DEADLINE DATES FOR FINAL GRADUATION REQUIREMENTS

SLP GRADUATE STUDENTS: READ CAREFULLY!!!!

- Please note that YOU are responsible for filling the following forms and documents.
- The person signing the “Director of Graduate Program” section in your forms is Dr. Yasmeen Faroqi-Shah
- After you get your forms signed, please hand these to Ms. Valerie Brownlee, the Coordinator of Graduate Studies
- See https://gradschool.umd.edu/calendar/deadlines/academic-deadlines for clarification about deadlines
- You can import these deadlines into your personal google calendar (Under “Other calendars” link in the left menu, select “Add by URL” and paste the following link: https://calendar.google.com/calendar/ical/d4ab3in0r61d1hng5beev52618%40group.calendar.google.com/public/basic.ics

DEADLINES FOR FALL 2017 SLP Graduates

<table>
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<tr>
<th>Date</th>
<th>Event</th>
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<tr>
<td>Sept. 1 (Fri)</td>
<td>Candidacy paper due to both readers (Dept. requirement)</td>
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| Sept. 11 (Mon) | Last day to submit Application for Graduation (University requirement) for Dec. graduation. This may be done on the web via Testudo  
|             | • A copy of the application should be given to the coordinator of graduate studies, Ms. Valerie Brownlee |
| Oct. 2 (Mon) | Deadline for submission of the following forms (University requirement): 
|             | Approved Program Form  
|             | • Only required grad courses need to be listed, not clinic registrations or UG prereqs  
|             | • The form needs to be signed by your academic advisor and the director of the MA program (Dr. Faroqi-Shah)  
|             | • This form needs to be turned in to Ms. Valerie Brownlee  
|             | Master’s Thesis Examining Committee Nomination Form (if applicable) |
| Oct. 15 (Fri) | Deadline for re-submission for failed Candidacy Papers (Dept. requirement) |
| Oct. 22 (Fri) | Deadline for approval of re-submitted Candidacy Papers by first and |
second readers (Dept. requirement). You may not take comps if your candidacy paper has not been approved by this date!

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| Nov. 3 (Fri) | Comprehensive examinations  
*All prior incomplete grades (with the exception of candidacy) MUST be completed before you can take comps* |
| Nov. 15 (Wed) | Re-take of Comprehensive examination for failed questions (Note: Students with more than one failed question will need to re-take the entire Comprehensive examination the following semester) |
| Dec. 6 (Wed) | Master’s Thesis Students:  
Final date to electronically submit Thesis;  
Final day to submit [Electronic Thesis and Dissertation Publication Form](#) to the Registrar  
Master’s Non-Thesis Students:  
Final date to submit [Certification of Master’s Degree Without Thesis Form](#) to the Registrar |
| Dec. 17, 18 | Commencement ceremonies (Saturday, University; Sunday, BSOS) |

**DEADLINES FOR Spring 2018 SLP Graduates**

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<th>Date</th>
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<tr>
<td>Sept. 1 (Fri)</td>
<td>Approval of candidacy paper topic from first reader (Dept. requirement)</td>
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<tr>
<td>Sept. 15 (Fri)</td>
<td>Approval of candidacy paper topic from second reader (Dept. requirement)</td>
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<tr>
<td>Oct. 27 (Fri)</td>
<td>Candidacy paper proposal due to both readers (Dept. requirement)</td>
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<tr>
<td>Jan. 26 (Fri)</td>
<td>Deadline for submission of full (final) version of candidacy papers (Dept. requirement)</td>
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| Feb. 6 (Tue) | Last day to submit [Application for Graduation](#) (University requirement)  
- A copy of the application should be given to the coordinator of graduate studies, Ms. Valerie Brownlee |
| March 1 (Thu) | Deadline for submission of the following forms (University requirement):  
[Approved Program Form](#)  
- Only required grad courses need to be listed, not clinic registrations or UG prereqs  
- The form needs to be signed by your academic advisor and the
director of the MA program (Dr. Faroqi-Shah)
  • This form needs to be turned in to Ms. Valerie Brownlee

Master’s Thesis Students:
Master’s Thesis Examining Committee Nomination Form
  • This form needs to be turned in to Ms. Valerie Brownlee

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<td>Mar. 9 (Fri)</td>
<td>Deadline for re-submission for failed Candidacy Papers (Dept. requirement)</td>
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| Mar 23 (Fri) | Deadline for approval of re-submitted Candidacy Papers by first and second readers (Dept. requirement).  
  You may not take comps if your candidacy paper has not been approved by this date! |
| Mar 30 (Fri) | Comprehensive examinations  
  All prior incomplete grades (with the exception of candidacy) MUST be completed before you can take comps  
  Location (TBD) Usually the Computer Lab Room 4 - 0231 Lefrak Hall |
| Apr. 20 (Fri) | Re-take of Comprehensive examination for failed questions (Note: Students with more than one failed question will need to re-take the entire Comprehensive examination the following semester) |
| Apr. 23 (Mon) | Master’s Thesis Students:  
  Final date to electronically submit Thesis;  
  Final day to submit Electronic Thesis and Dissertation Publication Form to the Registrar  
  Master’s Non-Thesis Students:  
  Final date to submit Certification of Master’s Degree Without Thesis Form to the Registrar |
| May 20-22 | Commencement ceremonies |

**asha certification & related information**

**departmental signature on forms**
  • This is done by the director of the MA program, Dr. Faroqi-Shah.

  • Fill out your ASHA application ([http://www.asha.org/uploadedFiles/2005-SLP-CCC-Application.pdf](http://www.asha.org/uploadedFiles/2005-SLP-CCC-Application.pdf)) and Knowledge and Skills Acquisition (KASA) form FULLY and check it for accuracy. We have a model form that uses University of Maryland courses as
examples to guide you in filling out your form (see the MA student web site 
http://hesp.umd.edu/content/knowledge-and-skills-acquisition-kasa-form-and-
instructions). ASHA CCC application forms are available at the ASHA web site 
(www.asha.org). PLEASE READ instructions and the sample before filling out the 
application.

- The Department keeps a permanent copy of the ASHA application in your files for your 
future employment inquiries. ASHA does NOT keep a copy of the application. Please fill 
it out completely and neatly. Dr. Yasmeen Faroqi-Shah will NOT sign off on incomplete 
applications, even though only the end pages must be submitted to ASHA. This means 
you must fill out all coursework and clock hour information. Forms will not be signed 
without this information.

- You must submit these forms TOGETHER WITH the other pages of the ASHA Certification 
application, which require Dr. Yasmeen Faroqi-Shah’s signature.

**Praxis exam**
- The praxis exam can be taken any time before you apply for ASHA certification. Students 
typically take this during their final semester in the program. 
https://www.ets.org/praxis/asha/requirements
- Please list the University of Maryland as a recipient of your NTE ASHA exam scores.

**Contact Information**
- Please provide the department with your forwarding address if you will be moving after 
graduation, as well as your non-umd email address.

**Clinical Fellowship Information**
- Please notify the department of your CFY site as soon as you know it.

**OTHER LINKS**

- **SLP Certification Standards:** http://www.asha.org/Certification/2014-Speech-Language-
Pathology-Certification-Standards/

- **How to Apply for Certification in SLP:**
http://www.asha.org/certification/SLPCertification.htm Application for Certificate of 

- **Knowledge and Skills Acquisition Form (KASA):**
http://hesp.umd.edu/content/knowledge-and-skills-acquisition-kasa-form-and-
instructions
• Praxis Exam: http://www.asha.org/Certification/praxis/About-the-Speech-Language-Pathology-Praxis-Exam/

• ASHA Code of Ethics: http://www.asha.org/policy/ET2010-00309.htm?LangType=1033

• ASHA State-by-State Guidelines: http://www.asha.org/advocacy/state/

• Maryland Licensure Qualifications for SLP: http://www.mdboardaudhadslp.org/html/professionals/speechqual.htm