



SPEECH LANGUAGE PATHOLOGY GRADUATE STUDENT HANDBOOK

The Master of Science (M.S.)

Speech Language Pathology

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The Master of Science (M.S.) education program in speech-language pathology (residential) at Saint Mary's College is accredited by the Council on Academic Accreditation in Audiology and Speech-Language Pathology of the American Speech-Language-Hearing Association, 2200 Research Boulevard, #310, Rockville, MD 20850, 800-498-2071 or 301-296-5700.

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Introduction

Welcome to the Master of Science in Speech-Language Pathology program at Saint Mary's College; we're so glad you're here. This handbook is designed to support you throughout your graduate journey, offering clear guidance on the policies, expectations, and resources that will help you thrive both academically and clinically.

Our Mission

At Saint Mary's College, we foster an inclusive academic community rooted in Catholic values, committed to academic excellence, service, and ethical practice. The SLP program aligns with this mission by preparing professionals who apply evidence-based practices, collaborate across disciplines, and advocate for individuals with communication and swallowing disorders.

To learn more about the College's founding, legacy, and vision, visit the [History of Saint Mary's College](#). Please also take time to read about our department's mission, goals, and strategic priorities on the SLP page: [SLP Mission & Strategic Plan](#).

Faculty and Staff

Name	Title/Position
Erin Connelly, M.A., CCC-SLP, ABD	Assistant Professional Specialist, Graduate Program/Clinic Director
Karin Thomas, SLP.D., CCC-SLP	Associate Professor and Chair
Susan Latham, Ph.D., CCC-SLP	Associate Professor
Julianne Alexander, Ph.D., CCC-SLP	Assistant Professor
Christina Corso, Ph.D., CCC-SLP	Assistant Professor
Neda Tahmasebifard, Ph.D.	Assistant Professor
Julie Voor, M.A., CCC-SLP	Associate Professional Specialist
Grace Ruiz, M.S., CCC-SLP	Assistant Professional Specialist
Katie Swanson, B.A.	Administrative Assistant

Program Overview

The Master of Science (M.S.) in Speech-Language Pathology at Saint Mary's College is a full-time, cohort-based program designed to prepare students for clinical excellence and ethical, evidence-based practice. Through academic rigor and extensive supervised clinical experiences, students develop the rich knowledge and skills necessary to serve individuals with communication and swallowing disorders across the lifespan.

- **Degree:** Master of Science in Speech-Language Pathology
- **Credits:** 62–65 graduate credits required
- **Program Duration:** 6 semesters (cohort model)
- **Clinical Experience:** Integrated across all semesters and settings, including campus-based, school-based, medical, and specialty placements

For more details, visit our [SLP Program Overview](#)

Quick Links for Student Success

- [Student Information Center](#) – one-stop FAQ for admissions, academic support, and campus services
- [Academic Calendar](#)
- [Registrar's Office](#) - College-specific policies regarding graduate education may be found in the College Bulletin
- [IT Policies](#) – important information on using technology on campus
- [Accessibility Resource Office](#) – accommodations for documented needs
- [Career Crossings Office](#) – job search tools, resume reviews, mock interviews
- [Office for Student Success](#) – academic coaching, time management, wellness strategies
Contact: abremyer@saintmarys.edu
- [Center for Women's Intercultural Leadership](#) – global education, leadership, and equity resources

Admissions Information

Professionals in speech-language pathology begin the licensing and certification process by obtaining a Master's degree in the discipline. Saint Mary's College offers this degree as a Master of Science in Speech-Language Pathology (M.S. SLP). Prospective graduate program applicants are required to hold a bachelor's degree in speech-language pathology or the equivalent. Students with backgrounds including communication sciences and disorders, education, health-related professions, biomedical sciences, and psychology are encouraged to apply. Please follow this link to review the [graduate admission requirements](#) for Saint Mary's College, Department of Speech Language Pathology (SLP).

Essential Functions for Graduate SLP Students upon admission

To begin the Saint Mary's College SLP graduate program and enter professional practice, students must demonstrate essential technical skills across the following areas (Reasonable accommodations may be provided through the Accessibility Resource Office for students who meet academic and technical standards with support):

Communication:

Effectively communicate with clients, families, faculty, and colleagues using spoken, written, and nonverbal forms.

Motor Skills:

Sustain necessary physical stamina for participation in classroom, clinical, and community settings (e.g., sitting/standing for long periods, responding to emergencies).

Sensory and Observational Skills:

Accurately observe and interpret verbal and nonverbal communication, diagnostic indicators, and client behavior.

Cognitive Abilities:

Demonstrate critical thinking, reasoning, problem-solving, and organizational skills needed for academic and clinical performance.

Behavioral and Social Attributes:

Demonstrate emotional stability, empathy, respect for diversity, and the ability to adapt to feedback and manage stress.

Estimated Program Expenses Not Included in Tuition

Students should anticipate some additional costs associated with clinical and academic requirements throughout the program. These are approximate estimates and may vary slightly by year or cohort.

Year 1 / Cohort of 2025-2027 – Estimated Expenses: \$662

- NSSLHA Membership: \$60
- Light Pen: \$10
- Name Tag: \$10
- Other Required Vaccinations: \$120

- Background Check and Drug Screening: \$82
- TB Test: \$30
- Flu Shot: \$30
- CPR Certification: \$50
- Two SMC Polos: \$80
- Two Pairs of Khaki Pants: \$60
- Simucase Membership: \$130

Year 2 / Cohort of 2025-2027 – Estimated Expenses: \$537

- Criminal Background Check and Drug Screening: \$82
- NSSLHA Membership: \$60
- Professional Liability Insurance: \$60
- Flu Shot: \$30
- Praxis Exam: \$120
- Graduate Pin: \$25
- Simucase Membership: \$130

Graduate School Academic Policies & Procedures

Please visit [the graduate catalog](#) for complete details and information on graduate school policies summarized below:

Maintain a 3.0 Grade Point Average

(B average) to stay in good academic standing. Falling below 3.0 or receiving a grade lower than a B– triggers **academic probation**, which is limited to two semesters.

Academic Probation & Dismissal

Two consecutive semesters with a GPA below 3.0 or two grades of B– or lower may result in dismissal.

Add/Drop Deadlines

Add or drop full-semester courses during week 1; add or drop short-term or compressed courses by their second meeting.

Credit Hours Definition

1 graduate credit $\approx$ 1 hour in class + 2–3 hours prep weekly over a 15-week semester (please note that clinic courses require more time investment).

Attendance Requirements

Students must attend all class meetings; only **serious, documented** reasons (illness, emergencies) are excused.

Academic Integrity

Uphold honesty, responsibility, respect, and fairness. Violations (plagiarism, cheating, falsifying records) may lead to failure or dismissal.

Grade Appeal Rights

You must first discuss your concerns with the instructor within 30 days of the start of the semester. If unresolved, escalate to the program director, then to the Dean via a formal written appeal within 10 working days.

Withdrawal Policies

Course withdrawal ('W' if passing, 'F' if failing) after the add/drop period by the syllabus deadline.

Program withdrawal must be reported in writing to both the Office of Graduate Studies and the Program Director.

Transfer Credit

Up to 6 hours of graduate credit may be transferred (completed within 5 years, with a grade of B or better, and approved by the Program Director).

Continuous Enrollment Requirement

Students must enroll in at least one credit (or a continuous enrollment course) every semester until all degree requirements are complete.

Leave of Absence (LOA)

A formal written request is needed. Students must work with their Graduate Program Director for an alternate progression plan.

Audit Policy

Graduate students may audit a course with instructor approval, provided that space is available. However, labs, practicums, internships, and clinical courses cannot be audited. While no credit is awarded and transcripts will reflect a grade of "V," audited courses do not count toward degree requirements, financial aid, or loan deferment. Full-time students may audit courses at no additional cost; however, part-time students are required to pay full tuition for audited courses. All audits must be declared by the deadline indicated on the Registrar's academic calendar.

Curriculum, Assessment & Student Growth

SLP Curriculum

Each course in the program is thoughtfully designed to help you build the knowledge and skills needed to become a confident, competent speech-language pathologist. Learning outcomes in every syllabus—including clinical practicum—are aligned with the ASHA 2023 Standards for the Certificate of Clinical Competence.

The system is designed to be both flexible and developmental—standards can be met through coursework, clinic, research, independent study, or other approved experiences. If challenges arise, we're here to support you with targeted remediation and opportunities to grow. Our goal is your success—not just in meeting the standards, but in becoming a thoughtful, well-prepared clinician.

Performance is tracked via the MILOMETRICS system, which integrates academic and clinical data to ensure comprehensive competency development.

Course Numbering

Courses are numbered according to the following guidelines:

400 level courses: They are assumed to be primarily for undergraduates. If the course material is deemed sufficiently advanced, graduate credit may be granted upon approval by the Graduate Program Committee. Requests for graduate credit for 400-level courses must provide information to verify that the course material is at the graduate level for all students or that graduate students are required to do additional work beyond the level required of undergraduates in the course.

500 and 600 level courses:

Graduate level courses

Code	Course Title	Credits
SLP 502	Assessment	3
SLP 503	Speech Sound Disorders	3
SLP 505	Early Childhood Language Disorders	3
SLP 506	Later Childhood Language Disorders	3
SLP 508	Adult Language Disorders I	3
SLP 509	Adult Language Disorders II	3
SLP 510	Research Methods in Speech-Language Pathology	3
SLP 512	Neurology for Speech-Language Pathologists	3
SLP 516	Motor Speech Disorders	3
SLP 517	Fluency	3
SLP 518	Voice	3
SLP 520	Augmentative and Alternative Communication (AAC)	3
SLP 521	Cleft Palate	3
SLP 522	Dysphagia	3
SLP 522L	Optional Flexible Endoscopic Evaluation of Swallowing Competency Training	1
SLP 524	Autism Spectrum Disorders	3
SLP 525	Counseling	3
SLP 584	Clinical Practicum: Proseminar	2
SLP 585	Clinical Practicum (2 credit hour taken twice)	4
SLP 586	Clinical Practicum (2 credit hours taken twice)	4
SLP 587	Advanced Clinical Practicum	5

Code	Course Title	Credits
SLP 698	Comprehensive Examination	0
SLP 699	Thesis (taken three times)	3
Total Credits		63–66

Grade Reports

Students may view final grades via PRISM through the my.saintmarys.edu portal. At the end of each semester, a student will be mailed a grade report only upon request. The grade report is withheld if a student has not met all financial obligations to the College, and PRISM access is denied.

Registration

Graduate students will be registered for their courses by the department's Administrative Assistant. Registration dates are published on the graduate program academic calendar. No student shall attend any class unless he or she is registered for the class. Credit will not be awarded to a student who is not officially registered.

Comprehensive Exam Option

- Held in mid-April (Year 2)
- Includes oral presentation of Capstone Project
- In-person, proctored exam with lockdown browser
- Oral remediation is available for any failed sections

Click the link below to print a copy of the Comprehensive Examination Petition, which is due by November 1 of the fall semester prior to the spring semester in which you intend to take the exam. [Comprehensive Examination Petition.](#)

Thesis Option

All students wishing to pursue the thesis option are expected to complete a scholarly activity of sufficient quality for professional presentation and/or publication. A thesis is intended to acquaint the student with research methodology. It is expected that original research or replication of a research project will be undertaken. Students who select the thesis option must identify an advisor whom they believe will provide the best guidance in the pursuit of their objectives.

Research Standards

Students may not use the name or stationery of Saint Mary's College in connection with personal research without the sponsorship of a member of the SLP Program faculty.

Students in the M.S. SLP program will complete the training module for Social and Behavioral Research with Human subjects through the Collaborative Institutional Training Initiative (CITI Program). CITI is dedicated to promoting the public's trust in the research enterprise by providing high-quality, peer-reviewed, web-based educational courses in research, ethics, regulatory oversight, responsible conduct of research, research administration, and other topics pertinent to the interests of member organizations and individual learners. Students will print out and submit their "Completion Report" to the department to document the successful completion of the training. Please refer to the following link to learn more about the CITI Program:

<https://citiprogram.org/>

Research involving human subjects must meet the guidelines of the Saint Mary's College Institutional Review Board. The student must consult the academic faculty to ensure these guidelines are followed. For more information, please read the College's institutional research page: <https://www.saintmarys.edu/institutional-research>

Academic Course Grading

Grade Scale

At the end of each semester, the student receives a final grade in each course based upon the instructor's evaluation of course requirements. The following grades are used in calculating the GPA:

Letter Grade	per semester hour
A	4.00
A-	3.67
B+	3.33
B	3.00
B-	2.67
C+	2.33
C	2.00
C-	1.67
D+	1.33
D	1.00
F	0.00

Grades Not Included in GPA Calculation

Grade	Meaning
H / S / U	Honors / Satisfactory / Unsatisfactory
NR	No grade reported
P	Pass (course taken on a pass/fail basis)
V	Successful audit
W	Withdrew with permission
X	Incomplete

Clinical Practicum Grading

All individuals who supervise graduate students in clinical practicum—on campus or at affiliated sites—meet the ASHA and CAA requirements for supervision. Specifically, each clinical supervisor:

- Holds a current **ASHA Certificate of Clinical Competence (CCC-SLP)**,
- Possesses the required state license or credential,
- Has completed **a minimum of 9 months of full-time clinical experience** post-certification, and
- Has completed **at least 2 hours of continuing education in supervision**.

This ensures that all supervision reflects best practices in mentorship, ethical care, and clinical education.

- Clinical enrollment is required every semester and is pass/fail. See grading scale here: [Grading Policy](#)
- Before beginning clinic, you must complete 25 guided observation hours before direct practice
- Adhere to all clinical policies outlined in the Clinic Handbook and Externship Manual

Grade Appeals

The instructor has the authority to determine and assign grades at the end of the semester. The criteria for assigning grades must be stated in the course syllabus and communicated to students at the beginning of the course. Students have the right to appeal a final grade that they believe was not consistent with grading policies stated in the syllabus and/or different from those applied to other students in the same course. Before appealing, the student must meet with the instructor to discuss their dissatisfaction with the grade. This process must be initiated within 30 days of

the start of the new semester. If the grade dispute is not settled at this level, the student and instructor will confer with the Graduate Program Director. If the issue remains unresolved, the student may initiate a formal grade appeal to the Provost. The appeal must be initiated within 10 working days of receiving the decision from the Graduate Program Director. The Provost will appoint three faculty members from across the graduate programs to serve on a Graduate Hearing Board. This Graduate Hearing Board will make a recommendation to the Provost. The Provost will notify the student of the final disposition of the appeal. The Provost's decision is final.

Standards of Satisfactory Academic Progress (SAP) and Academic Standing

The Higher Education Act of 1965, as amended, requires Saint Mary's College to develop and enforce standards of satisfactory academic progress prior to awarding any federal financial aid funds to students. Standards of satisfactory academic progress were established to encourage students to successfully complete courses for which federal financial aid is received, and to progress satisfactorily toward degree completion. These policies apply to the following aid programs:

- Federal Work Study Program
- Federal Perkins Loan Program
- Federal Direct Loan Program
- Federal Direct Graduate PLUS Loan Program

Please note that these financial standards of academic progress are separate from, and in addition to, academic standards required by the College for continued enrollment.

The criteria used to determine academic progress include cumulative grade point average, the number of credits earned, and the maximum time frame for completing the degree. To ensure that students are making progress throughout their course of study, Saint Mary's College assesses their progress at the end of each payment period (fall, spring, and summer). All periods of enrollment are reviewed, including semesters during which no financial aid was received.

Good Academic Standing

A degree-seeking graduate student is in good academic standing if they: 1) meet the standards of quality of their academic program; 2) makes satisfactory progress toward completion of degree requirements within the established time limit; 3) meets the requirement regarding continuous registration; 4) meets the minimum required cumulative grade point average of 3.0. Individual degree programs may have policies in place for satisfactory academic progress. Students are responsible for verifying additional satisfactory progress policies as required by their degree

program. If a student fails to satisfy the requirements of their degree program, they may be dismissed from the program based on the academic unit's recommendation to the College.

Intervention Plans

Students who demonstrate difficulty meeting clinical or academic expectations may be placed on an individualized intervention plan. These plans are designed to offer targeted support and clearly defined steps for improvement. Intervention plans may be initiated based on midterm or final evaluations, course performance, or concerns regarding professionalism. While faculty and supervisors provide support, students are responsible for completing all components of the plan within the designated timeline.

For full details on triggers, responsibilities, and outcomes, please refer to the full [SLP Department Intervention Policy](#) and [Intervention Plan Template](#).

Academic Probationary Status

A graduate student is expected to maintain a B average throughout their program of study (3.0/4.0 GPA). The student and their advisor will receive written notification of academic probationary status from the Graduate Program Director if:

- The student earns a grade lower than a B- in a course; or
- The student earns a single semester GPA lower than 3.0.

Written Communication will be directed to the student's permanent address on file with the College. A second course grade lower than a B- may result in dismissal from the program even if the cumulative GPA is above 3.0. Students may continue on academic probation for no more than two consecutive semesters. No grades below a B- may be counted as fulfilling degree requirements; such grades will be calculated into the grade point average. Grades below B- such as a C or D grade are awarded to graduate students and are used to calculate both semester and cumulative GPA; however, they will not be accepted for completion of graduate course work. Students may be required to repeat courses to complete the degree.

The faculty, staff, and administration of Saint Mary's College are committed to helping students achieve success in their graduate studies. Therefore, the GPA of each graduate student is reviewed at the end of each semester by their advisor to determine whether action is necessary.

Completing Degree Requirements in Academic Probationary Status

A student may complete all remaining degree requirements during a semester in which the student was in Probationary Status. If the student's cumulative GPA at the end of the semester is 3.0 or above, the student's probationary status will be elevated to Good Academic Standing. If

the student's cumulative GPA is below 3.0, the student remains in Academic Probationary Status.

Dismissal from the Program

Saint Mary's College reserves the right to dismiss a student from a graduate program when the student's poor academic performance or conduct warrants such action.

Poor Academic Performance

Poor academic performance may be demonstrated by remaining in probationary status for more than two academic terms (see Academic Standing policy). Failure to make satisfactory progress toward program completion may also be considered poor academic performance (see Completion of the Master's Degree policy). Individual programs may define additional criteria for poor academic performance. Please review the policies of the relevant graduate program. The Provost will review extreme cases of poor performance (such as a single semester GPA of 2.3 or below) to determine the student's eligibility to continue.

Misconduct

All students enrolled at Saint Mary's College are expected to adhere to all College policies and procedures as defined by our Community Standards and Code of Student Conduct. Students are also expected to avoid academic misconduct (see Academic Honesty policy), research misconduct, and other fraudulent, unprofessional, or unethical behaviors as defined in the policies of the relevant graduate program.

Notification and Appeal

Students will be notified in writing within 10 business days of the decision for dismissal. Students who have been dismissed have a right to appeal and are advised to consult the appeal process below.

Dismissal Appeals

A student has the right to appeal a dismissal from the graduate program for academic reasons other than academic dishonesty by submitting an appeal in writing to the Provost within 10 working days of the decision being sent by the Graduate Program Director. The appeal must include reasons the student believes they should be reinstated and a plan for future success. The decision on the student's status will be made by the Provost after consultation with members of the graduate program in which the student is enrolled. The Provost will notify the student of the decision. The decision of the Provost is final.

Student Professional Dispositions

As part of the Saint Mary's College MS-SLP program, students are invited into a learning community that values integrity, service, and human dignity. In keeping with our mission to prepare compassionate, culturally responsive, and reflective speech-language pathologists, we expect all students to demonstrate professional behaviors that foster respect, collaboration, and accountability in academic, clinical, and community settings.

Professional dispositions reflect who we are as people and future clinicians—how we show up, connect with others, and respond to challenges. They are not about perfection, but about a commitment to growth, openness, and shared responsibility for learning. We recognize that students enter the program with varied backgrounds and strengths. If challenges arise, we are here to support your development with honesty, care, and clear expectations. Sometimes, a conversation is all that's needed; at other times, a more formal plan may be put in place to guide growth. Our shared goal is to help every student become a confident, competent, and ethical speech-language pathologist.

Students are encouraged to consistently demonstrate the following dispositions:

- Integrity and Ethical Conduct: Be honest, trustworthy, and uphold confidentiality and the ASHA Code of Ethics.
- Responsibility and Follow-Through: Arrive prepared, meet deadlines, and take ownership of your learning.
- Respect for Others: Engage with peers, faculty, clients, and families in ways that honor diverse perspectives and lived experiences.
- Professional Communication and Presence: Present yourself thoughtfully in person, in writing, and online—including appropriate attire and respectful email communication.
- Openness to Feedback and Reflection: Welcome feedback as an opportunity to grow, and take time to reflect on your experiences and choices.
- Commitment to Service and Advocacy: Center the needs of clients, families, and communities, and seek ways to support others in a meaningful way.
- Collaboration and Teamwork: Work cooperatively and respectfully with others, recognizing that the best outcomes come from shared effort.

Navigating Concerns Professionally:

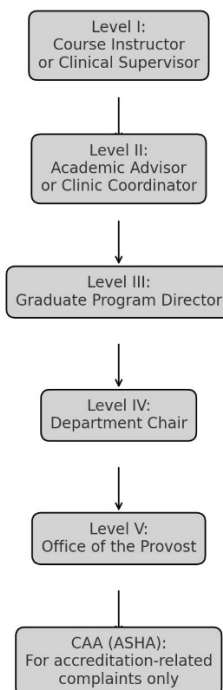
At Saint Mary's College, we value open communication and respect in resolving concerns. Students are encouraged to follow the appropriate chain of command when voicing complaints—beginning with the person most directly involved, then moving to the course instructor, clinical supervisor, or program director as needed. Following this process is not only respectful and effective, but also an important part of developing professional communication skills. Learning how to address concerns constructively and within the appropriate channels prepares you for the collaborative, team-based environments you'll encounter throughout your career.

We're here to support you, and we encourage open dialogue grounded in professionalism and mutual respect. Below is a flow sheet for how to best navigate addressing your concerns.

Students may file a complaint with the CAA if concerns about the program's compliance with accreditation standards have not been resolved through internal channels. Click here for detailed instructions: [SLP Department Student Grievances Policy](#)

If all internal steps have been exhausted **and** the concern relates specifically to the program's accreditation, the student may file a complaint with the Council on Academic Accreditation (CAA)

Student Complaint Process - Department of Speech-Language Pathology



Accreditation Statement & Student Right to File a Complaint

The Master of Science (M.S.) education program in Speech-Language Pathology at Saint Mary's College is accredited by the:

Council on Academic Accreditation in Audiology and Speech-Language Pathology (CAA)
American Speech-Language-Hearing Association
2200 Research Boulevard, #310
Rockville, MD 20850
Phone: 800-498-2071 or 301-296-5700
Website: <https://caa.asha.org/>

Graduation Requirements

Completion of the Master's Degree

The graduate degree is not conferred for a mere collection of credits. A well-balanced, unified, and complete program of study is required, including evidence of achievement of both academic and clinical skill development. The program utilizes a cohort model, suggesting that all students move through the curriculum at a similar rate.

The M.S. SLP degree in speech-language pathology requires successful completion of a minimum of 61.5 graduate credits. Only courses at the 500-level or above are considered to be in the graduate degree program.

Speech-language pathology students are required to complete comprehensive examinations.

Failure to complete the program requirements will result in forfeiture of degree eligibility unless the program recommends that the student complete a retake. If a retake or an extension is granted, the student must complete it by the end of the following semester.

Please note: The M.S. degree is not officially conferred until the College completes its formal review and posts the degree to the student's transcript. This process typically takes several weeks after final grades are submitted. **No letters of good standing or verification of degree completion will be issued by the program prior to official degree conferral**, as doing so is not considered best practice and may jeopardize state licensure or employment processes. Once the degree is conferred, students may request documentation verifying program completion.

Maximum Time Frame for Completion of Degree

Students are required to complete their degree requirements within a maximum time frame. Once students reach their total maximum time frame or it is determined that they cannot complete their degree within this time frame, they are no longer eligible to receive federal aid without an approved Satisfactory Academic Progress appeal. Students must complete their degree within 150% of the published length of their degree program.

Signing Up for the Praxis Exam in Speech-Language Pathology

To be eligible for ASHA certification and state licensure, you must take and pass the **Praxis® Examination in Speech-Language Pathology (5331)**.

Steps to Register:

Create or log in to your ETS account

Visit <https://praxis.ets.org/> and

1. Click "**Sign In / Create Account**" at the top right.
2. **Select the correct exam**
Register for **Speech-Language Pathology (5331)**.
3. **Choose your test date and location**
You may take the exam at a test center or remotely using **Praxis at Home**.
4. **Pay the registration fee**
The fee is currently **\$146** (verify current pricing at ETS).
5. **Send your scores**
 - **ASHA:** Add the American Speech-Language-Hearing Association as a score recipient.
 - **State Licensure Board:** Add the state where you plan to become licensed.
 - **Saint Mary's College:** Use our institution code **0970** to ensure we receive your scores.

Helpful Links:

Praxis Study Companion: <https://www.ets.org/pdfs/praxis/5331.pdf>

Praxis Preparation Support

To support your success on the Praxis exam, Saint Mary's College provides each student with a **paid subscription to TrueLearn**. TrueLearn is a nationally recognized test-preparation platform offering customized practice questions, detailed rationales, and performance analytics aligned with the Praxis content outline—helping you prepare effectively and track your progress.

Petitioning for Graduation

Graduate students who wish to participate in the May commencement ceremony must submit a degree petition to the Office of the Registrar. This includes students planning to walk as "Degree Candidates." The petition must be approved by the Graduate Program Director.

Degree Candidates / Late Completion of Graduate Degree Requirements

Students who will complete all degree requirements by the end of the calendar year may request permission from the Office of Graduate Studies to participate in the May commencement ceremony as a "Degree Candidate." Degree Candidates do not receive a diploma at commencement and are not considered graduates of Saint Mary's College until the semester in which all degree requirements are completed.

Please click here for a checklist of the graduation requirements: [Degree Completion Checklist](#)

After Graduation

Alumnae Resource Network

The ARN houses contact information for over 8,000 alumni throughout the United States and abroad, working in all industries and with all types of employers. Access the ARN here: <http://connect.saintmarys.edu>

Permanent Record and Transcript

A student's permanent academic record is maintained in the Office of the Registrar. Official transcripts of the permanent record are available to each student or alumna. Requests for transcripts must be submitted in writing to the registrar or through the secure area within PRISM via the my.saintmarys.edu portal. Transcripts will not be issued to students or alumni who have not met their financial obligations to the College.

You can request transcripts here: <https://www.saintmarys.edu/academics/resources/registrar>

Privacy of Education Records (FERPA)

The Family Educational Rights and Privacy Act is a federal law that protects the privacy of education records for all students at Saint Mary's College. Education records are considered confidential and may not be released to third parties (including parents) without the written

consent of the student, except in specific circumstances. Additional information about FERPA and student records privacy can be found at www.saintmarys.edu/academics/resources/registrar.

Questions or Concerns?

We are here to support you.

Contact:

Graduate Program Director

Erin Connelly, M.A., CCC-SLP, ABD

econnelly@saintmarys.edu
