**CSD Frequently Asked Questions**

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#### 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)*](http://communications.fullerton.edu/hcom/hcom-cd-ma.php) *Website.*

1. **About CSDCAS –**

**What is CSDAS?**

The Communication Science and Disorders Centralized Application Service (CSDCAS, <http://www.capcsd.org/csdcas/>) is an independent third party provider who is not associated with the California State University or the CSUMentor application system.

**Why CSDCAS? What it does?**

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

**Is there 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 (<http://www.capcsd.org/csdcas/>) website for the details.

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

*You will first carefully review* [***CSDCAS FAQs***](https://portal.csdcas.org/csdcasHelpPages/instructions-and-faq/)*, and then contact* [*CSDCAS Customer Service*](http://www.capcsd.org/csdcas/)

*(available Monday thru Friday from 9:00AM to 5:00PM EST): Phone – (617) 612-2030; E-Mail –csdcasinfo@csdcas.org*

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#### When is the deadline to apply for the current admission semester?

*The application deadline is February 1 (****5:00pm, PST****) for the following Fall semester of each academic year. Please visit the*[*Admissions*](http://www.sjsu.edu/cds/admissions/)*page 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*](https://portal.csdcas.org/)*, you can begin requesting to have the required documents sent to*[*CSDCAS*](https://portal.csdcas.org/)*so that they will be received by the deadline of* ***Feb. 1st*** *of the admission year.*

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#### Is the required "statement of purpose" from the CSU Mentor application the same as the essay question that is required on the CSDCAS application?

*The “statement of purpose” from the CSUMentor (*[*http://www.csumentor.edu/AboutMentor/*](http://www.csumentor.edu/AboutMentor/)*) application does NOT apply to Communication Sciences and Disorders applicants. Instead, you will only need to submit response to that is required for the*[*CSDCAS*](https://portal.csdcas.org/)*essay question.*

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#### In the past, a letter of intent, GPA calculator, and three letters of recommendation were required documents of the departmental graduate application packet. Will applicants be required to submit these through the CSDCAS application process?

*From now on, all these documents will be submitted directly only to* [*CSDCAS*](https://portal.csdcas.org/)*. No hard copy of application materials will be accepted at CSUF-Dept. of Communication Science and Disorders.*

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

*Graduate Record Examination (GRE) and California Basic Education Skills Tests (CBEST) scores are NOT required for applying to the MA graduate program at CSUF. However, passing CBEST scores are required for those who apply to our post-baccalaureate program at the time application.*

*Also, if you plan to pursue a credential program along with your M.A. program, a proof of passing CBEST is required before beginning the program.* ***The CBEST cannot be replaced by GRE****.* ***However, it may be waived if you have taken other basic skills test similar to CBEST, click the*** [***Commission on Teacher Credentialing***](http://www.ctc.ca.gov/) ***for the guidelines.***

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#### Can I send materials or documents for my application directly to the department or deliver them in person?

*With the exception of your CBEST scores, any application materials will NOT be accepted nor processed in the Department office. All application materials should be sent directly to*[*CSDCAS*](https://portal.csdcas.org/)*for processing. Any documents that are received in the department office will be discarded and will not be submitted for review. In CSDCAS system, you will be asked to enter your pass/fail CBEST results. However, upon admitted to the program, you will need to mail a hard copy of your CBEST results to Dr. Tsao at the following address:*

**Department of Communication Sciences and Disorders,**

**CP 420-01,**

**800 N. State College Blvd.,**

**P. O. Box 6868, Fullerton, CA 92834.**

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#### 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, please make every effort to obtain letters from faculty or lecturer who you took CSD classes with, and/or former professors who are familiar with your academic work. Letters from supervisors or co-workers are acceptable and should address your potential for success as a graduate student, especially if you have been out of school for more than two years. If you have volunteered with an SLP or other related field (e.g., doctor’s office, physical therapy, special education classroom, etc.), one of your letters may be from the SLP or other supervisor; yet, two other letters must be from CSD faculty or adjunct faculty.*

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

*The 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.*

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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?

*If you are admitted, you will first be contacted by phone toward* ***the end of March, and******throughout April*** *of the admission year, and then receive an email confirmation. Due to a high volume of applications, only those who are admitted will be noticed.*

*A decision letter will be sent to you only when CSUF Admissions and Records (As & Rs) Office has completed their process of your application, and forwarded it to the Department for review. In case that you have not received this decision letter by May, you will need to contact As & Rs office, as I am not involved in that process.*

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#### 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. Please follow the instructions for submitting your references by logging into your*[*CSDCAS*](https://portal.csdcas.org/)*account.*

1. **About GPA -**

**Do I need to compute and submit my GPA?**

*No. All you need to do is follow instructions given by CSDCAS to enter all of your courses information (course title, units, and grade).*

**How my GPA will be computed for graduate application consideration?**

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

For any repeated CSD class, the CSDCAS will use an average grade in the GPA computation.

**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 As & Rs office will access to CSDCAS website to evaluate your transcripts and decide your admissibility to the university, while CSDCAS will verify the grade entered for each of your course and compute your GPA to be reviewed by the graduate committee.*