

**INSTRUCTIONS FOR A SPEECH-LANGUAGE PATHOLOGY ASSISTANT
APPLICATION (SLPA)**

Enclosed please find an Application for Licensure as a Speech-Language Pathology Assistant. If you qualify for a Speech-language Pathology Assistant license under South Dakota Codified Law Chapter 36-37, and wish to become licensed, please complete the enclosed application. The Verification of License in Other State Form need only be completed if you have a current or expired Speech-Language Pathology Assistant 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.

Please have official college transcripts sent directly to the Board of Examiners for Speech-Language Pathology by the registrar of the college/university. Please only send transcripts for the highest degree obtained.

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 Assistant	\$100.00	\$100.00	\$200.00

Your checklist:

- _____ 1. Signed and notarized application
- _____ 2. Enclose a check or money order for payment of total fees
- _____ 3. Request that official college transcripts be sent direct from the institution to the board office. Please only request transcripts for the highest degree obtained
- _____ 4. Send Verification of License form to all states previously licensed in (if applicable)
- _____ 5. Fill out the Verification of Completed Supervised Practicum form and send it to your previous supervisor for completion. Please follow up with them to make sure they mailed the completed form to the board office. This form is used to verify that you met the requirement of 100-clock hours of supervised experience.
- _____ 6. Send in notarized Supervisor's Affidavit Form (current supervisor will fill this form out)
- _____ 7. Mail completed application to the Board Office (Note: it is alright to mail the application in while you are still waiting on transcripts/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.