

INSTRUCTIONS FOR A SPEECH-LANGUAGE PATHOLOGY APPLICATION

Enclosed please find an Application for Licensure as a Speech-Language Pathologist. If you qualify for a Speech-Language Pathology license under South Dakota Codified Law Chapter 36-37, and wish to become licensed, please complete the enclosed application. The Verification of Completed Supervised Post-Graduate Professional Experience form only needs to be completed if you do not have ASHA certification or if you have not held a current DOE certificate for a period of at least one year. The Verification of License in Other State Form need only be completed if you have a current or expired Speech-Language Pathology license in another state. You must submit a form to every state you have ever held a license in.

ALL NECESSARY FORMS CAN BE PRINTED OFF OF OUR WEBSITE at speechpath.sd.gov.

Along with your application, you must submit a check for the non-refundable fees.

<u>License</u>	<u>Application Fee</u>	<u>Licensure Fee</u>	<u>Total</u>
Speech-Language Pathology	\$100.00	\$150.00	\$250.00
Provisional Speech-Language Pathology	\$100.00	\$150.00	\$250.00
Limited Speech-Language Pathology	\$100.00	\$150.00	\$250.00

Your Checklist:

- _____ 1. Signed and notarized application
- _____ 2. Enclose a check or money order for payment of total fees
- _____ 3. Send for ASHA Certification (if applicable). The letter proving certification from ASHA must contain your name, your ASHA account number, the date certification was issued, and the expiration date. **THIS INFORMATION MUST BE SENT DIRECT TO THE BOARD OFFICE FROM ASHA.**
ASHA
Attn: Certification
2200 Research Blvd.
Rockville, MD 20852-3289
Phone: 1-800-498-2071
Fax: 301-296-8580
- _____ 4. Send in with your application a copy of your Department of Education Speech-Language Pathologist Certificate (if applicable)
- _____ 5. If you are not ASHA certified and you have not held a current DOE certificate for a period of one year then you will need to complete the Verification of Completed Supervised Post-Graduate Professional Experience form and forward on to your previous supervisor for completion. Please follow up with them to make sure they mailed the completed form to the board office.
- _____ 6. If not ASHA certified request official examination scores verifying passing results on the Praxis examination be sent to the board office
- _____ 7. Request that official college transcripts be sent directly to the board office. Please send only transcripts for the highest degree completed
- _____ 8. Send Verification of License form to all states previously licensed in (if applicable)
- _____ 9. Mail completed application to the Board Office (Note: it is alright to mail the application in while you are still waiting on transcripts/ASHA certification/verification from another state to arrive to the board office. We will start a file for you once we receive the application and fees)

Application processing begins after all required documentation is received and accepted by the Board. You can contact the board office at any time to check on the status of your application.