

DOCTOR OF SPEECH-LANGUAGE PATHOLOGY
HANDBOOK

Department of Communication Sciences and Disorders
Valdosta State University
November 2023

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FACULTY

Connie Porcaro, Ph.D.

Professor and Interim Department Head

Areas of expertise/interest: adult neurogenic communication disorders, speech disorders related to Parkinson's disease, caregiver education

Lorena Cole, M.Ed.

Assistant Professor and Clinic Director

Areas of expertise/interest: adult neurogenics; pediatric and adult dysphagia; intellectual disabilities; auditory processing

Matthew Carter, Ph.D.

Professor

Areas of expertise/interest: literacy disorders; school-age language disorders; cognitive processing in school-age children; fluency disorders

Mary Gorham-Rowan, Ph.D.

Professor

Areas of expertise/interest: voice and swallowing disorders; neuromuscular electrical stimulation; aging; integration of exercise physiology into speech-language pathology; development of critical thinking skills in CSD students

Ruth Renee Hannibal, Ph.D.

Associate Professor

Areas of expertise/interest: adult neurogenic communication disorders; adult dysphagia; gerontology; aging and the family; interprofessional education and interprofessional collaboration; simulation in speech-language pathology to help students develop application skills for critical thinking in medical speech-language pathology

Katherine Lamb, Ph.D.

Assistant Professor

Areas of expertise/interest: aphasia, dysphagia, traumatic brain injury, clinical methods, counseling in CSD, stuttering, autism, semantic features in word retrieval and in naming, typical

and atypical semantic features in aphasia intervention, empathetic perceptions in aphasia, intervention in neurogenic stuttering

Gabriela Smeckova, Ph.D.

Assistant Professor

Areas of expertise/interest: literacy disorders; school-age language disorders; counseling for SLPs; bilingualism

Laura Lynn Mullis, M.Ed.

Lecturer and Clinical Supervisor

Areas of expertise/interest: medically related aspects of speech-language pathology; adult neurogenic rehabilitation; cognitive function; dementia; geriatrics; swallowing disorders and related technology (NMES/sEMG); childhood cognitive disorders and executive function

Kathryn Reagan, M.S.

Lecturer and Clinical Supervisor

Areas of expertise/interest: pediatric sensory-motor feeding disorders; phonological disorders; childhood language disorders

Katherine Walden, M.S.

Lecturer and Clinical Supervisor

Areas of expertise/interest: medically related aspects of speech-language pathology; adult neurogenic rehabilitation; swallowing disorders and related technology (NMES/sEMG)

Ruth Stonestreet, Ph.D., BCS-CL

Professor Emerita

Areas of expertise/interest: craniofacial anomalies and syndrome disorders; developmental language disorders in children, birth through 5 years; pediatric feeding disorders; clinical supervision and administration

Program Overview

The Doctor in Speech-Language Pathology (SLPD) will prepare advanced practitioners and future university clinical faculty in Communication Sciences and Disorders through provision of rigorous, high quality clinical training. The clinical doctorate emphasizes the social and cultural aspects of communication sciences and disorders as it applies to both allied health care and educational services to under-served populations. This clinical doctorate is designed to deepen the knowledge, leadership, and problem-solving skills of current practitioners with a focus on coursework and applications that incorporate current research, ethical decision-making, and models of best practice. The curriculum will prepare doctoral students to analyze, synthesize, and apply research-based theory to their current work environment and through the development of the applied dissertation. Individuals completing this program will receive a Doctor of Speech-Language Pathology (SLPD) degree in Communication Sciences and Disorders.

Admission Requirements

Minimum admission requirements have been established for the Doctor of Speech-Language Pathology degree. Applicants meeting these requirements will be considered for admission to the program; however, meeting the minimum requirements does not ensure admission. Minimum requirements are listed below:

The applicant:

- Must hold a minimum of a Master's degree in Speech-Language Pathology from a regionally-accredited institution.
- Must have a minimum of 3 years of experience as a speech-language pathologist.
- Must hold the Certificate of Clinical Competence (CCC).
- Must hold or be eligible for state professional practice license.
- Must hold a minimum 3.50 grade point average (on a 4.00 point scale) on all graduate course work attempted.
- Must obtain a minimum GRE verbal score of 150 or greater (if taken prior to July 2011, the minimum GRE score is 450).
- Must submit a copy of current resume.
- Must submit a letter of application which focuses on career goals, including acquisition of advanced clinical knowledge and ability to improve services for underserved populations.
- Must submit three recommendation letters from professionals who can assess potential of the candidate for leadership to improve underserved populations; the general recommendation form is available on the VSU Graduate School website.
- Must submit an official transcript from each institution previously attended (undergraduate and graduate coursework).
- Must complete all application forms as required by the Graduate School.
- Must submit all documents by the submission deadline of April 1st.

Petition for Admission by Exception

- Applicants who do not meet the minimum GPA or test score requirements for the Doctor of Speech-Language Pathology degree may submit a request for admission by exception to the Graduate School.
- The petition should be in the form of a letter. It should state any extenuating circumstances the applicant wishes to have considered and must state why the applicant believes he or she will be successful if admitted to the program. The letter should be addressed to the SLPD Admissions Committee. The letter should be submitted as part of the application packet.

Important Program Information

- Meeting program requirements does not guarantee admission to the program.
- This is a hybrid program. The coursework involves a combination of face-to-face and online delivery. Non-Georgia residents should be aware of the out-of-state tuition rates.
- Applications considered for admission by the SLPD Admissions Committee may be required to appear for an interview before final decisions are rendered.

International Applicants

International applicants must meet all admission criteria and documentation requirements as defined by the program; however, additional documentation may be required. Prospective students whose first language is not English must submit scores from the Test of English as a Foreign Language (TOEFL) or the International English Language Testing System (IELTS). Applicants whose first language is not English but who have earned a bachelor's degree or higher from a U.S. institution may be exempt from the language proficiency requirement.

The Certificate of Finance is required of any applicant requiring a student visa to enter the United States to complete his or her studies. This document is considered a part of the application for admission and applications will not be reviewed without this document. Applicants who do not require an I-20 student visa to complete their studies are exempt from this requirement.

Applicants who have completed coursework at an institution outside of the United States must submit a course-by-course evaluation of the coursework. This transcript must be completed by an international education credentials evaluation service, such as Josef Silny, ECE, etc

Admission Classifications

- The Doctor of Speech-Language Pathology program only admits Regular status students.
- Probationary status is not available for this program.
- Irregular admission is not available for this program.
- Non-degree admission is not available for this program.

Admission Procedures

Specific admission procedures have been established for the Doctor of Speech-Language Pathology program, as noted below:

- Formal applications are received by the Graduate School
- Completed applications are sent to the SLPD Admissions Committee
- The committee reviews the credentials of each applicant to determine each applicant's eligibility
- Applicants are notified by the Graduate School of the decision of the SLPD Admissions Committee

Coursework

The following courses are required for the Doctor of Speech-Language Pathology degree; the program includes 56 hours (47 hours of coursework plus 9 hours of dissertation credit). Students may take additional courses in accordance with their area of focus. These courses should be determined in conjunction with the student's advisor. The program offers both part-time and full-time enrollment, which are included in the following section. Course descriptions for the required courses are provided as well.

SLPD Part-Time Plan of Study

Fall 1 (6 credits)

CSD 9000	Orientation to Doctoral Studies	0 hrs
CSD 9521	Single Subject Design in Clinically Based Research	3 hrs
CSD 9530	Social & Cultural Aspects	3 hrs

Spring 1 (6 credits)

CSD 9531	Assessment/Management of Social/Cultural Aspects	3 hrs
RSCH 9800	Research Design and Foundations	3 hrs

Summer 1 (6 credits)

CSD 9500	Advanced Topics Major Focus – Lit Review	3 hrs
	<i>Elective</i>	3 hrs

Fall 2 (6 credits)

CSD 9110	Advanced Clinical Supervision	3 hrs
	<i>Elective</i>	3 hrs

Spring 2 (6 credits)

CSD 9220	Advanced Practicum I	3 hrs
CSD 9520	Advanced Topics Major Focus – Product	3 hrs

Summer 2 (7 credits)

CSD 9100	Professional Seminar in Doctoral Studies I	1 hrs
CSD 9400	Advanced Topics Minor Focus – Lit Review	3 hrs
	<i>Elective</i>	3 hrs

Fall 3 (6 credits)

	<i>Elective</i>	3 hrs
CSD 9510	Advanced Topics Major Focus - Applications	3 hrs

Spring 3 (4 credits)

COMPREHENSIVE EXAM – BEGINNING OF SEMESTER

CSD 9200	Professional Seminar in Doctoral Studies II	1 hr
CSD 9998	Proposal Development and Presentation	3 hrs

Summer 3 (3 credits)

CSD 9999	Dissertation	3 hrs
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Fall 4 (6 credits)

CSD 9999	Dissertation	6 hrs
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SLPD Full-Time Plan of Study

Fall 1 (12 credits)

CSD 9000	Orientation to Doctoral Studies	0 hr.
CSD 9521	Single Subject Design in Clinically Based Research	3 hrs.
CSD 9350	Social & Cultural Aspects	3 hrs.
CSD 9110	Advanced Clinical Supervision	3 hrs.
	<i>Elective</i>	3 hrs.

Spring 1 (12 credits)

CSD 9531	Assess/Mgmt of Social/Cultural Aspects	3 hrs.
RSCH 9800	Research Design and Foundations	3 hrs.
CSD 9220	Advanced Practicum I	3 hrs.
CSD 9520	Advanced Topics Major Focus – Product	3 hrs.

Summer 1 (10 credits)

CSD 9100	Professional Seminar in Doctoral Studies I	1 hr.
CSD 9500	Advanced Topics Major Focus – Lit Review	3 hrs.
CSD 9400	Advanced Topics Minor Focus – Lit Review	3 hrs.
	<i>Elective</i>	3 hrs.

Fall 2 (9 credits)

CSD 9510	Advanced Topics Major Focus – Applications	3 hrs.
	<i>Elective</i>	3 hrs.
	<i>Elective</i>	3 hrs.

Spring 2 (4 credits)

COMPREHENSIVE EXAM – BEGINNING OF SEMESTER

CSD 9200	Professional Seminar in Doctoral Studies II	1 hr.
CSD 9998	Proposal Development and Presentation	3 hrs.

Summer 2 (3 credits)

CSD 9999	Dissertation	3 hrs.
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Fall 3 (6 credits)

CSD 9999	Dissertation	6 hrs.
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COURSE DESCRIPTIONS

CSD 9000 Orientation to Doctoral Studies in CSD (0 hr)

Review curriculum and courses, doctoral policies and regulations; get oriented to online/hybrid learning environments; an introduction to critical content, university faculty, and resources available in their graduate program.

CSD 9100 Professional Seminar in Doctoral Studies I (1 hr)

Course is graded as "satisfactory" or "unsatisfactory." First professional development seminar based on major/minor topic areas of study. Students will meet with special topics groups to design, deliver, and evaluate professional presentations based on their implementation of an evidence-based practice and to share topical resources. Topical seminars will include lectures from experts in a variety of CSD fields.

CSD 9110 Advanced Clinical Supervision (3 hrs)

Advanced study of both the theoretical and applied aspects of clinical supervision. This course will emphasize the development of skills and knowledge necessary to provide effective and culturally and developmentally appropriate clinical supervision.

CSD 9200 Professional Seminar in Doctoral Studies II (1 hr)

Graded "Satisfactory" or "Unsatisfactory." Prerequisite: Successful completion of CSD 9100 with a grade of "S." Second professional development seminar based on major/minor topic areas of study. Students will meet with special topics groups to develop, present, and evaluate professional presentations based on their implementation of an evidence-based practice and to share topical resources. Topical seminars will include lectures from experts in a variety of CSD fields.

CSD 9220 Advanced Practicum I (3 hrs)

A clinical practicum for demonstration of evidence-based interventions. Students will identify an intervention area and implement multiple evidence-based assessments/interventions with an appropriate client population. Students must document a minimum of 150 intervention hours in CSD 9220 and CSD 9230 focused on increasing their evidence-based intervention effectiveness.

CSD 9400 Advanced Topics Minor Focus-Literature Review (3 hrs)

Seminar addressing current evidence-based practices in three chosen topical areas. Students will identify three minor topical areas and work with an advisory committee to generate a series of readings that will deepen each student's knowledge of current best practices in each area.

CSD 9500 Advanced Topics Major Focus-Literature Review (3 hrs)

Seminar addressing current evidence-based practices in a chosen topical area. Students will identify a major topical area and work with an advisory committee to generate a series of readings that will deepen each student's knowledge of current best practices in the area.

CSD 9510 Advanced Topics Major Focus-Applications (3 hrs)

Evidence-based practice research and application course. Students will identify clients who have communication disorders issues related to the designated major topic area. Students will implement and evaluate an evidence-based intervention plan based on the needs of the clients.

CSD 9520 Advanced Topics Major Focus-Product (3 hrs)

Seminar on developing professional training programs. The course will focus on adult learning theory and teaching strategies as they relate to the dissemination of evidence-based practices in the major topical area.

CSD 9521 Single Subject Design in Clinically Based Research (3 hrs)

Preparation for conducting research using single subject design and single case study design with emphasis on causal inference. This course will discuss the salient features as well as the advantages and disadvantages of these research methodologies. Students will participate in critiquing and analyzing published research and will apply these methodologies to current clinical treatment paradigms.

CSD 9530 Social & Cultural Aspects of Underserved Populations (3 hrs)

Overview of the social, cultural, economic, and linguistic variables impacting speech-language pathology services to underserved populations. Students will assess their own cultural competencies and learn about intervention and assessment variables that may be influenced by cultural, social, or linguistic differences.

CSD 9531 Assessment and Management of Underserved Populations (3 hrs)

Impact of social and cultural aspects on assessment and intervention in communication disorders. The course will emphasize best practices in assessment and intervention with a focused attention on cultural and social contexts.

CSD 9998 CSD Dissertation Proposal and Defense (3 hrs)

Graded "Satisfactory" or "Unsatisfactory." Development and defense of dissertation proposal. Students will focus identifying a suitable dissertation topic, reviewing relevant literature, and submitting and defending the dissertation proposal.

CSD 9999 CSD Dissertation (3-9 hrs)

Graded "Satisfactory" or "Unsatisfactory." Prerequisites: Completion of major courses and approval of advisor. Implementation and defense of the completed dissertation. The number of hours taken per term must be approved by the dissertation chair. A minimum of 9 hours must be completed for the degree.

RSCH 9800 Research Design and Foundations (3 hrs)

Research design for quantitative, qualitative, and mixed methods research in education. Philosophical foundations, research techniques, and fundamentals of each approach are presented. Basic statistics are reviewed from descriptive to ANOVA. This course is a foundation for all other advanced courses in research.

Elective Courses – students choose 4 3-hour courses to complete their program of study. Possible electives are listed below; others may be chosen to fit the plan of study and the student's area of interest: All electives must be taken at the graduate level and approved by the advisor.

ACED 9400	Adult Learning Strategies
ECED 7210	Assessment in Early Childhood Education
EDET 8030	Developing and Leading a Community of Diverse Learners
ESOL 6010	Applied Linguistics for ESOL
ESOL 6020	Cultural Perspective for ESOL
ESOL 6030	Methods/Materials for Teaching ESOL
HSEP 7010	Advanced Exercise Physiology (this is not an online or hybrid course)
HSEP 7160	Exercise Psychology
READ 7100	Trends and Issues in Reading
READ 7010	Diagnosis/Correction of Reading Difficulties.
READ 7130	Comprehension & Study Strategy Instruction
NURS 7100	Advanced Pathophysiology
NURS 7230	Advanced Pharmacology
NURS 7251	Advanced Psychopharmacology
COUN 7470	Counseling Culturally Diverse Populations
(note: COUN 7400 Counseling Theory and Practice is a prerequisite for this class)	
RSCH 9820	Quantitative Research Methods
RSCH 9821	Qualitative Research Methods
SEAC 5050	Assistive Technology
SEAC 5140	Special Education Adapted Curriculum – Collaborative Roles in Education
SEAC 5550	Communication Strategies for Students with Low Incidence Disabilities
SOWK 6204	Diversity
SOWK 7700	Gerontology
SOWK 7750	Social Work in Child and Family Settings
SOWK 7770	Trauma Informed Child Welfare Practice
SOWK 7800	Social Work Practice in Health Settings
SOWK 7820	Issues in Substance Abuse
SOWK 7830	Social Work Practice in Mental Health Settings
SOWK 7840	Seminar on Loss and Bereavement
SOWK 7870	Social Work Practice with Abusing and Neglecting Families
SOWK 7880	Social Work Practice in Forensics

Transfer Credit

No more than 6 semester hours of post-master's academic work may be transferred from another institution into a Dewar College of Education and Human Services doctoral program. Transfer credit will be evaluated after admission by the academic department. To be eligible, credit must be no more than seven years old prior to completion of the degree.

Academic Standards

Throughout their program, students' performance must be acceptable on a continuing basis. Students must at all time maintain an overall grade-point average of not less than 3.00. No grade below a C will be credited toward a graduate degree. Any student acquiring any combination of two grades of D, F, WF, or U will be dismissed from the Graduate School.

Academic Advising

All doctoral students will be advised initially by the SLPD Coordinator(s); the first advising meeting will be held during program orientation. As the student progresses through the program, the SLPD Coordinator(s) and/or the student will determine a faculty member to serve as the chair of the student's dissertation committee. The chair will serve as the student's academic advisor as well as directing the student's dissertation; the SLPD Coordinator(s) will participate in advising as needed. If the student wishes to work with a different faculty member as chair and/or any other member of the committee at any point in the program, he/she should notify the faculty member in question and the SLPD Coordinator(s).

Formation of Doctoral Dissertation Committee

Once a dissertation committee chair has been determined, the SLPD Coordinator, committee chair, and/or the student will establish the committee membership. The dissertation committee includes a minimum of three but may have as many as five individuals: the committee chair, a faculty member designated as a researcher, faculty members from the student's department, and one representative from a department or facility outside the student's department.

All members of the dissertation committee must have Graduate Faculty Status or be granted Temporary Graduate Faculty Status by the Graduate School. Individuals who do not have Graduate Faculty Status will be asked to submit their vita/resume to the Department Head, who will request Temporary Graduate Faculty status for the member. This includes members from outside the university.

The committee chair is responsible for submitting the committee membership to the Graduate School. Dissertation committees should be submitted for approval at least three semesters prior to the student's anticipated graduation using the Dissertation Committee form (<https://www.valdosta.edu/academics/graduate-school/documents/diss-cmte-appointment-form.pdf>). If membership on the committee changes, the committee chair will be responsible for notifying the Graduate School.

Comprehensive Examination

Upon completion of required coursework, students will be eligible to take a comprehensive examination. The exam will be offered during the first week of the Spring semester. For part-time students, this generally occurs during the third year of enrollment; for full-time students, exams are offered during the second year. Time and date of the exam will be announced each year. Some students may need to take the exam at a different time in accordance with their plan of study; the time and date of the exam will be determined by the dissertation committee chair.

The exam will be held over a 5-hour period. The questions will cover the student's major and minor areas of focus as well as questions related to the social/cultural aspects of speech-language pathology and supervision. Questions will be developed and scored by the SLPD faculty.

Students are required to pass all three questions in order to successfully pass the comprehensive exam. Failure to pass one or more questions will result in a re-take of the question(s) that were not passed. The re-take may be completed in a written or oral format as determined by the student's committee chair. The time and place of any re-takes will be determined by the student and the student's committee chair. Students will be given a total of three (3) attempts to pass the exam. Failure to pass the comprehensive exam after the third attempt will result in dismissal from the program.

Any evidence of academic misconduct during the examination will result in the student being dismissed from the program.

Upon successful completion of the comprehensive examination, the student will be admitted to doctoral candidacy. The committee chair or SLPD Coordinator will notify the Graduate School of the student's eligibility for candidacy.

Certificate Upgrade – School-based SLPs

Upon completion of 36 hours of coursework and passing of the comprehensive examinations, the candidate may complete the Alternate Level 6 (Alt. 6) form [[Georgia PSC Employer Assurance Form \(gapsc.com\)](http://www.gapsc.com)] and submits it to the Graduate School; the form is to be completed and signed by the Associate Provost of Graduate Studies and Research to be signed. The candidate may contact the Graduate School to request that a copy of the signed, completed form be mailed to her/him, or she/he may pick up a copy at the Graduate School.

The candidate must submit a copy of the signed Alt. 6 form to GaPSC as part of her/his completed application packet; the packet should contain the following documents:

- a. Certificate Update Application (may be submitted through the *Application* tab of the candidate's MyPSC account; the candidate should request the transaction: *Upgrade my certificate level*)
- b. Official VSU transcript (indicating that 36 hours have been completed; the *Transcript Release Form* is available at this link: <http://www.valdosta.edu/academics/registrar/forms/transcript-release-form.pdf>)

- c. Processing Fee (\$20.00) or an Employer Assurance Form (the candidate should contact her/his board office certification specialist to request that this form be submitted to GaPSC electronically)

Admission to Candidacy

Doctoral students are admitted to candidacy and approved to begin dissertation research upon successful completion of all course work and comprehensive examinations. The committee chair is responsible for notifying the Graduate School and the Registrar that the student has been admitted to candidacy using the Admission to Candidacy form

(<https://www.valdosta.edu/academics/graduate-school/documents/admission-to-candidacy.pdf>).

Prospectus

In consultation with the dissertation committee chair, the student prepares a proposal that details the proposed research project. The project should include a focus on multiculturalism and/or underserved populations, as well as be a novel research project that will add to the existing body of literature on a specific topic. The student will convene the dissertation committee to present his/her proposal plan, or prospectus. The prospectus must include a literature review and methodology of the proposed project and should be sent to the committee at least two weeks prior to the prospectus meeting date. The committee may approve the project or request a revision and resubmission of the prospectus and/or another meeting prior to approval. Once approved, the student must submit an application to the Institutional Review Board (IRB) to conduct the study. After IRB approval has been obtained, the Dissertation Proposal Approval form must be completed and submitted to the Graduate School

(<https://www.valdosta.edu/academics/graduate-school/documents/diss-proposal-approval-form.pdf>).

Dissertation

General dissertation requirements are published in the Thesis and Dissertation Guide (<https://www.valdosta.edu/academics/graduate-school/thesis-and-dissertation-information.php>)

All students must register for dissertation credit each semester in which they are actively working on the project. A minimum of nine semester hours of dissertation credit is required for the degree. Students must be enrolled in the dissertation course in the semester in which they plan to graduate. In progress (IP) grades are given for dissertation credit prior to completion of the dissertation. Upon completion of the dissertation, IP grades are changed to satisfactory (S).

Three types of dissertations are accepted: Traditional, Journal-Ready, and Monograph. The type is determined in the proposal defense and all dissertation committee members must approve the student's selected type of dissertation.

The dissertation committee chair will inform the student when the dissertation committee considers the document ready for defense. The student must notify the Graduate School in writing of the date, location, and time of the defense at least two weeks in advance.

The final defense of the dissertation must be completed no fewer than four weeks before the scheduled date of graduation. The oral defense is open to the academic community and others by invitation. The deliberations regarding the defense will be conducted by the committee members only. The successful dissertation defense requires at least three positive votes by the dissertation committee. The dissertation committee chair shall clarify to the Associate Provost of Graduate Research and Studies that the student's dissertation has been accepted and approved.

The final approved dissertation must be submitted to the Associate Provost of Graduate Studies and Research no fewer than two weeks before the scheduled date of graduation. The signature of the Associate Provost of Graduate Studies and Research on the dissertation (see <https://www.valdosta.edu/academics/graduate-school/documents/dissertation-signature-page.pdf> for a sample signature page) and the subsequent submission of the Final Approval of Dissertation form indicate final acceptance of the student's dissertation and mark the completion of the requirements for the doctoral degree.

Instructions for submitting the final approved dissertation to VSU's online repository may be found on the Graduate School website (<https://www.valdosta.edu/academics/graduate-school/thesis-and-dissertation-information.php>). One hard copy of the dissertation should be provided to the department at the department's expense.

Certificate Upgrade – School-based SLPs

Upon completion and successful defense of the dissertation, the student is eligible for the may complete the Level 7 certificate upgrade.

Graduation

Students must apply for graduation during the semester prior to the semester in which they plan to graduate. Applications are completed by the student and the doctoral advisor/committee chair. Applications are available from the registrar (<https://www.valdosta.edu/academics/registrar/>). The course checklist is provided on the following page. The registrar should be consulted early in the program for procedures, deadlines, and fees.

VALDOSTA STATE UNIVERSITY
COLLEGE OF EDUCATION and HUMAN SERVICES
DEPARTMENT OF COMMUNICATION SCIENCES & DISORDERS
and SPECIAL EDUCATION

DOCTOR OF SPEECH-LANGUAGE PATHOLOGY

Student Name: _____ **ID:** _____

Class		Hours	Term	Grade
CSD 9000	Orientation to Doctoral Studies	0		
CSD 9521	Single Subject Design Clinical Research	3		
CSD 9350	Social & Cultural Aspects of Comm Dis	3		
CSD 9531	Assess/Mgmt of Social/Cultural Aspects	3		
RSCH 9800	Intro to Qualitative/Quantitative Research	3		
CSD 9500	Adv Topics Major Focus – Lit Review	3		
<i>Elective</i>		3		
CSD 9110	Adv Clinical Supervision	3		
CSD 9510	Adv Topics Major Focus – Application	3		
CSD 9220	Adv Practicum I	3		
CSD 9520	Adv Topics Major Focus – Product	3		
CSD 9100	Professional Seminar I	1		
CSD 9400	Adv Topics Minor Focus – Lit Review	3		
<i>Elective</i>		3		
<i>Elective</i>		3		
<i>Elective</i>		3		
CSD 9200	Professional Seminar II	1		
CSD 9998	Proposal Development & Presentation	3		
CSD 9999	Dissertation (minimum of 9 hours)	9		

We agree to the program of study as outlined above

Student

Date

Advisor

Date

SUGGESTED DISSERTATION TIMELINE

1. Development and writing of the dissertation proposal
 - a. This is an on-going process that can begin as early as the candidate has identified an area of interest and has the agreement of a faculty member to serve as chair of the dissertation committee. The chair of the committee (as well as other members of the committee) will assist the candidate in developing an appropriate topic.
2. Submission of prospectus to committee
 - a. The proposal should be submitted to the committee at least two weeks prior to the scheduled presentation date
3. Prospectus presentation
 - a. This meeting is designed to give the candidate an opportunity to present her/his proposal to the committee and discuss the overall design and plan for the research. The committee may approve it or ask for a revision and resubmission before proceeding to the next step.
4. Development of and submission of application for IRB (Institutional Review Board) approval.
 - a. Once approved, the candidate will need to complete an application for IRB approval and submit this application to the Office of Sponsored Programs and Research Administration (OSPRA). The committee chair will assist the candidate with the application.
5. Initiation of data collection
 - a. Once the IRB committee approves the research proposal, data collection may begin.
6. Analysis of data
 - a. Completed in consultation with the dissertation committee chair.
7. Writing of dissertation manuscript
 - a. Completed in consultation with the dissertation chair.
8. Dissertation defense
 - a. The document should be submitted to the committee at least two weeks prior to the scheduled defense date. In order to meet the deadline for graduation, the defense date should be set so that there is sufficient time to revise the dissertation after the defense.
9. Revise dissertation and submit final version to the Graduate School.
 - a. In nearly all cases, the committee will ask the candidate to make revisions to the dissertation. These must be completed and resubmitted to the committee prior to submission of the completed document to the Graduate School. The Graduate School also has specific guidelines for dissertations and may return the dissertation to the candidate to revise according to these guidelines. All revisions must be completed and approved before the deadline set by the Graduate School for the semester in which the candidate plans to graduate.

Graduate School Policies and Procedures

(<http://www.valdosta.edu/academics/graduate-school/welcome.php>)

(Student Resource information is located at: <http://www.valdosta.edu/academics/graduate-school/student-resources.php>)

Expectations for Satisfactory Graduate Student Performance:

Graduate students are expected to earn grades of at least “B” in most of their course work for their degree. For graduation, a graduate student must have earned a cumulative grade point average (GPA) of at least 3.0 in all graduate course work at Valdosta State University.

Throughout their program, students’ performance must be acceptable on a continuing basis. If their GPA falls below a 3.0, students must maintain an overall GPA of not less than 2.5. No grade below “C” will be credited toward a graduate degree.

All grades received for graduate courses taken at or transferred to VSU, after admission to the Graduate School, will be used to calculate the graduate cumulative grade point average.

Courses may be retaken, if desired or required, but all graduate grades received will affect this average.

Grading:

Earning grades below “B” in graduate courses will result in the following consequences:

Students will be dismissed from the Graduate School if they accumulate three or more academic deficiency points unless otherwise indicated by individual program policy. A grade of “C” equals one deficiency point (however, a grade of “C” still results in the course being credited towards a degree). A grade of “D,” “WF” or “F,” or “U” (none of which will be credited toward a degree) equals two deficiency points.

Warning letters will be issued to students for each earned deficiency point until enough points are accumulated to warrant dismissal.

Additional policies related to retention, dismissals, and readmission can be viewed at <http://www.valdosta.edu/academics/graduate-school/documents/dismissal-options.pdf>

Withdrawal from Courses:

BEFORE MIDTERM: Students may withdraw from courses following the drop/add period until midterm by completing the withdrawal process on Banner. Students may withdraw online from 20 courses following the drop/add period until midterm. However, a student may not exercise this right to withdraw to avoid sanction for academic dishonesty. Instructors may assign a “W” on the proof roll for students not attending

class. It is the responsibility of the student to complete the withdrawal process. A withdrawal is official when it is received and processed by the Registrar's Office.

AFTER MIDTERM: Students will not be allowed to withdraw after the midterm point of the term as published in the school calendar as required by Board of Regents' policy; however, students may petition for an exception to the Board of Regents' withdrawal deadline for cases of hardship by completing a petition for withdrawal form, available in the Office of the Dean of Students.

Request for Extension of Seven-Year Rule (Course Age Extension):

Courses taken more than seven years prior to the semester of degree completion cannot be used to meet graduate degree requirements. Under extenuating circumstances, however, the student's advisor may appeal in writing for a onetime extension of this limitation. A student's advisor must send a memo to the Associate Provost of Graduate Studies and Research requesting an extension. The memo must include a brief justification and the student's ID number.

The student's transcript will be reviewed; the Dean will then approve or deny the request in a memo to the advisor and will send a copy to the Registrar's Office. The maximum extension for completion of the program cannot exceed one additional calendar year.

Academic Dishonesty:

Academic integrity is the responsibility of all VSU faculty and students. Faculty members should promote academic integrity by including clear instruction on the components of academic integrity and clearly defining the penalties for cheating and plagiarism in their course syllabi. Students are responsible for knowing and abiding by the Academic Integrity Policy as set forth in the Student Code of Conduct and the faculty members' syllabi. All students are expected to do their own work and to uphold a high standard of academic ethics.

Appendix A of the Student Code of Conduct in the VSU Student Handbook outlines academic integrity violations as well as the academic response and disciplinary response to such violations (<http://www.valdosta.edu/academics/academic-affairs/vp-office/academic-dishonesty.php>)

Student Email Responsibilities:

All students accepted to VSU receive an e-mail account through the University. It is the students' responsibility to access this account frequently, as their graduate program and the Graduate School will send important information to that e-mail address.

Indeed, the Graduate School will use graduate students' university-given e-mail address as the official site of notifications to them.

For information on university e-mail, visit
(<http://www.valdosta.edu/administration/it/its/css/helpdesk/>)

Dissertation:

Students enrolled the SLPD program must complete a dissertation-quality final project. All students must register for dissertation credit each semester in which they are actively working on this project. A minimum of 9 semester hours of dissertation credit is required for the degree. Students must be enrolled in dissertation hours in the semester in which they graduate. All dissertation courses must be graded on a “satisfactory” or “unsatisfactory” basis. General dissertation regulations are furnished by the Graduate School.

The approved, defended dissertation must be submitted to the Graduate School no fewer than 14 days before the scheduled date of graduation. Deadlines for dissertation submission are announced via email every semester. The Dissertation Committee shall certify in writing to the Associate Provost of Graduate Studies and Research that the student has successfully defended the dissertation at an announced open meeting.

Specific guidelines may be found at:

<http://www.valdosta.edu/academics/graduate-school/thesis-and-dissertation-information.php>.

Submission of Defended/Approved Dissertation to the Graduate School:

Email the final, defended version of the dissertation as a PDF to gradreviewer@valdosta.edu by the published deadline. Documents received after the published deadline will be considered late. Students will not graduate until the next term. Email only the document; questions should be sent separately.

Include the one signed signature page in the PDF document (the page signed by all committee members in black or blue ink – do not date when signing). EDD, SLPD, and DPA students must also submit their program’s signed Final Approval of Dissertation form. Forward the original form to the Graduate School.

Include contact information (name, phone numbers, and VSU email address).

Formatting must adhere to the requirements set forth by the Graduate School (1 ½” left margins; all other margins are 1” except for the first page of each chapter, which includes a 2” top margin).

From this point, any edits will be made through VSU email correspondence. Do not make further changes unless directed by the Reviewer to do so.

The Graduate School’s review can take up to 3 to 4 weeks, possibly longer, depending on the number of theses and dissertations received any given semester and holidays. The goal will be to

complete the review process as quickly as possible. AFTER the review, arrangements will be made to forward the signed signature page to the student.

AFTER the review, students are required to submit to VSU's online repository – V-text: <https://www.valdosta.edu/academics/library/general/forms/electronic-thesis-and-dissertation-release-form.php>

**Students no longer have to submit copies to be bound – this is now voluntary. If one chooses to order bound copies, students must:

- print/provide as many signature pages as copies to be bound for the Dean of the Graduate School's signature.
- complete the Library binding fee form (<https://www.valdosta.edu/academics/graduate-school/documents/binding-form1.pdf>) and pay the binding fee (\$12.00/copy)
- print copies of approved version to be bound
- insert signed signature pages behind the copyright page, and
- deliver to Odum Library (4th floor) – instructions are on the binding fee form