not qualify the student to work professionally**, but is designed to prepare the student for graduate studies.

Admission to the university does not assure admission to the program. Students are initially admitted to the General College. In order to be considered for admission to the program, the student must have a minimum cumulative 2.5 GPA and must have completed CSDI 2100 with a minimum grade of B. The student also must be interviewed prior to formal admission into the program. These requirements are generally completed by the end of spring semester of the sophomore year.

Majors must maintain a cumulative 2.5 GPA and a 2.5 GPA for all required CSDI courses. All CSDI courses must be passed with a minimum grade of C. A major earning a D in any CSDI course must petition the Department of Communication Sciences and Disorders for probationary continuation and will be required to repeat the course.

Minimum degree requirement is **121 s.h.** of credit as follows:

1. General education requirements (See Section 6, Undergraduate Studies, Requirements for Baccalaureate Degree Programs), including those listed below..... 42 s.h.

BIOL 1050, BIOL 1051, MATH 1065, PHYS 1050, PSYC 1000

2. Core 30 s.h.

CSDI 2100, CSDI 3010, CSDI 3020, CSDI 3030, CSDI 3050, CSDI 3105, CSDI 4100, CSDI 4110, CSDI 4335, CSDI 5010.

3. Cognates..... 8 s.h.

Required Cognates: BIOS 1500, ENGL 3760, SPED 2000.

4. Minor or electives to complete requirements for graduation.

Speech and Hearing Sciences Minor

A minor in speech and hearing sciences is designed to provide the student with an overview of the nature of human communication, including its origin, development, and processes. The Director of Undergraduate Studies of the Department of Communication Sciences and Disorders should be consulted for the schedule plan of the minor.

Students must have declared the minor in order to enroll in all courses listed except CSDI 2100.

The minor requires **24 s.h.** as follows:

CSDI 2100. Introduction to Communication Disorders

CSDI 3010. Phonetics

CSDI 3020. Language Development

CSDI 3030. Speech Science: Anatomy, Physiology, and Acoustics

CSDI 3050. Acquisition and Development of Phonology and Articulation

CSDI 3105. Hearing Science

CSDI 4100. Introduction to Audiology

CSDI 4110. Aural Rehabilitation

SPEECH AND HEARING SCIENCES

Undergraduate Program

The following is a suggested guideline to assist the student in arranging his/her schedule of courses. The format is based upon a logical sequence of courses in the major as well as the schedule of when the courses in the department are offered. (CSDI courses are offered **ONLY** during the semester indicated.) Any significant deviations from the sequence must be approved by the faculty advisor.

GENERAL COLLEGE PHASE

<u>FALL</u>		<u>SPRING</u>	
ENGL 1100	(3)	ENGL 1200	(3)
MATH 1065	(3)	EXSS 1000	(1)
HLTH 1000	(2)	PSYC 1000	(3)
BIOL 1050	(3)	PHYS 1050	(4)
BIOL 1051	(1)	HUM/FA	(2)
SOC SCI	<u>(3)</u>	SOC SCI	<u>(3)</u>
	15		16
<hr/>			
CSDI 2100	(3)	SPED 2000	(2)
ENGL 3760, or		ENGL 3760, or	
Elective	(3)	Elective	(3)
HUM/FA	(3)	HUM/FA	(5)
SOC SCI	(3)	Elective/minor	<u>(5)</u>
Electives/minor	<u>(3)</u>		15
	15	** Apply for admission to dept. 4 weeks prior to end of semester.	

PREPROFESSIONAL PHASE

CSDI 3020	(3) Language Dev.	BIOS 1500	(3)
CSDI 3010	(3) Phonetics	CSDI 3050	(3) Artic./Phonology
CSDI 3030	(3) Anatomy	CSDI 3105	(3) Hearing Science
Electives/minor	<u>(6)</u>	Electives/minor	<u>(6)</u>
	15		15
<hr/>			
CSDI 4100	(3) Audiology	CSDI 4335	(3) Apprenticeship
CSDI 5010	(3) Clinical Mgmt.	CSDI 4110	(3) Aural Rehab.
Electives/minor	<u>(9)</u>	Electives/minor	<u>(9)</u>
	15		15

**Call the faculty member assigned to you during the pre-registration meeting (approximately 4 weeks prior to the end of the semester) to make arrangements for an interview appointment. See admissions statement on first page.

SOCIAL SECURITY NUMBER _____ - _____ - _____

SENIOR SUMMARY FORM **DATE COMPLETED**

To the Student:

The purpose of your Senior Summary is to give you a record of your remaining requirements to graduate and to eliminate last minute errors. Your advisor should complete this form in quadruplet (4) while in conference with you. All four copies must be signed by the student and his advisor. All copies of the Senior Summary must also be signed by the Chairman of the Department of Speech-Language & Auditory Pathology. **SINCE THIS IS THE LAST TIME YOUR RECORD WILL BE REVIEWED UNTIL YOUR LAST SEMESTER, YOU ARE HELD RESPONSIBLE FOR MEETING ALL THE FOLLOWING REQUIREMENTS.**

Please read carefully as you complete the following:

_____ is working for a B.S. degree with a major
(Student's Name)
in _____ and a minor in _____. He/She expects

to complete all requirements for the degree by _____ semester, 20 _____. In order to graduate by the end of the above mentioned semester, the student will be held responsible for the regulations of the 20____ - 20____ University Catalogue.

1. Application for Graduation must be made not later than 2 semesters before completion of the requirements for the degree.
2. A 2.5 average must be maintained in both the overall average and the major field.
3. 6000 level courses are for graduate students ONLY and cannot be used as undergraduate credit.
4. A minimum of 126 semester hours must be earned, of which 62 semester hours must be earned at a Senior College.
5. Questions concerning requirements should be directed to the department and quality point average may be checked at the Registrar's Office.

Distribution of the copies:

1. Registrar's Office
2. Advisor for filing in student's academic file in CSDI office
3. Director of Undergraduate Studies CSDI
4. Student

SENIOR SUMMARY FORM

To the Advisor:

The Senior Summary Form is to be completed by you in conference with the student and you and the student must sign all copies. Then, the forms should be taken to the Chairman of the Department of Speech-Language & Auditory Pathology for his signature.

A. The student must successfully complete the following course(s).

	COURSE(S) AND NUMBER(S)	HOUR(S)
1.	_____	_____
2.	_____	_____
3.	_____	_____
4.	_____	_____
5.	_____	_____
6.	_____	_____
7.	_____	_____
8.	_____	_____
9.	_____	_____
10.	_____	_____
11.	_____	_____
12.	_____	_____
13.	_____	_____
14.	_____	_____
15.	_____	_____
16.	_____	_____

B. Total Semester Hours to be Completed (as indicated above): _____

C. Total Semester Hours Completed by Student: _____

D. Total Semester Hours Required for Graduate (Line B + Line C): _____

Advisor's Signature

Student's Signature

Dept. Chair Signature

(Revised 7/03)

GRADUATE PROGRAM OF STUDY

M.S. Degree in Communication Sciences & Disorders

The Department of Communication Sciences and Disorders offers emphasis areas in speech-language pathology and communication sciences. Admission procedures are described in the pages that follow. Graduate students are encouraged to be familiar with graduate school policies as described in the ECU graduate catalogue. Academic requirements for the graduate degrees are described in the current Graduate Catalog.

Department of Communication Sciences and Disorders

Policies/Procedures for Admission/Retention of Students in the Master of Science Degree Program

1. Admission

Application for admission to the graduate program in the Department of Communication Sciences and Disorders must be initiated through the Graduate School. The department requires that applicants take the Graduate Record Examination (GRE) and submit three letters of recommendation.

a. Applications for those who have met the Graduate School's standards for admission to the university are then forwarded to the department.

b. Each applicant is evaluated based upon the standardized test score, undergraduate grade point average, grade point average in major, review of transcripts, review of the letters of recommendation, and a face-to-face or telephone interview. Although the department does not have an established minimum score on the Graduate Record Examination (GRE), it generally will not consider GRE scores lower than 900 overall with a minimum of 400 in each of the Verbal and Quantitative GRE scores. Exceptions, however, can be made under some very special circumstances with approval of the Director of Graduate Studies.

2. Retention

The regulations as established by the Graduate School are utilized relative to purposes of retention (See graduate bulletin 2009-2010). The Director of Graduate Studies reviews grades of the graduate students at the end of each semester. In addition, the Director of Clinical Operations monitors the clinical performance of the candidates at the end of each semester. It is at these times that any specific weaknesses or areas of concern relative to academic performance which would potentially interfere with retention are discussed with the student. Appropriate recommendations and advisement are then made by either the Director of Graduate Studies and/or the Director of Clinical Operations. Students whose overall graduate grade point average falls below a 3.0 upon completing a minimum of 9 credits at the graduate level will automatically be placed on academic probation and receive a letter relative to the stipulations of their probation from the Graduate School. Please review the 2009-2010 ECU Graduate Catalog for more specific information about graduate retention policy.

3. Graduate School policy states that a masters student must maintain a cumulative B average in all formal course work. The faculty of the Department of Communication Sciences and Disorders will review each student's grades at the end of each semester. A student will be placed on academic probation if their cumulative GPA falls below a 3.00. The Director of Graduate Studies for the department together with selected

faculty will meet with the student. The student will be allowed no more than 2 semesters by which to raise the GPA above a 3.00. The program of a student may be terminated if:

They fail to successfully raise the GPA to at least a 3.00 within the given timeline.
Their GPA falls below a 3.00 for a second time.

It is mathematically impossible for the student to achieve a final 3.00 GPA
given the remaining graded CSDI course work.

4. Remediation

Although there is no formal remediation process within the CSDI Department, faculty are expected to provide reasonable assistance to aid students in determining the specifics of their deficiencies and guidance in reviewing and assessing their competency in the material. A Remediation Plan is part of the ASHA Competencies Handbook and also is available on the CSDI website for faculty/student use.

A student should try to resolve grade disputes with the course director and participating course faculty. Grade disputes that do not result in probation or dismissal from the program may be brought to the attention of the department chair and director of graduate studies. The department chair may elect to conduct an informal inquiry. Grade decisions remain within the jurisdiction and right of the course director (instructor of record).

5. Appeal Process

A student who has had a graduate program terminated by the Graduate School for any reason may apply for readmission to the CSDI program. The student must submit a complete application for admission to the program, which will be forwarded to the CSDI program for its review. If the graduate faculty of CSDI does not approve readmission, they will convey that decision in writing to the Graduate School office and the dean of the Graduate School will communicate the decision to the student in writing (copy to the director of graduate studies). If the graduate faculty of CSDI program wishes to admit the student, they will forward that decision in writing to the Graduate School Administrative Board for review. The CSDI program must state the specific conditions the student must meet to be admitted and complete the program. If approved by the Administrative Board, the dean of the Graduate School will communicate the decision of the graduate faculty and the Administrative Board to the student in writing (copy to director of graduate studies).

Master of Science Degree
Department of Communication Sciences and Disorders

The degree programs in Speech-Language Pathology and Communication Sciences at East Carolina University maintain accreditation by the Council for Academic Accreditation, a semi-autonomous body, of the American Speech-Language-Hearing Association.

Admission Requirements

The graduate program in speech-language pathology or communication sciences requires completed coursework in the following areas at the undergraduate level for admission:

- Phonetics
- Anatomy of Speech and Hearing
- Language Development
- Hearing Science
- Introduction to Audiology
- Introduction to Aural Rehabilitation
- Acquisition and Development of Articulation and Phonology

Application to the program is initiated with the Graduate School at East Carolina University. The deadline for a completed application (including receipt of GRE scores and transcripts from all schools attended where the student accumulated at least 9 credit hours) is **February 1**. The Department requires transcripts of all college coursework, letters of recommendation and the Graduate Record Examination. Students with a Bachelors degree in another major will need to apply and be accepted to the university as a non-degree graduate student; in addition, they must take the Graduate Record Examination and obtain a minimum score of 800 on the verbal and quantitative sections of the exam. If the student is considered for a non-degree seat, they are required to take the above sequence of undergraduate courses. They may apply to the CSDI graduate program while they are taking this sequence of courses..

Required Courses

See the accompanying pages for an outline of the curriculum in the major area of speech-language pathology. The student will be required to complete both part-time and full-time clinical internships in addition to traditional classroom instruction. The student will graduate with a minimum of 400 clinical clock hours of experience (25 of the total clock hours are observation hours, obtained prior to first semester as a graduate student). The communication sciences curriculum has fewer class requirements; however, completion of a thesis is required for this program of study. Please see the ECU graduate catalogue for further information.

Financial Aid

Various types of financial aid are available through the Office of Financial Aid at East Carolina University (252-328-6610). Limited graduate assistantships may be available through the CSDI Department.

Additional Information

If you wish additional information, please contact:

Monica S. Hough, Ph.D., Director of Graduate Studies
Department of Communication Sciences and Disorders
College of Allied Health Sciences
East Carolina University
Health Sciences Building
Greenville, NC 27858-4353
252-744-6090
252-744-6109 (fax)
houghm@ecu.edu

Sample Curriculum in Speech-Language Pathology

Fall- 1st Year

Credit Hours

CSDI 6100 Language Disorders	(3)
CSDI 6106 Stuttering	(3)
CSDI 6108 Articulation Disorders	(3)
CSDI 6121 Speech Science	(3)
CSDI 6226 Clinic	(2)
CSDI 6320 Clinical Methods I	<u>(1)</u>

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Spring- 1st Year

CSDI 6101 Language and Learning Disabilities	(3)
CSDI 6104 Voice Disorders	(3)
CSDI 6110 Brain/Language/Aphasia	(3)
CSDI 6114 Dysphagia & Neuromotor Functions	(3)
CSDI 6227 Clinic	(3)
CSDI 6321 Clinical Methods II	<u>(1)</u>

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Summer

1st

CSDI 6103 Research Design	(3)
CSDI 6200 Multicultural	(3)

2nd

CSDI 6111 Early Intervention (elective)	(3)
CSDI 6227 Clinic	(3)

OR

CSDI 6992 Part-time Internship	<u>(2)</u>
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11/12

Fall- 2nd Year

CSDI 6109 Motor Speech Disorders	(3)
CSDI 6112 Cranio-Facial Disorders	(3)
CSDI 6113 Linguistic/Cognitive Impairments	(3)
CSDI 6901 Professional Issues in SLP	(1)
CSDI 6117 AAC (elective)	(3)
CSDI 6227 Clinic	(3)

OR

CSDI 6992 Part-time Internship	<u>(2)</u>
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15/16

Spring- 2nd Year

CSDI 6993 Full-time Internship	9
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NEED SHEETS

The following forms must be maintained by the graduate candidate in conference with the Director of Graduate Studies or Departmental Chair.

- 1) The Graduate Student Graduation Summary: This student sheet is to be completed by the Director of Graduate Studies during the final semester of the student's program of study. This form cannot be completed by the Director of Graduate Studies and submitted to the Registrar until a passing score on the ASHA PRAXIS Examination is submitted to the department by the student. This should be no later than March 31 of the graduating Spring semester of the student's program of study. This form is on the university website.

- 2) ASHA Clinical Certification/NC Licensure Requirements Need Sheet for those candidates desiring ASHA certification and/or licensure: It is suggested that this form be completed by the end of the Fall semester of the student's second academic year but no later than the end of March to ensure that all graduate students meet the academic requirements for ASHA certification and the NC license speech-language pathology. These forms will become a part of the student's academic folder. All incoming graduate students will complete the form for their undergraduate courses (regardless of where they were taken) under the advisement of the Director of Graduate Studies or their CSDI Graduate Advisor.

**GRADUATE STUDENT GRADUATION SUMMARY
EAST CAROLINA UNIVERSITY**

Name of Student: _____ Semester of Graduation: _____

Student Social Security Number: _____

Degree to be awarded: _____ Name of Program: _____

Concentration within program or certificate to be awarded (if applicable) _____

I. Course Requirements to be completed this semester: (Give substitute course if allowed)

(NOTE: ONLY enrolled students registered for this semester will be allowed to graduate!!!)

Course Number	Semester Hours	Substitute Course	Semester Hours
---------------	----------------	-------------------	----------------

<hr/>	<hr/>	<hr/>	<hr/>
<hr/>	<hr/>	<hr/>	<hr/>
<hr/>	<hr/>	<hr/>	<hr/>

II. This degree/ certificate program requires completion of the following components:

(Give date, or anticipated date, of completion beside the required items)

Dissertation _____	Thesis _____	Professional Paper _____
Research Project _____	Portfolio _____	Recitals _____
Foreign Language Requirement _____	Check here if none are required _____	

III. This degree/ certificate program requires completion of the following exam(s):

(Give course number and date of successful completion. Write NA if not required.)

Academic Comprehensive Exam: _____
(course number and date of successful completion)

Education Comprehensive Exam(s): (1) _____ (2) _____
(course number and date of successful completion)

IV. Summary of semester hours applied toward degree: (NOTE: Screen RG312 must be completed)

- a) What are the total semester hours required for this degree/ certificate? sh _____

- b) Semester hours completed at ECU as degree student (including those in Section I.): sh _____
- c) Semester hours completed as nondegree student (only 9 sh allowed **): sh _____
- d) Semester hours earned through credit by exam: sh _____
- e) Semester hours transferred from another university _____ sh _____
(Give name of university)

SUM of semester hours applied toward this degree/ certificate sh _____
(NOTE: Add sections b,c,d,and e above. This sum should equal or exceed the number listed in section IV.a above)

V. My signature certifies that this student has met all of the requirements for graduation contingent on the successful completion of the courses taken this semester.

(Signature) Dean/Chair or Program Director

(Date)

** List any courses taken for nondegree credit over 9 sh on the REQUEST FOR TRANSFER CREDIT FORM and submit it immediately to the Graduate School. The form is found at www.ecu.edu/gradschool/ under *Information for Graduate Faculty and ECU Administrators*

East Carolina University
Department of Communication Sciences and Disorders

ASHA CLINICAL CERTIFICATION/ NC LICENSURE REQUIREMENTS: Need Sheet

Name: _____

Area: **Speech-Language Pathology**

I. Basic Sciences (27 s.h.)

A. Biological/Physical Sciences and Mathematics (min. 6 s. h.)

<u>Course</u>	<u>Title</u>	<u>University</u>	<u>Term/Year</u>	<u>S.H.</u>	<u>Graduate</u>
BIOL 1050-51	Biology	ECU	_____	(4)	_____
PHYS 1050	Physics	ECU	_____	(4)	_____
MATH 1065	Algebra	ECU	_____	(3)	_____
BIOS 1500	Biostatistics	ECU	_____	(3)	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

B. Behavioral/Social Sciences (min. 6 s.h.)

_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

C. Basic Human Communication Processes (min. 15 s. h.)

1. Anatomy/Physiology/Neurology (min. 2 s. h.)

CSDI 3030	Anat/Phys Sp/Hrng	ECU	_____	(3)	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

2. Physical Bases (min. 2 s. h.)

CSDI 3010	Phonetics	ECU	_____	(3)	_____
CSDI 3105	Hearing Science	ECU	_____	(3)	_____
CSDI 6121	Speech Science	ECU	_____	(3)	<u> x </u>
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

3. Linguistics/ Psycholinguistics (min. 2 s. h.)

CSDI 3020	Lang. Development	ECU	_____	(3)	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

TOTAL I. A, B, & C _____/27

II. Professional Coursework (min. 36 s. h.)

A. Major Area: Speech- Language Pathology (min. 30s. h.; 21 @ graduate level)

1. Speech Disorders (min. 6 s. h.)

<u>Course</u>	<u>Title</u>	<u>University</u>	<u>Term/Year</u>	<u>S.H.</u>	<u>Graduate</u>
CSDI 2100	Intro Com Dis.	ECU	_____	(3)	_____
CSDI 3050	Phon/Artic Dis.	ECU	_____	(3)	_____
CSDI 5010	Proced. Clin. Mgmt.	ECU	_____	(3)	_____
CSDI 6104	Sem Voice Dis	ECU	_____	(3)	<u> x </u>
CSDI 6106	Sem Fluency Dis	ECU	_____	(3)	<u> x </u>
CSDI 6108	Sem Artic Dis	ECU	_____	(3)	<u> x </u>
CSDI 6109	Motor Sp. Dis	ECU	_____	(3)	<u> x </u>
CSDI 6112	Sem. Cranio-Facial	ECU	_____	(3)	<u> x </u>
*CSDI 6113	Ling/Cogn Imp Adults	ECU	_____	(1)	<u> x </u>
CSDI 6114	Dysphagia Neuro.	ECU	_____	(3)	<u> x </u>
*CSDI 6200	Multicult Comm Dis	ECU	_____	(1)	<u> x </u>
*CSDI 6900	Administrat/Super	ECU	_____	(1)	<u> x </u>
CSDI 6320	Clinical Methods I	ECU	_____	(1)	<u> x </u>
				TOTAL 1.	<u> </u> /6

2. Language Disorders (min. 6 s. h.)

CSDI 6100	Lang Disorders	ECU	_____	(3)	<u> x </u>
CSDI 6101	Lang & Learn Dis	ECU	_____	(3)	<u> x </u>
CSDI 6110	Brain/Lang Aphasia	ECU	_____	(3)	<u> x </u>
*CSDI 6113	Ling/Cogn Imp Adult	ECU	_____	(2)	<u> x </u>
*CSDI 6200	Multicult Comm Dis	ECU	_____	(2)	<u> x </u>
*CSDI 6900	Administrat/Super	ECU	_____	(2)	<u> x </u>
CSDI 6321	Clinical Methods II	ECU	_____	(1)	<u> x </u>
				TOTAL 2.	<u> </u> /6

TOTAL 1 & 2 graduate courses: /21

3. Clinical Courses (no more than 6 s. h. can be credited toward certification/licensure).

CSDI 4335	Apprenticeship	ECU	_____	(3)	_____
CSDI 6226	Clin Prac SLP (F)	ECU	_____	(2)	<u> x </u>
CSDI 6227	Clin Prac SLP (S)	ECU	_____	(3)	<u> x </u>
CSDI 6227	Clin. Prac SLP (SS/F)	ECU	_____	(3)	<u> x </u>
CSDI 6229	Clin Prac SLP (DE)	ECU	_____	(3)	<u> x </u>
CSDI 6992	Intern (SS/F)	ECU	_____	(2)	<u> x </u>
CSDI 6993	Full-time intern (S)	ECU	_____	(9)	<u> x </u>
				Clinic Total	<u> </u> /6

TOTAL II A. 1, 2, & 3 /30

B. Minor Area: Audiology (min. 6 s. h.)

1. Pathologies/ Assessment (min. 3 s. h.)

CSDI 4100 Audiology ECU _____ (3) _____

TOTAL 1 _____/3

2. Habilitation/Rehabilitation (min. 3 s. h.)

CSDI 4110 Aural Rehab ECU _____ (3) _____

TOTAL 2 _____/3

TOTAL II A & B _____/36

SUMMARY

Grand Total s. h. (I & II) _____ (min. 75 s. h.)

Total Graduate Credit s. h. _____ (min. 30 s. h.)

Graduate Credit in II (A & B) _____ (min 21 s. h.)

Completion date of requirements: _____

Reviewed by Director of Graduate Studies _____ Date _____

Reviewed by Chairman of Department _____ Date _____

* Split content

Revised 09/08

THESIS: RESEARCH, EXAMINATION, PREPARATION, AND DELIVERY

Master of Science in Speech- Language Pathology Department of Communication Sciences and Disorders College of Allied Health Sciences East Carolina University

Candidates for the MS degree may choose to complete a thesis in the following areas of concentration: communication sciences or speech- language pathology. Approval for the thesis option must be given by the Chairperson of the Department and the Director of Graduate Studies. The guidelines and time requirements for completion of the thesis described herein are in accordance with the regulations of the Department of Communication Sciences and Disorders and the general requirements of the Graduate School. Students in the thesis track must comply with these requirements in order to complete their degree and be eligible for graduation at the Spring commencement following their second year of full- time study.

All graduate students are encouraged to consider the thesis option and should discuss their ideas with specific faculty in the department. Graduate students should begin exploring this option during the first fall semester in the department. Discussion could begin with the student's advisor who could direct the student to approach the faculty member(s) with similar research interests. It is the student's responsibility to open communication with the faculty regarding the possibility of entering the thesis track.

In addition to the general requirements found in the East Carolina University Graduate School Bulletin (see below), the following is a departmental timetable, in accordance with the official university calendar, for the events leading to a successful completion of the thesis. These dates represent the absolute latest day that thesis tasks may be completed in order for the student to submit their thesis and be eligible to graduate at the Spring Commencement following their second year of full-time study. Please be aware that these requirements may be successfully completed prior to the dates specified below. Failure to complete this timetable on time, however, will result in a graduation date later than Spring Commencement of the student's second year.

DATE	TASK	RESPONSIBILITY
Last day of class, Fall semester in First Year	Letter of petition for thesis option to Director of Graduate Studies	Student
First day of Spring semester in First Year	Letter Acknowledging Thesis Director and research area to Director of Graduate Studies	Student & Director
Last day for schedule changes, Spring semester, First Year	Make any necessary changes to class/schedule (e.g., ensure that a student in the Thesis Track is enrolled in a Readings or Research Course	Student

	with Thesis Advisor during the Spring or Summer Semester of First Year)	
Last day of January, Spring semester, First Year	Letter acknowledging Thesis Committee and short abstract outlining research area to Director of Graduate Studies	Student & Director
By Spring Break, first Year	Select Thesis Committee. Based on ECU Code, FOUR (4) committee members, 3 within department, 1 outside member Completion of IRB Modules (Human Subjects)	Student & Director
Second to last week of classes, Spring semester, First Year	Departmental announcement of Prospectus Presentation* Preparation and Submission of IRB forms for Human Subjects research	Student & Director
Last week of classes, Spring semester, First Year	Departmental Prospectus Presentation	Student
Summer Semester	Data Collection	Student
Fall Semester, Second Year	Data Collection	Student
Spring Semester, Second Year	Thesis Preparation	Student & Director
Four weeks prior to Thesis Defense	Set Thesis Defense date	Student & Director
Three weeks prior to Thesis Defense	Submit unbound copies of Thesis to Thesis Committee	Student & Director
Two weeks prior to Thesis Defense	Public announcement of Thesis Defense **	Student & Director
No less that 30 days prior to last day of classes, Spring Semester, Second Year	Thesis Defense	Student & Thesis Committee
No less than 20 days prior to last day of classes, Spring Semester, Second Year	Submit revised Thesis to Thesis Committee	Student
No less than 15 days prior to last day of classes, Spring Semester, Second Year	Revised Thesis returned to the student by Thesis Committee	Thesis Committee
Ten days prior to last day of classes, Spring Semester, Second Year***	Submit signed approved copies of Thesis to the Dean of the Graduate School; Complete UMCIRB closure of study form.	Student

NOTE:

* Public Announcement of Prospectus Presentation must be made to the Department.

** Public Announcement of Thesis Defense must be made to the university community.

Arrangements for public announcements must be made with the Announce List Serve of East Carolina University. Students must comply with submission deadlines in order that the announcement of the defense appears at least two weeks prior to the defense. Public defense of the thesis cannot occur without published announcements of the title, date, place, time and name of the defender.

*** There are two dates for Commencement (In May and December). Please consult the University Calendar for the last date to submit copies of the thesis to the Graduate School for completion of the degree in the spring, fall, or summer term.

It is the responsibility of the student to read the CSDI Academic Student Handbook, the ECU Graduate Bulletin, and Guidelines for Thesis Preparation prior to completing the Letter of Intent for the thesis option.

Excerpts of General Thesis Requirements
East Carolina University Graduate School Bulletin

The following are excerpts from the general requirements found in the East Carolina University 2007-2008 Graduate School Bulletin concerning research, examination, preparation, and delivery of the thesis:

In programs where a thesis is prepared, the student must comply with the specific regulations of his or her school or department and the general requirements of the Graduate School. These requirements are specified in the *Manual of Basic Requirements for Theses and Dissertations* which is approved by the Graduate School and available on the Graduate School's web site, www.ecu.edu/gradschool/. The manual contains details on the form, preparation, and binding of theses and dissertations.

Thesis topics must be approved by the thesis advisory committee and the chairperson of the department. All students whose thesis projects involve human subjects must have their proposals approved by the University and Medical Center Institutional Review Board (UMCIRB) before beginning their studies (data collection). All students whose research involves animals must have their proposals approved by the Institutional Animal Care and Use Committee (IACUC). A copy of the appropriate committee approval must be submitted with the title of the thesis.

Copies of the thesis must be presented by the student to his or her faculty thesis advisor for the use of the examining committee not later than one week prior to the date on which the examining committee will conduct the oral examination and defense of the thesis. At this oral defense of the thesis, the examining committee may ask the student questions regarding the subject matter in the major field. A student may attempt to defend the thesis no more than twice.

After the thesis or dissertation has been defended successfully, the original copy of the thesis or dissertation, prepared and printed on the required paper with the required format, properly signed by the director of the thesis or dissertation committee and the dean of the school or chair of the major department, must be submitted to the dean of the Graduate School. It must be delivered at least ten days prior to the last day of classes of the student's final semester.

After approval by the dean of the Graduate School, additional copies of the thesis or dissertation may be prepared by photocopy or printed by offset printing.

Three copies (including the original) of the final, approved thesis must be submitted to the university library. These three copies will be bound at no cost to the student. Two of these copies remain in the university library and the third is delivered to the school or department of the student's major. Additional copies may be bound at the student's expense. These optional copies may be for the thesis director and the student's personal use.

Checklist of Key Steps in Planning, Conducting, Preparing, and Publishing a Research Project

<u>Planning:</u>	<u>Projected Date</u>	<u>Actual Date</u>
Initial planning meeting with adviser/director	_____	_____
Topic selected	_____	_____
Extensive Literature Review	_____	_____
Research Questions finalized	_____	_____
Instrumentation Review/Development	_____	_____
Proposal - Draft prepared	_____	_____
Proposal/Prospectus Advertised for presentation	_____	_____
Proposal/Prospectus presented	_____	_____
Proposal accepted by committee/director	_____	_____
<u>Arrangements/Permissions</u>		
Setting selected/OK'd	_____	_____
Subjects selected	_____	_____
Human Subjects proposal submitted	_____	_____
Human Subjects approval received	_____	_____
<u>Data Collection</u>		
Develop initial data collection sheets/procedures	_____	_____
Develop pilot study procedures	_____	_____
Carry out pilot	_____	_____
Perform reliability statistics, if appropriate	_____	_____
Revise procedures based on pilot	_____	_____
Develop revised data collection sheets/procedures	_____	_____
Begin "keeper" data collection!	_____	_____
Create working database	_____	_____
Create working graphs/analyses if necessary	_____	_____
<u>Write-Up</u>		
Introduction/Literature Review	_____	_____
Methods	_____	_____
Results	_____	_____
Discussion/Conclusion	_____	_____
Abstract	_____	_____
Figures & Tables	_____	_____
<u>Defense</u>		
Intra/Lit Review approved for defense	_____	_____
Methods approved for defense	_____	_____
Results approved for defense	_____	_____
Discussion/Conclusion approved for defense	_____	_____
Abstract approved for defense	_____	_____
Figures & Tables approved for defense	_____	_____
Disseminate copies to committee/faculty	_____	_____
Schedule/Advertise oral defense of project.	_____	_____
Defense Date	_____	_____
<u>Submitting Project for Publication or otherwise</u>		
Take draft to Grad School for approval of format (thesis/diss only)	_____	_____
Make changes to thesis/dissertation as outlined by	_____	_____
Adviser/committee based on defense	_____	_____
Submit final copy to Graduate School (thesis/diss. only)	_____	_____
Prepare manuscript per guidelines of selected journal	_____	_____
Submit first draft of manuscript to adviser/director/authors	_____	_____
Complete revisions of manuscript draft	_____	_____
Repeat previous steps as needed	_____	_____
Prepare cover letter for submission for publication	_____	_____
Prepare copies of manuscript for submission to journal	_____	_____
Mail in manuscript	_____	_____



**EAST CAROLINA UNIVERSITY
GRADUATE SCHOOL**

THESIS TOPIC APPROVAL FORM

Approval is hereby given to

(Student's name and Social Security Number)

a candidate for the degree of _____ with a major
in _____, to use the following thesis topic:

Signature of Thesis Director

Date

Signature of Department Chair/Graduate Director

Date

Signature of Dean of Graduate School

Date

cc: Department Chair
Student Departmental Folder
The Graduate School

ACADEMIC INTEGRITY POLICY

The 2009-2010 *East Carolina University Graduate Catalog* has a clearly stated policy with regard to academic integrity (<http://www.ecu.edu/cs-acad/grcat/University.cfm#integrity>): “Academic integrity is expected of every East Carolina University graduate student. A student’s instructor or individual graduate advisory committee or an appropriate departmental graduate committee or advisor may initiate actions, in accordance with Faculty Manual procedures, against a graduate student that is believed to have been engaged in academic dishonesty. Academic dishonesty includes: cheating, the giving or receiving of any unauthorized aid or assistance, or the giving or receiving of unfair advantage on any form of academic work; plagiarism, copying the language, structure, ideas, and/or thoughts of another and adopting those as one’s original work; falsification, statement of untruth, either verbal or written, regarding any circumstances relating to academic work; and attempting any act which if completed would constitute an academic integrity violation as defined above.

While academic dishonesty actions are taking place against a graduate student, the graduate student may not withdraw from the University, drop a course in which academic dishonesty is suspected, take a comprehensive or final examination for a degree, or submit a thesis or dissertation to the Graduate School.”

The *East Carolina University Student Handbook* (<http://www.ecu.edu/studenthandbook/III.htm>) clearly defines academic integrity violations in violation of the Honor Code as the following:

1. Cheating. Unauthorized aid or assistance or the giving or receiving of unfair advantage on any form of academic work.
2. Plagiarism. Copying the language, structure, ideas, and/or thoughts of another and adopting same as one’s own original work.
3. Falsification. Statement of any untruth, either spoken or written, regarding any circumstances relative to academic work.
4. Attempts. Attempting any act that if completed would constitute an academic integrity violation as defined herein.

Violations of academic integrity will not be tolerated and be pursued to the fullest extent.

On my Honor

East Carolina University has a straightforward Honor Code:
You are on your honor to not cheat, steal, or lie.

The Honor Code is the basis for East Carolina University's Academic Integrity Policy:

It is a violation of the Honor Code to:

- 1. Cheat.** Cheating is defined as —the actual giving or receiving of any unauthorized aid or assistance or the giving or receiving of any unfair advantage regarding any form of academic work.
- 2. Steal.** Plagiarism is also stealing. Plagiarism is defined as —copying the language, structure, ideas, or thoughts of another, and passing off same as one's original work.
- 3. Lie.** Intentional falsification is lying. Intentional falsification is defined as —any statement of untruth, either orally or in writing, regarding any situation related to academic work.
- 4. To attempt to cheat, steal, or lie.** Attempt is defined as —action toward the commission of any act that would constitute a violation as defined herein (that is cheating, stealing, and plagiarism, or intentional falsification). Any such attempt shall be deemed to be a violation of the Honor Code, and will be punishable to the same extent as if the attempted act had actually been completed or consummated.

I _____ accept the Honor Code of East Carolina

Please print your name

University. I pledge to not cheat, steal, or lie, or attempt to cheat, steal, or lie while enrolled at East Carolina University.

Signature

Date

MINIMAL TECHNICAL STANDARDS (as enforced by the American Speech-Language Hearing Association)

Critical Thinking. All students must possess the intellectual, ethical, physical, and emotional capabilities required to participate in a clinical setting and to achieve the levels of competence required by the faculty supervisors. The ability to solve problems, a skill that is critical to the practice of Speech-Language Pathology and Audiology, requires the intellectual abilities of measurement, calculation, reasoning, analysis, and synthesis. Graduate clinicians must be able to integrate academic knowledge into practical skills need for clinical work.

Communication Skills. Graduate Clinicians should also be able to speak, to hear, and to observe clients in order to elicit information. Graduate clinicians must be able to communicate effectively and efficiently in oral and written forms.

Auditory/Visual Ability. Student clinicians must be able to observe a client accurately, both at a distance and close at hand. This ability requires the functional use of audition and vision.

Mobility and Fine Motor Skills. Graduate clinicians should be able to execute movements reasonably required to move from area to area, maneuver in small places, calibrate and use small equipment as appropriate, and provide patients with general care.

Interpersonal Abilities. Graduate clinicians must possess the emotional health required for full utilization of his or her intellectual abilities, the exercise of good judgment, the prompt completion of all responsibilities required for the diagnosis and care of clients, and the development of mature, sensitive, and effective relationships with patients, families, and colleagues.

I have read these standards and I am able to conduct these minimal technical requirements.

Student Signature

Date

Student Counseling Services

Counseling services are available at either the Counseling Center on main campus or the Academic Support and Enrichment Center in the Brody Building. Both are available for personal and academic counseling and are free to ECU students. The Academic Support and Enrichment Center is designed to assist students in the Division of Health Sciences specifically. They offer courses and personal assessment and intervention in the areas of study skills, reading, time management, cognitive development, stress and personal crisis.

Main Campus Counseling Center: 316 Wright Bldg, 328-6661

Academic Support and Enrichment Center: 2n64 Brody School of Medicine, 744-2500