



# ***Speech-Language Pathology Student Role in the Internship Placement Policy*** (CAA 3.9B)

<b>Responsible Executive:</b>	SPLP Program Director, Internship Coordinator
<b>Responsible Office:</b>	SPLP Administration
<b>Originally Issued:</b>	July 1, 2023
<b>Latest Revision:</b>	N/A
<b>Effective Date:</b>	July 1, 2023

## **I. Policy Statement**

This policy is designed to describe the role of the students in the selection of internship sites and the placement of students at the sites.

## **II. Purpose of Policy**

The Internship Coordinator in the Speech-Language Pathology Program needs to ensure the graduate students are part of the process in placing them at their adult and pediatric internship sites. There must be a standardized way in which students are assigned to their internship sites.

## **III. Applicability**

This policy applies to the Speech-Language Pathology Program Internship Coordinator and graduate students.

## **IV. Definitions**

N/A

## **V. Policy Procedure**

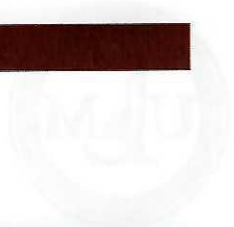
During the semester in which Speech-Language Pathology graduate student clinicians anticipate completion of on-campus ASHA clock hour requirements (140 hours), they are expected to complete documentation to start the process for internship placement. The Speech-Language Pathology Internship Coordinator will provide the documents to be completed and meet with the students to discuss specifics. During both a group and individual meetings, students will have the chance to ask any questions regarding the internship process. All applications are reviewed for completeness by the Internship Coordinator. The students are required to list their top 3 choices of placements for both adult and pediatric placements. The Internship Coordinator will make every attempt to place students in one of their three requested locations; however, placement at a requested site is not guaranteed. Placement at a site within Northeast Louisiana nor in one's hometown is not guaranteed.

## **VI. Enforcement**

The Internship Coordinator is responsible for enforcement of this policy.

## **VII. Policy Management**

The Program Director and the Internship Coordinator are responsible for implementation and administration of this policy.



**VIII. Exclusions**

N/A

**IX. Effective Date**

July 1, 2023

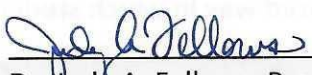
**X. Adoption**

This policy is hereby adopted on this 1<sup>st</sup> day of July, 2023.

Recommended for Approval by:

Approved by:

  
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Amanda Elias, Internship Coordinator

  
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Dr. Judy A. Fellows, Program Director

**XI. Appendices, References and Related Materials**

This policy aligns with the University of Louisiana Monroe Speech-Language Pathology Internship Handbook and Graduate Student Handbook.

<https://ulm.edu/slp/documents/slp-grad-student-handbook.pdf>

**XII. Revision History**

N/A