

***2022 – 2023 TUITION AND FEES ***

In-State Students

Internet/telecourse \$166.00/Per Credit Hour
Other courses \$166.00/Per Credit Hour

Out-of-State Students

Internet/telecourse \$291.00/Per Credit Hour
Other courses \$291.00/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 2022.

For More Information Contact

Venus N.R. Smith, Program Coordinator

vriley@jeffersonstate.edu
205) 856-7841

Jzyk Ennis, Instructor

jennis@jeffersonstate.edu

(205) 856-7852

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

- A. Explain the importance of funeral service professionals in developing relationships with the families and communities they serve
- B. Identify standards of ethical conduct in funeral service practice
- C. Interpret how federal, state, and local laws apply to funeral service in order to ensure compliance
- D. Apply principles of public health and safety in the handling and preparation of human remains
- E. Demonstrate technical skills in embalming and restorative art that are necessary for the preparation and handling of human remains
- F. Demonstrate skills required for conducting arrangement conferences, visitations, services, and ceremonies
- G. Describe the requirements and procedures for burial, cremation, and other accepted forms of final disposition of human remains
- H. Describe methods to address the grief-related needs of the bereaved
- I. Explain management skills associated with operating a funeral establishment
- J. Demonstrate verbal and written communication skills and research skills needed for funeral service practice

It is the official policy of Jefferson State Community College, a postsecondary institution under the control of the Alabama Community College System Board of Trustees, that no person shall, on the grounds of race, color, sex, religion, national origin, disability, age, or sexual orientation be excluded from participation in, be denied benefit of, or be subjected to discrimination under any program, activity or employment

Jefferson State
Community College
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

www.jeffersonstate.edu/fse



“Jefferson State Community College is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award the Associate in Arts, Associate in Science, and the Associate of Applied Science degrees. Contact the Southern Association of Colleges and Schools Commission on Colleges at 1886 Southern Lane, Decatur, Georgia 30033-4097 or call (404) 679-4500 for questions about the accreditation of Jefferson State Community College.”

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: (Art, Humanities, Religion, Theater Arts, Philosophy, Literature, Music, Foreign Language) 3

* 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.

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

| 2021 | #Takers | # Passed | % Passed |
|-------------|---------|----------|----------|
| ARTS | | | 62% |
| SCIENCE | | | 44% |
| 2020 | | | |
| ARTS | 18 | 16 | 83% |
| SCIENCE | 20 | 11 | 55% |
| 2019 | | | |
| ARTS | 22 | 18 | 82% |
| SCIENCE | 22 | 16 | 73% |

Standard 10.8.2., 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, in the Directory of Accredited Programs" To request a printed copy of this program's scores and rates contact: Venus N.R. Smith, Funeral Service Education Program, HMB G-9, vriley@jeffersonstate.edu, 205-856-7841 or website: <http://www.jeffersonstate.edu/programs/funeral-service-education/>