**Speech-Language Pathology Master’s Application Instructions**

Carefully follow the instructions for applying to our Master’s Degree Program in Speech-Language Pathology. Your application **must** be submitted with fees paid to both the Graduate School and CSDCAS no later than **February 1st** of the year in which you would like to enroll (classes begin the last full week of August). Materials such as transcripts and letters of recommendation may come in after the Feb. 1st deadline. **It is your responsibility to confirm all application materials are received by both CSDCAS and the Graduate School at Idaho State University no later than Feb. 15th.** *GRE scores must be received by March 1st.*

We welcome your application and generally have first round admission decisions made by April 1st.

<table>
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<th>Steps to Applying:</th>
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<td><strong>Questions</strong> can be directed to: Lexie Baker - email (preferred): <a href="mailto:csd@isu.edu">csd@isu.edu</a></td>
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<td>phone: 208.282.4544    fax: 208.282.4571</td>
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1) **Apply to the Graduate School at Idaho State University.**

Your application must be submitted with fees paid by February 1st. The address and email information you provide to ISU will be used to contact you regarding your application status. It is important that you notify our department as soon as possible if your contact information changes. Apply and pay fees online at: http://www.isu.edu/departments/graduate/

2) **Apply to CSDCAS.** *Complete ALL sections of the CSDCAS application.*

The Communication Sciences & Disorders Centralized Application Service is located at: https://csdcas.liaisoncas.com/applicant-ux/#/login

**There is only one application for both our campus programs and the online program.** Within the application, you will choose your program preference(s). Your application must be submitted with fees paid by February 1st. Processing time can take up to 4 weeks, so please plan accordingly. **Please carefully read instructions for each section of the application before submitting!** Instructions are located at: https://portal.csdcas.org/csdcasHelpPages/instructions-and-faq/index.html

   a. `Supporting Information/Experiences/Achievements:` 1) employment, related academic, work, volunteer experience, internships
   2) awards, certification areas and endorsements, honors

   b. `Program Materials/Documents (personal essay-maximum 500 words)` - briefly describe:
      1) why you've chosen to pursue a career in SLP
      2) what areas within the profession currently interest you most
      3) what your interpersonal strengths are that prepare you to interact with individuals of all ages and whose backgrounds are different from your own
      4) why ISU is a good choice for you

   c. `Recommendations:` Three letters of recommendation must be submitted directly to CSDCAS. **Do not send letters to our department.** References must complete the evaluation via the online evaluator portal through CSDCAS. It is highly recommended that you contact the reference in person prior to submitting their information to CSDCAS. Please read the instructions located on the CSDCAS website for details. **It is your responsibility to confirm:** 1) references received the reference request email 2) references have successfully submitted the recommendation letter to CSDCAS.

   d. Pay the applicable CSDCAS application fee online and **E-Submit** your completed application by **February 1st**. Processing time can take up to 4 weeks. It is your responsibility to confirm CSDCAS receives all required materials to process your application. It is not considered complete until your CSDCAS application is shown as `Verified` by CSDCAS. Please check the status of your CSDCAS application online.

3) **Send all college transcripts to both Idaho State University Graduate School and CSDCAS.**

   Do **not** send transcripts to our department. Transcripts must be official and mailed directly from your institution to CSDCAS and Idaho State University. **ISU can accept transcripts via email.** If you attended ISU, you do not need to send ISU transcripts to the Graduate School.

   Colleges/Universities should send transcripts to:
   a. ISU Graduate School
      921 S. 8th Ave
      Mail Stop 8075
      Pocatello, ID 83209-8075
      AND
   b. CSDCAS Transcript Processing Center
      PO Box 9113
      Watertown, MA 02471

4) **Take the GRE (Graduate Record Examination) and have the official scores sent to Idaho State University.**

   Use ISU code 4355 Graduate School. Information about the GRE can be found at: [www.ets.org/gre](http://www.ets.org/gre). Scores must be received by the Graduate School no later than **March 1st** in order for your application to be considered. At least one subscore in the 40th percentile or higher is **required** to be considered for our Master’s Program. It is highly recommended you retake the GRE’s if you receive one or more GRE subscore with a single digit percentile. Do **NOT** send GRE scores to CSDCAS.

**Follow-up often to Confirm Receipt of Application Materials and application status.**

   a. **ISU Graduate School:** Check application status online using the login ID and pin you created. If you are having difficulties, you may contact the graduate school at graddean@isu.edu or call 208-282-2150. Once your application status updates -’Ready For Review’, it has been forwarded to our department for review. This status will not change until a decision has been made, i.e. accepted to program, denied, declined offer, withdrew. We strive to have first round offer letters sent no later than April 1st. We will update you on the application progress periodically using the email address you provided on your Idaho State University Graduate School application. Please inform our department immediately if your contact information changes.

   b. **CSDCAS:** Check application status online to ensure your application has been completed, E-submitted and fees paid by Feb 1st. Your application is not considered complete and will not be reviewed until it reaches the status of ‘Verified’. Please check the status of your application often! Contact Customer Service with any difficulties at csdcassinfo@csdcas.org or (617) 612–2030.