

## Contact Us:

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## Program Overview

The Funeral Service Education program provides the educational foundation needed to seek a South Carolina or other state licensure, both as a funeral director and an embalmer.

### PROGRAM REQUIREMENTS

#### A.A.S., MAJOR IN FUNERAL SERVICE

The Funeral Service Education degree program at Piedmont Technical College is accredited by the American Board of Funeral Service Education (ABFSE), 992 Mantua Pike, Suite 108, Woodberry Heights, New Jersey 08097 (816) 233-3747. Web: [www.abfse.org](http://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](http://www.abfse.org). To request a printed copy of this program's scores and rates, go to room 114V or by email at: martin.d@ptc.edu, or by telephone: (864) 941-8774.

Students entering the Funeral Service Education program must be aware of the following:

1. The South Carolina Board of Funeral Service may refuse to issue or renew a license or student permit to an individual with a conviction of a felony or a crime involving fraud or moral turpitude. Pending criminal charges or convictions may make the student ineligible for a Student Permit or license. If you fail to receive your student Permit, you may be dropped from the program.
2. All students must have a valid driver's license to be accepted in the Funeral Service Education program.
3. Student must complete and pass a criminal background check.
4. Beginning in the fall 2019 term, the Funeral Service Education program will begin an application process for the FSE major studies coursework. Admission will be based on a merit process, with a limited number of students accepted into each fall and spring semesters. A student may be admitted to the college at any time in order to complete general education coursework. For more information, please contact the FSE department.

#### GENERAL AIMS AND OBJECTIVES OF FUNERAL SERVICE

**Aims:** Piedmont Technical College and the Funeral Service Education program have as its central aim recognition of the

importance of Funeral Service Education personnel as:

- members of a human services profession;
- members of the community in which they serve;
- participants in the relationship between bereaved families and those engaged in the funeral service profession; professionals knowledgeable of and compliant with federal, state, provincial/territorial and local regulatory guidelines in the geographic area where they practice as well as
- professionals sensitive to the responsibility for public health, safety and welfare in caring for human remains.

#### Objectives:

- 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 proficiency and skills necessary for the profession, as defined in the Preamble at the beginning of this chapter;
- To educate students concerning the responsibilities of the funeral service profession to the community at large.
- To emphasize high standards of ethical conduct.
- To provide a curriculum at the postsecondary level of instruction.
- To encourage student and faculty research in the field of funeral service.

**Health Requirements:** Students enrolled in Funeral Service Education courses are required to provide evidence of annual tuberculosis screenings and evidence of vaccination against tetanus within the last 10 years. Students shall have on file prior to entry into the practicum courses or clinical work one or more of the following: Hepatitis B virus (HBV) immunization record or antibody titer showing a positive antigen response to HBV. Students are not eligible to participate in the practicum or clinical works until this information is completed and on file.

**Transportation to Practicum Sites:** Each student is responsible for transportation to and from any practicum or clinical sites.

**Attendance Requirements:** Students are expected to attend all practicum activities. Make-up time for missed practicum experiences will be determined at the discretion of the faculty and availability of practicum facilities.

Please contact the FSE department for start times and admittance deadlines. If you have previous college credits with a "C" or better in ACC 101, CPT 101, MGT 120, ENG 101, MAT 155, SPC 205, AHS 102, Humanities/Fine Arts and a Social Science/Behavioral Science Elective, you may be eligible to complete the Associate Degree program in one year (3 semesters). The FSE Department has full details about this option.

#### GENERAL EDUCATION COURSES

COURSES	CREDIT HOURS
ENG 101 English Composition I.....	3.0

MAT 155	Contemporary Mathematics.....	3.0
SPC 205	Public Speaking .....	3.0
	Elective Humanities/Fine Arts .....	3.0
	Elective Social/Behavioral Sciences .....	3.0

**SUBTOTAL: 15.0**

#### **REQUIRED CORE SUBJECT AREAS**

COURSES	CREDIT HOURS
FSE 101	Introduction to Funeral Services ..... 2.0
FSE 112	Anatomy and Physiology for ..... 3.0
	Funeral Service
FSE 165	Sociology of Funeral Services ..... 2.0
FSE 205	Funeral Counseling ..... 3.0
FSE 210	Funeral Service Management and Merchandising I... 3.0
FSE 211	Funeral Service Management and Merchandising II... 2.0
FSE 213	Microbiology and Pathology for Funeral Service.... 3.0
FSE 215	Funeral Services Directing..... 3.0
FSE 216	Funeral Directing II..... 2.0
FSE 220	Regulatory Compliance ..... 3.0
FSE 225	Principles of Embalming I ..... 3.0
FSE 226	Principles of Embalming II..... 3.0
FSE 240	Restorative Art I ..... 3.0
FSE 241	Restorative Art II..... 3.0
FSE 300	Board Preparations ..... 2.0

**SUBTOTAL: 40.0**

#### **OTHER COURSES REQUIRED FOR GRADUATION**

COURSES		CREDIT HOURS
AHS 102	Medical Terminology .....	3.0
ACC 101	Accounting Principles I.....	3.0
CPT 101	Introduction to Computers .....	3.0
MGT 120	Small Business Management.....	3.0

**SUBTOTAL: 12.0**

**TOTAL CREDIT HOURS: 67.0**

#### **FUNERAL DIRECTOR'S CERTIFICATE - FSR7**

This academic program is designed to meet specific state or professional needs. It is not accredited by the American Board of Funeral Service Education. Students graduating from this program are not eligible to take the National Board Examination, or any state Board Examination for which graduation from an ABFSE accredited program is required. Please contact the FSE department for start times.

#### **REQUIRED COURSE INFORMATION**

COURSES		CREDIT HOURS
ACC 101	Accounting Principles I.....	3.0
CPT 101	Introduction to Computers .....	3.0
FSE 101	Introduction to Funeral Services .....	2.0
FSE 165	Sociology of Funeral Services .....	2.0

FSE 205	Funeral Counseling .....	3.0
FSE 210	Funeral Service Management and Merchandising I....	3.0
FSE 215	Funeral Services Directing.....	3.0
FSE 220	Regulatory Compliance .....	3.0
MGT 120	Small Business Management.....	3.0

**SUBTOTAL: 25.0**

**TOTAL CREDIT HOURS: 25.0**

#### **EMBALMER'S CERTIFICATE - FSR6**

This academic program is designed to meet specific state or professional needs. It is not accredited by the American Board of Funeral Service Education. Students graduating from this program are not eligible to take the National Board Examination, or any state board examination for which graduation from an ABFSE accredited program is required.

This certificate is designed for individuals working in South Carolina. If you live in another state, please check with your state funeral board to see if this certificate will meet their requirements.

In order to complete the Embalmer's Certificate, you **must** provide proof that you are currently working at a funeral home. Your practicum portion will be completed under the direct supervision of the licensed embalmer at the funeral home. Therefore, we must have confirmation from the owner/manager granting you permission to complete your ten (10) practicum cases at the location.

If your practicum is conducted in South Carolina, a student embalmer's permit from the SC LLR Funeral Board is required.

Contact the FSE department for full details and start times.

#### **REQUIRED COURSE INFORMATION**

COURSES		CREDIT HOURS
AHS 102	Medical Terminology .....	3.0
FSE 112	Anatomy and Physiology for .....	3.0
	Funeral Service	
FSE 213	Microbiology and Pathology for .....	3.0
	Funeral Service	
FSE 225	Principles of Embalming I .....	3.0
FSE 226	Principles of Embalming II.....	3.0
FSE 240	Restorative Art I .....	3.0
FSE 241	Restorative Art II.....	3.0

**SUBTOTAL: 21.0**

**TOTAL CREDIT HOURS: 21.0**

>>> Visit [www.ptc.edu/funeralservice](http://www.ptc.edu/funeralservice) to learn more.