

Chemeketa Community College Speech-Language Pathology Assistant Application (CERTIFICATE OF COMPLETION APPLICANT)

Disclosure of Information to Practicum Sites

In compliance with the Family Educational Rights and Privacy Act, Chemeketa College releases only very limited information regarding students. All Speech-Language Pathology Assistant program students, including those who have filed a Request for Non-Disclosure of Student Information Form, should be aware that some confidential information may be shared. Contracts with practicum placement sites require that the following information be made available about students placed at these sites: CPR certification (if applicable), immunization status, and criminal background check. This information is needed for purposes of student and patient safety. Before a practicum placement is arranged via contract, all students admitted to the Speech-Language Pathology Assisting Program will be required to pass a criminal background check to fulfill the requirements of clinical sites. If a student does not pass the criminal background check, practicum placement will not be possible. If a student is arrested during the time he/she is enrolled in the Program, he/she must notify the SLPA Program Chair of the arrest or violation. The student's status in the Program will be reviewed by the SLPA Program Faculty, and a possible outcome of the review may be the student's inability to continue in the Program. Every effort is made to limit access to confidential student information to those who have a need to know. For more information regarding Non-Disclosure of Student Information, contact the Registrar office at 503-399-2511.

IMPORTANT: You are **NOT** an applicant to the Speech-Language Pathology Assistant Program until you have submitted a **complete** application packet that includes all items listed on the application cover sheet. No additional documents can be added once the packet is submitted (*exception: Letters of Reference may be sent directly to the SLPA program but must be received by the application deadline*). It is the sole responsibility of the applicant to ensure the packet is complete. **You may submit an application packet BEFORE you have taken all the required prerequisites.**

Applications submitted via mail must be postmarked by the application deadline. The SLPA program may choose to develop an alternative waiting list. Based on the point system for incoming applications, some applicants will be put on the alternate waiting list. Applicants placed on the alternate waiting list will receive notification of their status on the waiting list and will be notified if a slot becomes available once all the first run applicants have returned their letters of intent by the due date.

Applicants will be notified by the SLPA Program of their status by email. Correspondence with the SLPA program will take place via electronic communication. It is important that all applicants have their Chemeketa student email set up to receive email and other notification.

****February 1st deadline:** Applicants will receive notification on or before February 15th
****July 15th deadline:** Applicants will receive notification on or before August 1st

Notification is typically sent out near or on the notification deadline (August 1st or February 15th). If you have not heard from the SLPA program after 7 days past the notification deadline, please call to check that there was not a mistake in your submission or the acceptance.

SUBMIT ALL APPLICATION MATERIALS VIA MAIL:

**Chemeketa Community College
Attn: SLPA Program - 1/259
4000 Lancaster Dr. NE
Salem, OR 97308**

OR

IN PERSON: Building 1, SLPA Program, Salem Campus Applicants may request a receipt from the Building 1 administrative support including a time stamp as proof of submission.

SUBMISSION CHECKLIST:

- ___ **Application forms** (technology statement, essay, cover sheet, etc.)
- ___ **2 Letters of Recommendation**
- ___ **Placement Test scores** (for AAS degree applicants)
- ___ **College Transcripts** (unofficial copies OK)
- ___ **Resume'**
- ___ **Apply for Admission to Chemeketa Community College**
(www.chemeketa.edu)
- ___ **K# (student ID number) included on application cover sheet**
- ___ **Chemeketa Student email address included on application cover sheet- all correspondence will be sent here including acceptance status to the SLPA program**

Application cover sheet MUST include your student K# and your Chemeketa student email. In order to obtain both of these, you must apply as a student to Chemeketa Community College. This can be done online: www.chemeketa.edu , if you need additional help locating this information, you may call the HELP DESK (503) 399-7899, or ENROLLMENT SERVICES (503) 399-5000.

Chemeketa Community College
Speech-Language Pathology Assistant Application Form
Certificate of Completion Applicant

Name:	
Address:	
City, Zip	State,
Telephone:	(Your student number .call 503-399-7899 if needed. REQUIRED. K#:
Chemeketa Student Email: (Required. PRINT NEATLY)	

Application:

- 2 Letters of Recommendation (preferably from work or volunteer settings)
- Complete SLPA Application (***INCLUDING K# and email address!***)
- Completed Writing Sample
- Technology Statement Form
- Volunteer/Work Opportunities
- Prior college transcripts (unofficial copies accepted)
- Resume'

Also, students must separately submit:

- Admission Application (**submit directly to Chemeketa Admissions**)
 (Chemeketa Community College -available at www.chemeketa.edu) If you are already a student at Chemeketa, you do not need to submit an Admissions Application.

Degree/Certificate of Completion:

Certificate of Completion in Speech-Language Pathology Assisting

You are most likely an applicant pursuing a Certificate of Completion from Chemeketa if you meet the following criteria:

- A. You have earned a prior degree in another discipline (AA, BS, BA degree)
- B. You have ATLEAST 45 credits in general education disciplines with grades of C or higher documented on college transcripts.

If you do not meet the above criteria, please fill out the Associate of Applied Science Degree application (also available on the SLPA program website)

Please be sure the list these corresponding codes on your Chemeketa Community College Admission Form.

Certificate of Completion Applicants: PRSP

Certificate of Completion Applicants: Satisfaction of Pre-requisite Coursework

The SLPA Program requires applicants to satisfy pre-requisite coursework prior to entry into the SLPA program.

Applicants who have already earned an AA or B.S./B.A. degree or higher do not need to take placement testing and may satisfy this requirement by prior coursework.

Type of Degree: AA BS BA _____ **Date Completed:** _____

Discipline:

College/University:

Coursework:

Please complete the following information from transcripts:

MATH:

Highest class completed with a "C" or better

Course: _____ Grade: _____ Year completed: _____

WRITING/English:

Highest class completed with a "C" or better

Course: _____ Grade: _____ Year completed: _____

Required for Entry:

Math 60 or higher

Writing 121 or higher

Reading 90 or higher

CS 101 (* this may be completed while in program)

APPLICANT STATEMENTS

I understand that an offer of admission to the Speech-Language Pathology Assistant Program is dependent on my having completed the prerequisite courses required with a grade of “C” or better. (WR 115, RD 90, MTH 60, CS 101) if I have not completed comparable coursework or met requirements via the placement testing.

I have read and understand the statements on the application introduction specifically about (a) disclosure of student information to practicum sites (b) criminal background check and (c) completion of all coursework prior to continuation in the SLPA program coursework and practicum placement with a grade of “C” or better.

Signature

Date

Chemeketa Community College reserves the right to modify the criteria and process for admission to the Speech Language Pathology Assistant Program on an annual basis.

Practicum

I understand that the Speech-Language Pathology Assistant Program at Chemeketa Community College **does not guarantee practicum placement opportunities**. I understand that as a student, I will be responsible for setting up relationships with community SLPs, School Districts etc, in conjunction with the SLPA program faculty guidance and completion of the volunteer requirements.

Signature

Date

Coursework

I understand that I **MUST** follow the coursework outline assigned to me as part of the cohort in which I’m accepted. I agree to enroll in the outlined courses each term. I understand that I must follow all pre-requisite guidelines and can only enroll in coursework when pre-requisite courses have been completed.

Signature

Date

GRADES

I understand I must earn a “C” or better in all courses in order to proceed in the SLPA program. This is a requirement of the Oregon State Board for Licensure as an SLPA. If a grade below a “C” is earned, students will be required to repeat the course and program completion will be delayed since students will need to wait until the course is offered again. All courses are NOT available each term. Priority will be given to those students enrolled in the course for the first time.

Signature

Date

Program Length and Completion

I have reviewed the SLPA program website including proposed sample coursework outlines. I understand that the SLPA program is not a full time program for those students who only need to take the SLPA program 45 credits of coursework. **Students will enroll in approximately 6 credits per term. This program will take approximately 7 terms to complete. Students must follow their program outline and MAY NOT ENROLL IN MORE THAN THE PRESCRIBED COURSEWORK.**

Signature

Date

SUMMER TERM

I have reviewed the SLPA program website including proposed sample coursework outlines. I understand that the SLPA program coursework requires students to take coursework year round, including SUMMER TERM. Year round offerings make the program as efficient as possible in terms of completion.

Signature

Date

Writing Sample

I certify that the writing sample contained in this application for the SLPA program was written by me, in my own handwriting, using my own words and thoughts. I did not use a computer, or any other means of support to complete the writing sample.

Signature

Date

WRITING SAMPLE

Directions:

1. You must complete this writing sample in your own handwriting using your own words, without the aid of a computer, tutor or any other means of support.
2. Please write a 300 word essay relating to the following prompt. You may use the back side of this paper if needed.

Question:

Tell us about a significant life experience and what you learned from that experience.

Technology Statement

Student Name: _____ Date: _____

The SLPA program is a distance learning program comprised of various instruction methods including online learning involving enriched audio and video presentations and resources. For this reason, students in this program must have reliable, consistent access to a high speed or comparable internet connection.

*** Competency is all of the skills listed below may be used as a waiver for the CS101 requirement**

Specifically, students need to have or know how to do the following:

(please initial next to each skill area, indicating your understanding and competency)

- ___ Have access to a high speed internet connection
- ___ Use the internet including searching for information, reading information online, using a web browser.
- ___ Use Email and know how to make an attachment, open and save an attachment.
- ___ Use Word processing software (Microsoft Word). Including various functions of cut/paste, modify text, insert symbols, change font, text size, formatting.
- ___ Create various materials using a combination of software (Microsoft Publisher, PowerPoint, Word).

The SLPA program is NOT set up to teach technology skills. Students entering this program must possess a practiced, working knowledge of technology tasks. SLPA Faculty will not be responsible for teaching technology skills.

Student Signature

Volunteer/Work History

The SLPA program requires students to engage in observational learning throughout the program coursework. As a result, students in the SLPA program are required to have access to observational and interactive opportunities with children, adolescents, and adults. Students who do not currently have opportunities for this type of learning through current employment or volunteer work are strongly encouraged to find volunteer opportunities in their communities. Examples of appropriate opportunities include volunteering with the school district or ESD, or other institutions. Appropriate settings include: a school classroom, preschool, Head Start, SMART reader. In addition, students may identify ongoing resources for observational learning. These resources may include: children, neighbors, individuals at your church, family members, workplace, and volunteer sites. Students without these types of opportunities will find it difficult to master the learning objectives required for program completion and therefore may not be able to complete the SLPA program in its entirety. The following document contains a Part A and B section. Applicants need to complete Part A and B.

Part A asks the applicant to document prior or ongoing volunteer opportunities that pertained to the work of this SLPA program. Some examples would include volunteer work in a classroom, preschool, community program, school, church, neighborhood.

Part B asks the applicant to document ONGOING volunteer opportunities that pertain to the work of the SLPA program. It is assumed that there may be duplicate options listed in Part B if the opportunity is ongoing. Examples of ongoing contact would include those listed previously as well as some examples such as an applicant's own children, grandchildren, neighbors, children in the community or church that they are familiar with and who would be willing to engage in interactions with the applicant.

Volunteer/Work Opportunities

Applicant

Name: _____

PART A:

Volunteer/Work History:

Please list/describe the various volunteer/work opportunities in which you have *participated in the past and/or currently participate* that are applicable to this program. (working with children, adolescents, adults that allow for observational learning and interaction)

Place/Location of Volunteer Opportunity	Duration of Service (3 mos, 1 yr, ongoing, etc)	Description of Duties and Opportunities

Volunteer/Work Opportunities

Applicant Name: _____

PART B:

What opportunities/resources/volunteer locations/work settings will you use to complete observational/interactive assignments within the SLPA program? (You may list opportunities above that are ongoing). Some examples include: job working as an educational assistant, volunteer work in a preschool or elementary etc classroom, volunteer work within the community, interaction with families and children in your neighborhood, family, church etc. It is important that students understand that the SLPA program WILL NOT be responsible for finding students opportunities to interact with children in order to complete assignments and meet competencies. This is solely the responsibility of the student. In order to volunteer, students will need to pass and pay for a criminal background check for various agencies.

ONGOING Resources for Interaction/Observation of Children, Adolescents and Adults (you may list the ongoing resources/opportunities listed in this document on the prior page)

Place/Location	Frequency	Description of Duties