

# Student **Manual**

September 2018



Speech-Language & Audiology Canada  
Orthophonie et Audiologie Canada

[Communicating care](#) | [La communication à coeur](#)

# TABLE OF CONTENTS

---

Welcome

Director-Student Manual: Sections 1-3

Section 1

SAC

About Us

Online: Info & Networking

Quick Links

Section 2

Student Associates

What's in it for Me?

The Nitty-Gritty

Important Dates

*Student Speak*

Section 3

Student Funds

About the Funds

(what they are, how to get them, how to use them)

# Welcome

---

Dear SAC student associate,

Welcome to Speech-Language & Audiology Canada (SAC)!

As your 2018-2019 Director-Student, I am here to be your voice at SAC.

Though I am originally from Alberta, I am currently studying audiology at Dalhousie University in Halifax. I have a congenital hearing impairment so I was first exposed to the professions of speech-language pathology and audiology at a very young age. This personal experience has fueled my passion of helping all Canadians receive the communication health services they need.

I want to help support and empower communication health students to become stronger professionals, as well as help promote the unique skillsets our professions offer Canadians with communication disorders.

I am happy to present this Student Manual. With information about scholarship opportunities, important dates and SAC benefits, I hope that you will find this manual to be a valuable resource to you throughout the school year.

Be sure to also keep an eye out for Student Speak, our e-newsletter just for student associates. Finally, the SAC student Facebook group gives you the opportunity to connect with other students from across the country.

Please don't hesitate to reach out and connect by email ([board@sac-oac.ca](mailto:board@sac-oac.ca)), Twitter ([@SACstudent](https://twitter.com/SACstudent)), or Facebook (<https://www.facebook.com/groups/CASLPA.Student.Members>) and have a fantastic school year!



Remington Shandro, SAC Director-Student  
M.SC Candidate (Audiology), 2019  
Dalhousie University  
[board@sac-oac.ca](mailto:board@sac-oac.ca)

# section 1 SAC

---

## IN THIS SECTION:

About Us

Online: Info & Networking

Quick Links

# About Us

## About

Speech-Language & Audiology Canada (SAC) is a member-driven organization that supports, promotes and elevates the professions of our members and associates. We are the only national organization passionately supporting and representing speech-language pathologists, audiologists and communication health assistants inclusively. Through this support, we champion the needs of people with communication disorders.

## Vision

Ensuring all people of Canada achieve optimal communication health.

## Mission

Supporting and empowering our members and associates to maximize the communication health for all people of Canada.

*Communication health for SAC refers to everything within the scope of practice of audiology and speech-language pathology.*

## Values

Speech-Language & Audiology Canada is:

- **Accountable** - Board decisions are fiscally responsible and transparent.
- **Evidence-based** - Decisions are based on the best available information and research.
- **Inclusive** - The diversity of members' and associates' cultures, locations and practices are considered.
- **Member-driven** - Decisions reflect the priorities of members and associates.
- **Responsive** - The strategic plan allows flexibility to respond to new opportunities and to minimize the impact of external challenges.
- **Visionary** - Decisions are guided by long-term needs of members, associates and the public, and informed by social and political forecasts and trends.

## IMPORTANT DOCUMENTS

[Code of Ethics](#)

[Click here to access SAC's Code of Ethics online.](#)

[Scopes of Practice](#)

[Speech-Language Pathology](#)

[Audiology](#)

[Communication Health Assistant Guidelines](#)

[S-LP Assistant Guidelines](#)

[Audiology Assistant Guidelines](#)

## CONTACT INFORMATION

[SAC Staff](#)

[SAC Board of Directors](#)

[Provincial/Territorial Associations](#)

[Regulatory Bodies](#)

[University Programs](#)

# Online: Info & Networking

## Social Media

The online networks for speech-language pathology and audiology are extremely strong and supportive, particularly on Twitter. You will find individuals working in your profession from around the world, students going through the same or similar experiences and many people willing to answer any questions you may have. And, of course, your national association is there too – sharing the most up-to-date news and chatting with our members and associates.

### Here's where to find us:

#### Twitter:

Follow [@SAC\\_OAC](#) and [@SACstudent](#) (that's the Twitter handle for your DS).

#### Where to start?

Not sure where to start or if you want to join Twitter? You don't have to join to follow the conversation.

Go to [www.twitter.com/search](http://www.twitter.com/search) and search for

#slpeeps (the S-LP conversation)

#audpeeps (the audiology conversation)

#slp2b (S-LP students)

#aud2b (audiology students)

#### Facebook:

SAC's Page: [www.facebook.com/SAC.OAC](http://www.facebook.com/SAC.OAC)

Student Group: <https://www.facebook.com/groups/>

#### YouTube:

SAC's Channel: <http://tinyurl.com/youtube-sac-oac>

#### LinkedIn:

As a young professional interested in networking and showcasing yourself to future employers there a number of good reasons to be on LinkedIn:

- More and more employers check LinkedIn during the initial stages of a hiring process. If you have a profile, it's your opportunity to include testimonials from teachers and past supervisors.
- Many employers post jobs on LinkedIn. It has a very robust job search tool and you can set it up to send you emails when positions come up that fit your criteria.

Be sure to follow our [company page](#).

## Online Resources

You can find all kinds of information about SAC on our website at [www.sac-oac.ca](http://www.sac-oac.ca).

If a member of the public is looking for information about SAC or the professions, they can use this easy-to-remember website address:

[www.communicationhealth.ca](http://www.communicationhealth.ca).

If you're looking for information specifically about our annual May awareness Speech and Hearing Month, visit [www.maymonth.ca](http://www.maymonth.ca).

You can access our award-winning magazine-turned-blog, *Communiqué*, at [blog.sac-oac.ca](http://blog.sac-oac.ca). *Communiqué* is only available to SAC members and associates.

# Quick Links

## Scholarships

SAC offers 28 scholarships ranging from \$500 - \$2,500. The scholarships are made available in two cycles.

The deadline to apply for [SAC scholarships](#) is October 30, 2018. Scholarships will be awarded in early 2019.

The Beach Family Scholarships and Communication Health Assistant Scholarship will be open for applications in later 2018. The deadline to apply for these scholarships is February 1, 2019.

*“Thank you for your generous support that you have provided me through this scholarship. This generous offer of assistance will not only help support my studies, but it also furthers my commitment to lifelong learning, leadership and service. This award encourages me to continue striving to do my best in making a difference in the community by providing high-quality hearing care and by advocating for our profession.”*

- 2015 Scholarship Recipient

### Scholarships Links on [sac-oac.ca](#)

- [Scholarships](#)
- [Past Scholarship Recipients](#)

## Clinical Certification

As a benefit of being part of SAC, you are eligible (though not required) to become clinically certified. [SAC Clinical Certification](#) is an important step in the career development of speech-language pathologists and audiologists practicing in Canada.

Clinical certification is not the same thing as holding a license or registration to practice in a specific province. The licenses and registrations required by regulatory bodies represent minimum standards of practice set by organizations that exist to protect the public.

[SAC Clinical Certification](#) is an extra credential that indicates that a professional has attained the highest professional standard possible. It tells employers and the public that a communication health professional is committed to staying at the forefront of his or her profession.

Our clinical certification program has two components: the [clinical certification exam](#) and a [continuing education program](#).

### Clinical Certification Links on [sac-oac.ca](#)

- [Clinical Certification](#)
- [Clinical Certification Exam](#)
- [Exam Prep](#)

## section 2

# Student Associates

---

### IN THIS SECTION:

What's in it for Me?

The Nitty-Gritty

Important Dates

*Student Speak*

# What's in it for Me?

## Benefits of Being a Student Associate

There are many benefits to being an SAC student associate. This list provides an overview of the perks that come with belonging to your national professional association.

### Pay Once

Pay the one-time student fee of \$75 and you're set until you graduate! The sooner you join, the longer you'll benefit.

### 50% Discount Graduation Gift!

As a thank-you for being a student associate, we'll give you a 50% discount off your first year as a member of the association. Plus, we'll pay your first six months of professional liability insurance!

### Clinical Certification

Only SAC members can become clinically certified. As a student associate, you can learn everything you need to know about writing SAC's Clinical Certification Exam to become clinically certified.

### National Voice

Each Canadian university program has an elected Student Representative in speech-language pathology and audiology, who meet regularly by teleconference. A Director-Student sits on the SAC Board of Directors and is your voice in decision-making.

### Scholarships

SAC offers 28 scholarships annually to our student associates, ranging from \$500 – \$2,500 each.

### Publications

In 2012, we created [Student Speak](#), an e-newsletter exclusively for our student associates. We distribute *Student Speak* by email three times each year (in the fall, winter and spring) and each issue is packed with important dates and timely, relevant information. All of our members and associates also have access to [Communiqué](#), our award-winning magazine now available as a blog, the [Canadian Journal of Speech-Language Pathology and Audiology](#), which we publish electronically, and [SAC in Action](#), our advocacy newsletter. To keep on top of professional development opportunities, we'll send you the monthly *PD Bulletin*. Plus, students can sign up to receive our newest publication, [This Week in the News!](#)

### Social Media

Network with your peers from across the country on SAC's [Student Facebook Group](#), in the SAC [LinkedIn Discussion Group](#) or through Twitter: [@SAC\\_OAC](#) and [@SACstudent](#).

### Discounted Gym Membership

All SAC members and associates are eligible for up to 50% off GoodLife membership fees! Visit [www.goodlifefitness.com](http://www.goodlifefitness.com) to find a location near you.

### Student Associate Rates on Professional Development

Our biennial conference is an incredible opportunity to stay at the forefront of your profession and to meet leaders working in speech-language pathology and audiology from across the country. Plus, we offer workshops and webinars year-round. We believe it's important for students to be able to take advantage of these opportunities so we give our student associates special rates on registration.

### Joint Membership

SAC has joint membership agreements with British Columbia, Newfoundland and Labrador, Nova Scotia, Prince Edward Island and the Northwest Territories. When you become an SAC student associate, you can choose to also be registered with one of these provincial/territorial associations at no extra cost.

### Members and Associates Area of [www.sac-oac.ca](http://www.sac-oac.ca)

The Members and Associates area of our website has professional resources like salary surveys and caseload guidelines, frequently asked questions (FAQs) and an online member and associate directory. You can also find career postings and professional development opportunities on the public side of the site.

# Nitty-Gritty & Tools to Help

---

## The Nitty-Gritty

### The Cost

Student associates pay a one-time fee of \$75 for the duration of their studies. (Membership is free for communication health assistant student associates.)

### Auto-Renewal

Student associates automatically remain part of our association until they graduate (we ask students when they will graduate on the student associate application form).

### Transition to Full Membership

Student associates can choose to renew as a full member after they graduate – at a 50% discount for the first year after graduation! It's our graduation gift to you.

### How to Apply

The application form for S-LP, audiology and communication health assistant students is [on our website](#).

## Want to learn more?

### Student Representatives

Each school has at least one SAC Student Representative, who has been elected to communicate your interests to SAC and to help answer your questions about us. [Click here to find your Rep's contact info](#).

### Presentation

Each year, a representative from SAC will give a presentation to your school about our association. [Contact your Student Rep](#) to find out when and where this presentation is taking place on your campus.

### Student Hub on [www.sac-oac.ca](http://www.sac-oac.ca)

Our website has a [Student Hub](#) just for our student associates – it's a great source of information about our association, the steps to becoming a communication health professional, clinical certification, scholarships, awards and much, much more.

# Important Dates

## 2018

| Month     | Day | Details                               |
|-----------|-----|---------------------------------------|
| September | 9   | Fall clinical certification exam      |
| October   | 30  | SAC Scholarship entry deadline        |
|           | 25  | DS application deadline for 2018-2019 |

## 2019

| Month     | Day | Details  |
|-----------|-----|--|
| January   | 31  | Deadline for applications for spring clinical certification exam                                       |
| February  | 1   | Deadline for applications for Beach Family Scholarships and Communication Health Assistant Scholarship |
| March     | 24  | Spring clinical certification exam   |
|           | 30  | Email name and contact info for next year's Rep to DS, if available                                    |
| June      | 30  | Deadline for applications for fall clinical certification exam   |
| September | 8   | Fall clinical certification exam   |

# Student Speak

## About *Student Speak*

In 2012, we created *Student Speak*, an e-newsletter exclusively for our student associates. We distribute *Student Speak* by email three times each year (in the fall, the winter and the spring) and each issue updates students with news, dates and information to help you be a better student and ultimately succeed in your career. If you want to catch up on old issues, you can see [the archive on our website](#).

There are a couple different ways you can contribute to *Student Speak*. If you have an idea for an article, you can submit it for a chance to see your name in pixels. Your article doesn't have to be in the traditional format either. For example, you could write a top 10 list or organize a Q&A with your favourite prof. If you see a communication-health related meme online or a popular social media post, just send a link to Julie Bourassa, SAC's Communications Specialist, at [julie@sac-oac.ca](mailto:julie@sac-oac.ca) to get it included in the #Trending section.

Feedback on recent issues of the newsletter is also always welcome. Email [julie@sac-oac.ca](mailto:julie@sac-oac.ca) to let us know what you liked and what you didn't, and to ask questions about past or future issues of *Student Speak*.

## How to Submit an Article for *Student Speak*

We are interested in publishing articles about anything and everything related to your experience as a communication health student. Write about your favourite class, your experience as an intern, your ideas for the future of the profession or something entirely different. This is your chance to share your story with hundreds of students across the country.

Send your ideas to Julie Bourassa, SAC's Communications Specialist, at [julie@sac-oac.ca](mailto:julie@sac-oac.ca), being mindful of the submission deadlines below. If you want to get involved but aren't sure what to write, email Felicity and she'll send you some ideas.

### Content Submission Deadlines for 2018-2019:

- **September 1, 2018 - Deadline for the fall issue**
- **January 1, 2019 - Deadline for the spring issue**

## Writing Tips

- **Keep it short and sweet.** *Student Speak* is often packed with content. To make your article stand out and ensure people read it, stay under 800 words.
- **Keep your paragraphs short, too.** To make your story easy on the eyes, keep your paragraphs down to three or four sentences.
- **Check past issues to see if your idea has been covered already.** If you've never read *Student Speak* before, it's a good idea to read through back issues to get a feel for the publication. You can also make sure we haven't already written something similar to what you have in mind.
- **Include a photo.** The Internet is a visual medium and your story will look much more exciting with a photo.
- **Have fun with it!** *Student Speak* is one of our most light-hearted publications. It's no secret that students are stressed and while we like to use *Student Speak* to supply useful and important information, it's also a chance for students to read something a little fun. Put your personality in your submission.

# section 3

# Student Funds

---

## IN THIS SECTION:

About the Funds

*(what they are, how to get them, how to use them)*

# About the Funds

## Giving Back

One of the benefits of being an SAC student associate is that some of the money we collect goes directly back to you.

We allocate two separate funds for students: the Student Conference Fund and the Student Fund.

## Student Conference Fund

We allocate a fund of \$2,500 biennially to help students who have been accepted to present papers or posters at the SAC conference cover travel and accommodation expenses. We divide the \$2,500 equally between all applicants that year.

## Conference Fund Procedures

- The conference organizing committee will send the names of student associates who have had their papers accepted to the SAC office.
- The SAC office will send the student primary author instructions on how to apply for the money in the Student Conference Fund.
- Our office will prepare and send cheques to all qualified student applicants. Successful applicants will receive half of the funds prior to the conference; we provide the remaining funds once we have received receipts after the conference.

## The Student Fund

SAC allocates \$2,700 to the Student Fund annually. We assign a percentage of this fund to each university based on how many student associates they have. The more student associates your school has, the more money your program is eligible for.

The Student Fund must be used to benefit the maximum number of students possible. Money from this fund must not be spent on refreshments.

## Student Fund Procedures

- Ask the Director-Student how much funding you are entitled to. Schools receive funds based on the number of SAC student associates there are in your school's S-LP/audiology program(s).
- Collaborate with classmates to determine how you plan to use the funds.
- Write a proposal to the DS on how you intend to spend the funds.
- The DS may ask you to amend your proposal, or accept or deny it.
- Once the DS has approved your proposal, SAC will send you a cheque. You will also receive a letter outlining the proper procedures for using the funds.
- You have until December 31 to spend the funds.
- You must mail all receipts to the Members and Associates Officer within 30 days of spending the funds.
- You must return any unused funds (as of December 31) to the SAC office.

## Ideas for How to Spend Student Funds

Guest speakers and workshop examples:

- Introduction to ASL & Deaf Culture workshop
- Presentation by a cochlear implant recipient
- Presentation on challenges early in the S-LP career
- Discussion of career choices as an entry-level clinician

## Resources

- 3D Swallow, animated 3D dysphagia model on DVD
- French DVD of human anatomy in 3D done by [anatomy.tv](http://anatomy.tv)
- The Source for Aphasia (LinguiSystems)
- The Source for Dysphagia Therapy (LinguiSystems)
- The Source for Voice Disorders: Adolescent & Adult
- Group Treatment of Neurogenic Communication Disorders by R.J. Elman

[CLICK HERE FOR THE  
STUDENT FUND PROPOSAL FORM](#)

# Student Manual



Speech-Language &  
Audiology Canada

Orthophonie et  
Audiologie Canada

Communicating care  
La communication à coeur

613.567.9968

1.800.259.8519

1000-1 rue Nicholas St.

Ottawa ON K1N 7B7

[www.sac-oac.ca](http://www.sac-oac.ca) | @SAC\_OAC

© 2018, SAC

Copyright is held by Speech-Language & Audiology Canada. No part of this publication may be reprinted, reproduced, stored in a retrieval system, or transcribed in any manner (electronic, mechanical, photocopy, or otherwise) without written permission from SAC. For more information, please contact [pubs@sac-oac.ca](mailto:pubs@sac-oac.ca).