



# The AG Bell Academy for Listening and Spoken Language **CERTIFICATION HANDBOOK**

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AG BELL ACADEMY FOR LISTENING AND SPOKEN LANGUAGE

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# INTRODUCTION

## General Information

### ABOUT THE AG BELL ACADEMY

The AG Bell Academy for Listening and Spoken Language (the Academy) envisions a future where all individuals and families will have access to certified Listening and Spoken Language (LSL) professionals in their immediate geographic area who provide linguistically and culturally-competent listening and spoken language services. The Academy's mission is to *advance listening and talking through standards of excellence and international certification of professionals.*

The Academy is an independently governed, subsidiary corporation of the Alexander Graham Bell Association for the Deaf and Hard of Hearing (AG Bell). Established in 2005, the Academy's primary role is to manage the certification of Listening and Spoken Language Specialists (LSLS®) around the world who work to help children who are deaf or hard of hearing and their families develop listening and spoken language. The Academy is also responsible for administering the LSLS continuing education program.

As a subsidiary 501(C)(6) organization of AG Bell, the Association is the Academy's only official member. The Academy is governed by the Academy Board of Directors. The current Academy Board Chair serves for a two-year term and simultaneously serves on the AG Bell Board of Directors. The Academy Board meets several times each year and provides direction and guidance to the Academy on the certification program.

### CONTACT THE ACADEMY

All inquiries regarding LSLS certification and the continuing education program should be directed to Academy staff at [academy@agbell.org](mailto:academy@agbell.org) (English) or [academia@agbell.org](mailto:academia@agbell.org) (Spanish).

### WHAT IS A LISTENING AND SPOKEN LANGUAGE SPECIALIST?

A Listening and Spoken Language Specialist (LSLS®) is a professional who has met the eligibility requirements (including passing the LSLS Certification Examination) for the LSLS certification. The certification has two designations: LSLS Certified Auditory-Verbal Therapist (LSLS Cert. AVT®) or LSLS Certified Auditory-Verbal Educator (LSLS Cert. AVE®). Certified LSL Specialists are professionals committed to providing quality services to families who desire for their child who is deaf or hard of hearing to listen and speak. Certified LSL Specialists have achieved the highest professional standards in the field. LSLS certification signifies that an individual has successfully demonstrated competence in the knowledge and practice skills required to guide a family in the development of listening and spoken language in accordance with the Academy's **Principles of Professional Behavior and Rules of Conduct.**

### AUDITORY-VERBAL THERAPY

Auditory-verbal therapy supports ideal development of spoken language through listening by infants, toddlers, and young children who are deaf or hard of hearing. Auditory-verbal therapy promotes early diagnosis, one-on-one therapy, and state-of-the-art audiologic management and technology. Parents and caregivers actively participate in therapy sessions. Through guidance, coaching, and demonstration, parents become the primary facilitators of their child's spoken language development. Ultimately, parents and caregivers gain confidence that their child will have

access to a full range of academic, social, and occupational choices. Auditory-verbal therapy must be conducted in adherence to the “[Principles of LSLS Auditory-Verbal Therapy](#)”.

## AUDITORY-VERBAL EDUCATION

Auditory-verbal education supports ideal development of spoken language through listening by infants, toddlers, and young children who are deaf or hard of hearing. Auditory-verbal education promotes early diagnosis and state-of-the-art audiologic management and technology. Parents and caregivers are involved to the fullest extent possible in their child’s language development and education. Auditory-verbal educators promote mainstream education for students who are deaf or hard of hearing by supporting the development of audition, spoken language and vocabulary, reading, and written expression through school-based learning. Auditory-verbal educators provide parental support, support services to mainstreamed students, and intensive intervention for students who are placed in self-contained classrooms for children who are deaf or hard of hearing. Auditory-verbal education helps parents and students build confidence that they will have access to a full range of academic, social, and occupational choices. Auditory-verbal education must be conducted in adherence to the “[Principles of LSLS Auditory-Verbal Education](#)”.

## Certification Overview

In order to become a certified LSL Specialist, professionals seeking certification must meet several eligibility requirements during a certification process period that takes place over a period of at least three (3) years and not more than five (5) years. Any requests for a lengthened certification process period of more than 5 years due to extenuating circumstances should be made to the Academy at [academy@agbell.org](mailto:academy@agbell.org) (English) or [academia@agbell.org](mailto:academia@agbell.org) (Spanish). Please note that, at a minimum, a bachelor’s degree in audiology, speech-language pathology, or education of children who are deaf or hard of hearing is required to pursue LSLS certification. See [Eligibility Requirements for Certification](#) in this manual for more specific information.

LSLS Cert. AVT and LSLS Cert. AVEd practitioners, by the nature of their training, knowledge and experience, recognize that children who are deaf or hard of hearing can and will develop good to excellent listening and spoken language skills when and if provided with appropriate services and supports.

## LSL REGISTRY OVERVIEW

The LSL Registry is a digital platform for certification-related activities. The LSL Registry is an inward-facing digital platform which allows professionals and Academy staff to communicate, store, and submit certification-related documents. The LSL Registry is **not** a public registry or list of professionals. The LSL Registry does not replace the [Locate a LSLS Directory](#), the Academy’s public-facing database. Additional information about the LSL Registry is available at <https://agbellacademy.org/certification/lsl-registry>.

For professionals who are certified, please refer to the [Certification Renewal Policies & Procedures](#) section of this handbook for information on renewing certification through the LSL Registry.

## REQUIREMENTS OVERVIEW

Documentation of qualifications and completion of all certification requirements are required to award the LSLS Cert. AVEd or the LSLS Cert. AVT credential at the end of a professional’s certification process. The professional who is interested in enrolling in the LSL Registry and pursuing certification will complete specific eligibility requirements

and provide evidence of the completion of each requirement in each of the following areas at various points during the certification process. Ultimately, a professional must complete all of the below requirements **before** certification is awarded:

- Professional university degree (minimum of bachelor's degree or equivalent)
- Professional credential/licensure
- Continuing education
- Observation of a certified LSL Specialist
- Professional experience providing direct listening and spoken language services
- Mentoring by a certified LSL Specialist
- A formal written description of listening and spoken language practice
- Professional letters of recommendation
- Parent letters of recommendation
- Passing score on the LSLS Certification Examination

All professionals must comply with the eligibility requirements for certification as outlined in this certification handbook. The most current version of the certification requirements is available on the Academy website.

**Certification Requirements:** [www.agbellacademy.org/certification/become-a-lsl-specialist/](http://www.agbellacademy.org/certification/become-a-lsl-specialist/)

## **CERTIFICATION FEES**

Certification-related fees are paid in three installments over the three-to-five-year certification process. The first installment is the LSL Registry application fee. The second installment is the Certification Examination fee. The third installment is submitted with the request for the Award of Certification (which results with receiving the LSLS certification certificate).

The current fee structure for certification can be found on the Academy website at <https://agbellacademy.org/certification/forms-fees-and-faqs/#table>.

## **NCCA STANDARDS**

The LSLS Certification Examination complies with the Standards for the Accreditation of Certification Programs established by the National Commission for Certifying Agencies (NCCA). NCCA standards address the structure and governance of the certifying agency, the characteristics of the certification program, the information required to be available to applicants, certified LSL Specialists and the public, and the recertification initiatives of the certifying agency.

## **NON-DISCRIMINATION POLICY**

The Academy does not discriminate against any person on the basis of age, gender, race, religion, national origin, sexual orientation, medical condition, physical disability, or marital status.

## **OWNERSHIP OF EXAMS**

All test questions are the property of the Academy. It is illegal to copy, reproduce, record, distribute, or display these test questions by any means, in whole or in part, without the Academy's written permission. Violators may be subject to severe civil and criminal penalties.

# HOW TO BECOME CERTIFIED

## Enrolling in the LSL Registry

LSLS certification activities are conducted through the Academy's digital platform, the LSL Registry. Professionals engaged in certification or who are preparing to engage in certification are required to enroll, submit information, and submit applications in the Registry. No one can take the LSLS certification examination or be approved to be awarded certification without being enrolled in the Registry. Professionals will need to gather and upload documentation during the enrollment process. Please learn about how to prepare to enroll in the LSL Registry on the AG Bell Academy website: <https://agbellacademy.org/certification/lsl-registry/>

**Enrollment Link:** [LSL Registry Enrollment Link](#)

The LSL Registry provides digital storage of a professional's certification process documents and allows the Academy and the aspiring LSL professional to communicate across the certification process. With the exception of each individual participant, only Academy staff and its Registry vendor have access to individual participant files. Academy staff do not access files except to process requests related to that professional's certification journey. Each individual participant may access their files at any point in time on their own during the certification process.

## Routes to LSLS Certification

Professionals who wish to pursue certification typically find they are more eligible to pursue one route to certification over another based on their particular work environment(s). The LSLS Cert. AVT designation is usually pursued by professionals who are able to complete the required clock hours providing individual auditory-verbal therapy with children and their parent(s). The LSLS Cert. AVEd designation is usually pursued by professionals who are able to complete the required clock hours providing auditory-verbal educator services in a group environment in which a parent may or may not be present. Some professionals may work in an environment that lends itself to pursuing either designation. The professional who is interested in certification selects the intended designation during the Registry enrollment process as part of the LSL Registry Enrollment Application. If a professional, for any reason, wishes to switch designations **during** the certification process and meets the requirements to do so, that professional should contact the Academy for consultation and approval.

## Eligibility Requirements for Certification

Professionals who are interested in pursuing LSLS certification are required to meet specific academic and professional requirements. Professionals who determine they are ready to start the three-to-five-year certification process must first apply for enrollment in the LSL Registry.

**Certification Overview:** [LSLS Certification: Frequently Asked Questions](#)

**Enrollment Link:** [LSL Registry Enrollment Link](#)

Professionals seeking certification can track the forms needed by downloading the [Written Documents Checklist](#).

## ACADEMIC REQUIREMENTS

Professionals seeking certification must have one of the following academic degrees: a bachelor's degree, master's degree or international equivalent in audiology, speech-language pathology, or education of children who are deaf or hard of hearing.

### Request for Preliminary Review of U.S. Academic Background

If you do not have an academic degree (bachelor's degree or higher level) in audiology, speech-language pathology, or education of children who are deaf or hard of hearing) but have completed academic course work in these areas as part of other degree requirements, you may request a review of your academic background by the Academy. To make a request for preliminary review, email the Academy at [academy@agbell.org](mailto:academy@agbell.org) (English). The list of related fees is available [on the Academy's website](#). Please note that you are required to provide a copy of your degree, transcripts, and course descriptions from your coursework to the Academy so that a preliminary review may be completed. The results of third-party review should be emailed by the agency to the AG Bell Academy at [academy@agbell.org](mailto:academy@agbell.org).

### Request for Review of Non-U.S. Academic Background

If you have an academic degree (either bachelor's or master's level) in audiology, speech-language pathology, or education of children who are deaf or hard of hearing, or an equivalent degree that was earned outside of the United States, a third-party review is required prior to submitting your enrollment application into the LSL Registry. The third-party review should be emailed by the agency to the AG Bell Academy at [academy@agbell.org](mailto:academy@agbell.org) (English) or [academia@agbell.org](mailto:academia@agbell.org) (Spanish). A list of third-party review agencies is available at [www.naces.org/members](http://www.naces.org/members). Upon receipt of your transcripts and course descriptions, the Academy's Certification Committee will determine whether your academic background meets the eligibility requirements for certification as an LSL Specialist.

## PROFESSIONAL CREDENTIAL/LICENSURE

A professional seeking certification must hold a current license or credential to practice audiology, speech-language pathology, or education of children who are deaf or hard of hearing in the jurisdiction relevant to their practice. To meet this requirement, the professional seeking certification must provide documentation of a current license, certificate, or other credential required by the state, province, or country in which they practice. The most common credentials used to meet this requirement are a Certificate of Clinical Competence in audiology or speech-language pathology from the American Speech-Language-Hearing Association (ASHA), a state/provincial license in audiology or speech-language pathology, or a state/provincial diploma in education of children who are deaf or hard of hearing. Other credentials may be acceptable if they are a municipal requirement for professional practice of the professional seeking certification. For applicants practicing in a country where licensing is unavailable or unnecessary to practice, the applicant is required to submit a letter from their university indicating that their degree meets the Academy's requirements.

## CONTINUING EDUCATION

Professionals seeking certification are required to complete at least 80 hours of continuing education within the Nine Domains of Knowledge for LSLS Certification after receiving their professional degree. A full description of the nine domains is available at <https://agbellacademy.org/certification/lsls-domains-of-knowledge/>. At least 50% (40 hours) of the 80 hours of continuing education must be completed within the three-to-five-year application period.

<b>CONTINUING EDUCATION ACTIVITY OPTION</b>	<b>Minimum Required</b>	<b>Maximum Allowed</b>
Attending Academy-approved educational programs	50 CEUs	80 CEUs
Development and/or presentation of an Academy-approved program	0 CEUs	10 CEUs
Publishing a peer-reviewed article	0 CEUs	10 CEUs
Structured observation of certified LSL Specialists – These 10 hours are in addition to the 10 hours of required observation for all professionals seeking certification.	0 CEUs	10 CEUs

**Documents needed:** [Attachment C-1: 80 Continuing Education Units \(CEUs\)](#)

### **OBSERVATION HOURS OF A CERTIFIED LSL SPECIALIST**

Professionals seeking certification must observe one or more certified LSL Specialists for a total of 10 hours. For those seeking certification as a LSLS Cert. AVEd, at least three of the observed sessions must be of a certified LSL Specialist using parent coaching strategies while working with an individual child and the child’s parent or caregiver. The professional must complete documentation related to each observation (one C-3 form for each observed session). Additionally, the professional should list all ten hours of the observed sessions on the C-2 form.

**Documents needed:** [Attachment C-2: 10 Hours of Structured Observations Log](#)  
[Attachment C-3: 10 Hours of Live/Recorded Structured Observation Form](#)

### **PROFESSIONAL EXPERIENCE PROVIDING LSL SERVICES**

Professionals seeking the AVT designation must complete a required number of 900 clock hours of professional experience in the provision of LSL services within the three-to-five-year application period. At least 750 hours must be earned through provision of direct services focused on teaching a child to listen and talk. A professional may work in an environment that easily allows for completion of all 900 hours of direct service. However, if needed or desired, a professional may spend and count up to 150 hours (of the 900-hour total) through provision/participation in related activities/indirect services that support the child/family. Professionals seeking the AVEd designation may, instead, complete Attachment H and provide a letter from a supervisor or human resources confirming employment.

At least 90% of the required hours must be focused on children. Recently, the Academy Board passed a resolution that allows professionals who are seeking certification to include a limited number of direct service hours with adults. Up to 10% of the required hours for direct services may be provided to adults who are receiving intervention to support development of auditory function and other listening and spoken language areas with a new hearing device. While adults who are deaf or hard of hearing do not enroll in auditory-verbal therapy/education, many of the listening and spoken language strategies that are used with children are the same strategies that are used in the early weeks and months after an adult receives a cochlear implant. These experiences cannot include clock hours with children or adults spent using formal visual communication systems such as cued speech, sign language, sign systems, or formal instruction in speechreading.



Professionals are encouraged to have a variety of cases to allow them to develop skills working with children with different types and degrees of hearing loss. Some professionals work in settings in which both listening and spoken language and visual forms of communication (such as sign language and cued speech) are used. In calculating hours toward certification, only those hours in which the client is exclusively exposed to listening and spoken language instruction, goals, objectives, activity, techniques, strategies, and related services that support listening and spoken language and are directly relate to the Nine Domains of Knowledge may be counted towards certification.

Again, a portion of the professional experience hours (up to 150 hours) may be (but are not required to be) earned through related activities or indirect services, such as communication assessments, cochlear implant programming sessions, parent conferences, in-service of and consultations with school personnel, school visits, and assistance with audiologic evaluations.

Professionals seeking certification who were taught/supervised by a certified LSL Specialist as part of their degree may apply up to 75 hours from their supervised auditory-verbal practicum to their professional experience requirements if it is within the five years prior to applying for certification. Professionals seeking certification must submit a course outline along with the transcript and a letter from his or her supervisor to verify these hours.

Professionals who provide supervision of practicum students who are, in turn, providing listening and spoken language services, may count up to 50 hours of those supervised sessions/hours towards the total number of direct therapy/education hours (750).

**Documents needed: [Attachment D: 900 Hours of Professional Experience](#)  
[Attachment H: Class Roster \(AVEd Applicants Only\)](#)**

### **MENTORING BY A CERTIFIED LSL SPECIALIST**

Each professional who seeks certification must engage in a mentoring relationship throughout the certification process. The professional (“mentee”) should identify a primary mentor before submitting an enrollment application to the LSL Registry. The primary mentor typically acts as your first mentor. A mentee may have the same primary mentor across the period of the three-to-five-year certification process. However, mentees are allowed to change mentors if desired. A mentee may have more than one mentor over the mentoring period, but only one primary mentor at a time, for up to a total of four primary mentors. A minimum of eight of the 20 required sessions must be observed by a primary mentor, and mentees may receive mentoring from other certified LSL Specialists for the balance of the sessions. Candidates who have concerns about meeting this requirement should contact the Academy to seek further guidance at [academy@agbell.org](mailto:academy@agbell.org) (English) or [academia@agbell.org](mailto:academia@agbell.org) (Spanish).

All mentors must be a LSLS Cert. AVT or LSLS Cert. AVEEd in good standing. The official beginning date of the LSLS certification process should coincide with the date the mentoring relationship begins. The mentoring relationship can officially begin up to six months prior to the first observation and first documentation (using the F-1 form) of a mentee’s session. The official beginning date should be indicated on the “Date Mentoring Began” line on each F-1 form. At least three years (36 months) and no more than five years (60 months) should pass between the official beginning date of the mentoring relationship and completion of the last (20th) F-1 form.

Ideally, professionals seeking certification will be mentored by a certified LSL Specialist of their intended designation. However, LSLS mentors of either designation (LSLS Cert. AVT or LSLS Cert. AVEEd) who are in good standing may

mentor any applicant. When a certified LSL Specialist is acting as a mentor and the mentee is NOT of the same designation, the mentor may seek input from a certified LSL Specialist of that mentee’s intended designation. For example, a mentee who is following the LSL Cert. AVEd route may be mentored by a LSL Cert. AVT. That mentee may find it beneficial to interact with and seek input from a LSL Cert. AVEd professional/mentor in addition to receiving input from their identified mentor. In this instance, the mentor shall collaborate with a certified LSL Specialist of the mentee’s intended designation (AVT/AVEd) in order to provide a well-rounded experience for the mentee. More information about the mentoring process is available on the Academy website:

<https://agbellacademy.org/mentoring/>.

**Documents needed:** [Attachment E: Checklist of Mentored Sessions](#)

[Attachment F-1: Mentor’s Observation Form](#)

[Attachment F-2: Applicant’s Self-Evaluation](#)

### **Finding a Mentor**

Professionals seeking certification must identify a certified LSL Specialist willing to be their primary mentor during their certification process. Currently, any professional who holds a current LSL designation and is in good standing is eligible to serve as a mentor.

To find a certified LSL Specialist in your area, please refer to the “[Locate a Listening and Spoken Language Specialist](#)” Directory on the Academy’s website. The public-facing Directory is used by both families and professionals to find where certified LSL Specialists are located. For example, if a family is considering moving to Texas (a U.S. state) and wants to know where providers are located in Texas, the parent may select Texas and the complete list of certified LSL Specialists will be displayed. Professionals often use the Directory to find a mentor with whom they will work as they begin the certification process. To find a complete list of mentors, a professional can simply check the “mentor” box. Many mentors provide much or all of their mentoring services remotely, using live or recorded video technology, and so a professional may find a mentor who lives close to or quite far from their own location. Please note that a professional who is seeking certification, regardless of whether they are pursuing the LSL Cert. AVT or LSL Cert. AVEd designation, can be mentored by any currently certified LSL Specialist who has either designation (LSL Cert. AVT or LSL Cert. AVEd). The Directory also allows users to search for professionals who offer tele-services (online services). As well, users may search for professionals according to spoken languages used.

### **PROFESSIONAL LETTERS OF RECOMMENDATION**

Two letters of recommendation from professionals are required and should describe the competency of the professional seeking certification in the development of listening and spoken language skills and effectiveness at working with children and their families. One of these letters must be from a supervisor/professional colleague describing the professional’s experience with listening and spoken language practice over the three-to-five qualifying years. If the recommending professionals do not speak English or Spanish, the professional seeking certification should send each letter of recommendation with the signature of the professional who has provided the letter and include an official translation.

### **PARENT LETTERS OF RECOMMENDATION**

Two letters of recommendation from parents are required and should describe a typical listening and spoken language session with the professional seeking certification. Letters must be in the parents’ own words and should

provide comments regarding the services provided by the professional seeking certification. If the recommending parents do not speak English or Spanish, the professional seeking certification should send each letter of recommendation with the signature of the parent who has provided the letter and include an official translation.

## Certification Application Submission

Professionals seeking certification upload forms and documents during the three-to-five year certification process in the [LSL Registry platform portal](#). All professionals should have applied and been approved to be listed in the LSL Registry prior to completing and submitting their certification application in the Registry.

The LSLS Certification Examination is offered in English and Spanish. Professionals seeking certification must submit materials in English for the English examination, but can submit materials in English or Spanish for the Spanish examination.

Professionals seeking certification who have been accepted into the LSL Registry may sit for the LSLS Certification Examination at any time during their three-to-five-year certification process. Should a professional fail their first or any subsequent examination attempt, there is a three-month waiting period before becoming eligible to retake the exam. Once all certification requirements have been fulfilled, including passing the certification exam, the candidate may request award of their certification designation in the LSL Registry.

## FAQs About Application Requirements/Procedures

The Academy makes every effort to maintain an up-to-date list of Frequently Asked Questions (FAQs) on the Academy website called Forms, Fees and FAQs: <https://agbellacademy.org/certification/forms-fees-and-faqs/>

# THE LSLS CERTIFICATION EXAMINATION

The LSL Specialist Certification Exam is offered in English and Spanish. The English exam has been assessed for its readability level according to U.S. grade level. Readability is the ease with which a reader can understand a written text. The English readability level for the Certification Exam is Flesch-Kincaid grade level 8.6 and Flesch Reading Ease 54.2. Information about preparing for the certification exam can be found on the Academy website:

- English: [Preparing for the certification exam](#)
- Spanish: [Examen en español](#)

## Scheduling the Examination

Professionals seeking certification who have been accepted into the LSL Registry may sit for the LSLS certification exam at any time during their three-to-five-year certification process. The LSLS certification examination is administered on a secure web platform that is accessible at over 1,100 test locations in over 120 countries. A list of test centers is available here: <http://www.kryteriononline.com/Locate-Test-Center>. In order to translate the Kryterion website into Spanish or any other language, go to your browser and choose translate and the language you prefer. Please note the exam is only available in English and Spanish. Kryterion offers 24/7 technical support. The AG Bell Academy has a dedicated staff member who is fluent in Spanish and English available at [academia@agbell.org](mailto:academia@agbell.org).

### SPECIAL ACCOMMODATIONS

American with Disabilities Act (ADA): Examinees with a physical or other documented disability that substantially limits a major life activity may be eligible for accommodation in the testing process to assure that the tests accurately reflect skills, knowledge, and abilities. We are fully compliant with ADA guidelines and will provide reasonable accommodations. If a professional seeking certification requires special accommodations under the ADA, the request must be submitted in writing to the Academy at [academy@agbell.org](mailto:academy@agbell.org) (English) or [academia@agbell.org](mailto:academia@agbell.org) (Spanish). All requests for accommodations must describe the accommodation(s) being requested and include documentation, such as a physician's note on official letterhead, supporting the special need. The Academy will work with the Kryterion test center location (selected by the candidate) to ensure that the test center is prepared to meet that accommodation. The request and supporting documentation must be received by the Academy no less than 21 days prior to the scheduled examination date.

## Cancellation Policy

Requests to cancel an exam appointment must be received at least three business days before the scheduled appointment. If the professional seeking certification is more than 30 minutes late for an exam, fails to appear for the appointment, or does not provide notice of intent to reschedule/defer the exam at least three business days prior to the scheduled appointment, the examination fee will be forfeited and the candidate will need to follow the procedures for scheduling a retest appointment and submit the appropriate fees.

## Taking the Exam

Professionals who are eligible to take the exam must first be [enrolled in the LSL Registry](#). Professionals must submit a request to take the exam and upon approval, the AG Bell Academy will send a letter and a voucher that provides

information about scheduling and taking the exam. To access the list of test centers and register to take the exam, go to [www.kryteriononline.com](http://www.kryteriononline.com). A candidate should not contact Kryterion to schedule their exam prior to receiving an approval letter and voucher from the AG Bell Academy. Test candidates will have the option to take the English or Spanish version of the certification examination through test centers. For 24/7 assistance, please refer to the Kryterion website related to test centers or scheduling your exam (once you have your voucher from the AG Bell Academy): [https://kryterion.force.com/support/s/?language=en\\_US](https://kryterion.force.com/support/s/?language=en_US).

## THE DAY OF THE EXAM

The certification examination is held at several test center locations around the world. A professional has a 4-hour window to take the certification exam. At the test center, you should expect to be seated at a workstation inside the testing room. Please plan to arrive no later than 15 minutes prior to the scheduled time of your exam, which can last up to four hours. An onsite test proctor should be present at the test center for the duration of your exam period (up to four hours). The test proctor will conduct a check-in process and provide you with access to the exam. The test proctor monitors examinees and the test environment through an observation window and/or in room monitoring. All examinees are subject to being video recorded while seated at a workstation inside the testing room.

## WHAT NOT TO BRING:

1. Materials such as dictionaries\*, notes/notebooks, textbooks, electronic tablets or other electronic devices including cell phones and headsets/earphones are not allowed in the test room.
2. Children, guests, or animals (with exception of service animals) should not accompany examinees to the test center.

## WHAT TO BRING:

1. The onsite examination proctor will greet you upon your arrival. Be prepared to sign your name on a sign-in sheet and show two forms of identification (ID; one must be a photo ID).
2. \*A “word to word” translation dictionary may be allowed for examinees for whom English or Spanish is not a first language and for whom pre-approval has been given by the AG Bell Academy.
3. Restroom breaks are allowed as needed; however, additional test time is not permitted due to breaks.
4. Earplugs are allowed in the test room.

Applicants who require special accommodations as indicated under the Americans with Disabilities Act (ADA) must provide a prior request in writing for such accommodations to the AG Bell Academy at [academy@agbell.org](mailto:academy@agbell.org) (English) or [academia@agbell.org](mailto:academia@agbell.org) (Spanish). Extended test times are granted only to those professionals who have a documented disability in which is common for extended time to be needed. Extended test time and other special accommodations must be approved the Academy.

## Exam Result Notification

Professionals seeking certification should receive notification of their results in the form of pass or fail immediately following submission of their examination. Exact score information is not provided.

Professionals who do not pass their examination will receive information related to domain areas that were not passed on the exam. Professionals have the opportunity and are encouraged to retake the examination. Per Academy policy, at least three months (90 days) must pass between test administrations. Those professionals should contact

the AG Bell Academy to arrange to re-take the examination. Individuals who do not pass the exam after three attempts must meet additional certification requirements in order to be eligible to take the exam four or more times. Those requirements can be found on the Academy's website.

## Locate a LSLS Directory

The Academy's online [Locate a LSLS Directory](#) contains the names of currently certified LSL Specialists (LSLS Cert. AVT and LSLS Cert. AVEEd) who have agreed to make their name, contact information, and certification status public. Parents and employers may refer to the Directory or contact the AG Bell Academy to verify that a person is listed as active and in good standing with the AG Bell Academy. The directory is a public list of certified LSL Specialists and should not be confused with the LSL Registry, which is used to track certification requirements and maintenance. LSL Specialists are personally responsible for keeping contact information and name information current with the LSLS Directory. Updates to the directory can be made online at [www.agbell.org](http://www.agbell.org) under your member profile. For assistance, please contact the Academy at [academy@agbell.org](mailto:academy@agbell.org) (English) or [academia@agbell.org](mailto:academia@agbell.org) (Spanish).

### NAME CHANGES

If a candidate has a name change for any reason, he/she should contact the Academy via email to notify them of the new name with a copy of one legal document (e.g., marriage certificate, divorce decree, legal driver's license, or other government issued identification card) to [academy@agbell.org](mailto:academy@agbell.org) (English) or [academia@agbell.org](mailto:academia@agbell.org) (Spanish) and indicate "name change" in the subject line of the email.

### REQUEST FOR A DUPLICATE LSLS CERTIFICATE

To request a duplicate LSLS Certificate, complete the AG Bell Academy [Service Request Form](#). Fill out the form completely and submit it with the appropriate fee to the address listed on the request form.

## Certification Renewal Policies and Procedures

Certified LSL Specialists must renew their certification annually and submit continuing education unit (CEU) documentation biennially (every other year) to maintain certification as a LSLS Cert. AVT or LSLS Cert. AVEEd.

Certified LSL Specialists must earn a total of 15 Academy approved CEUs during each two-year certification maintenance period. Certified LSL Specialists must renew their certification and upload CEU documentation (when applicable) through the LSL Registry. Information about using the LSL Registry for certification renewal is available on the Academy website: <https://agbellacademy.org/recertification/>.

### ANNUAL RENEWAL OF CERTIFICATION

Effective January 31, 2022, certification will expire one year from the last day of the month in which you were initially certified. For example, if your certification was renewed on January 20, 2022, your certification will expire on January 31, 2023. You can view your renewal date on your LSLS certificate. Certified LSL Specialists are required to pay a renewal fee (US\$125) on an annual basis and will receive a reminder notice at least 30 days before the due date of their renewal documentation.

- a. Reminder Emails: Certified LSL Specialists will receive a reminder notice at the email on file with the AG Bell Academy at least 30 days before the due date of their annual renewal date. A reminder of the biennial submission (every other year) of CEU documentation will be included in annual reminders as appropriate to the year.
- b. Updated LSL Certificate: After the Academy receives payment of the annual renewal fee and, if applicable, documentation of proof of continuing education/professional development (which is due every other year during the annual renewal month), a new LSL certificate with the updated expiration date will be emailed to the email address on file with the AG Bell Academy. The biennial due date for each professional's CEUs is listed on that professional's annual LSL certificate.
- c. Grace Period: The Academy allows a grace period of one month with no late fee to renew. That professional will continue to be certified during the grace period. After one month, the professional's LSL certification will be lapsed. Please see the [Academy website](#) for additional information about lapsed certification.

### **BIENNIAL SUBMISSION REQUIREMENT OF 15 HOURS OF CONTINUING EDUCATION (CE)**

Certified LSL Specialists (LSLS Cert. AVT and LSLS Cert. AVEEd) must complete an electronic certification renewal form in the LSL Registry and upload documentation of 15 hours of pre-approved LSL continuing education/professional development as part of maintaining LSL certification. Only CEUs earned during the two-year certification maintenance period prior to the renewal date will be accepted for renewal; CEUs cannot be carried over into future two-year certification maintenance periods. The types of pre-approved continuing education can be found on the AG Bell Academy website: <https://agbellacademy.org/recertification/>.

### **RETIREMENT INFORMATION**

Individuals holding certification as an LSLS Cert. AVT or LSLS Cert. AVEEd who wish to retire from practice have the option of changing their certification status to "retired" by submitting a letter to the Academy requesting retirement status.

Retired individuals may continue to use the certification designation after their name as usual. Should a retired individual return to practice, certification must be reinstated in accordance with the Academy's lapsed certification policy. The "retired" status will not expire with time.

Questions related to this Certification Handbook should be directed to the Academy at [academy@agbell.org](mailto:academy@agbell.org) (English) or [academia@agbell.org](mailto:academia@agbell.org) (Spanish).

Professionals seeking certification and certified LSL Specialists are encouraged to visit <https://agbellacademy.org> on a regular basis for the most current Academy news and updates regarding certification resources and Academy-related activities.

# LSLS FOUNDATIONAL DOCUMENTS

[THE PRINCIPLES OF LSLS AUDITORY-VERBAL THERAPY](#)

[THE PRINCIPLES OF LSLS AUDITORY-VERBAL EDUCATION](#)

[AG BELL ACADEMY PRINCIPLES OF PROFESSIONAL BEHAVIOR AND RULES OF CONDUCT](#)

[LSLS CERTIFICATION: RESPONSES TO FREQUENTLY ASKED QUESTIONS](#)

[EXAM PREPARATION RESOURCES](#)

## CONTACT THE ACADEMY

All inquiries regarding LSLS certification and the continuing education program should be directed to Academy staff at [academy@agbell.org](mailto:academy@agbell.org) (English) or [academia@agbell.org](mailto:academia@agbell.org) (Spanish).