

Policy on Student Travel/Absences and Clinical Hour Requirement

Travel/Absences:

The SLP M.S. Ed. program is a full-time, 5-day week, in-person program, and unless extenuating circumstances exist (e.g., sickness documented with a medical excuse, family emergency, etc.), students are expected to attend all classes and clinical obligations as scheduled. Students should not plan vacations, interviews, conference travel, or other appointments during scheduled class time or clinical obligations, which include, but are not limited to, meetings with supervisors, evaluating clients, performing community screenings, and conducting therapy sessions. Virtual attendance in class/clinical sessions will not be allowed without expressed permission from the instructor/clinical supervisor. If you encounter one of the excused situations above which require you to be absent from class and require medical/official documentation, students are encouraged to request that the faculty be notified through the [Dean's Office](#).

Exceptions may be made on an individual basis for students who request to travel to a conference with a faculty mentor to present their research or as an ASHA designated student leader/student participant. Attendance, performance in academic *and* clinical courses, and the number of clinical hours earned will be considered when requests are made. As of December 2025, students are required to submit an Absence Request form for any absence(s), other than contagious illnesses or emergencies. Submitting the form does not guarantee approval.

Clinical Hours:

Students are required to earn a minimum of 400 clinical hours. Student absences, Typhon inaccuracies/omissions, client absences, weather cancellations, and holidays can reduce the number of hours students earn. Students are expected to take advantage of all opportunities they are offered to earn clinical hours. Such opportunities might include but are not limited to extending an off-campus placement, completing an additional off-campus screening, and/or working with an additional client in the clinic during their second year, SLP 515 rotation.

Students who decline any clinical opportunity may put themselves at risk for not earning the minimum required hours. In such case, their program will be extended an additional semester.