Master's Program in Speech and Language Pathology 1987-88 Catalog

Nova University
Master’s Program in Speech and Language Pathology

Center for the Advancement of Education
1987-88 Catalog

Volume 7, Published November, 1987

Policies and programs set forth herein become effective September 1, 1987. The regulations and requirements herein, including fees, are necessarily subject to change without notice at any time at the discretion of the Nova University Administration.

Nova University is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award bachelor’s, master’s, educational specialist, and doctoral degrees. Nova University admits students of any race, color, and national or ethnic origin.

Nova University is a member of the American Association of Colleges for Teacher Education.
The Center for the Advancement of Education

The Center for the Advancement of Education is dedicated to the training and continuing support of teachers, administrators, trainers, and others working in education and related helping professions. These practitioners serve as the bridge between the knowledge base in education and the quality of education experienced by their students. The center hopes to fulfill its commitment to the advancement of education by serving as a resource for practitioners and supporting them in their self-development.

In accomplishing its mission, the center offers educational programs designed to meet the needs of the practitioner and makes a special commitment to provide educational programs in those geographic areas in which there are few resources for the training and for the professional support of the practitioners in education.

Because of its commitment to the working professional, the center offers alternative delivery systems for education that are adaptable to practitioners' work schedules and locations. Center programs reflect and anticipate the needs of practitioners to become more effective in their current positions, to fill emerging roles in the education field, and to be ready to accept changing responsibilities within their own organizations. The center also aids professional educators in achieving personal goals, including certification requirements.

The Center for the Advancement of Education offers

At the doctoral level:
- Ed.D. in Educational Leadership
- Ed.D. in Computer Education
- Ed.D. in Higher Education; Vocational, Technical, Occupational Education; or Adult Education
- Ed.D. in Early and Middle Childhood

At the master's or educational specialist level:
- The GEM Programs
- M.S. in Computer Education
- Ed.S. in Computer Education
- M.S. in Speech and Language Pathology
- M.S. in Child and Youth Care Administration
Master's Program in Speech and Language Pathology

Nova's Master of Science Degree Program with a major in Speech-Language Pathology was designed to provide the necessary coursework and clinical experience for persons who plan to obtain Florida certification in Speech-Language Pathology and who plan to prepare for the Certificate of Clinical Competence awarded by the American Speech-Language-Hearing Association (ASHA). The Master's Program in Speech and Language Pathology has been approved by The Florida State Department of Education. Consequently, individuals may complete coursework and clinical requirements for Certification for Speech Correction by the Florida State Department of Education.

The Speech-Language Pathology major is offered at the master's level. However, persons with bachelor's degrees in other disciplines can obtain necessary background prerequisite courses. Individuals completing an undergraduate degree at Nova College can enroll for prerequisite courses as electives.

Admission Requirements

Persons with an undergraduate degree or specialty in speech-language pathology and/or audiology, in most cases, will have met the requirements for prerequisite and related area courses. Prospective graduate students with a background in speech correction and/or audiology may transfer to the graduate program a maximum of 150 clock-hours with accompanying documentation from the university in which the hours were accumulated.

Persons eligible for admission to the program are:

1) Individuals with a bachelor's degree from a regionally accredited college or university with specialty in speech-language pathology and/or audiology and a cumulative grade point average of 3.0 (B) or above (on a 4-point scale) on all coursework in the major or specialty. Persons with less than a 3.0 (B) average enter the program on a probationary status.

2) Individuals with a B.A or a B.S. in a major other than speech-language pathology enter the program taking the prerequisite course sequence and must maintain a 3.0 (B) average in order to begin the graduate sequence.

3) Students completing a bachelor's degree may begin taking the prescribed prerequisite and related area courses. A minimum grade point average of 3.0 (B) must be maintained in the speech-language prerequisite courses. Any prerequisite course with grade lower than C must be repeated (one time only) and a grade of a B or A achieved.
Program Requirements and Transfer of Credit

Thirty-nine credits of graduate work (exclusive of labs and practicums), 25 hours of guided clinical observation, and 300 clock hours of supervised clinical experience must be completed for the M.S. degree in Speech-Language Pathology and for meeting the requirements of the American Speech-Language-Hearing Association (ASHA). Requirements listed above are minimal requirements and may be increased depending on individual needs.

Transfer of graduate level credit up to a maximum of six semester hours from an accredited institution (with a grade of A or B) may be allowed. These credits must have been earned within the ten years prior to acceptance into the Nova program. Transfer of a maximum of 150 clock hours of clinical practicum experience will be allowed when documented by the accredited institution where the hours were accrued and verified by the signature of a faculty member holding the Certificate of Clinical Competence (CCC).

Program Overview

All students are expected to complete a minimum of 39 credit-hours (exclusive of all labs and practicums) in specific required master's level coursework at Nova University. This basic 39 credit-hour program is designed so that it meets course requirements for the Certificate of Clinical Competence (CCC) awarded by ASHA, for Certification in Speech Correction by the Florida State Department of Education, and for state licensure. The typical course of study can be completed in approximately two years including both the academic and clinical requirements. In addition to the 39 credit hours, students are required to complete a minimum of 25 clock hours of observation and 300 clock-hours of clinical experience under the supervision of program faculty or staff from University approved clinical affiliates. Supervisors hold the Certificate of Clinical Competence in Speech-Language Pathology and/or Audiology.

Admission to further coursework in the program beyond the first six graduate credit hours requires completion of the BA/BS degree. Courses are offered evenings and Saturdays and clinical practicums and labs are scheduled with respect to the availability of clients presenting specific disorders, and the student's schedule.
Academic Expectations

Admission to Degree Candidacy

Students majoring in Speech-Language Pathology become eligible for admission to candidacy for the master of science degree after:

1) Completion of two six-credit modules with a 3.0 (B) average. Prerequisite or related courses may not be used for this purpose but a plan must exist for the completion of such courses.

Note: It is the student's responsibility to apply for "Admission to Degree Candidacy" by completing the appropriate form and submitting it to the department at the end of the second semester. Only students who have been admitted to degree candidacy will be permitted to enroll for clinical labs/practicums.

2) Submission of a positive recommendation from program faculty who have worked with the student in an instructional and/or supervisory capacity. The basis for this evaluation includes all coursework; clinical work; and the student's communication skills—including speech, oral and written language skills.

Following completion of the above steps, a review of the student's records by the program faculty will result in one of the following recommendations:

a) unqualified acceptance;

b) probationary status (which may require additional coursework and/or clinical hours, speech-language remedial work, or health status certification from a designated professional); or

c) termination from the program.

After the candidacy committee has reviewed the student's files and recommendations, formal letters are mailed to the students indicating their status.

Note: Following admission to candidacy, the student must continue to maintain a 3.0 (B) average in both coursework and clinic work in order to remain in the program.
Grading

Speech-language pathology students must maintain a grade point average of at least 3.0 (B) to remain in the program. Students are expected to maintain a 3.0 (B) average in both the clinic practicums and labs as well as the academic courses. If a student fails to maintain a 3.0 (B) average in either the course work or the clinic work (on or off campus) the student is automatically dropped from the program.

Incomplete (I) grades must be made up within six months of the final meeting of the course, as stipulated by the instructor; otherwise, a grade of F will automatically appear in the permanent records. An "Incomplete Grade Contract" must be signed by the student and the instructor or supervisor.

Students who receive a grade of D or F in any course, must repeat the course and earn a grade of A or B. The grade earned the first time the course is taken is not averaged with the grade achieved when the course is repeated. In order to receive credit for clock hours completed in any lab or practicum, a grade of A or B must be earned for that experience. Students who earn a grade of C, D, F in any lab or practicum will not receive credit for any clock hour completed; they must repeat the lab/practicum. A course may not be repeated more than once because of a low grade.

The University grading system is as follows:
A (4.0) = Excellent achievement
B (3.0) = Good achievement
C (2.0) = Below expectations for a graduate student
D (1.0) = Poor achievement
F (0) = Failure
I (0) = Incomplete

Degree Completion Requirements

To graduate a student must complete a minimum of 39 credit hours of master's level coursework, any prerequisite and related area courses prescribed in order to meet ASHA certification requirements, and all clinical practicums/labs to fulfill requirements for numbers of clock hours and/or types of communication disorders. Students in the 39 credit-hour basic program may take up to a maximum of five years from the date of their first registration to complete all degree requirements.
The University recognizes that individual programs require differing time limits for the completion of academic studies leading to a degree. Therefore, the time frame is a matter within the discretion of each academic program.

Students who are faced with a temporary personal or professional crisis and find that they cannot keep up with their cohort should complete a temporary withdrawal form and submit it to the program director. Students who officially withdraw may petition the program director if they wish to re-enter the program with another cohort, continuing their course of study at the point following the last module for which they received a grade. Students may re-enter the program only once and will be expected to follow all regulations and pay all fees and tuition applying to the new cohort they join and its program sequence.
Registration

Students at the main campus must register in the department at a date and time announced for each semester. When departmental registration is complete, the students must go to the Registrar's office to pay fees, etc. Students in Field-Based Programs will register with the Curriculum Coordinator for each program, generally on the first day of classes for a new module. All students should meet individually with the Associate Program Director to plan a program sequence and practicum/lab assignments. Students will then be assigned a faculty advisor for the remainder of the program.

Graduation

Although a formal graduation ceremony is held once a year in June, students may receive their diplomas soon after the completion of all degree requirements throughout the year. When the student is in the last semester of academic/clinical work, he/she must apply for graduation and pay a fee in the Registrar's office. The student must also notify the department, in writing, of the intention to graduate. The department will review the student's credentials to determine whether all degree requirements have been met.

Grievance

When questions about procedures, decisions, or judgments occur, counseling is available for discussion and resolution of differences. Students may also have recourse to more formal avenues of appeal and redress. An appeals policy is available upon request from the Student Affairs Department of the Center for the Advancement of Education.

Student Costs

Costs include a $30.00 one-time, nonrefundable application fee for students who have not previously applied to a Nova program. Tuition is $195.00 per credit hour for all work taken in the program: courses, clinical labs, and practicums. Students who must take additional coursework at the graduate or undergraduate level register for these additional courses at the tuition rate prevailing at the time in either Nova University or Nova College. Tuition and registration fees must be paid at least one week before the first class session; otherwise, a $25.00 late fee will be charged.
Tuition Payment Policy

Payment and registration must be received by the Registrar or, for field-based students, by the curriculum coordinator by the first class session; otherwise, a $25 late fee will be charged.

For students wishing to make three payments, one third of the total tuition payment must be received at least one week before the first class session. The second payment of one third is due no later than the fifth class session. The third and final payment must be received no later than the ninth class session. A $25 late fee will be charged if any of the three payments is received after the due dates. When taking only one course, practicum, or lab, the same payment schedule and procedure to be followed.

Tuition Refund Policy

Fees other than tuition are not refundable. Students who wish to receive a refund of tuition must notify, in writing, the director of their reasons for withdrawal. Refunds will be based on the postmark date of written notification. Unless written notification of withdrawal is on file, students are assumed to be active participants and are responsible for tuition payments connected with their signed registration forms whether or not an initial payment has been submitted. In the case of a refund, the following schedule applies:

· For 100% refund: withdrawal in writing prior to the first class session.
· For a 75% refund: withdrawal in writing before the second class session, regardless of class attendance.
· For a 50% refund: withdrawal in writing before the third class session, regardless of class attendance.
· After the third class session, no tuition will be refunded.

Financial Aid

Nova University operates several financial aid programs to assist students in meeting direct and indirect educational expenses. Its financial aid programs derive from federal, state, and private sources. Details of the various programs are available from the Office of Student Financial Planning and Resources, Nova University. Telephone number (305) 475-7410.
Program Sequence

The course sequence is designed to meet the coursework requirements for the Master of Science Degree in Speech-Language Pathology and the Certificate of Clinical Competence.

Typical Sequence for Individuals with a Background in Speech-Language Pathology:

Spring #1  
SLP 5101  
Anatomy and Physiology of the Auditory and Vocal Mechanism  
SLP 5301  
Speech-Language Development

Summer #1  
SLP 5104  
Speech Perception and Phonology  
SLP 5601*  
Clinical Procedures

Fall #1  
SLP 5110*  
Diagnosis of Language and Speech Disorders  
SLP 5504  
Language Disorders in Children

Winter #1  
SLP 5105  
Phonological Disorders

Spring #2  
AUD 5101  
Fundamentals of Audiology  
AUD 5104  
Audiology Practicum

Summer #2  
SLP 5115  
Voice Disorders  
AUD 5501  
Rehabilitative Procedures for the Hearing Impaired

Fall #2  
SLP 5116  
Stuttering Disorders in Children and Adults

*Aural Habilitation Practicum SLP 5993

*Must be completed prior to enrolling in labs or practicums.
Note: Students will schedule SLP 5993 On-Campus clinical lab for the cycles mutually agreed upon with an advisor. This lab will be offered to students who are eligible to accrue clock hours; they are scheduled according to previous clinical experience. Students must also complete two off-campus clinical practicums which may be any combination of SLP 5400 (nonpublic school placement) and SLP 5500 (K-12 placement).

Typical Prerequisite Sequence for Individuals without a Background in Speech-Language Pathology:

<table>
<thead>
<tr>
<th>Spring #1</th>
<th>Summer #1</th>
<th>Fall #1</th>
<th>Winter #1</th>
</tr>
</thead>
<tbody>
<tr>
<td>SLP 5002</td>
<td>SLP 5000</td>
<td>SLP 5003</td>
<td>SLP 5001</td>
</tr>
<tr>
<td>Phonetics</td>
<td>Introduction to Hearing, Language, and Speech Disorders</td>
<td>Anatomy and Physiology of Hearing</td>
<td>Anatomy and Physiology of the Auditory and Vocal Mechanism</td>
</tr>
</tbody>
</table>

Note: In addition to the coursework requirements, the University and ASHA require a minimum of 25 clock hours of observation and 300 clinical clock hours of experience.
Course Descriptions

Master's Degree Level Courses

SLP 5104 Speech Perception and Phonology (3 credits)
Theories related to the physical process of speech, motor speech production, distinctive feature analysis and phonological processes.

SLP 5105 Phonological Disorders (3 credits). Application of speech production theory to the management of disorders of phonology, including: apraxia, dyspraxia, oral motor dysfunction, and dysphagia.

SLP 5101 Anatomy and Physiology of the Auditory and Vocal Mechanisms (3 credits) Anatomic and physiologic basis for the normal development and use of speech, language, and hearing.

SLP 5110 Diagnosis of Language and Speech Problems (4 credits) Study of test interpretation and relationships between subtests in order to make a differential diagnosis.

SLP 5504 Language Disorders in Children (3 credits) Clinical procedures for an array of pathological conditions of language affecting children, including developmental and acquired problems.

SLP 5502 Language Disorders in Adults (3 credits) Clinical procedures for an array of pathological conditions of language affecting adults.

SLP 5115 Voice Disorders in Children and Adults (3 credits) Etiological factors, procedures for diagnosis, remediation, and interdisciplinary management of individuals with functional and organic voice disorders, e.g., dysphonia, nodules, cleft palate, and other disorders of resonance.

SLP 5116 Stuttering Disorders in Children and Adults (3 credits) Etiology, diagnosis, and management of children and adults with disorders of fluency, e.g., developmental stuttering, neurologically based stuttering, and cluttering.
SLP 5601 Clinical Procedures (3 credits) Introduction to clinical management including testing, remedial procedures, parent counseling, test construction, progress monitoring.

SLP 5301 Speech and Language Development (3 credits) Study of normally developing communicative skills in infants and young children. Observational techniques, precursors to speech, pragmatics, analysis of vocal output.

AUD 5101 Fundamentals of Audiology (3 credits) Introduction to hearing testing, test interpretation, and implications for client management.

AUD 5501 Habilitative/Rehabilitative Procedures for the Hearing Impaired (3 credits) Remediation of communication problems resulting from hearing impairment. Use of amplification and assistive devices.

Labs and Practicums

SLP 5993 Lab (2 credits) On-campus clinical practice to be repeated as necessary to satisfy clinical clock hours, to obtain experience with varied pathologies, and to obtain faculty recommendations for off-campus placement.

SLP 5400 Clinical Practicum I (2 credits) Off-campus placement in speech-language-hearing department of hospital, clinic, private practice, etc. May be repeated once to satisfy clinical clock hours and to obtain experience with varied pathologies.

SLP 5500 Clinical Practicum II K-12 (2 credits) Off-campus placement in a private or public school setting. Must be taken by those students without school experience who wish to obtain certification as speech pathologists for the State Department of Education.

AUD 5104 Audiology Practicum (1 credit) Initial practice in hearing testing and opportunity to accrue ASHA clock hours.

AUD 5105 Aural Habilitation/Rehabilitation Practicum (1 credit) Clinical practice in the management of children and adults who are hearing impaired, e.g., use of amplification, speech reading, and auditory training techniques.
Prerequisite Courses

SLP 5000 Introduction to Hearing Speech and Language Disorders (3 credits) An overview including manifestations, classifications and causes. Identification, screening, and referral procedures for speech pathologists, classroom teachers, special educators, and school and public health administrators.

SLP 5003 Anatomy and Physiology of Hearing (3 credits) Introduction to the anatomy, physiology, and neuroanatomy of the auditory system.

SLP 5001 Anatomy and Physiology of the Vocal Mechanism (3 credits) Introduction to the anatomy, physiology and neurophysiology of the vocal mechanism.

SLP 5002 Phonetics (3 credits) Introduction to articulatory and acoustic phonetics as related to speech communication.
Nova University Policies
Governing Student Relations

General

Nova University hereinafter referred to as Nova, has established specific policies, procedures, and guidelines defining its relationship with its students. The term student as used herein defines the student, or parents of the student if the student qualifies as a dependent under the provisions of the Internal Revenue Code.

Institutional and Academic Information

Nova and its composite academic units periodically publish bulletins or catalogs describing Nova and its academic programs. These bulletins are available to enrolled and prospective students through the various admissions offices associated with the academic units or from the Office of the Registrar. Each academic unit, group of units, and/or the Office of the Registrar, maintains at least one full-time employee to assist all students in obtaining information.

Financial Aid

Student Financial Aid at Nova University

Nova University offers a comprehensive program of financial aid to assist students in meeting educational expenses. Financial aid is available to help cover direct educational costs such as tuition, fees, and books as well as indirect expenses such as food, clothing, and transportation. The primary responsibility for paying for education rests with the student and his or her family. Financial aid is available to “fill the gap” between the cost of education and the amount the family can reasonably be expected to contribute.

In order to qualify and remain eligible for financial aid, students must be accepted for admission into a University program; eligible for continued enrollment; a United States
citizen, national or permanent resident; and making satisfactory academic progress toward a stated educational objective in accordance with the University's policy on satisfactory progress for financial aid recipients.

The priority deadline for the 1988/89 academic year is April 1, 1988. All applications received after that date will be considered on a funds-available basis. The last day to apply for any assistance for 1987/88 is April 1, 1988.

For information on sources of aid and for application forms, please contact:

Nova University
Office of Student Financial Planning and Resources
3301 College Avenue, Parker Building, Room 348
Ft. Lauderdale, Florida 33314
Broward: (305) 475-7410
Dade: (305) 940-6447
Florida Wats: 1-800-432-5021 ext. 7410

When to Apply

Normal processing time for a financial aid application is six to eight weeks; however, loan applications may take up to 12 weeks because of additional bank and guarantee agency processing. Students should apply well in advance of the date that funds will be needed.

All students must reapply for aid annually. Applications are generally available each January for the following academic year.

Veterans Benefits

All programs described in this bulletin are approved for veteran's training by the Florida Department of Education. Benefits are paid by the VA on an independent study basis, which is equivalent to less-than-half-time training. Eligible veterans and veterans' dependents should contact the Office of the Registrar for more information.
Progress Records

Nova University maintains up-to-date progress records on each student. Each VA student will be provided with a grade/progress report at the end of every term. A copy of each report will be placed in the student’s permanent file maintained by the University.

The Center for Advancement of Education maintains up-to-date progress records on each student with a working transcript which shows current status of grades and earned semester hours for all courses completed and/or attempted. Working transcripts show courses in which the student is currently enrolled in.

STANDARDS OF PROGRESS FOR VA STUDENTS

A VA student must attain and maintain a minimum grade point average (GPA) of not less than a 3.0 ("B" Grade) each evaluation period (e.g. term, semester, quarter). He/she also must meet any skill or technical requirements of his/her particular program.

Each VA student is expected to complete the program within the number of training hours approved by the State Approving Agency for Veterans Training. If at any point in time it is determined that a VA student cannot successfully complete the program within the approved number of hours, the student’s VA educational benefits will be terminated for unsatisfactory progress.

A VA student who, at the end of any evaluation period, has not attained and maintained satisfactory progress (3.0 GPA or better) will be placed on academic probation for the next evaluation period. Should the student not attain and maintain satisfactory progress (3.0 GPA or better) by the end of the probationary period (one evaluation period), the student’s VA educational benefits will be terminated for unsatisfactory progress.

A student whose VA educational benefits have been terminated for unsatisfactory progress may petition the school to be recertified after one evaluation period has elapsed. The school may recertify the student for VA educational benefits only if there is a reasonable likelihood that the student will be able to attain and maintain satisfactory progress for the remainder of the program.
Housing

Located on the main campus is the Nova Cultural and Living Complex. Three buildings of 90 one- and two-bedroom unfurnished apartments are available for graduate and married students. A five-story building of two-bedroom furnished apartments is available for undergraduate and other students. Apartments are leased to full-time students on an annual basis. Monthly rental includes utilities and central air conditioning. Rates will be furnished to interested students who are invited to request further information from the Housing Office, Nova University, 3301 College Avenue, Fort Lauderdale, Florida, 33314. Housing is limited by program and availability.

Applications for housing for the fall term should be submitted prior to May 31.
Nondiscrimination

Nova fully subscribes to and practices a policy of nondiscrimination in admissions and enrollment. No applicant or enrolled student shall be discriminated against because of religion, sex, handicap, color, national or ethnic origin. The University registrar is designated as the policy coordinator to assure compliance with all federal, state, and local laws and regulations relative to nondiscrimination.

Privacy of Records

Nova University maintains a system of records which include application forms, letters of recommendation, admission test scores, and transcripts of students' previous academic records and performance while in residence. These records are available for review by present and former students upon written request to the registrar's office. However, the registrar's office will not release transcripts of students' academic records until all their accounts, both academic and non-academic, have been paid.

The law limits access by and disclosure to a third party. Such access is given only upon consent of the student or if required by law, except for the following information which may be released as directory information: a) student's name; b) dates of attendance; c) degree and awards received. Requests for such information must be submitted in writing to the registrar. The University reserves the right to refuse the above information if the reason for the request is not considered to be a sufficient need to know.

Any student or parent not wishing to have this information disclosed should notify the Office of the Registrar in writing prior to September 1st of the relevant school year.

A person does not have the right of access to educational records until he or she has been admitted to and has actually begun attending Nova University. There is no prohibition from disclosing such information to the parents of students who are listed on their parents' federal income tax forms.

Parents or eligible students will be provided a hearing by the University if they wish to challenge the content of the record. If they are still not satisfied, the parents or eligible students may add explanatory or rebuttal matter to the record.

If the students or parents are denied access to a hearing or if the records are alleged to have been illegally disclosed to a third party, the students or parents may file a complaint with the United States Department of Education.

The Nova University general policies on student relations are on file in the Office of the Registrar.
Student Rights and Responsibilities

Academic Rights and Responsibilities

Nova University as a community of women and men, is committed to furthering scholarship, academic pursuits, and service to our society. As an institution, our purpose is to assure every student an equal opportunity to fulfill her or his potential as a student at the highest standard of excellence.

Certain rights and obligations flow from membership in the academic community including--

1. the rights of personal and intellectual freedom that are fundamental to the idea of a university,
2. a scrupulous respect for the equal rights of others,
3. a dedication to the scholarly and educational purposes of the University and participation in promoting and assuring the academic quality and credibility of the institution.

The University expects its students to manifest a commitment to academic integrity, and to that end, a definition of original work is presented for each student's information, instruction, and acceptance.

Student Conduct

Students are expected to comply with the legal and ethical standards of the institution. Academic dishonesty and/or non-academic misconduct will result in disciplinary action. Specific instances of misconduct include, but are not limited to, cheating, plagiarism, knowingly furnishing false information to the institution, and forgiving or altering institution documents and/or academic credentials.

The institution reserves the right to require a student to withdraw at any time for misconduct as described above. It also reserves the right to impose probation or suspension on a student whose conduct is determined to be unsatisfactory.

Students who feel their rights have been denied are entitled to due process.
Original Work at Nova University

Assignments such as course preparations, exams, tests, projects, term papers, practicums, etc., must be the original work of the student. Original work may include the thoughts and words of another, but if this is the case, those ideas or words must be indicated by quotation marks or other accepted reference devices.

Work is not original that has been submitted previously by the author or by anyone else for academic credit. Work is not original that has been copied or partially copied from any other source including another student unless such copying is acknowledged by the person submitting the work for credit at the time the work is being submitted or unless copying, sharing, or joint authorship is an expressed part of the assignment. Exams and tests are original work when no unauthorized aid is given, received, or used prior to or during the course of the examination.

Referencing the Works of Another

All academic work submitted to Nova University for credit or as partial fulfillment of course requirements must adhere to the accepted rules of documentation. Standards of scholarship require that proper acknowledgment be given by the writer when the thoughts and words of another are used. It is recommended that students acquire a style manual appropriate to their program of study and become familiar with accepted scholarly and editorial practice.

Reservation of Power

Nova shall reserve the right to amend, modify, change, add to or delete from such rules and regulations that may affect its relations with its students, as may be prescribed by law or deemed necessary by the administration.

Further, Nova reserves the right to change academic requirements, curriculum, tuition, and/or fees when in the judgment of the administration such changes are required.
Nova University Learning Resources

Library Resources

The Albert and Birdie EINSTEIN LIBRARY is located in the Louis W. Parker Building on the main campus and houses the University's major collection of books and periodicals. This collection encompasses the disciplines of the behavioral sciences, the humanities, public administration, computer sciences, business administration, legal studies, and education.

This facility contains individual study carrels and microform readers and a printer. The Einstein Library is open for research more than 80 hours per week.

The UNIVERSITY SCHOOL MEDIA CENTER, for pre-kindergarten through middle school students, is located in The University School building, and for high school students, is located in the Parker Building. This media center has an integrated collection of print and nonprint materials designed to provide curriculum enrichment resources for students from preschool through high school. Student and faculty involvement in media production is an integral part of the media center.

The William Springer RICHARDSON LIBRARY, housed at the Port Everglades site of the Oceanographic Center, contains a specialized collection of books and periodicals related to research in physical, biological, and chemical oceanography. The Richardson Library may be reached for information at 920-1909.

The LAW LIBRARY is housed in the Leo Goodwin, Sr., Law Building at 3100 S.W. 9th Avenue, Fort Lauderdale. The library collection, now over 250,000 volumes and volume equivalents, contains the standard materials required for legal study and research: English, American, and state periodicals, treatises, and looseleaf services. In addition to this basic collection, the library includes extensive materials in the areas of taxation, land use planning, and international law. It is one of the few collections designated as a depository for the United Nation's documents. The Law Center also houses a majority of the United States Government documents that are deposited with Nova University.
Information Retrieval Service

This service provides computer searches for students in all programs of the Center for the Advancement of Education. The students have direct access to more than 250,000 ERIC documents.

Learning Technology Laboratory

Consisting of a TV studio equipped to video record in color, a well-equipped audio studio, and a graphics room, the laboratory provides excellent media production services for students and faculty. The video recording facilities of the studio are used regularly as a means of enriching student learning.

Learning Technology houses a growing library of instructional materials such as 16mm films, videotapes, filmstrips, slide/tape presentations, audio tapes, and kits for students and faculty use. Full A/V equipment services are also available through the department.

Computing Facilities

The University Computing Facility provides data processing facilities and services for meeting the instructional, research, and administrative needs of the University. The central site is located on the main campus in the Mailman-Hollywood Building. Access to the facility is through terminals and other computer systems located both on the main campus and at other University sites in the Fort Lauderdale area. Time-sharing services are available through the local telephone system. This facility is available to qualified students and faculty for research and for the computer-oriented coursework.

The Advisory Board of the National Ed.D. Program for Educational Leaders has a unique and important responsibility: to help assure that the program continues to provide quality graduate education centered on the needs of contemporary school administrators.

The Board provides advice about curriculum, policies and procedures, program development, and representation of the program to the education community. The Advisory Board generally meets twice each year, once in conjunction with AASA and again at the time of the summer institute.
NOVA UNIVERSITY BOARD OF TRUSTEES

Mrs. Mary R. McCahill, Chairman
Abraham S. Fischler, President
W. Tinsley Ellis, Secretary
Ray Ferrero, Jr.
Harry A. Gampel
William D. Horvitz
Jack L. LaBonte

Marshall B. Lytle II
August C. Paoli
Gabriel A. Rosica
David H. Rush
Terrence J. Smith
Robert A. Steele
Howard P. Swanson

James Farquhar
Chairman Emeritus

Honorary Trustees

Robert O. Barber
George W. English
Hamilton Forman

Louis W. Parker
Myron I. Segal, M.D.
J. Wallace Wrightson

NOVA UNIVERSITY ADMINISTRATION

ABRAHAM S. FISCHLER, President
STEPHEN L. GOLDSMITH, Vice-President for Corporate and
Foundation Relations
JAMES G. GUERDON, Vice-President for Administration
and Finance
OVID C. LEWIS, Vice-President for Academic Affairs
RICHARD G. MILLER, Vice-President for University Relations
and Development
FACULTY AND STAFF FOR THE MASTER'S PROGRAM IN SPEECH AND LANGUAGE PATHOLOGY

RICHARD GOLDMAN
Dean, Center for the Advancement of Education

JACK MILLS
Director

THELMA ALBRITTON
Associate Director

VERA FLIGHT
Coordinator of Marketing

FRAN GORDON
Speech Pathologist

ROBERT K. GREENE
Student Advisor and Call Back Specialist

TONI HEPPLER
Coordinator of Instructional Resources

MARY JO MICHAELIS
Administrative Assistant

BARBARA PACKER
Coordinator, Audiology and Clinical Operations

MICHELE A. PARK
Coordinator of Student Clinical Practicums

JOHANNE PECK
Director of Research and Program Development

ELIZABETH A. POLINER
Director, Information Retrieval Service

MARILYN SEGAL
Director, Family Center

STEPHEN I. SIPLET
Director, Student Affairs

SUSAN TALPINS
Director, Baudhuin School

LINDA SWAILS
Operations Manager

SHELLY VICTOR
Coordinator of Communications Disorder Center

JOAN WALERSTEIN
Speech Pathologist
CENTER FOR THE ADVANCEMENT OF EDUCATION, FACULTY AND ADMINISTRATIVE STAFF

THELMA ALBRITTON
Associate Director, Master's Program in Speech and Language Pathology
A.B. Greensboro College
M.Ed. University of Oregon

NORMA BLACKMAN
Coordinator of Cluster Development
Ed.D. Program in Early and Middle Childhood
B.A. Hunter College
M.S. Syracuse University

ADA CHRISTIE
Assistant to the Director
Programs for Higher Education

CARMEN E. DUMAS
Director of Practicums
GEM Programs
B.A. University of the West Indies
M.Ed. Howard University
Ed.D. George Washington University

LLOYD A. DUVALL
Director, National Ed.D. Program for Educational Leaders
B.S. The Ohio State University
M.A. Kent State University
Ph.D. The Ohio State University

RICHARD DZIK
Coordinator of GEM Programs
B.S. University of Detroit
M.A. Wayne State University
Ed.D. Wayne State University

SUE FASSANELLA
Administrative Assistant
Ed.D. Program in Early and Middle Childhood

DAVID S. FLIGHT
Director of Practicums
National Ed.D. Program for Educational Leaders
A.B. University of Pennsylvania
M.A. Teachers College, Columbia University
Ph.D. The University of Chicago

VERA FLIGHT
Coordinator of Marketing
Center for the Advancement of Education
B.S. Eastern Connecticut State University
M.S. Nova University

RICHARD GOLDMAN
Dean, Center for the Advancement of Education
B.A. University of Pittsburgh
M.Ed. University of Pittsburgh
Ph.D. University of Pittsburgh

FRAN GORDON
Speech Pathologist
Master's Program in Speech and Language Pathology
B.A. Hofstra University
M.A. Hofstra University

ROBERT K. GREENE
Student Advisor and Call Back Specialist
B.A. Florida Atlantic University

TONI HEPPLER
Coordinator of Instructional Resources, Center for the Advancement of Education
B.S. Nova University
M.S. Candidate, Nova University
CYNTHIA L. JACKSON
Practicum Advisor
National Ed.D. Program for
Educational Leaders
B.A. Spelman College
M.A. The Atlanta University
Ph.D. The Ohio State
University

JAMES A. JOHNSON, JR.
Director of Instruction
National Ed.D. Program for
Educational Leaders
B.A. City University of New
York
M.A. City University of New
York
Ph.D. University of California, Irvine

MARY KREUTZER
Student Advisor
B.S. Trenton State College

DORI LUNSFORD
Assistant to the Director
National Ed.D. Program for
Educational Leaders

ABBY MANBURG
Director, Ed.D. Program in
Early and Middle Childhood,
Master's Program for Child
and Youth Care
Administrators
A.B. Temple University
M.S. City College of New York
Ed.D. Nova University

DIANA MARCUS
Director of Program
Development
Ed.D. Program in Early and
Middle Childhood
B.A. Hunter College
M.S. Queens College
Ph.D. University of Connecticut

PEARLINE J. MARTIN
Coordinator of Practicums
GEM Programs
B.S. Milligan College
M.S. Indiana University

MARY JO MICHAELIS
Administrative Assistant
Master's Program in Speech
and Language Pathology

JACK MILLS
Director, M.S. Program in
Speech and Language
Pathology
B.A. University of Texas
M.A. University of Texas
Sc. D. Johns Hopkins
University

JOAN M. MIGNEREY
Associate in Practicums
National Ed.D. Program for
Educational Leaders
B.S. The Defiance College
M.S. Bowling Green State
University
Ph.D. Michigan State
University

ROBERTA MIGNEREY
Administrative Assistant
Graduate Programs in
Computer Education
MBA Nova University

AL MIZEELL
Director, Computer-Based
Graduate Programs in
Computer Education
B.Ed. University of Miami
M.S. Florida State University
Ed.S. Indiana University
Ed.D. Indiana University

ROSS E. MORETON
Director, Programs for Higher
Education
B.S. Carson-Newman College
M.S. East Tennessee State
University
Ed.D. The University of
Mississippi
DEONELLIS
Associate Director
GEM Programs
B.A. State University of N.Y. at Buffalo
M.S. Nova University
Ed.D. Candidate, Nova University

BARBARA PACKER
Coordinator, Audiology and Clinical Operations
Master's Program in Speech and Language Pathology
B.A. Rutgers University
M.S. Columbia University

MICHELLE A. PARK
Coordinator of Student Clinical Practicums,
M.S. Program in Speech and Language Pathology
B.A. University of Miami
M.S. University of South Florida

JOHANNE PECK
Director of Research and Program Development
B.A. University of Maryland
M.A. University of Maryland
M.S. City College of New York
Ph.D. University of Maryland

ELIZABETH A. POLINER
Director, Information Retrieval Service
B.Ed. University of Miami
M.Ed. University of Miami
Ed.S. Candidate, Nova University

NORMAN W. POWELL, JR.
Associate Director, Master's Program for Child and Youth Care Administrators
B.A. American University
M.A. American University
Ed.D. American University

Sylvia Prant
Administrative Assistant
Master's Program for Child and Youth Care Administrators
B.S. Nova University

SANDRA RAMERIZ
Administrative Assistant
GEM Programs

MARY ELLEN SAPP
Director of Practicums, Ed.D. Program in Early and Middle Childhood, Graduate Programs in Computer Education, and Master's Program for Child and Youth Care Administrators
B.Ed. University of Miami
M.Ed. Florida Atlantic University
Ph.D. The Ohio State University

MARILYN SEGAL
Director, Family Center and National Lecturer: Ed.D. Program in Early and Middle Childhood
B.A. Wellesley College
M.S.W. McGill University
Ph.D. Nova University

MARK SELDINE
Student Advisor
B.A. University of South Florida
M. Ed. Florida Atlantic University

STEPHEN I. SIPLET
Director, Student Affairs
B.A. Temple University
M.Ed. Temple University
Ed.S. Temple University
Ed.D. Nova University

J. DONALD STANIER
Director, GEM Programs
B.A. Duquesne University
M.Ed. Towson State University
Ph.D. University of Pittsburgh
LINDA SWAILS  
Operations Manager  
Center for the Advancement of Education

SHELLY VICTOR  
Coordinator of  
Communications Disorder Center  
Master's Program in Speech and Language Pathology  
B.A. State University of New York at Stoneybrook  
M.A. University of Miami

JOAN WALERSTEIN  
Speech Pathologist  
Master's Program in Speech and Language Pathology  
B.A. State University of New York at Cortland  
M.Ed. University of Miami

DORIS WILKINSON  
Student Advisor

SITE COORDINATORS

FT. LAUDERDALE  
Jack Mills  
B.A. University of Texas  
M.A. University of Texas  
Sc.D. Johns Hopkins University

FT. MYERS  
Lawrence D. Tihen  
B.A. Indiana University  
M.A. Indiana University  
Ph.D. Indiana University

FT. PIERCE  
Martha Hall  
B.A. The Ohio University  
M.A. Kent State

MIAMI  
Thelma Albritton  
A.B. Greensboro College  
M.Ed. University of Oregon
Nova University was chartered by the State of Florida in 1964. Numerous graduate programs offer master's, educational specialist, and doctoral degrees, and postgraduate education. Nova College offers undergraduate education, and the University School, a demonstration school, serves children from preschool through high school. In addition, nondegree, continuing education and certificate programs are available.

From the beginning, the University has distinguished itself by its innovative outlook, its unique programs that provide both traditional and nontraditional choices in educational programs, and its research in many fields aimed at solving the problems of immediate concern to mankind.

The Nova University campus is located on a 200-acre site west of Fort Lauderdale, Florida, at 3301 College Avenue in the town of Davie.
Nova University Degree Offerings

DOCTORAL AND PROFESSIONAL DEGREES
Doctor of Arts (D.A.) in:
- Information Science
- Information Systems
- Training and Learning Technology
Doctor of Business Administration (D.B.A.) in:
- Business Administration
Doctor of Business Administration--International Management (D.B.A.-I.M.) in:
- Business Administration--International Management
Doctor of Education (Ed.D.) in:
- Computer Education
- Early and Middle Childhood
- Higher Education
- Leadership in Adult Education
- School Administration
- Vocational, Technical, Occupational Education
Juris Doctor (J.D.) in:
- Law
Doctor of Philosophy (Ph.D.) in:
- Child Clinical/Applied Developmental Psychology
- Clinical Psychology
- Oceanography
Doctor of Psychology (Psy.D.) in:
- Clinical Psychology
Doctor of Public Administration (D.P.A.) in:
- Public Administration
Doctor of Science (Sc. D.) in:
- Computer Science
- Human Resource Management

SPECIALIST DEGREES
Educational Specialist (Ed.S.) in:
- Computer Applications
- Computer Education
- Computer-Based Learning
- Computer Studies
- Education (23 majors)

MASTER'S DEGREES
Master of Accounting (M.Ac.) in:
- Accounting
Executive Master of Business Administration in Banking (M.B.A.-Ex.) in:
- Business Administration
Master of Business Administration

(M.B.A.) in:
- Business Administration
- Master of International Business Administration (M.I.B.A.) in:
- International Business Administration
Master of Public Administration (M.P.A.) in:
- Public Administration
- Master of Science (M.S.) in:
- Child and Youth Care Administration
- Coastal Zone Management
- Computer Applications
- Computer Education
- Computer-Based Learning
- Computer Science
- Computer Studies
- Counseling Psychology
- Criminal Justice
- Education (23 majors)
- Health Education
- Health Services Administration
- Human Resource Management
- Human Services
- International Economics and Finance
- Learning Resources
- Marine Biology
- Microcomputer Applications in Management
- School Guidance
- Speech and Language Pathology
- Telecommunications Management

BACHELOR'S DEGREES
Bachelor of Science (B.S.) in:
- Accounting
- Administrative Studies
- Business Administration
- Community Psychology
- Computer Engineering
- Computer Information Systems
- Computer Science
- Computer Systems
- Elementary Education
- General Psychology
- Legal Studies
- Professional Management
- Secondary Education
The provisions set forth in this bulletin are not to be regarded as an irrevocable contract between the student and Nova University. The regulations and requirements herein, including tuition and fees, are necessarily subject to change without notice at any time at the discretion of the administration. The University further reserves the right to require a student to withdraw at any time, as well as the right to impose probation on any student whose conduct is unsatisfactory. Any admission on the basis of false statements or documents is void upon the discovery of the fraud, and the student is not entitled to any credit for work which he may have done at the University. Upon dismissal or suspension from the University for cause, there will be no refund of tuition and fees. The balance due Nova University will be considered receivable and will be collected.

A transcript of a student's academic record cannot be released until all his/her accounts, academic and non-academic, are paid.

Any Nova University student has the right to inspect and review his/her educational record. The policy of the University is not to disclose personally identifiable information contained in a student's educational record without prior written consent from the student, except: to University officials, to officials of another school in which the student seeks enrollment, to authorized representatives of federal or state agencies, to accrediting organizations, to parents of dependent students, under judicial order, to parties in a health or safety emergency, or when verifying graduation with a particular degree.

A student also has the right to petition Nova University to amend or correct any part of his/her educational record which he/she believes to be inaccurate, misleading, or in violation of the privacy or other rights of students.

If these rights are violated, a student may file a complaint with the Department of Education. A student may obtain a copy of the Educational Privacy Act policy by requesting it in writing from the Director of Student Services, Nova University, Parker Building, 3301 College Avenue, Fort Lauderdale, Florida 33314. A schedule of fees and a listing of the types and locations of educational records is contained in this policy.

Nova University does not discriminate on the basis of handicap, sex, race, religion, national or ethnic origin in admission, access or employment for any of its programs and activities. The University Registrar and Director of Personnel have been designated as student and employee coordinators, respectively, to assure compliance with the provisions of the applicable laws and regulations relative to non-discrimination. Nova University programs are approved by the coordinator for Veterans Approval, State of Florida, Department of Education, for veterans' educational benefits.

The school is authorized under Federal Law to enroll non-immigrant alien students.

The Nova University general policies on Student Relations are on file in the Office of the Registrar.