Funeral Service Education Degree

This degree prepares students for entry-level positions in funeral service. It is designed to meet the prerequisites for licensure and employment in the field of funeral service as funeral directors or embalmers.

The Funeral Service Education Program at American River College is accredited by the American Board of Funeral Service Education (ABFSE) 3432 Ashland Avenue, Suite G, St. Joseph, Missouri 64506 (816) 233-3747. Web: www.abfse.org

NOTE: All courses, including general education, require a grade of “C” or better.

The annual passage rate of first-time takers on the National Board Examination (NBE) for the most recent three-year period for this institution and all ABFSE accredited funeral service education programs is posted on the ABFSE web site (www.abfse.org).

National Board Examination scores, graduation rates, and employment rates for this and other ABFSE-accredited programs are available at www.abfse.org. To request a printed copy of this program’s scores and rates, go to Health and Education 770 or by email at delacrd@arc.losrios.edu or by telephone at (916) 484-8158.

Student Learning Outcomes

Upon completion of this program, the student will be able to:
• choose the correct techniques for each embalming case.
• analyze information given by the family to complete the necessary paperwork for the state of California and other government agencies.
• recommend options for the appropriate disposition of the decedent’s remains.
• contact the appropriate clergy, agencies, and organizations for the disposition of the remains.
• evaluate and prioritize the funeral choices of the family in a timely manner.
• create a funeral service for the family.
• participate as a volunteer in a community service activity.

Career Opportunities

The student is eligible to take the state board examination to become a licensed funeral director in California. The student also meets the criteria to take the state embalmer’s examination.

Program Goals and Objectives

As an accredited mortuary college our program goals and objectives are as follows:
• To prepare students to be members of a human services profession
• To prepare students to be members of the community in which they serve
• To be participants in the relationship between bereaved families and those engaged in the funeral service profession
• To offer professional knowledge of and compliance with federal, state provincial/territorial, and local regulatory guidelines
• To be sensitive to the responsibility for public health, safety and welfare in caring for human remains

The Primary Objectives of this Program are:
• To enlarge the background and knowledge of students about the funeral service profession
• To educate students in every phase of funeral service, and to help enable them to develop the proficiency and skills necessary for the profession as defined by the American Board of Funeral Service Education, Inc.
• To educate students concerning the responsibilities of the funeral services profession to the community at large
• To emphasize high standards of ethical conduct
• To provide a curriculum at the post-secondary level of instruction
• To encourage student and faculty research in the field of funeral service
• To equip students with information related to the social, legal, psychological, religious and public health issues that are associated with death
• To offer students a comprehensive curriculum that will challenge their academic abilities that are consistent with the curriculum required by the American Board of Funeral Service Education, Inc.
• To prepare students for success on the National Board Examination as well as state examinations

Enrollment Eligibility

To be eligible for enrollment in the program, the student must meet the following criteria:
• Graduation from an accredited high school (graduates from outside the United States must have transcripts evaluated by an approved independent agency), or successful completion of General Educational Development (GED) Test or California High School Proficiency Examination (CHSPE).
(Funeral Service Education Degree continued)

- The Funeral Service education program has two options for sequence. Each sequence has specific requirements listed below:

  (One Year Sequence) A cumulative college GPA of 2.0 and a grade of “C” or better in the following courses: ACCT 101, BIOL 102 or BIOL 103, BUS 340, ENGWR 300 or ENGWR 480, FSE 300, and MATH 120, SPEECH 301 or 331, PSYC 390. In addition, the General Education requirements for graduation must be satisfied in the following areas: Humanities, Social and Behavioral Sciences, Living Skills and Ethnic/Multicultural Studies. The FSE program will allow grades in-progress during the application process.

  (Two Year Sequence) BIOL 102 or BIOL 103, ENGWR 300 or ENGWR 480, FSE 300, and MATH 100 or MATH 104 with a grade of “C” or better. The FSE program will allow grades in-progress during the application process.

- Minimum cumulative college GPA of 2.0.
- A Curriculum Planning Summary Sheet completed by an ARC counselor and dated within the semester the enrollment packet is submitted.
- A completed pre-enrollment application.

Enrollment Process
Eligible students are selected for the program according to the following steps:

- Pre-enrollment applications to the program may be obtained from the Health and Education Division Office, the Coordinator of the Funeral Service Education program, or at www.arc.losrios.edu/fse. The Funeral Service Education program currently accepts students once per year for the Spring semester which begins in January. Deadline to submit the application is by the second Friday in November.
- Only students who meet the pre-enrollment requirements and follow the pre-enrollment procedures will be considered for the program.
- Selection is based on a random selection process should the number of applicants exceed available space in the program.
- Students admitted to the Funeral Service Education program are required to have a physical examination, laboratory and licensing agencies inoculations, drug screen, and background check by the completion of the first semester of the program. Students are responsible for any costs incurred related to meeting the health requirements.
- If a minimum number of qualified applicants are not received, enrollment will be delayed until the following semester, at which time applicants will need to reapply.

Requirements for Degree

<table>
<thead>
<tr>
<th>1 YEAR SEQUENCE</th>
<th>64.5 - 66.5 Units</th>
</tr>
</thead>
</table>

**1st Semester**

- CHEM 130 Chemistry for Funeral Service ........................................ 4
- FSE 310 Embalming I ................................................................. 3
- FSE 320 Embalming II ................................................................. 3
- MATH 100 Elementary Algebra ........................................... 3 - 5
- MATH 104 Elementary Algebra, Part II ........................................ 3

**2nd Semester**

- FSE 312 Funeral Directing II ...................................................... 2
- FSE 330 Merchandising in the Funeral Industry ............................... 3
- FSE 340 Pathology for Funeral Service ........................................... 2
- MATH 100 Elementary Algebra ....................................................... 3
- MATH 104 Elementary Algebra, Part II ........................................ 3

**Pre-FSE Semester**

<table>
<thead>
<tr>
<th>Course</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIOL 102 or BIOL 103</td>
<td>4</td>
</tr>
<tr>
<td>ENGWR 300 or ENGWR 480</td>
<td>3</td>
</tr>
<tr>
<td>MATH 100 or MATH 104</td>
<td>3</td>
</tr>
<tr>
<td>PSYC 390</td>
<td>3</td>
</tr>
</tbody>
</table>

**TWO YEAR SEQUENCE**

<table>
<thead>
<tr>
<th>Semester</th>
<th>Course</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>1st</td>
<td>BIOL 102</td>
<td>4</td>
</tr>
<tr>
<td>2nd</td>
<td>ENGWR 300 or ENGWR 480</td>
<td>3</td>
</tr>
<tr>
<td>3rd</td>
<td>FSE 312</td>
<td>2</td>
</tr>
<tr>
<td>4th</td>
<td>FSE 330</td>
<td>3</td>
</tr>
<tr>
<td>5th</td>
<td>FSE 340</td>
<td>2</td>
</tr>
<tr>
<td>6th</td>
<td>MATH 100 or MATH 104</td>
<td>3</td>
</tr>
<tr>
<td>7th</td>
<td>MATH 104 or MATH 106</td>
<td>3</td>
</tr>
</tbody>
</table>

**Associate Degree Requirements:** The Funeral Service Education Associate in Science (A.S.) Degree may be obtained by completion of the required program, plus general education requirements, plus sufficient electives to meet a 60-unit total. See ARC graduation requirements.

**Funeral Service Education**

<table>
<thead>
<tr>
<th>Course</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>FSE 297</td>
<td>Internship in Funeral Service Education</td>
</tr>
</tbody>
</table>

Prerequisite: ACCT 101, BIOL 130, BUS 340, FSE 312, FSE 350, and FSE 360 with grades of "C" or better
Corequisite: FSE 365, FSE 370, and PSYC 390

Enrollment Limitation: Students must show proof they are within the final semester of coursework including general education courses. Hours: 18 hours LEC, 216 hours LAB

This course provides an opportunity to apply classroom instruction in funeral service education to real-world practice in the community. Interns participate in an off-site lab experience program and approved off-campus preceptor sites. Students must successfully complete the National Board Exam to receive a passing grade in this course. Students are responsible for fees associated with this exam.
FSE 300  Introduction to Funeral Service  2 Units
Advisory: ENGWR 300, ENGWR 480, or ESLW 340
Hours: 36 hours LEC
This course is a survey of the history of the funeral service industry and a comprehensive overview of the field of funeral service. Emphasis is on the role and skills of the funeral service practitioner. The course provides insight into the funeral service industry and the career opportunities available. Field trips may be required.

FSE 310  Funeral Directing I  3 Units
Prerequisite: FSE 300 with a grade of “C” or better
Corequisite: CHEM 130 and FSE 320
Enrollment Limitation: Acceptance into the Funeral Service Education Program.
Hours: 36 hours LEC
This course introduces the general practices of funeral directing. It focuses on the sociological phenomena that affect all the elements of funeral service including cultural differences, family structures, and factors of change that relate to funeralization. It also includes notification of death, transfer and disposition of bodies, arrangement conferences, pre-planned funerals, and post-arrangement follow-up. Field trips may be required. A portion of this course may be offered in a TBA component of 27-54 hours which may include embalming, preparation, or documentation.

FSE 312  Funeral Directing II  2 Units
Prerequisite: FSE 310 and 320 with grades of “C” or better
Corequisite: BIOL 130, FSE 330, and FSE 340
Hours: 36 hours LEC
This course introduces the basic philosophies of a cross-section of religious and ethnic funeral practices and the role of the funeral practitioner in directing each type. Also included are procedures for fraternal, military, and celebrity funerals. Field trips may be required.

FSE 320  Funeral Service Law and Ethics  3 Units
Corequisite: CHEM 130 and FSE 310
Enrollment Limitation: Acceptance into the Funeral Service Education Program.
Hours: 54 hours LEC
This course introduces law and the judicial system as they pertain to the funeral industry. Topics include sources of law, the legal status of the dead human body, the duty of burial, rights to control funeral arrangements and final disposition, liability for funeral expenses, and factors of change that relate to funeralization. It also includes notification of death, transfer and disposition of bodies, arrangement conferences, pre-planned funerals, and post-arrangement follow-up. Field trips may be required. A portion of this course may be offered in a TBA component of 27-54 hours which may include embalming, preparation, or documentation.

FSE 330  Merchandising in the Funeral Service Industry  3 Units
Prerequisite: FSE 310 and 320 with grades of “C” or better
Corequisite: BIOL 130, FSE 312, and FSE 340
Hours: 54 hours LEC
This course introduces merchandising as it applies to the funeral service profession. The curriculum is divided into two main sections. The first covers construction and features of caskets, outer burial containers, and other funeral-related products. The second section examines methods of pricing, display, presentation, and control of funeral merchandise. Field trips may be required.

FSE 335  Funeral Service Management  3 Units
Corequisite: ACCT 101 or 301
Enrollment Limitation: Acceptance into the Funeral Service Education Program.
Hours: 54 hours LEC
This course introduces the basic principles of management as they apply to the practice of the funeral profession. The role and function of an effective manager are explored. Emphasis is placed on the management functions of planning, organizing, motivating, directing, and controlling. Specific areas of funeral service practice and managerial guidelines for those areas are covered. Additionally, management theory as it relates to funeral service practice is addressed. Field trips may be required.

FSE 340  Pathology for Funeral Service  2 Units
Prerequisite: CHEM 130 or 305 with a grade of “C” or better
Corequisite: BIOL 130, BIOL 440, FSE 312, or FSE 330
Hours: 36 hours LEC
This course offers a study of pathological disease conditions and how they affect various parts of the body. Particular conditions that relate to or affect the embalming or restorative art process are emphasized.

FSE 350  Restorative Art  3.5 Units
Corequisite: ACCT 101, ACCT 301, and FSE 360
Enrollment Limitation: Acceptance into the Funeral Service Education Program.
Hours: 54 hours LEC; 27 hours LAB
This course introduces the techniques of creating an acceptable physical appearance of the deceased for the benefit of the survivors. Topics include the study of facial features, cosmetics, and restorative treatment for a variety of situations faced by the practitioner.

FSE 360  Embalming I  4 Units
Corequisite: FSE 350 AND ACCT 101 or ACCT 301
Enrollment Limitation: Acceptance into the Funeral Service Education Program.
Hours: 54 hours LEC
This course introduces the phenomenon of death in the human body. It includes the processes of preservation, restoration, and sanitation in treating the dead human body. Field trips may be required. A portion of this course may be offered in a TBA component of 27-54 hours which may include embalming, preparation, or documentation.

FSE 365  Embalming II  2 Units
Prerequisite: FSE 350 and 360 with grades of “C” or better
Corequisite: FSE 297 and 370
Enrollment Limitation: Students must show proof they are within the final semester of coursework including funeral service education courses, general education courses, and competencies.
Hours: 36 hours LEC
This course is a continuation of FSE 360. It is the study of vascular anatomy, case analysis, the selection and injection of embalming fluids, and treatment of specific conditions requiring special attention.

FSE 370  Funeral Service Counseling  3 Units
Prerequisite: FSE 335, 350, and 360 with grades of “C” or better
Corequisite: FSE 297, FSE 365, and PSYC 390
Hours: 54 hours LEC
This course examines communication skills and the role of the funeral director as facilitator, counselor, and caregiver. Topics include specific communication and counseling techniques as they are applied in funeral service practice as well as normal and abnormal grief reactions, children and death, crisis intervention counseling, and dealing with stress and burnout. Field trips may be required.