

Funeral Service Education (Collaborative Program)

[A55260] Associate in Applied Science Degree; [D55260] Diploma

FALL 2009

The Funeral Service Education curriculum provides students with the opportunity to become proficient in basic funeral service skills. In addition to the general education courses offered in the curriculum, technical courses such as human anatomy, embalming theory and practice, embalming chemistry, restorative arts, funeral law, and funeral home operations are taught.

Graduates of the curriculum, upon passing the state or national exam and completing an internship in a funeral home, will be qualified for employment as embalmers and/or funeral directors.

Funeral Service Education (FSE) is a collaborative program between Randolph Community College (RCC) and Fayetteville Technical Community College (FTCC). FTCC is the "host" college and will be awarding the Associate Degree or Diploma.

Most FSE courses offered through FTCC will be delivered via the Internet as online courses. All general education and related courses will be offered by RCC either on campus or online.

Degree-seeking students who are employed with a funeral home may be eligible to complete the embalming clinical assignments at a funeral home approved by FTCC. Students who are not employed at a funeral home will be required to travel to FTCC to complete their embalming lab requirements on the FTCC campus. Students will be required to take the National Board Exam for Funeral Services as a condition for graduation.

Graduates of the diploma program are eligible to take the N.C. Board of Mortuary Science Funeral Director state exam.

Competencies (per FTCC)

These are the skills students will develop as they progress through this program.

GENERAL COMPETENCY

1. Communicate effectively in writing, reading and listening
2. Perform technical skills in Funeral Service
3. Use information to analyze problems and make logical decisions
4. Demonstrate positive interpersonal skill in various aspects of life
5. Demonstrate quantitative competencies
6. Demonstrate basic skills in using a personal computer

TECHNICAL COMPETENCY

7. Demonstrate Funeral Service Leadership Skills
8. Use of Basic Funeral Services Management Skills
9. Develop an appreciation of human diversity and its application in Funeral Service
10. Comply w/OSHA and Universal Precautions when handling deceased
11. Evaluate and apply proper embalming and restorative arts techniques
12. Be knowledgeable and willing to provide meaningful funeral services to families of all religions and nationalities
13. Process all applicable documentation required when a death occurs
14. Demonstrate knowledge in the allied health sciences
15. Be knowledgeable of all Federal Trade Com. requirements
16. Comply with jurisdictional rules, before, during and after embalming human remains

COURSE SUBSTITUTIONS

RCC students can take the following courses as substitutions:

ACA 115 (lecture) can substitute for ACA 111

ACC 120 (lecture and lab) can substitute for ACC 111

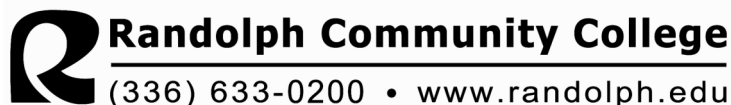
BIO 168 and BIO 169 (lecture and lab) can substitute for FSE 118

COM 231 (lecture) can substitute for ENG 115

For classes to transfer as substitutes, the student must attain a grade of "C" or better.

FACULTY ADVISOR

The faculty advisor for Funeral Service Education is Marlana Hancock, (336) 633-0319, mlhancock@randolph.edu.



GENERAL ADMISSIONS REQUIREMENTS FOR CURRICULUM PROGRAMS

Applicants for admission to Randolph Community College must be 18 years of age or high school graduates. The College will accept students with a high school equivalency diploma. A high school diploma or the equivalent is required of all applicants enrolling in curriculum courses. Persons intending to enroll in a specific curriculum are encouraged to submit their applications at least two months prior to the term in which they wish to enroll. Applicants are not admitted into specific curriculum programs, and thus, not eligible for financial aid until admission requirements are met (i.e. transcripts, testing, etc.). Applications can be obtained from high school counselors and from Student Services.

IN ORDER TO ENROLL, THE STUDENT SHOULD:

- complete an RCC application,
- provide official copies of high school transcript and/or GED test scores and all college transcripts,*
- call (336) 633-0224 to discuss placement testing,
- meet with someone in RCC's financial aid office if necessary, (336) 633-0205,
- meet with your faculty advisor (during specified registration period),
- register and pay for classes (during specified registration period).

*Applicants who are high school graduates should request a copy of their high school transcript. In cases where the last six weeks' work is not completed, a supplemental transcript should be forwarded to the College after the student's graduation. GED graduates must submit official copies of their GED test scores. Students transferring from other colleges or post-high school institutions must submit official transcripts from all such institutions attended. For transcript release forms, call Student Services, (336) 633-0224. Transcripts are not official unless they are sent directly from the high school or college attended.

ADDITIONAL INFORMATION:

Students must submit an application, transcripts, and placement testing scores to Fayetteville Technical Community College and have been accepted into the Funeral Service Education program before enrolling in any FSE courses.

Students must register and pay for any FSE course through FTCC.

FUNERAL SERVICE EDUCATION CURRICULUM BY SEMESTERS DEGREE OR DIPLOMA PROGRAM

		Hours/Week			Sem. Hrs.
		Class	Lab	Wk. Exp.	Credit
First Year: Fall Semester					
ACA 111	*College Student Success (online)	1	0	0	1
BUS 110	*Introduction to Business	3	0	0	3
CIS 113	*Computer Basics	0	2	0	1
ENG 111	*Expository Writing	3	0	0	3
FSE 112	*Principles of Funeral Services (online)	3	0	0	3
SOC 210	*Introduction to Sociology	3	0	0	3
MAT 115	Mathematical Models	<u>2</u>	<u>2</u>	<u>0</u>	<u>3</u>
		15	4	0	17

First Year: Spring Semester					
FSE 118	Embalming Anatomy (at RCC)	4	0	0	4
BUS 115	*Business Law I	3	0	0	3
COM 231	Public Speaking	3	0	0	3
ACC 120	*Principles of Financial Accounting	3	2	0	4
BUS 230	*Small Business Management	3	0	0	3
PSY 150	*General Psychology	<u>3</u>	<u>0</u>	<u>0</u>	<u>3</u>
		19	2	0	20

First Year: Summer Session					
---	Humanities/Fine Arts	<u>3</u>	<u>0</u>	<u>0</u>	<u>3</u>
		3	0	0	3

Second Year: Fall Semester					
FSE 210	Embalming Theory I (online)	3	0	0	3
FSE 211	Embalming Lab I	0	4	0	2
	<i>Or</i>				
COE 112	Cooperative Work Experience I	0	0	20	2
FSE 214	*Pathology (at RCC)	3	0	0	3
FSE 216	Restorative Arts (at RCC)	2	4	0	4
PSY 141	*Psych of Death & Dying (online)	3	0	0	3
FSE 114	Embalming Chemistry (at RCC)	<u>4</u>	<u>0</u>	<u>0</u>	<u>4</u>
		15	4/8	0/20	19

Second Year: Spring Semester					
FSE 116	*Funeral Law and Ethics (online)	3	0	0	3
FSE 120	Embalming Microbiology (at RCC)	3	0	0	3
FSE 212	Embalming Theory II (online)	3	0	0	3
FSE 213	Embalming Lab II	0	4	0	2
	<i>Or</i>				
COE 122	Cooperative Work Experience II	0	0	20	2
FSE 215	*Funeral Home Operations (online)	<u>4</u>	<u>0</u>	<u>0</u>	<u>4</u>
		13	4	0/20	15

Second Year: Summer Semester					
FSE 217	Funeral Service Projects (online)	<u>1</u>	<u>2</u>	<u>0</u>	<u>2</u>
		1	2	0	2

Courses in bold are offered through Fayetteville Technical Community College (FTCC)

TOTAL SEMESTER CREDIT HOURS FOR DEGREE: 76 *TOTAL SEMESTER CREDIT HOURS FOR DIPLOMA: 40

Visit RCC's website: www.randolph.edu
An application for admission is available to be downloaded from the web