

***2018– 2019 TUITION AND FEES ***

In-State Students

Internet/telecourse\$160.00/Per Credit Hour
Other courses.....\$160.00/Per Credit Hour

Out-of-State Students

Internet/telecourse\$289.00/Per Credit Hour
Other courses.....\$289.00/Per Credit Hour

Late Registration Fee (non-refundable).....\$25.00

*Tuition and Fees subject to change by Alabama State Board of Education. Tuition may change Fall 2018.

For More Information Contact

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In Alabama Call Toll Free

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www.jeffersonstate.edu/fse

The Funeral Service Education Program at Jefferson State Community College has as its central Aims recognition of the importance of funeral service personnel as:

- A. Members of a human services profession;
- B. Members of the community in which they serve;
- C. Participants in the relationship between bereaved families and those engaged in the funeral service profession;
- D. Professionals knowledgeable of and compliance with federal, state and local regulatory guidelines, as well as;
- E. Professionals sensitive to the responsibility for public health, safety and welfare in caring for human remains
- F. To enlarge the background and knowledge of students about the funeral service profession;
- G. To educate students in every phase of funeral service, and to help them to develop proficiency and skills necessary for the profession, as defined in the Preamble at the beginning of Chapter 9 of the Manual on Accreditation;
- H. To educate students concerning the responsibilities of funeral service profession to the community at large;
- I. To emphasize high standards of ethical conduct;
- J. To provide a curriculum at the post-secondary level of instruction;
- I. To encourage student and faculty research in the field of funeral service.

Jefferson State does not discriminate on the basis of race, color, national origin, sex, disability, or age in its admissions, programs and activities in compliance with Title VI and VII of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, Title IX of the Educational Amendments of 1972 and the Americans with Disabilities Act of 1990.

2601 Carson Road
Birmingham, Alabama 35215
www.jeffersonstate.edu/fse



Funeral Service Education



"Show me the manner in which a nation or community cares for its dead and I will measure with mathematical exactness the tender sympathies of its people, their respect for the law of the land and their loyalty to high ideals."

▪ W. Gladstone

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This program is designed for students who are full-time employees of a funeral home. The Funeral Service Education Program is based upon the concept of cooperative education. It is designed for those who have a state board sanctioned apprenticeship and who are actively seeking to satisfy their particular state licensing requirements. Students must complete an apprenticeship specified by the state in which they expect to practice before they will be eligible for licensure. The Funeral Service Education Degree Program at Jefferson State Community College is accredited by the American Board of Funeral Service Education (ABFSE), 992 Mantua Pike, Suite 108, Woodbury Heights, New Jersey 08097 (816) 233-3747. Web: www.abfse.org The annual passage rate of first-time takers on the National Board Examination (NBE), graduation rates and employment rates 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).

The students are given a broad understanding of funeral home operation, funeral directing, public health and embalming along with a foundation in communication skills, social science and applied science. After completion of the Funeral Service Education Program, most states will require completion of the National Board Examination or other state board examination for licensure.

Funeral Service Education students must complete all requirements for the Associate in Applied Science Degree within four semesters of initial enrollment in the FSE Program. The director of the program may grant an extension of three semesters. Students requesting an extension must have a cumulative 2.0 GPA. If a student receives a "D" or "F" at any time during the three semester extension, the student will not be allowed to continue in the program. Students must apply for the extension during registration of their fifth consecutive semester. Students who do not complete the Distance Learning Option within four semesters may not enroll in distance learning courses. Students enrolled in distance learning courses may transfer to on campus courses at any time. Once a student elects to take on campus courses that student may not take distance learning courses except in the case of extreme hardship. Hardships must be submitted to the Program Coordinator in writing and must meet the approval of all faculty who teach FSE courses. Work schedules will not be considered as hardships. Students who do not complete requirements in the specified time must repeat all FSE and BIO requirements. Persons convicted of a felony offense should contact their state board of funeral service regarding eligibility for licensure.

The Funeral Service Certificate is designed for those interested only in Funeral Directing. The curriculum is based upon the curriculum used for funeral directing licensing exams in several states. The academic program is designed to meet specific state or professional needs. It is not accredited by the American Board of Funeral Service Education. Students completing this option are not eligible to take the National Board Examination and should consult their state board first regarding the certificate option. Students have one semester to declare the degree option.

Associate in Applied Science Degree

Required Major Courses: (52 hours) Credit Hours

FSE 101	Funeral Directing	3
FSE 110	Law & Ethics for Funeral Service	3
FSE 145	Basic Accounting Procedures for FS	3
FSE 201	Embalming I	3
FSE 202	Embalming II	3
FSE 203	Embalming Laboratory	3
FSE 206	Principles of Mortuary Science	3
FSE 207	Thanatochemistry	3
FSE 213	Restorative Art	3
FSE 214	Advanced Restorative Art	3
FSE 223	Funeral Service Social Science	3
FSE 225	Funeral Service Management I	3
FSE 226	Funeral Service Management II	3
FSE 227	Computer Principle & Funeral Service Application or CIS 130 or CIS 146	3
FSE 228	Internship	3
FSE 230	Funeral Service Comprehensive Review*	3
BIO 111	Human Biology	4

Required Degree Courses: (15 hours)

1. ENG 101 3
2. ENG 102 or SPH 106 or 107 3
3. MTH 100, 110 or 116 (select one) 3
4. PSY 200 or SOC 200 3
5. Humanities and Fine Arts Elective: 3
(Art, Humanities, Religion, Theater Arts, Philosophy, Literature, Music, Foreign Language)

* Must be taken last semester before graduation

Students have two options for completion of the Program, enrollment dates are spring and fall semesters:

1. Four semesters, two days per week.
 2. Four semesters, distance learning. Please note the Distance Learning options has on-campus requirements.
- > Orientations are **mandatory** for distance learning. Dates will be posted on the Jeff State website and semester schedules.

Students must sign a contract for the option they choose.

Students must take the National Board Exam in some states to meet licensure requirements.

See the [Jefferson State Community College Catalog](#) for the FSE Program American with Disability Act statement.

Program Admission Requirements

1. Current valid apprenticeship with the state board of funeral service within the state that he or she plans to practice.
2. Fifteen semester hours (25-quarter hours) of FSE faculty approved English, math, social science and humanities courses.

(See Required Degree Courses)

Required Courses for:

- * **Funeral Service Certificate: (27 hours)**
- Funeral Service Certificate: (36 hours)**
- See College Catalog**

ENG 101	English Composition	3
MTH 100,110, 116 or greater (select one)		3
CIS Elective		3
FSE 101	Funeral Directing	3
FSE 110	Law & Ethics for Funeral Service	3
FSE 145	Basic Accounting Procedures for FS	3
FSE 223	Funeral Service Social Science	3
FSE 225	Funeral Service Management I	3
FSE 226	Funeral Service Management II	3

National Board Exam Statistics

2018	#Takers	# Passed	% Passed
ARTS	26	20	76%
SCIENCE	25	18	72%
2017			
ARTS	28	21	75%
SCIENCE	28	23	82%
2016			
ARTS	25	24	96%
SCIENCE	25	23	92%

Standard 11., of the American Board of Funeral Service Education Accreditation Manual states: "So that the public and prospective students can easily access these statistics, programs must include the following statements on their website and in the institution's catalog: '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 contact: Venus N.R. Smith, Funeral Service Education Program, HMB G-9, vrlie@jeffersonstate.edu, 205-856-7841 or website: <http://www.jeffersonstate.edu/programs/funeral-service-education/>