



Future Intended Program: Funeral Service Education AAS Degree (FS23)

Advisor Prior to Competitive Selection: advising@westgatech.edu

Program Director, Tyice D. Mills: Tyice.Mills@westgatech.edu

Pre-Funeral Service Admission Requirements					
Program Specific					
<ul style="list-style-type: none"> GPA requirement 3.0 or higher. Prerequisite courses must be completed with a minimum grade of "C". After the completion of all general core classes and COMP 1000 and SPCH 1101, general core classes, and fundamental pre-occupational courses, students are eligible to apply through the competitive selection process to enter the Funeral Service Program and begin program courses. Students who have met this eligibility requirement must take the entry level Funeral Service science courses, FSRV 1020 Funeral Service Law and Ethics, FSRV 1010 History of Funeral Service, FSRV 2000 Anatomy, and FSRV 2010 Pathology. In order to continue in the program, students must: Obtain a grade of "C" or better in each of these entry level science courses: FSRV 2000, FSRV 2010, FSRV 2020, FSRV 2080. 					
Set the Track, Start the Track, Stay on Track					
<i>Meet with an Advising Coach to Stay on Track. S = Semester; CR = Credit Hours; FA = Fall; SP = Spring; SU = Summer</i> Courses may rotate among the following locations: Carroll, Coweta, Douglas, LaGrange, Murphy, and Online					
✓	Grade	Courses Required for Competitive Selection	S	CR	Notes & Milestones
		ENGL 1101 Composition and Rhetoric	ALL	3	Program Admission
		MATH 1111 College Algebra -OR- MATH 1103 Quantitative Reasoning	ALL	3	Program Admission
		SPCH 1101 Public Speaking	ALL	3	Program Admission
		PSYC 1101 Introductory Psychology	ALL	3	Program Admission
		COMP 1000 Introduction to Computer Literacy	ALL	3	Program Admission
				15	Program Hours
✓	Grade	Courses Required for Graduation (If possible, complete before the cohort starts)	S	CR	Notes & Milestones
		ENGL 1102 Literature and Composition	ALL	3	Prerequisite: ENGL 1101
		Area IV: Choose One: ARTS 1101 Art Appreciation MUSC 1101 Music Appreciation THEA 1101 Theater Appreciation HUMN 1101 Introduction to Humanities RELG 1101 World Religions ENGL 2110 World Literature ENGL 2130 American Literature ENGL 2310 English Literature	ALL	3	Program Admission Program Admission Program Admission Prerequisite: ENGL 1101 Prerequisite: ENGL 1101 Prerequisite: ENGL 1101 Prerequisite: ENGL 1101 Prerequisite: ENGL 1101
				6	Program Hours

**All 5 Competitive Selection Courses above must be completed with a "C" or higher and before the Application Deadline.
The 5 courses are used to calculate your competitive GPA. Minimum GPA= 3.0**

Admission Criteria for Funeral Service Education AAS Degree (FS23)

Admission to West Georgia Technical College's Funeral Service Education AAS Degree is based on a competitive selection process. There are minimum requirements for admission and meeting minimum requirements does not guarantee admission to the program.

Non-Georgia residents shall be enrolled on a space-available basis and shall not displace any student desiring to enroll who is a resident of the state. This applies to programs with limited seating, such as competitive selection Health Sciences and Nursing programs and programs that have a waiting list. Please refer to the [In-State Residency section¹](#) of the catalog for more information regarding residency status.

Learn more about [Health Sciences²](#) and [Nursing³](#) programs. Be sure to review the [General Competitive Selection Procedures⁴](#) and [Competitive Selection Program Statistics⁵](#).

Competitive Selection Deadline

- The Funeral Service Education program will admit **twice** each year at the Murphy Campus.
- Application opens for submission on April 1st and closes on the deadline June 1st with a Fall semester cohort start date.
- Application opens for submission on July 1st and closes on the deadline September 1st with a Spring semester cohort start date.

Competitive Selection Requirements

- Must be admitted to the college in good academic standing and regular status.
- Non-Georgia residents will be considered in the competitive selection process on a space available basis.
- Must complete the five (5) required courses and labs with a minimum grade of "C" or higher and have at least a 3.0 competitive GPA (100% of the process).
 - ENGL 1101, MATH 1111 or MATH 1103, SPCH 1101, PSYC 1101, & COMP 1000 are used to calculate the competitive GPA.

Competitive Selection Process

1. Must attend Mandatory Information session with WGTC Advising Coach.
2. Gather all supporting documentation and save electronically.
3. Complete [Competitive Selection File Review Request Form⁶](#) and attach all supporting documents electronically on or before the deadline (direct questions related to the form to admissions@westgatech.edu).
4. Monitor student email and review competitive selection scoring sheet (this does not indicate acceptance or denial).
5. Allow 4-6 weeks from the program deadline date to receive acceptance or denial letter from the Admissions Office. If accepted, respond to secure your seat in the program by the given deadline.

If denied, meet with an Advising Coach to determine next steps. Students not selected into the program cohort must submit a new Competitive Selection File Review Request Form and required documentation to be included in the next selection process for the same program or the selection process for another program.

¹<https://westgatech.smartcatalogiq.com/2023-2024/student-catalog/admissions/admissions-requirements-for-applicants/>

²<https://www.westgatech.edu/program-explorer/health-services/>

³<https://www.westgatech.edu/program-explorer/nursing/>

⁴<https://westgatech.smartcatalogiq.com/2023-2024/student-catalog/admissions/health-sciences-and-nursing-programs-general-procedures/>

⁵<https://www.westgatech.edu/wp-content/uploads/Competitive-Selection-Statistical-Data-2023-1.pdf>

⁶[Competitive Selection File Review Request Form - Multiple Selections](#)

Funeral Services Program Curriculum (4 Semesters)

Program Director, Tyice D. Mills: Tyice.Mills@westgatech.edu

✓	Grade	Semester 1 – Fall Start	S	CR	Notes & Milestones
		FSRV 1020 Funeral Service Law and Ethics	FA	1	
		FSRV 2000 Anatomy for Funeral Service	FA	4	
		FSRV 2010 Pathology for Funeral Service	FA	3	
		ACCT 1100 Financial Accounting I	ALL	4	
				12	Program Semester Hours
✓	Grade	Semester 2 – Spring	S	CR	Notes and Milestones
		FSRV 1010 History of Funeral Service	SP	2	Prerequisite: FSRV 1020
		FSRV 1030 Funeral Service Management and Directing	SP	6	
		FSRV 2030 Embalming Techniques	SP	6	Prerequisite: FSRV 2000 & FSRV 2010
				14	Program Semester Hours
✓	Grade	Semester 3 – Summer	S	CR	Notes and Milestones
		FSRV 1070 Small Business Administration for Funeral Service	SU	4	Prerequisite: FSRV 1020 & FSRV 1030
		FSRV 2090 Grief Counseling and Sociology	SU	3	Prerequisite: FSRV 1020 & FSRV 1030
		FSRV 2020 Chemistry for Funeral Service	SU	3	Prerequisite: FSRV 2000 & FSRV 2010
		MKTG 1130 Business Regulations and Compliance -OR- ACCT 2140 Legal Environment of Business	ALL	3	
				13	Program Semester Hours
✓	Grade	Semester 4 – Fall	S	CR	Notes and Milestones
		FSRV 2060 Restorative Art	FA	4	Prerequisite: FSRV 2000 & FSRV 2010
		FSRV 2080 Microbiology for Funeral Service	FA	3	Prerequisite: FSRV 2000 & FSRV 2010
		FSRV 1050 Funeral Service Practicum	FA	2	Prerequisite: FSRV 1020, FSRV 1030, & FSRV 2030
		FSRV 2100 Funeral Service Seminar	FA	3	Program Director Approval
				12	Program Semester Hours

Always check online <https://www.westgatech.edu/> and meet with your Advising or Faculty Coach to ensure you are viewing the latest and most accurate information.

Note: If a course is full or unavailable when you attempt to register, please select an available course from any term listed, given you have satisfied the required pre-requisite. FSRV 1010, FSRV 1020, FSRV 1030, FSRV 2000, FSRV 2010, FSRV 2020, FSRV 2030, FSRV 2080, FSRV 1050, FSRV 1070, FSRV 2060 and FSRV 2090: "C" or higher grade is required for all these courses.

Employment Opportunities: <https://www.westgatech.edu/student-life/career-services/>

Articulation Agreements: <https://www.westgatech.edu/admissions/registrars-office/articulation-agreements/>

Financial Aid by Program: <https://www.westgatech.edu/wp-content/uploads/2019/02/WGTC-Available-Aid-By-Program-11-17-2023.pdf>

Important Accreditation Statement: Caution:

The Funeral Service Education associate degree program at West Georgia Technical College is in the process of seeking accreditation by the American Board of Funeral Service Education (ABFSE). However, the program is NOT currently accredited by ABFSE and students enrolled at this time are not eligible to sit for the National Board Examination until such accreditation is achieved.

For more information about the accreditation process and standards, contact:

American Board of Funeral Service Education (ABFSE)

992 Mantua Pike, Suite 108

Woodbury Heights, NJ 08097

(816) 233-3747

www.abfse.org

Funeral Services Program Curriculum (4 Semesters)

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✓	Grade	Semester 1 – Spring Start	S	CR	Notes & Milestones
		FSRV 1020 Funeral Service Law and Ethics	SP	1	
		FSRV 2000 Anatomy for Funeral Service	SP	4	
		FSRV 2010 Pathology for Funeral Service	SP	3	
		ACCT 1100 Financial Accounting I	ALL	4	
				12	Program Semester Hours
✓	Grade	Semester 2 – Summer	S	CR	Notes and Milestones
		FSRV 1030 Funeral Service Management and Directing	SU	6	
		FSRV 2020 Chemistry for Funeral Service	SU	3	Prerequisite: FSRV 2000 & FSRV 2010
		MKTG 1130 Business Regulations and Compliance -OR- ACCT 2140 Legal Environment of Business	ALL	3	
				12	Program Semester Hours
✓	Grade	Semester 3 – Fall	S	CR	Notes and Milestones
		FSRV 1010 History of Funeral Service	FA	2	Prerequisite: FSRV 1020
		FSRV 1070 Small Business Administration for Funeral Service	FA	4	Prerequisite: FSRV 1020 & FSRV 1030
		FSRV 2030 Embalming Techniques	FA	6	Prerequisite: FSRV 2000 & FSRV 2010
		FSRV 2090 Grief Counseling and Sociology	FA	3	Prerequisite: FSRV 1020 & FSRV 1030
				15	Program Semester Hours
✓	Grade	Semester 4 – Spring	S	CR	Notes and Milestones
		FSRV 2060 Restorative Art	SP	4	Prerequisite: FSRV 2000 & FSRV 2010
		FSRV 2080 Microbiology for Funeral Service	SP	3	Prerequisite: FSRV 2000 & FSRV 2010
		FSRV 1050 Funeral Service Practicum	SP	2	Prerequisite: FSRV 1020, FSRV 1030, & FSRV 2030
		FSRV 2100 Funeral Service Seminar	SP	3	Program Director Approval
				12	Program Semester Hours

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(816) 233-3747

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As set forth in its student catalog, West Georgia Technical College complies with the Technical College System of Georgia (TCSG). The TCSG State Board prohibits discrimination on the basis of an individual's age, color, disability, genetic information, national origin, race, religion, sex, or veteran status ("protected status"). No individual shall be excluded from participation in, denied the benefits of, or otherwise subjected to unlawful discrimination, harassment, or retaliation under, any TCSG program or activity because of the individual's protected status; nor shall any individual be given preferential treatment because of the individual's protected status, except the preferential treatment may be given on the basis of veteran status when appropriate under federal or state law. The following person(s) has been designated to manage inquiries regarding the nondiscrimination policies: Equity (Title IX) Coordinator: Melinda Hofius, Dean of Students 770.537.5722, 176 Murphy Campus Blvd., Waco, GA 30182; ADA (Section 504) Coordinators: Students: Zelma Jones, Career and Student Support Services Manager, 770.824.5245, 176 Murphy Campus Blvd., Waco, GA 30182, Student504@westgatech.edu, Employees: Teresa Jiles, Human Resources Manager, 770.537.6056, 176 Murphy Campus Blvd., Waco, GA 30182, wgtcHR@westgatech.edu.