

**College of Health Professions and Human Services**

School of Communication Disorders and Deafness

Speech-Language Pathology Doctoral Degree (SLPD)

Student Handbook

**SLPD Program Coordinator Executive Director**

Dr. Sarah Patten Dr. Alan Gertner spatten@kean.edu agertner@kean.edu

908-737-5807 908-737-5808

**Mailing Address**

Kean University

Department of Communication Disorders and Deafness

1000 Morris Avenue

East Campus 040

Union, NJ 07083

Table of Contents

[SLPD Program Resident Faculty Members 2](#_Toc135649195)

[University Mission 3](#_Toc135649196)

[Program overview 4](#_Toc135649197)

[What the SLPD program will offer you 5](#_Toc135649198)

[Completing Your Course of Study - Regulations: 6](#_Toc135649199)

[Program Curriculum 8](#_Toc135649200)

[Program instruction and policies 11](#_Toc135649201)

[Course/Program Evaluation Forms: 11](#_Toc135649202)

[Kean policies 15](#_Toc135649203)

[Counseling Services 16](#_Toc135649204)

[Financial Aid 16](#_Toc135649205)

[The Kean University Behavioral Intervention Team (KUBIT) 16](#_Toc135649206)

## SLPD Program Resident Faculty Members

Sarah Patten Ph.D. CCC-SLP, Assistant Professor, SLPD program coordinator

Iyad Ghanim, PhD, Assistant Professor

Darya Hinman SLPD, CCC-SLP, Managing Assistant Director II

SLPD Program Support Instructors

In order to support the best learning outcomes for students, adjunct professors or research advisors may be involved in some classes. Adjunct professors are sought for their areas of expertise and teaching skills to further enhance the program and student learning. Research advisors may be sought from within the School of CDD and/or its affiliated members to best support student research.

## University Mission

Kean University is a public cosmopolitan university serving undergraduate and graduate students in the liberal arts, the sciences, and the professions. The University dedicates itself to the intellectual, cultural, and personal growth of all its members — students, faculty, and professional staff. In particular, the University prepares students to think critically, creatively and globally; to adapt to changing social, economic, and technological environments; and to serve as active and contributing members of their communities.

Kean offers a wide range of demanding programs dedicated to excellence in instruction and academic support services necessary to assure its socially, linguistically, and culturally diverse students the means to reach their full potential, including students from academically disadvantaged backgrounds, students with special needs, and adults returning or entering higher education.

Kean is steadfast in its dedication to maintaining a student-centered educational environment in which diversity can flourish and an atmosphere in which mutual respect characterizes relations among the members of a pluralistic community. The University seeks to combine excellence with equity in providing opportunities for all students.

Kean is a teaching university, and Kean faculty dedicate themselves to student learning as well as academic rigor. The focus on teaching excellence is supported by a commitment to research, scholarship, creative work, and innovative uses of technology. The focus includes the advancement of knowledge in the traditional disciplines and the enhancement of skills in professional areas. Kean is committed to providing global educational opportunities for students and faculty.

Kean is an interactive university, and the University serves as a major resource for regional advancement. Kean collaborates with business, labor, government and the arts, as well as educational and community organizations and provides the region with cultural events and opportunities for continuous learning. Kean is also committed to providing students and faculty educational opportunities in national and international arenas.

Source: <https://www.kean.edu/about/our-mission>

## Program overview

Kean University launched its Speech-Language Pathology Doctoral (SLPD) program in September 2017. The SLPD was Kean’s fifth doctoral program, and one of only a handful of SLPD programs in the nation. It remains the only such program in the tristate area. Kean’s SLPD is a rigorous clinical doctoral program which has been designed to offer ASHA certified SLPs the opportunity to become advanced clinical scholars in their field. The program adheres closely to the ASHA SLP Scope of Practice, supporting our SLPD clinical scholars to become evidence-based researchers, educators, leaders and advocates within their areas of clinical service and within the field. The program has a strong emphasis on clinically-based and clinically applicable research throughout. Many of our alumni continue to undertake clinically relevant research and refine clinically applicable products following completion of the program. The ultimate goal is to establish a network of advanced healthcare professionals, across a variety of settings and future university clinical faculty in communication sciences and disorders. Here's what students have had to say about the program:

“This program has far exceeded my expectations and has revitalized and compounded my passion and vigor for our field.” – Dr. Michele DeSimone

“Attending Kean’s SLPD program was the best decision I have made for my career and for my personal growth as well.” – Dr. Bernadette Mullen

“I am proud to be a Kean graduate of the SLPD program. I have a high level of respect for Kean Speech Language Pathology programs and the faculty. The faculty truly cares about your learning and growth and helps you accomplish it throughout the program. Although challenging, this doctoral level program was worthwhile and has helped me grow professionally as well as make lifelong friends!” – Dr. Ursula Glackin

Faculty

Courses are taught by doctoral faculty from the School of Communication Disorders & Deafness and, when appropriate, outside experts.

This handbook will be your guide during the journey to your doctorate. Please take time to review this handbook as you begin your course of study and refer to it throughout your program

**Manual Revisions**

**The policies, procedures, and curricula contained in this manual are subject to change. Manual revisions may be made at the beginning of any academic year. Since this manual is subject to change, it is the student's responsibility to be knowledgeable regarding revised policies, procedures, and curricula via University e-mail, visiting the respective University websites, and obtaining academic advisement. As per the Kean University Graduate Catalog, Kean University reserves the right to change any of its policies, regulations or requirements at any time without notice or obligation.** [**http://grad.kean.edu/graduate-catalog**](http://grad.kean.edu/graduate-catalog)**.**

## What the SLPD program will offer you

**Program Description:**

Speech-Language Pathology Doctorate (SLPD): Designed for certified speech-language pathologists, Kean's doctoral program provides advanced training to support progression in clinical roles, clinical research, and teaching.

The only SLPD doctoral program in the tristate area and one of only eight programs in the nation, Kean's SLPD in-person program promotes leadership skills, ethically and culturally appropriate clinical practice and research, and the advancement and dissemination of current best practices through the scrutiny of the latest evidence-based literature.

The primary objective of the program is to prepare clinical scholars who will become advanced practitioners, teachers, supervisors and researchers. The clinical doctorate will deepen the knowledge, leadership and problem-solving skills of current practitioners with a focus on coursework and applications that incorporate current research, ethical decision-making and models of best practice.

The curriculum will facilitate clinically applicable research in the student’s field of expertise and area of interest, with instructors and mentors who will guide students through ethically approved research studies.

An applied research experience that enhances the knowledge and skills required in advanced clinical practice and administration/leadership in educational, medical, rehabilitation and other clinical settings will be required. Students are expected to challenge, investigate or add to the evidence base for intervention, assessment or service management in their area of practice and effectively disseminate that information to others.

***The clinical doctorate will:***

1. Lead to advanced knowledge and skills to best prepare advanced clinical scholars, clinical instructors, clinical supervisors, clinical researchers and educators;
2. Lead to specialization in two areas within the discipline in the form of a major and minor focus of study
3. Emphasize the application of evidence-based practice thereby stimulating clinical research and improving clinical supervision training and skills;
4. Lead to career advancement and leadership opportunities in both educational and medical settings.
5. Increase public and professional awareness, resulting from the title of “doctor,” reflecting the added value of advanced preparation in the discipline.

## Completing Your Course of Study - Regulations:

Successful completion of this program will require students to be commensurate with the requirements, policies, procedures and protocols of the SLPD program and Kean University. It is the student’s responsibility to familiarize themselves with, and adhere to, the information provided in the following documents:

* Information relating to grades, coursework and standards of academic integrity are available in the class syllabi, this handbook and the Kean Graduate Catalog <https://iq2prod1.smartcatalogiq.com/en/Catalogs/Kean-University/2023-2024/Graduate-Catalog>
* Requirements for student conduct are available in the class syllabi, this handbook and Kean Student policies (<https://www.kean.edu/offices/policies>).

Students are also required to maintain ASHA standards of professional practice throughout the program (<https://www.asha.org> ). ASHA certification is a requirement for admission to and continuation in the program. ASHA membership and certification status will be verified annually and expiration of certification/membership may lead to dismissal from the SLPD program.

Students are expected to comport themselves professionally and ethically throughout their doctoral studies. This includes the maintenance of appropriate, timely class/appointment attendance throughout and the timely submission of all course work.

Violation of any of these standards subjects students to Kean University disciplinary protocols, which could result in a student being required to withdraw from the program.

Students are expected to continue to work within a clinical setting throughout the duration of the program. It is anticipated that each student will seek additional teaching and clinical supervision opportunities to further support their own learning and that of others whilst in the program. Students are responsible for scheduling a minimum of one meeting per semester with the coordinator of the program to discuss progress and receive advising.

**Program Requirements:**

The SLPD is a 33-credit post-master’s program for ASHA certified speech-language pathologists. It is a face-to-face, cohort program requiring the successful completion of a maximum of 6 credits per semester for a total of 6 consecutive semesters including summer, fall, and spring over a two year period. Classes are held weekday evenings (Monday through Thursday); it is possible that classes and/or additional educational experiences will sometimes take place on weekends. The program emphasizes the social, cultural, and scientific aspects of communication sciences and disorders as applied to both allied health care and educational services to underserved populations.

Analytical reading skills and academic writing ability are essential components of this program. Students need to be aware that difficulties in these areas may lead to instructors requiring students to seek additional support from Kean Student Support services ([https://www.kean.edu/offices/**writing**-**center**](https://www.kean.edu/offices/writing-center) **and** [**https://www.kean.edu/offices/center-academic-success**](https://www.kean.edu/offices/center-academic-success)). Continued difficulties in these areas may result in students not achieving the class/program requirements. Students who do not meet the writing requirements in the program (particularly in CDD 7001 and CDD 7004), may be required to remediate and defer until the following academic year or be required to leave the program.

Students are also reminded of their professional conduct and ethical requirements as ASHA Certified SLPs. Conduct within classrooms and in any work associated with the program must adhere to ASHA requirements and Kean policies. This includes (but is not limited to) physical and verbal behaviors, class attendance, timely submission of work, effective and appropriate engagement with program instructors, positive engagement with the CDD program students at all levels, the maintenance of original work (plagiarism is not tolerated) and the positive reflection of Kean with external bodies. Discretions in any of these areas are likely to lead to remediation action being proposed and/or dismissal from the program.

## Program Curriculum

The following course sequence may be subject to change. Students will be notified should this occur. Enrollment in all courses requires matriculation in the Speech Language Pathology Doctorate program.

**Course Sequence**

**Summer Credits**

CDD 6298 (6100) Research Methods I 3

CDD 8000 (7010) Advanced Clinical Evidence-Based Practice 3

**Fall**

CDD 7000 (7020) Advanced Academic Writing 3

CDD 7005 (7100) Research Methods II 3

**Spring**

CDD 7001 (7120) Advanced Seminar in Research I 4

CDD 7004 (7130) Advanced Research Writing 2

**Summer**

CDD 8002 (8100) Advanced Seminar in Research II 3

CDD 8001 (8030) Advanced Clinical Education Practices 3

**Fall**

CDD 7002 (8040) Capstone I: Application to Clinical Practice 3

**Spring**

CDD 7110 (8110) Advanced Qualitative and Quantitative Data Analyses 3

CDD 8003 (8003) Capstone II: Application to Research 3

**Class Descriptions**

**CDD 6298: Research Methods I**

This course provides an introduction to research designs and the tools utilized in the field of speech-language pathology and associated professions. Students will learn how to critically analyze the peer reviewed research and develop the skills to support effective academic writing. These elements will be applied to the individual student’s area of interest.

**CDD 8000: Advanced Clinical Evidence-Based Practice**

The student will identify an area of expertise/evidence-based practice within their clinical setting, which requires examination and explanation. Experience, expertise and expert labels within clinical practice will be explored in accordance with ASHA. The course will review adult learning theory and teaching strategies as they relate to the dissemination of evidence-based practices in the student’s area of clinical expertise. Leadership, teaching and ethical considerations are major components in this course.

**CDD 7000:** **Advanced Academic Writing**

This course addresses current evidence-based practices in a chosen topic. Students will identify a major area of interest and work with an advisory committeeto assemble a series of readings that will deepen each student’s knowledge of current evidence-based research and best practices in that area. Students will produce a thorough literature review as a requirement of this course. This will support the student’s work in CDD 7005.

**CDD 7005:** **Research Methods II**

This course builds upon the knowledge gained in CDD 6298 and connects with CDD 7000. It will provide a solid background in research design and methodology. Students will identify the most effective designs, both quantitative and qualitative, in the research literature in communication sciences and disorders as well as related fields. Students will begin to consider their own research and research questions.

**CDD 7001:** **Advanced Seminar in Research I**

This research seminar builds upon the knowledge gained in CDD 7005.

Students will learn to critically evaluate methodologies to be employed in their own research, identify the purpose of their research and their participant population/s, and the basic tenets of data analysis and validity. This course requires the students to submit a Kean IRB application.

**CDD 7004: Advanced Research Writing**

This course further develops the student’s understanding of current evidence-based practices related to a specific area of research within their chosen topic. Students will identify and develop a series of readings that will deepen each student’s knowledge of a current evidence-based research and best practices. Students are required to produce their first submission ready manuscript for a journal by the end of this course.

**CDD 8002:** **Advanced Seminar in Research II**

Students will apply their previous work to their individual clinical research activity. Students will begin their evidence-based practice clinical research following IRB amendments/approval. The students in this class require the application of prior theory and research knowledge. Research plans will be facilitated, implemented and evaluated. Preliminary data expectations and plans of anticipated data analyses will be identified. Students are required to identify a suitable peer reviewed journal for manuscript submission and start considering the initial sections of that article.

**CDD 8001:** **Advanced Clinical** **Education Practices**This course addresses the complex contexts and current evidence-based approaches to effective clinical supervision and education in speech-language pathology. This course will examine the literature supporting the evidence-base, the competencies required for effective clinical education/mentorship and provide practical hands-on strategies within the supervisory process. Cultural responsiveness, generational differences, as well as leadership/mentorship will be explored.  Students will engage in clinical education activities with Kean undergraduate and/or graduate students during this course.

**CDD 7002:** **Capstone I: Application to Clinical Practice**

This seminar facilitates the development of professional training/intervention or service delivery programs in CSD. Students will design an evidence-based assessment/intervention/service teaching module associated with their clinical population, suitable for Masters level SLP students.

**CDD 7110:** **Advanced Qualitative and Quantitative Analyses**

Statistical methods commonly used in clinical research, including sampling, levels of measurement, probability, sensitivity/specificity, and Type I and Type II errors are explored, as well as multivariate and non-parametric approaches. Students will apply qualitative and/or quantitative data analyses to their research and write up their results and discussion sections.

**CDD 8003:**  **Capstone II: Application to Research (New Course)**

Throughout this course students are required to prepare and undertake presentations at the NJSHA Annual convention and Kean research days. They are also expected to submit presentation applications to ASHA and write their final research manuscripts and submit to a peer reviewed journal of their choice (second manuscript submission).

Students are also required to successfully complete their summative written Comprehensive Examination during their final semester as a requirement of their graduation. The Comprehensive examination is not a graded element of CDD 8003.

## Program instruction and policies

**Class Composition and instruction:**

The SLPD program is specifically designed to follow a cohort model. Students will learn as much from their peers as they do from their instructors and gain additional support from each other throughout the course of the program. Hence, all classes (whether on site or remote) will occur synchronously and all students are expected to attend. This program does not follow an asynchronous online model. Students with exceptional circumstances, who are unable to attend a class, must contact the instructor in advance and make arrangements to catch up on the materials and discussions undertaken within that class. Classes will not be routinely recorded. Should circumstances require the recording of a class due to exceptional student absence, students need to be aware that materials relating to client and/or student information within the class may not be made available.

Class instruction will vary throughout the program. This will be dependent upon the nature of the material, the course requirements and the academic level of the course. Class instruction methods will be identified on the course syllabi. However, students are expected to actively engage in the classes and engage in independent study to support their progress within a course. Full details will be identified by the individual course instructor.

## Course/Program Evaluation Forms:

At the end of each semester the student will be required to complete a course evaluation survey to anonymously evaluate the content and presentation of course material. These evaluations are distributed by Kean and students are expected to complete them online in the final weeks of each semester. These data are collected, analyzed and the results shared with our department as a means of program refinement/revision. We are interested in your feedback. Student feedback is regularly used to fine-tune our program. At the completion of the program, students will be asked to complete a program outcome online survey via the university, as well as some items specific to the program through an SLPD program exit survey. It is expected that students complete these surveys.

**Credit requirements and Time Limits:**

It is expected that students will complete the SLPD course requirements in 6 consecutive semesters (Summer, Fall, Spring, Summer; Fall, Spring), a two year time period. The time limit for completion of the program is 6 academic calendar years. The 6 year, time-to-degree period begins with the start of the first semester following admission to the program. Students should be cognizant of the semester dates and important dates relating to the academic calendar (<https://www.kean.edu/offices/registrars-office/academic-calendar>)

In the event that a student withdraws from a class or needs to take a leave of absence, they must re-enter the program per the prescribed course sequence. Students need to be advised that this is likely to result in a deferral of studies for a year or longer and re-entrance into a different cohort for the remainder of their studies. Students who do not achieve an overall B grade in courses, will be expected to remediate and re-join the program in the following year with the subsequent cohort if they are unable to successfully complete remediation within the subsequent semester.

Students who must leave the university temporarily either for medical or personal reasons may request a leave of absence. A leave of absence MUST be requested from, and approved by, the SLPD program coordinator, CDD Executive Director and the Dean’s office. Included in the request should be the anticipated length of the leave and the circumstances surrounding the request. Upon the intention to resume studies, the student must file a Re-Activation Application in order to be eligible to register for subsequent classes. If a student fails to request a Leave of Absence, the student may have to re-apply to the SLPD program. If the authorized leave extends beyond two consecutive years, the student will be required to re-apply to the SLPD Program.

Students should be aware that, in the event of program changes during an authorized leave of absence, the student will need to negotiate the nature and manner of their return with the SLPD program coordinator. This may include the requirement to undertake additional classes in the initial semesters or the requirement to re-take prior classes which have had content changed.

Students are advised, that in the event of re-application to the program, applications will be reviewed and decisions made based upon the number and strength of the applicant pool in that year. The success of the student application cannot be guaranteed.

Please see previous section for elective credits which are not achieved through Kean University.

**Grade Requirements:**

Students must maintain a minimum grade point average (GPA) of 3.0 while completing the SLPD. A GPA below 3.0 will result in academic probation and formal notification from the Registrar’s office. Students who do not achieve a B grade or above in individual assignments may be required to resubmit and/or undertake remediation for that assignment. The nature/timing and extent of the remediation and subsequent resubmissions will be at the discretion of the instructor in order to best support the individual student’s needs. The original grade will stand regardless of the grade achieved on a subsequent submission. Students who fail to gain a cumulative B grade or above in a course will be required to undertake remediation at the discretion of the instructor and may be required to re-take the class. In this event, students are likely to have to rejoin the program in the subsequent year. Failure to gain a B grade in a course will result in students being asked to successfully remediate that course prior to continuance in the program. Students must also achieve a minimum of a B grade in their chosen elective class. Students must achieve a B grade or above in the comprehensive examination if they are to be eligible for graduation.

**Incomplete class requests:**

Students who are unable to complete class requirements. In accordance with the Kean protocols that includes “because of illness or other unusual and substantiated cause, has been unable to take the final examination or to complete a limited amount of assigned work due near the end of the semester”. Under these circumstances students can request an incomplete grade for the class. It is the student’s responsibility to request this action, the class instructor is not expected to offer this option. Students should contact their class instructor as soon as this request is considered. Students need to be aware that an incomplete grade will require the successful completion of the coursework for that course in the following semester. Work completion and successful grade recovery will take place alongside the other designated class requirements in that semester. If the incomplete request occurs in a semester where the class is a prerequisite for a subsequent class in the following semester, students should be aware that they may not progress and may be required to rejoin the program in the following academic year. Should the incomplete request take place in the final semester of the program, student graduation will be delayed until the student successfully completes all elements of the program.

**Comprehensive Examination:**

Students MUST successfully pass a Comprehensive exam in the final spring/summer semester to qualify for graduation. Students will receive a pass/fail for this exam. The pass grade is B or above. Students who fail this exam on the first attempt will be offered a second attempt to redeem the initial fail grade in this exam. Students will be offered feedback on their first attempt and further support if required. This comprehensive exam re-sit will be organized to take place within the same semester as the first attempt. A third attempt at the comprehensive examination will only take place following an appeal by the student to the SLPD Program coordinator. This appeal will include a thorough remediation plan. A third attempt, if approved, will be offered in the Summer semester and will automatically exclude a student from graduating in May. Students need to be cognizant of the appeal procedures relating to Comprehensive Examinations identified in the Kean Graduate catalogue (<http://kean.smartcatalogiq.com/en/2021-2022/Graduate-Catalog/Academic-Standards-Policies-and-Procedures/Comprehensive-Examinations>). Should an appeal be successful and a pass achieved upon completion of the comprehensive examination at the third attempt will result in an August graduation. Remediation will be offered and students are expected to utilize the advice and support of their examiners.

The third attempt is final. Students not meeting the required standard will not be eligible for graduation.

**Program Appeal procedures:**

Should students have concerns relating to a specific class, they are initially expected to discuss their concerns with the class instructor. In the event that this does not resolve the issue/s, students are expected to contact the SLPD program coordinator.

Should students have concerns relating to the program or their overall progress, they are expected to contact the SLPD program coordinator in the first instance.

Should students feel that problems have not been resolved through the above measures, they should contact the School of CDD Executive Director.

Should these discussions result in a continued lack of resolution, students are directed to the Dean of the College of Health Professions and Health Services.

It is anticipated that students comply with the procedures previously identified before taking unresolved issues any further.

Thus, students are expected to discuss any concerns with the course instructor or the SLPD program coordinator. Students must notify the SLPD program coordinator and CDD Executive Director in writing of a grievance that they intend to take to appeal, prior to contacting the Dean or any other party. Failure to do so may undermine the appeal process.

In the event of unresolved issues, the appeal procedures for academic dismissal can be found on the Kean University website (<https://www.kean.edu/academic-dismissal-appeals>**)**

**Ethical conduct:**

As previously discussed, students are expected to adhere to professional body and Kean student conduct and protocols within the classroom and beyond. Students who do not comply with these protocols will be offered a consultation with the class instructor in the first instance. If there is no resolution, the program coordinator will be involved. Students will be offered KUBIT support, if appropriate, at both of these levels (<https://www.kean.edu/kubit-cares>). Ongoing discretions or non-compliance may lead to formal disciplinary action and/or dismissal from the program.

SLPD students are expected to undertake research, publish that research and develop professional products based upon their expertise and findings. Students retain intellectual ownership over their ideas. Scholarship etiquette however, does require that Kean and any academic and/or any advisors are credited in the development of those processes. Failure to do so is deemed unethical.

It is not uncommon, within research, for students to reach out to others in their area of interest for additional advice and guidance. Students doing so are expected to be mindful of the credit the additional advisor/s may anticipate. Students are also advised that the SLPD program has graded components throughout and that the work presented must be the student’s own work and not that of another/worked on with another. To do so constitutes plagiarism. For that reason, students seeking advice from others outside the program are expected to do so in conjunction with their class instructor or research program mentor.

## Kean policies

**Graduation Application and Commencement**

Will follow the University timelines. Students who follow the conventional program timeline and who are successful in their coursework can expect to graduate in the August of their second year. Although Kean commencement will normally take place in May, students are reminded that they will not be able to use their Doctoral title until the successful completion of their studies and receipt of their conferral and receipt of their transcript in August/September.

**Deadline Dates for Filing Graduation Application**

Will follow the University timelines.

**Graduation Dates**

As prescribed by the University.

**Important University Policies and Information:**

Students are responsible to review and understand the University Academic Integrity Policy (available at the Center for Academic Success or at<http://www.kean.edu/admin/uploads/pdf/AcademicIntegrityPolicy.pdf>

Students should review the Student Code of Conduct, as it discusses expectations of appropriate conduct in the classroom: <http://www.kean.edu/KU/Code-of-Conduct>

Students are strongly encouraged to register for the University's emergency notification system (<http://www.kean.edu/campusalert> ) in order to be informed of campus emergencies, weather notices, and other announcements.

All students must have a valid Kean email account. For those who do not already have one, forms are available on-line at<http://www.kean.edu/offices/ocis/forms> ; click on E-mail Account Request Form.

**Americans with Disabilities Statement** **& Non-Discrimination Statement:**

Kean University is an affirmative action, equal opportunity institution. Students with documented disabilities who may need special instructional accommodations or who may need special arrangements in the event of an evacuation should notify the instructor as soon as possible, no later than the second week of the term. Students may contact the Office of Disability Services in Downs Hall Room 122 or call 908-737-4910 to discuss special needs.

**Title IX:**

Title IX of the Education Amendments of 1972 (Title IX) prohibit discrimination on the basis of sex in education programs or activities. Sexual harassment in any form will not be tolerated at Kean University. Sexual harassment by students should be reported to the Office of Affirmative Action Programs, Office of the Vice President for Student Affairs or the Office of Community Standards and Student Conduct immediately. Information about the University’s Sexual Misconduct Policy may be found at the following: <http://www.kean.edu/policies/sexual-misconduct-policy>

**KU Non-Discrimination Policy:**

Kean University is an affirmative action, equal opportunity institution.

## Counseling Services

For additional information about counseling services offered to students, please visit:

<http://www.kean.edu/counseling-center>

## Financial Aid

For information regarding tuition and financial aid in the forms of loans, scholarships and graduate assistantships, please visit:

<http://www.kean.edu/offices/financial-aid>

**Title IV Funds**

Federal Regulations require a recalculation of financial aid during a payment period or term in which a student withdraws from all courses, is dismissed, or takes a leave of absence. For instructions on withdrawing from courses at Kean University, please visit the following link:

<http://www.kean.edu/offices/financial-aid/withdrawal-classes>

## The Kean University Behavioral Intervention Team (KUBIT)

Faculty at Kean University are obligated to report concerns regarding student behavior. Any concerns will be reported to KUBIT. This is a multi-disciplinary group that provides proactive intervention, caring support, and appropriate institutional response to students exhibiting concerning behavior. The referred student will be given the support and assistance they need by University and community resources. The primary purpose of the team is to offer strategies for mitigating emergent or crisis situations involving students. Depending on the actions of the student, and following a review of the information presented, appropriate University or community-based referrals may be required.

[www.kean.edu/offices/kubit](http://www.kean.edu/offices/kubit)

**Ethical Violations**

If the student has any concerns about the compliance of our program with ASHA’s standards and/or potential violations of ASHA’s Code of Ethics, they may contact the Council on Academic Accreditation in Audiology and Speech-Language Pathology at (301) 897-5700.