

PROCEDURES TO ATTAIN ASHA CERTIFICATION - AUD

The Department of Communication Sciences and Disorders at Illinois State University is accredited by the Council on Academic Accreditation (CAA). Therefore, any student who indicates and completes his/her graduate education in this program and applies for membership and certification within 3 years of the date his/her degree was awarded will be considered a "pass through" applicant. "Pass through" applicants are **not** required to complete the entire application and should follow the procedures outlined on this page to avoid unnecessary delays in processing.

Step 1: Complete academic course work and clinical practicum requirements. It is the applicant's responsibility to assure those requirements have been met.

Step 2: Register for and complete the Praxis exam in speech-language pathology or audiology. Identify the Department of Communication Sciences and Disorders (code RA0073), as well as ASHA (code R5031) and IDPR (code R7219), as score recipients.

Step 3: Complete the application materials from the Certification and Membership Handbook located on ASHA's website: <http://www.asha.org/about/membership-certification/handbooks/aud/default.htm>

All information regarding membership and certification can be located in this handbook.

- In the application materials box complete the application forms in section A. (9 pages). You **ONLY** need to fill out page A1. On the remaining pages of section A. you **ONLY** need to fill in your name.
- In the application materials box complete the schedule of required dues and fees in section B (2 pages).
- In the application materials box complete the journal selection form in section C (1 page).

Step 4: Submit the following items to:

**Department of Communication Sciences and Disorders
Illinois State University
Campus Box 4720
Normal, IL 61790-4720
Attn: Mrs. Diane Leonard**

- a. the entire, 12-page ASHA application (Sections A., B., and C)**
- b. Praxis exam scores (originals or photocopy)**
- c. A sealed official transcript from ISU indicating that your Doctoral Degree has been awarded**
- d. Check made payable to ASHA (or required credit card information)**

These procedures should be completed BEFORE BEGINNING your CFY.

IMPORTANT***IMPORTANT***IMPORTANT***IMPORTANT***IMPORTANT

Once **all three items** are received by this department and the completion of your master's degree is verified by the records office, the department chairperson will sign his approval on Forms A2 and A9. Your completed application will then be forwarded **by us** to ASHA. We will notify you by postcard when your materials have been mailed to ASHA.

NOTE: Refer to instructions for dues and fees. It may influence when you submit your application materials.

Clinical Fellowship Year: Although completion of the CFY is a part of the certification process, it is to be completed as a **separate procedure**. Please refer the application materials sections D. and E. for additional information. You are ultimately responsible for completing your CFY.