

Frequently Asked Questions

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1. What is the procedure for applying for the next fall admission year?

- *For information on applying to our graduate program for the next fall admission year, please carefully review the instructions on the [Communication Sciences and Disorders \(CSD\)](#) website.*

2. About CSDCAS –

- *The Communication Science and Disorders Centralized Application Service (CSDCAS, <https://mycsdcas.org/inquiryform>) is an independent third party provider who is not associated with the California State University (CSU) application system. All required documents for M.A. applicants will be submitted directly only to [CSDCAS](#). No hard copy of application materials will be accepted at CSUF-Dept. of Communication Science and Disorders.*

Why CSDCAS? What does it do?

- *The CSDCAS website will allow you to submit required materials where the CSUF-CSD graduate committee will access and review your files. You will only need to do one time submission of application materials, your files are then accessible to other participating ASHA accredited CSD programs of your own choice. In other words, CSDCAS enables applicants to conveniently apply to multiple institutions.*

Is there an application fee involved utilizing CSDCAS?

- Yes. The CSDCAS is a fee-based service. To use their services, it requires you to pay a separate application fee. There is a fee waiver program available for those who meet the incoming level. Refer to CSDCAS (<https://mycsdcas.org/inquiryform>) website for the details.

If I have questions about CSDCAS, who do I contact?

- You will first carefully review [CSDCAS FAQs](#), and contact [CSDCAS Customer Service](#) (available Monday thru Friday from 9:00AM to 5:00PM EST): Phone – (617) 612-2030; e-Mail –csdcasinfo@csdcas.org

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3. When is the deadline to apply for the current admission semester?

- The application deadline is **January 15th (8:59pm, PST; 11:59pm, EST)** for the following Fall semester of each academic year. Please visit the [Admissions](#) website for application instructions.

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I am applying to the MA program through CSDCAS, but have not completed or submitted my application yet. Can I begin the process of having the required documents sent to CSDCAS?

- As long as you have initiated the application process through [CSDCAS](#), you can begin requesting to have the required documents sent to [CSDCAS](#) so that they will be received by the deadline of **January 15th (8:59 pm, PST; 11:59pm EST)** of the admission year.

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4. Is the required "statement of purpose" from the [CSU APPLY](#) application the same as the essay question that is required on the CSDCAS application?

- The request of "statement of purpose" shown on the CSU Apply application does NOT apply to Communication Sciences and Disorders applicants. The required response is ONLY for the [CSDCAS](#). **You will enter 'not applicable.' to skip the request.**

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5. Are GRE, CBEST, or any other scores required to be submitted for the graduate program application?

- Neither the Graduate Record Examination (GRE), nor California Basic Education Skills Tests (CBEST) scores are NOT required for applying to the M.A. program at CSUF.

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6. Do I send materials or documents for my application directly to the department?

NO. Nothing is due to or will be processed at the Department level.

(Any documents received in the department office will NOT be considered or reviewed.)

For M.A. applicants---

*All your application materials (including personal statement, letters of recommendation, & transcripts) are due to ONLY CSDCAS. Nothing is due to CSU APPLY other than paying the \$70 fee to complete your application. The application deadline is the same as for CSDCAS, **January 15th of the admission year.** [Please do not confuse with the university's general deadline for other programs.]*

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7. If I do not have a background in Communication Sciences and Disorders or have been out of school for more than two years, whom I can ask for writing the letters of recommendation for me.

- *If you do not have an undergraduate degree in CSD, you will make every effort to obtain letters from faculty or lecturers who you took CSD classes with, and/or former professors who are familiar with your academic work. Two letters must be from CSD faculty or adjunct faculty who can speak to your academic potential for success. You will also need a third letter from an SLP or a professional/employer in other related fields (e.g., doctor's office, physical therapy, special education classroom, etc.) who you have worked or volunteered with, and can speak to your work ethics and clinical experience or the potentials.*

(Not obtaining the letters of recommendation as requested may not be to your best advantage)

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8. Does the admission committee review applications in the order in which they were received and/or do they accept applicants on a rolling basis admission?

*The graduate admission committee does not admit applicants on a rolling basis. Following the submission deadline, all applications are reviewed at the same time, regardless of when you completed or submitted your application. **[For submission after the posted deadline or for an incomplete application, your application will not be considered.]***

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Once I have completed and submitted my application through CSDCAS, when can I expect to hear a response as to whether or not I have been accepted into the graduate program?

Please refer to the application process timeline posted on the [CSD website](#).

For those who are admitted --

you will first be contacted by email and/or phone to take a required survey regarding your intent (YES-NO-Undecided) and other information (CBEST scores, COMD 404, 25 observation hours).

If you are among the top 100 applicants who are invited to the Open House but not admitted, nor on a short-waitlist initially, please be patient with us. Based on previous years' experience, there will be a few openings around the final decision date of April 15th.

If you are not invited to the top 100 applicants --

a decision letter regarding our selection consideration will be sent to you via CSDCAS. Due to a high volume of applications, your letter will not be available until the Admissions and Records Office completes the processing of your CSU APPLY application. For most cases, a denial letter will be sent to you in June. Please contact [Admissions & Records Office](#) for this, as I am not involved in that process.

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9. Can references be submitted electronically?

- *Yes. Indeed, all references must be submitted electronically through CSDCAS. A hard copy of reference will NO longer be accepted by the university, and will not be reviewed by the Graduate Committee. Please follow the instructions for submitting your references by logging into your CSDCAS account.*

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10. About GPA and Course Requirements -

The GPA for graduate school will be computed based on **ONLY** your CSD courses.

The CSDCAS has a slightly different graduating system from the university. For example, A+ and A receive the same “4” points, whereas there is a grade point of 3.5 for AB which is between A- and B+. For the details and to calculate your GPA, you will check [CSDCAS GPA Calculation website](#).

Do I need to compute and submit my GPA?

- *Although CSDCAS system will automatically compute your GPA. You are encouraged to use the CSDCAS GPA calculator*

Calculating Your CSDCAS GPAs

Overview

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During verification, CSDCAS uses the information you entered in the **Transcript Entry** section to calculate several GPAs, including GPAs for each institution you attended. To calculate these GPAs, each A-F or 0-100 grade you entered in the **Grade** field is first converted to a CSDCAS numeric grade value, then multiplied by the attempted credits. The resulting product is Quality Points.

Your total Quality Points are then divided by your Attempted Credits to determine your GPA.

Non-graded credits are not included in your GPAs. Non-graded credits are earned credits for which you did not receive actual letter grades (e.g., advanced placement credits, "pass" or "satisfactory" credits, college board AP exams, courses taken as pass/fail, etc.). Note: a grade of WF (i.e., equivalent of a withdrawn with penalty, withdrawn failing, etc.) is factored into GPA calculations as an F.

CSDCAS calculates all GPAs in semester hours. Courses that were completed in quarter hours are converted to semester hours. The conversion ratio is 1.0 quarter hour = 0.667 semester hours.

Use the [GPA Calculator](#) to see how CSDCAS will calculate your GPA.

[Live Chat](#)

How will my GPA be computed for graduate application consideration?

- *In addition to all CSD courses, only one sign language class (if taken; this is not required) and any CSD related classes will be computed automatically by the CSDCAS system.*

Whom do I send my official transcripts to?

- *You are required to submit a set of official college level transcripts **only to CSDCAS** at the following address:*

CSDCAS Application Center

P.O. Box 9113, Watertown, MA 02471

The CSUF [Admissions Office](#) will access the CSDCAS website to evaluate your transcripts and decide your admissibility to the university, while CSDCAS will verify the grade entered for each of your courses and compute your GPA to be reviewed by the graduate committee.

Should I wait for my grade report of the fall term before sending in my transcripts?

- **NO.** *You should send in your transcripts ASAP or at least 4-6 weeks prior to the deadline of January 15th to avoid any delay in verification of your application at the CSDCAS Office. In the case that classes taken during fall term are counted toward the required eight CSD and one statistics, you **MUST** stay on the top to assure your fall grades will be posted by January 15th – reporting it and contacting CSDCAS if necessary.*

Will my application be considered if I will only complete less than eight CSD by the deadline of January 15th or will not have taken a statistics class by summer?

- **NO.** *An applicant who has taken less than eight CSD courses, or has not taken a statistics class will not be considered in the review process.*

Is completing eight CSD and one statistics class sufficient for my application to be considered?

- **NO.** *You will also need to have four other CSD courses posted on your transcripts to be completed prior to fall semester of the admission year.*
- *For your application to be considered, you must have taken or are scheduled to complete any 12 CSD courses and 1 statistics class by summer of the admission year. Plus, at least 9 of these 12 CSD are equivalent to CSUF CSD prerequisites listed below.*

COMD 241	Introduction to Phonetics (3)
COMD 242	Introduction to Communication Sciences and Disorders (3)
COMD 307	Speech & Language Development (3)
COMD 344	Anatomy & Physiology of Speech & Hearing Mechanism
COMD 350	Speech & Hearing Science (3)
COMD 352	Child Language & Phonological Disorders (3)
COMD 461	Audiology & Audiometry (3)
COMD 474	Neurology & Neurogenic Communication Sciences & Disorders (3)
COMD 476	Clinical Methods and Procedures (3)

Please refer to the application requirements and M.A. application checklist posted on [Communication Sciences and Disorders \(CSD\)](#) website for the details.

If you attended or are attending a preparation or leverage program offering only 10 CSD courses, to be qualified for applying to CSUF CSD M.A. program, you must meet the above requirements: **ANY 12 CSD courses, and at least 9 of them equivalent to the above list.**

Due to limited manpower, the course waivers will only be done for the top 100 applicants, who will be invited to an Open House around mid-March.

Courses taken at any **ASHA accredited programs** will be accepted for the most part. However, students from other institutions may typically be required to take 1 to 2 non-equivalent classes after being admitted to our M.A. program.

Applicants with less than 12 CSDs or have two or more course deficits (i.e., non equivalencies) will NOT be considered.