



Office of Graduate Studies Apply. Enroll. Enrich.

When applying to the Department of Special Education and Communication Disorders at UNL, all students (*except for Au.D. applicants*) must also apply to the Graduate Studies Office at www.unl.edu/gradstudies. Click on the “Apply Online” button below to complete this application.

Applicants must submit a \$50 payment and one official copy of all college level transcripts or mark sheets to the Office of Graduate Studies within two weeks of application submission. Current UNL students do not need to obtain UNL transcripts, as the Graduate Studies Office can obtain these upon submission of the application. Documents and payment (if applicable) should be sent to:

Graduate Admissions

University of Nebraska-Lincoln
1100 Seaton Hall
P.O. Box 880619
Lincoln, NE 68588-0619

Graduate Studies Bulletin: The Graduate Studies Bulletin contains detailed information about graduate programs, policies, and courses at the University of Nebraska-Lincoln. The dynamic Bulletin can be viewed at <http://bulletin.unl.edu>, or a static version can be downloaded at www.unl.edu/unlpub/bulletin_grad.

Apply Online!



APPLICATION FOR ADMISSION TO THE Ph.D./Ed.D. PROGRAM IN SPECIAL EDUCATION AND COMMUNICATION DISORDERS

ADMISSION CLASSIFICATIONS

Full Graduate Standing: All admission criteria have been met and there are no deficiencies in your education preparation.

Full Graduate Standing with Deficiencies: Criteria for admission have been met, but you need additional courses to eliminate deficiencies in you educational preparation.

Provisional: Provisional admission means that you will be eligible for Full Graduate Standing once you have fulfilled a specific provision or provisions to your admissions.

ADMISSION PROCEDURES

Application materials can be accessed at <http://www.unl.edu/barkley/forms> or obtained from the Graduate Secretary.

- Graduate College Application: Complete the application form and submit the application fee of \$45.00 to the Graduate College.
- Departmental Application: Complete and return this form to the Graduate Secretary.
- Three Letters of Recommendation: Submit three letters of recommendation from individuals able to comment on your potential to succeed in a doctoral program. Have these letters sent directly to the Graduate Secretary.
- Two Official Transcripts: Transcripts from each college or university you have attended should be sent to the Graduate College. That office will keep one copy and forward the other copy to the Graduate Secretary for your admission file.
- Graduate Record Examination (GRE) Scores: An official GRE report must be sent to the Graduate College and that office will then forward the official copy to our department. The Special Education and Communication Disorders Department **does not** accept the Miller's Analogy Test (MAT) as a substitute for the GRE.
- Professional Goals and Vita or Resume: Provide a written statement of your professional goals, and a copy of your vita and resume.
- Supplementary Materials: You are encouraged to supplement your application with copies of research papers, paper presentations at professional meetings, and/or masters thesis. These materials will assist the selection committee in judging your potential to conduct research and scholarly activities.
- Written Statement From Program Mentor: Each student must be sponsored for admission by a faculty mentor from the Special Education or Communication Disorders programs of the University of Nebraska-Lincoln. You must request that your sponsoring mentor write a brief statement, which indicates that he/she has agreed to be your program mentor and there is a match of research interests. The mentor can also write a separate letter of recommendation for #3 above.

FINAL CHECK LIST

Graduate Secretary

318 Barkley Memorial Center
University of Nebraska-Lincoln
Lincoln, Nebraska 68583-0738
(402) 472-2141

- _____ Departmental Application
- _____ Letters of Recommendation (3)
- _____ Photocopy of GRE Scores
- _____ Supplementary Materials
- _____ Statement of Professional Goals
- _____ Request From Program Mentor
- _____ Copy of Vita or Resume

Office of Graduate Studies

1100 Seaton Hall
University of Nebraska-Lincoln
Lincoln, Nebraska 68588-0619
(402) 472-2878

- _____ Graduate College Application
- _____ \$45.00 Application Fee
- _____ Official Transcripts
- _____ Official GRE Scores



DEPARTMENTAL APPLICATION
FOR ADMISSION TO DOCTORAL STUDIES
SPECIAL EDUCATION & COMMUNICATION DISORDERS

Name _____ UNL I.D. # _____

Current Address _____

Home Phone Number _____ Work Phone Number _____

Email _____ Birthdate _____

Check the name of the program to which you are applying:

Speech-Language Pathology _____ Audiology _____ Special Education _____

Degree Objective:

Ph.D. _____ (SPED, SLP or AUD) Ed.D. _____ (SPED Only) Proposed Entry Date _____

Post-Secondary Education:

Table with 4 columns: INSTITUTION, DATE, MAJOR, DEGREE. Includes three rows of blank lines for data entry.

Overall Undergraduate GPA _____ Undergraduate GPA in Major _____ Graduate GPA _____

*NOTE: In calculating your GPA, disregard (+) and (-) grades. Assign point values as A=4, B=3, C=2, D=1, F=0.

Graduate Record Examination (GRE): You must provide an official report of GRE scores as part of the application.

Verbal _____ Quantitative _____ Analytical _____ Exam Date _____

ATTACH A STATEMENT OF PROFESSIONAL GOALS, SUPPLEMENTARY MATERIALS, AND VITA OR RESUME TO THIS FORM AND SEND DIRECTLY TO THE GRADUATE SECRETARY.

RECOMMENDATION FOR GRADUATE ADMISSION
COMMUNICATION DISORDERS



To Be Completed By The Applicant

Name of Applicant: _____			
Area of Specialization: <input type="checkbox"/> Speech-Lang Path <input type="checkbox"/> Audiology		Degree Objective: <input type="checkbox"/> M.S. <input type="checkbox"/> Au.D. <input type="checkbox"/> Ph.D.	
Under the Family Educational Rights and Privacy Act, university students have the right to inspect their files upon request. Sign in the appropriate place to indicate your wishes regarding future access to this document.			
I retain my right of access to this recommendation.		I waive my right of access to this recommendation.	
_____ Signature	_____ Date	_____ Signature	_____ Date

To Be Completed By The Person Writing The Recommendation

Rate the applicant on the qualities listed below.

	Excellent	Good	Average	Poor	No Basis for Judgment
1. Interpersonal/Interactional skills with peers					
2. Interpersonal/Interactional skills with clients					
3. Interpersonal/Interactional skills with faculty, staff, and professionals					
4. Ability to apply theory to clinical practice					
5. Oral communication skills					
6. Writing skills					
7. Contribute appropriately to teams					
8. Initiative, self-reliance					
9. Dependability, punctuality, responsibility					
10. Judgment and maturity					
11. Ability to accept and benefit from constructive criticism					
12. Independent thought					
13. Self-evaluation skills					

In what capacity and for how long have you known the applicant? In the space provided, on the back, or on an additional sheet of paper, please provide one or two statements that best describe this applicant.

Does this applicant have Ph.D. potential? yes no
Comments:

Do you have any reservations about this student? yes no
Comments:

What is your overall recommendation regarding this applicant's admission to the graduate program?

very strong strong average below average do not recommend

Name: _____ Signature: _____

Institution: _____ Position: _____

Email: _____ Phone: _____ Date: _____

Mail to: Admissions Coordinator, 318 Barkley Center, University of Nebraska-Lincoln, Lincoln, NE 68583-0738 (fax 402-472-7697)

Do not return this form to the Graduate Studies Office.

UNL does not discriminate in its academic, admission, or employment programs and abides by all federal regulations pertaining to the same.

QUALIFICATIONS TO APPLY:

Any graduate student may apply for a graduate assistantship if he/she is:

1. **Accepted** (unprovisionally) into the graduate program (M.S., Au.D., Ph.D.) in Communication Disorders;
2. **Registered as a full-time student** the semesters for which he/she requests a graduate assistantship;
3. **Not student-teaching** or on another extended field experience during the semester for which he/she requests a GA; &
4. **Capable of fulfilling the qualifications and duties** described in any of the job descriptions listed below.

SELECTION CRITERIA:

Priority will be given to applicants with:

1. Competency in oral and written communication;
2. Clerical keyboarding and computer/software skills;
3. Leadership/organizational skills;
4. Experience in school, laboratory or clinical settings; or
5. Experience that has developed specific skills required for GA tasks.

APPLICATION:

Submit application to: Admissions Coordinator
318 Barkley Memorial Center
University of Nebraska-Lincoln
Lincoln, Nebraska 68583-0738

by January 15 for the following academic year. Graduate Assistants wishing to continue their assignments must reapply each year. Applications will be reviewed shortly after the closing dates but will be accepted until all positions are appropriately filled. Final notification will be mailed to students by June 15.

BENEFITS:

Graduate Assistants are generally awarded a tuition waiver for each semester they are employed. In addition, a monthly stipend is awarded for the duration of their employment as a GA. The actual amount of each stipend is determined each year on the basis of available budgets. Twelve credits of resident tuition are waived each semester if (a) the graduate assistantship is for a minimum of four continuous months, (b) the graduate assistantship is no less than 13 hours/week, and (c) stipend is at least \$2,400 per semester. The subsequent summer tuition (6 credits maximum) is waived if the GA for the Fall and Spring semesters equals the minimum amount specified in the current UNL Graduate Studies Bulletin.

EXPECTATIONS:

Graduate Assistantships are part-time jobs awarded to qualified students to assist them with the financial responsibilities associated with full-time enrollment in graduate school. Each GA will be assigned to one or more faculty members in the Communication Disorders Unit and expected to work at least 13 hours a week. GAs are expected to register as full-time students but not exceed 14 credits/semester. Students who receive graduate assistantships are not permitted to hold other employment unless such employment, in combination with their assistantship, does not exceed a total of 20 hours/week.

Work will begin the Monday prior to the start of classes each semester and continue weekly (including Fall and Spring Break Weeks) through the full week after final exams. A schedule of specific work hours will be arranged each semester with the assigned faculty advisor and with consideration given to the student's schedule of classes.

Students may not receive graduate assistantships during semesters in which they student teach or complete required field experiences. These practicum assignments necessitate the student to be away from campus many hours and do not provide adequate opportunity to complete GA work assignments. No student will be eligible to receive an assistantship for more than two years (four academic semesters).

JOB DESCRIPTIONS

The actual number of GAs hired each semester is determined by the availability of funds, needs of the department faculty, and qualifications of applicants. The Communication Disorders Unit generally has need for GAs who can fulfill one or more of the qualifications and duties described below.

Research/Teaching Assistance. Duties include assisting with data collection, possibly at an off-campus site; coding data; using a computer for data entry or coding; completing library searches; photocopying or collating needed research materials and references; proof-reading drafts of surveys, manuscripts, and letters; and making phone calls to subjects or project collaborators. Assistants should have good verbal presentation skills and be able to dialogue effectively with adults. GAs may be requested to proctor exams, assist with grading exams and class projects, maintain class records, tutor students, and engage in problem-solving and brainstorming with faculty members or students. GAs need to be familiar with copying and fax machines and have adequate typing skills for word processing tasks.

Undergraduate Courses. GAs assigned to assist with undergraduate courses must possess good skills in time management, organization of projects, and interpersonal communication. Responsibilities will include preparation of handouts and class materials, phonetic transcription and grading, facilitating small group activities, record keeping, grading assignments, and supervising class activities.



GRADUATE ASSISTANTSHIP APPLICATION FORM
COMMUNICATION DISORDERS
University of Nebraska-Lincoln

Return application to: Admissions Coordinator
University of Nebraska-Lincoln
318 Barkley Memorial Center
Lincoln, Nebraska 68583-0738

DEADLINE: January 15.

ASSISTANTSHIPS ARE NOT AVAILABLE DURING THE SEMESTER A STUDENT ENROLLS FOR STUDENT TEACHING OR AN EXTERNSHIP.

[] New Applicant [] GA reapplication (Please attach a letter of recommendation from previous faculty/supervisor)

Requesting assistantship for: [] Fall only [] Spring only [] Both, Year 20__ - 20__ Nebraska Resident: [] Yes [] No

Name: (Last) (First) (MI) UNL I.D. #:

Current Address: (Number & Street) (City) (State) (Zip) Phone:

Permanent Address: (Number & Street) (City) (State) (Zip) Phone:

Email: What is your degree objective? [] M.S. [] Au.D. [] Ph.D.

I have read the attached job descriptions. I believe I am qualified for a Graduate Assistantship for the following jobs: (mark all that apply): [] Research/Teaching Assistant [] Undergraduate SLP&A Courses

Describe your specific skills for supporting research activities and give reasons why you should be considered for the position you have checked above. (i.e., data collection, coding, library searches, editing, etc.)

Describe your specific skills for supporting teaching activities and give reasons why you should be considered for the positions you have checked above. (i.e., oral & written communication, tutoring/teaching, maintaining records, etc.)

Provide a rationale for financial need and list other financial assistance applied for or awarded for the upcoming academic year.

THIS APPLICATION IS VALID FOR ONLY ONE ACADEMIC YEAR

(Applicant's Signature)

(Date of Application)

Advisor Support Agreement Doctoral Degree

Department of Special Education and Communication Disorders

This form, with all affirmative responses and a faculty member signature, is required before a student can be admitted to the doctoral program in special education or communication disorders.

Regarding: _____
Prospective Student's Name

I have examined the background information and credentials (a minimum of transcripts, but also any other available information about this student should be examined) available to me, and based on this preliminary examination would support the admission of this student to our doctoral program.

_____ Yes _____ No

In one or more conversations or interviews with this student, I have found this person's interpersonal and communication skills, and motivation to be appropriate for admission to a doctoral program.

_____ Yes _____ No

It is the potential advisor's responsibility to obtain and attach to this form, one or more writing samples for the purpose of determining the current and potential scholarly writing skills of a prospective doctoral student. I have found the student's writing sample to be adequate for admission to our doctoral program.

_____ Yes _____ No

In discussions with this student, I have found sufficient commonality of research interests with mine for me to be willing to work with this student if admitted.

_____ Yes _____ No

As a result of my contact with this student, and given my current load including other doctoral students, I am willing to serve as an advisor for this student.*

_____ Yes _____ No

Eligible Graduate Faculty Member Signature

Date

*I recognize that if for any reason I would later be unwilling or unable to continue to serve as the advisor for this student that I would continue to serve as advisor until another advisor could be identified, and I would cooperate fully with the Graduate Faculty Chair and Department Chair to identify an alternate advisor.