

**SPEECH, LANGUAGE AND HEARING SCIENCES DEPARTMENT CALENDAR**  
**Spring Semester, 2024**  
**January 29 – May 17**  
**Finals week May 20 – 24**

<b>Welcome!</b>	SLHS classes are in person this semester, with a handful of classes available virtually
<b>Be sure to meet with a SLHS faculty advisor every semester!</b>	To sign up, please email <a href="mailto:slhsinfo@sfsu.edu">slhsinfo@sfsu.edu</a>  Want to know what major classes you should take this Fall semester, 2024? Please see course roadmaps on our departmental website: <ul style="list-style-type: none"> <li>• Sophomores and Juniors: <a href="https://slhs.sfsu.edu/bachelors">https://slhs.sfsu.edu/bachelors</a></li> <li>• First-Year Grads: <a href="https://slhs.sfsu.edu/masters">https://slhs.sfsu.edu/masters</a></li> </ul> NSSLHA meetings will be held on Thursdays, 11:00-12:00. Zoom link available by emailing <a href="mailto:nsslha@mail.sfsu.edu">nsslha@mail.sfsu.edu</a> SAA meetings OS meetings will be coordinated with NSSLHA.
<b>JAN 20 (Friday)</b>	<b>All-SLHS Spring 2024 Orientation Padlet link emailed to students. Look for the email! Email <a href="mailto:slhsinfo@sfsu.edu">slhsinfo@sfsu.edu</a> if you didn't receive yours.</b>
<b>JAN 20 (Friday)</b>	Spring 2024 Clinic Aide Request survey completed on-line by Monday, February 12, at 5:00. Clinic aides must register in SLHS 713 – Add code is needed to register and will be provided during the first two weeks of the semester Here is the link: <ul style="list-style-type: none"> <li>• <a href="https://forms.gle/yiUDpJRxtMwNMxmFA">https://forms.gle/yiUDpJRxtMwNMxmFA</a></li> </ul>
<b>JAN 29 (Monday)</b>	First day of instruction <ul style="list-style-type: none"> <li>• Spring Semester 2024 deadlines for all students can be found here: <a href="https://registrar.sfsu.edu/deadlines">https://registrar.sfsu.edu/deadlines</a></li> <li>• Spring Semester 2024 Grad Studies deadlines for graduate students can be found here: <a href="https://grad.sfsu.edu/content/continuing-student-deadlines">https://grad.sfsu.edu/content/continuing-student-deadlines</a></li> </ul>
<b>FEB 3 (Friday)</b>	Clinical Practicum Fees Due (\$35.00 for SLHS CLINIC & AAC LAB materials, to be paid at think link: <a href="https://commerce.cashnet.com/SLHS">https://commerce.cashnet.com/SLHS</a> . These fees cover clinic and AAC lab expenses for each semester.
<b>JAN 29 – FEB 2</b>	All SLHS 713 / SLHS 880 Clinics will meet for orientation with clinical educators Jan 29 – Feb 2.  <ul style="list-style-type: none"> <li>• Clinic aide assignments will be made; unexcused absentees will be replaced by clinic aides on waiting list.</li> <li>• SLHS 713 is required for clinic aides; add codes will be distributed during the first two weeks of the semester.</li> <li>• Clinical Educators: Spring 2024 Client/Clinician updated schedules due to Ms. Mallorie Desimone during this window.</li> </ul> <b>SLHS 880 Clinics open from Feb 12 – March 1, at discretion of individual clinical educators.</b> All clinicians must have paid their clinical practicum & AAC lab fees
<b>JAN 29 – FEB 23</b>	<b>Be sure to meet with a SLHS faculty advisor every semester, by emailing <a href="mailto:slhsinfo@sfsu.edu">slhsinfo@sfsu.edu</a></b> Don't forget to sign up for advising for summer and fall, 2024 In cases where classes are full, go to the course meeting of the class you need this week. Add codes will not work this week, but you will be able to add the courses you need the week of February 5
<b>FEB 5</b>	<b>Permission numbers are required as of this date</b>
<b>FEB 9 (Friday)</b>	MS Comps Exam administered via iLearn and proctored via Zoom. If you are taking comps and do not have access to the iLearn site for SLHS 896EXM, contact Mallorie Desimone - <a href="mailto:mallorie@sfsu.edu">mallorie@sfsu.edu</a> to be added.
<b>FEB 12 (Monday)</b>	SUMMER and FALL 2024 Internship Request surveys completed on-line (SLHS 882) by Monday, February 12 at 5:00. Here is the link for the Summer 2024 Survey: <ul style="list-style-type: none"> <li>• <a href="https://forms.gle/NvqUyGcY4gFn1HCr7">https://forms.gle/NvqUyGcY4gFn1HCr7</a></li> </ul> Here is the link for the Fall 2024 Survey: <ul style="list-style-type: none"> <li>• <a href="https://forms.gle/Dyup7yb63vddnxfw6">https://forms.gle/Dyup7yb63vddnxfw6</a></li> </ul>
<b>FEB 15 (Thursday)</b>	Last day for Faculty-Initiated Drops.
<b>FEB 16 (Friday)</b>	Last day for Student-Initiated Drops without a W grade.
<b>FEB 16 (Friday)</b>	Deadline to apply for M.S. graduation
<b>FEB 17 (Saturday)</b>	Withdrawal from Classes or University for Serious and Compelling Reasons.
<b>MARCH 1 (Friday – for Summer 2024 graduation)</b>	Application deadline for graduation for SLHS <b>Undergraduate</b> students who are planning to graduate in <b>Summer or Fall 2024</b> .
<b>Or APRIL 5 (Friday –</b>	Application deadline for graduation for SLHS <b>Graduate</b> students who are planning to graduate in <b>Fall 2024</b> . The following forms are required to graduate:

<b>for Fall 2024 graduation)</b>	<ul style="list-style-type: none"> <li>• Approved ATC (plus ATC substitution if required).</li> <li>• Approved PCE in order to register for SLHS 896EXM (Comprehensive Exam) or SLHS 898 (Master's Thesis).</li> <li>• Approved report of completion upon successful completion of Comps / Thesis.</li> </ul>
<b>MARCH 4 - 8</b>	Proposed Semester Objectives due (unless alternate date given by clinical educator).
<b>MARCH 4 (Monday)</b>	MS COMPS Retakes (alternative date may be arranged with Department Chair)
<b>MARCH 11 - 15</b>	Instructors submit Midterm Learning Outcome Verification (LOV) Notes to Dr. Yu <ul style="list-style-type: none"> <li>• Midterm LOV Notes are provided for students receiving a grade less than a C for undergraduates, or a B- for graduates. For each student, an intervention plan will be developed, with the goal of raising the student's final grade to a C/B-.</li> </ul>
<b>MARCH 14 – 17</b>	CSHA in San Francisco
<b>MARCH 18 - 22</b>	Mid-Term Clinic Evaluation Week – Complete Mid-term KASA. Make appointments with clinical educators.
<b>MARCH 25 - 29</b>	Spring Break – No Classes
<b>APRIL 1 (Monday)</b>	Cesar Chavez Day – No Classes
<b>APRIL 17 – 20</b>	Annual American Academy of Audiology Conference, Atlanta GA
<b>APRIL 22 – MAY 17</b>	Withdrawal from classes or the university by exception for documented serious and compelling reasons.
<b>MAY 13 – MAY 17</b>	Clinic Evaluation Week – Complete Final KASA Due
<b>MAY 17 (Friday)</b>	Instructors submit Final Learning Outcome Verification (LOV) Notes to Dr. Yu. <ul style="list-style-type: none"> <li>• Students receiving a grade less than a C for undergraduates, or a B- for graduates, will check in with their faculty support team to get a final boost through their intervention plan.</li> <li>• Students who do not meet grade advancement criteria must meet with the Department Chair before the start of spring semester, 2024, in order to receive academic advising and update their course roadmap to ensure a clear path to graduation.</li> </ul>
<b>MAY 17 (Friday)</b>	Last Day of Instruction
<b>MAY 17 (Friday)</b>	<p><b>Clinic Documentation due by the last day of instruction</b> / last day of clinic</p> <p>Due to your clinical educator if requested:</p> <ul style="list-style-type: none"> <li>• Signed Final Therapy Reports (F-24),</li> <li>• Recommendations for Client (F-25)</li> <li>• Spring Client Availability Forms.</li> <li>• All clinicians must email a completed <b>Semester Clock Hours form (SC-10)</b> in electronic form to their clinical educator for signature by this date. SLHS 882 interns may submit a signed clock hours log in lieu of the SC-10 form.</li> <li>• Once the clock hours form is signed by the clinical educator, it must be <b>uploaded</b> to the student's assigned departmental Box folder for licensure, certification and credential documentation purposes.</li> <li>• All clinicians must <b>upload</b> their signed <b>final KASA</b> to the student's assigned departmental Box folder for licensure, certification and credential documentation purposes.</li> <li>• SLHS 882 students must email their signed <b>final KASA</b> to their assigned site supervisor/visitor by this date</li> </ul> <p>For Spring 2024 M.S. graduates, sign up for individual appointments with Program Director by emailing <a href="mailto:slhsinfo@sfsu.edu">slhsinfo@sfsu.edu</a> or <a href="mailto:mallorie@sfsu.edu">mallorie@sfsu.edu</a></p>
<b>MAY 20-24</b>	Final Exam Week.
<b>MAY 24</b>	University Graduation at Oracle Park
<b>DATE TBD</b>	SLHS Graduation at The Annex
<b>MAY 30-AUG</b>	Post-Semester Final Learning Outcome Verification (LOV) Notes action: Students who receive a final course grade less than a C for undergraduates, or B- for graduates, will be contacted by the Department Chair before the start of fall semester, 2024, in order to receive academic advising and update their course roadmap to ensure a clear path to graduation.

For feedback or questions regarding the Spring 2024 Departmental Calendar, please contact Dr. Laura Epstein, Department Chair, at [lepstein@sfsu.edu](mailto:lepstein@sfsu.edu); or if you prefer your feedback to be anonymous, please submit your response to: [https://sfsu.co1.qualtrics.com/jfe/form/SV\\_cIVp9lyGn0oKofz](https://sfsu.co1.qualtrics.com/jfe/form/SV_cIVp9lyGn0oKofz)