Communication disorders graduate students must complete a minimum of 400 clock hours under the supervision of an ASHA-certified speech-language pathologists or audiologist. Twenty-five hours must be spent in clinical observation, and 375 hours must be spent in direct client contact. Direct client contact is defined as face-to-face diagnostics or treatment with individuals or groups. Activities such as telephone contact, planning, record keeping, travel, and administrative activities are not considered direct client contact. If in doubt, the student can ask the clinical educator in charge of the case or the Clinic Director.

Students are responsible for maintaining records of completed clinical hours. Daily logs should be kept to ensure that such records are accurate. A clinical hour is defined as 50 minutes. Shorter sessions are calculated as a percentage of 50 minutes. To avoid accidental loss of this important information, it is essential that the student clinician keep "back-ups" of the information. Students may count only those hours for which they have taken or are currently taking the coursework appropriate to the area of the disability.

Students should obtain clock hours across the life-span, including children and adults of various ages. The clients should be from culturally and linguistically diverse populations. The student should make every effort to obtain hours in each of the following areas:

- Articulation
- Fluency
- Voice and resonance, including respiration and phonation
- Receptive and expressive language
- Hearing, including the impact on speech and language
- Swallowing
- Cognitive aspects of speech, including attention, memory, sequencing, problem-solving, and executive function
- Social aspects of communication, including challenging behavior, ineffective social skills, peer interaction skills, and lack of communicative opportunities
- Communication modalities, including oral, manual, communication boards and devices, augmentative and alternative communication techniques and assistive technology

Additionally to comply with North Carolina licensure law, students must have at least 20 hours each in the following areas: child speech diagnostics, adult speech diagnostics, child language diagnostics, adult language diagnostics, child speech therapy, adult speech therapy, child language therapy, and adult language therapy.

At the end of the semester, log sheets with signatures will be placed in the student’s clinical practicum file in the Clinic Office for inclusion in the student’s record. Also at the end of the semester, a copy of the clinic clock hours summary sheet is to be turned in with the signed log sheets. Students should retain a copy of these forms for their personal records. Failure to submit completed forms will result in an administrative "F" for the clinical practicum course and could result in delayed or canceled registration for courses in the subsequent term, or delayed or canceled degree granting. It also could delay the process of approval for Internship placement. Sample forms and directions for entering clinical hours are available in Appendix I.

Students who drop a clinical practicum course or make an unsatisfactory grade in a clinical practicum course may not count any speech-language clinical clock hours
obtained during that semester.