



AMERICAN RIVER COLLEGE
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AMERICAN RIVER COLLEGE DOES NOT
DISCRIMINATE ON THE BASIS OF AGE,
COLOR, CREED, DISABILITY, MARITAL
STATUS, VETERAN STATUS, NATIONAL
ORIGIN, RACE OR SEX.

ASSOCIATE IN SCIENCE DEGREE – FUNERAL SERVICE EDUCATION GENERAL INFORMATION SHEET

PROGRAM INFORMATION

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, Mo 64506 (816) 233-3747 Web: www.abfse.org. The program consists of a combination of general education and funeral service education courses with related laboratory experience. Successful completion of the program qualifies the student to take the California Board Examination to become a licensed embalmer. In order for a student to graduate from the Funeral Service Education Program, the student must maintain a grade of "C" or better in all course including general education courses and complete the National Board Examination. The student is responsible for providing professional attire, laboratory uniforms fees, necessary equipment, and transportation to off-campus laboratory locations. Program costs are approximately \$600. School fees are additional. All costs/fees are subject to change.

PRIMARY OBJECTIVES OF THIS PROGRAM

- To enlarge the background and knowledge of students about the funeral service profession
- To educate students in every phase of funeral services, 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
- 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 students and faculty research in the field of funeral services
- To equip students with information related to the social, legal, psychological, 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
- To prepare students for success on the National Board Examination, as well as, state examinations

GOALS OF THE FUNERAL SERVICE EDUCATION PROGRAM

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 services 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

REQUIREMENTS FOR ENROLLMENT TO THE PROGRAM

1. Graduation from an accredited high school in the United States or successful completion of General Education Development (GED) or California High School Proficiency Exam (CHSPE) prior to time of application: (Transcript must be an **official** transcript in a **sealed envelope** from the institution that issued the diploma.)
 - a) Students with a high school diploma from a school outside the United States must have transcripts evaluated by a National Association of Credential Evaluation Services (NACES) approved independent agency. Such cases will be evaluated on an individual basis.
 - b) Students who possess an Associate of Arts/Associate of Science degree or higher from a regionally accredited college are exempt from the educational requirement stated above.
 - c) Students who have attended college outside the United States must have transcripts evaluated by a NACES approved independent agency, demonstrating equivalency to an AA/AS degree or higher from a U.S. regionally accredited college. Such cases will be evaluated on an individual basis.
2. A cumulative college GPA of 2.0 and a grade of "C" or better in the program prerequisites: BIOL 102, FSE 100, and ENGWR 300. The FSE program will allow grades in-progress for FSE 100 and BIOL 102.
3. A current Curriculum Planning Summary Sheet from an American River College counselor (within the semester in which the pre-enrollment packet is submitted).
4. A complete pre-enrollment application signed by an American River College counselor.

APPLICATION TO THE PROGRAM

The Funeral Service Education Program currently accepts students once per year for the spring semester beginning in January. Applications for the spring 2010 are currently available, and the deadline to submit the enrollment application is by Friday December 11 2009. The applications are available in the Health and Education Division office, or our website: <http://web.arc.losrios.edu/edhealth/FSE.html> **Always check the website for the latest application information.**

REQUIREMENTS FOR DEGREE MAJOR (60.5 Units)*

ACCT 101, BIOL 102, BIOL 130, BUS 340, CHEM 130, CISC 300, ENGWR 300, PSYC 390, SPEECH 301 or 331, and FSE 100, 110, 120, 130, 140, 111, 121, 150, 155, 160, 170, and 297

*All students who plan to graduate from the American River College Funeral Service Education program must sit for the National Board Examination. The annual passage rate of first-time takers on the National Board Examination (NBE) for the most recent three-year period of this institution and all ABFSE accredited funeral services education programs is posted on the ABFSE website: (www.abfse.org)

COURSES REQUIRED FOR THE ASSOCIATE DEGREE IN FUNERAL SERVICE EDUCATION

Pre-FSE Courses	Concentration Sequence for Degree Major	Additional Graduation Requirements ²
FSE 100 ¹ BIOL 102 ENGWR 300	<p>Semester I FSE 110 Funeral Directing I (2) FSE 160 Funeral Service Law and Ethics (3) BUS 340 Business Law (3) CHEM 130 Chemistry for Funeral Services (4) SPEECH 301 Public Speaking (3) OR SPEECH 331 Group Discussion (3)</p> <p>Semester II FSE 111 Funeral Directing II (2) FSE 140 Pathology (2) FSE 155 Merchandising (3) BIOL 130 Microbiology for Funeral Services (3) ACCT 101 Fundamentals of College Accounting (3)</p> <p>Semester III FSE 120 Embalming I (3) FSE 130 Restorative Art (3.5) FSE 150 Funeral Service Management (3) CISC 300 Computer Familiarization (1)</p> <p>Semester IV FSE 121 Embalming II (2) FSE 170 Funeral Service Counseling (3) FSE 297 Funeral Service Internship (5) PSYC 390 Psychology of Death and Dying (3)</p>	Humanities Social and Behavioral Sciences Living Skills Ethnic/Multicultural Studies Competency in Reading and Math

¹ FSE 100 must be taken at American River College.

² Refer to ARC Catalog for additional graduation requirements. To graduate with an Associate in Science Degree, a student must complete all of the required courses for the Funeral Service Education program and fulfill general education and competency requirements.
ENGWR 300:

SUGGESTED SEQUENCE OF COURSE WORK

(*Math competency not included in sequence. It is recommended the math competency be met within the first semester in the program)

Pre-FSE Semester (9 Units)	Semester I (15 Units)	Semester II (14 Units)	Summer Session (3 Units)	Semester III (13.5 Units)	Semester IV (13 Units)
FSE 100 (2) BIOL 102 (4) ENGWR 300 (3)	FSE 110 (2) FSE 160 (3) BUS 340 (3) CHEM 130 (4) SPEECH 301 (3) or SPEECH 331 (3)	FSE 111 (2) FSE 140 (2) FSE 155 (3) BIOL130 (3) Living Skills(a) (1) ACCT 101 (3)	Soc & Beh(a) (3) Soc & Beh (b) (3) (Ex. ANTH 310 can also fulfill Ethnic/Multicultural)	FSE 120 (3) FSE 130 (3.5) FSE 150 (3) CISC 300 (1) Humanities (3)	FSE 121 (2) FSE 170 (3) FSE 297 (5) PSYC 390 (3)

ACCEPTANCE TO THE PROGRAM

Only students who meet the educational pre-enrollment requirements and follow the pre-enrollment procedures will be considered for the program. Meeting all of these requirements does not guarantee enrollment in the program. Class size will be limited. Acceptance is based on a random selection process should the number of application exceed available space in the program.

Students accepted into the program must provide the following program-approved requirements, *at their own expense*:

- Health History & Report of Medical Examination with required inoculations verified by the Health Center
- Drug screening test
- Proof of malpractice Insurance (malpractice insurance is not refundable)
- Background check (required by clinical facilities)