



Funeral Service Education AAS Degree (FS23)

Program Description:

The Associate of Applied Science in Funeral Service Education is designed to prepare students for a career in funeral service. All aspects of funeral service will be taught within the scope of this program. Academic and technical skills will be taught in the areas of general business, industry regulations and laws, embalming and restorative art skills, funeral service applications, funeral home management, grief counseling, etc. The goal is to prepare the student for the rigors of daily work within the funeral service industry. The goals of the Funeral Service Education program are to promote and improve the standards of funeral service education and professionalism, to expose funeral service students to all aspects of the profession, and foster a desire to serve the public interest in an ethical, dignified manner. All Funeral Service Education students must take the National Board Examination to graduate from the program.

Contact:

Prior to Competitive Selection:

Advising@westgatech.edu

Tyce D. Mills, Program Director

tyce.mills@westgatech.edu

Website: [Funeral Services Education Program](#)

Campus:

Murphy Campus

Be sure to review the [General Competitive Selection Procedures](#)¹ and [Competitive Selection Program Statistics](#).²

Pre-Funeral Service Education Admission Requirements

Must complete the Courses Required for Competitive Selection with at least a 3.0 Competitive GPA (100% of the evaluation process)

Set the Track, Start the Track, Stay on Track

Meet with an Advising Coach to Stay on Track. S = Semester; CR = Credit Hours; FA = Fall; SP = Spring; SU = Summer

Prerequisite courses may rotate among the following locations: Carroll, Coweta, Douglas, LaGrange and Online

✓	Grade	Courses Required for Competitive Selection (Courses required before Application Deadline)	S	CR	Notes & Milestones Prerequisites must be passed with a "C" or higher
The 5 courses are used to calculate your competitive GPA. Minimum GPA= 3.0 All 5 courses must be completed with a "C" or higher and before the Application Deadline.					
		ENGL 1101 Composition and Rhetoric	ALL	3	
Choose One Math Course:					
		MATH 1111 College Algebra	ALL	3	
		MATH 1103 Quantitative Reasoning	FA, SP	3	
		SPCH 1101 Public Speaking	ALL	3	
		PSYC 1101 Introduction to Psychology	ALL	3	
		COMP 1000 Introduction to Computer Literacy	ALL	3	
				15	Program Hours

¹[Health Sciences and Nursing Programs](#)

² [Competitive Selection Process](#)

✓	Grade	Courses Required for Graduation (Courses required before Application Deadline)	S	CR	Notes & Milestones Prerequisites must be passed with a "C" or higher
		ENGL 1102 Literature and Composition	ALL	3	
Choose One Area IV Course:					
		ARTS 1101 Art Appreciation	ALL	3	
		MUSC 1101 Music Appreciation	ALL	3	
		THEA 1101 Theater Appreciation	ALL	3	
		HUMN 1101 Introduction to Humanities	ALL	3	
		RELG 1101 World Religions	ALL	3	
		ENGL 2110 World Literature	SP	3	
		ENGL 2130 American Literature	ALL	3	
		ENGL 2310 English Literature	SP	3	
				6	Program Hours

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. (advising@westgatech.edu)
2. Gather all supporting documentation and save electronically.
3. Complete [Competitive Selection File Review Request Form](#)⁶ 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.

Right on Track Worksheet

Select Campus and Deadline:

- ☐ **Murphy Campus-** June 1st deadline for Fall cohort start
 - *Must complete the required 5 courses by the end of Spring Semester*
- ☐ **Murphy Campus-** September 1st deadline for Spring cohort start
 - *Must complete the required 5 courses by the end of Summer Semester*

Write the classes you need to take each semester:

(Circle the appropriate semester and add year)

Starting Semester (Fall/Spring/Summer 202_)

2nd Semester (Fall/Spring/Summer 202_)

3rd Semester (Fall/Spring/Summer 202_)

4th Semester (Fall/Spring/Summer 202_)

5th Semester (Fall/Spring/Summer 202_)

6th Semester (Fall/Spring/Summer 202_)

Check off the class once you have it accounted for on the left side:

- ☐ ENGL 1101
- ☐ MATH 1111 OR 1103
- ☐ SPCH 1101
- ☐ PSYC 1101
- ☐ COMP 1000

GPA must be at least a 3.0 in these 5 courses

Calculate your Competitive GPA: _____

- Use A, B, C, only, no D's or (+), or (-)
- [GPA Calculator](#)

Courses required before Graduation:

**Finish before the Program Starts, if possible*

- ☐ ENGL 1102
- ☐ AREA IV

Funeral Services Program Curriculum (4 Semesters)			
FALL START			
Semester 1- Fall Start	S	CR	Notes & Milestones Prerequisites must be passed with a "C" or higher
FSRV 1020 Funeral Service Law and Ethics	FA	1	
FSRV 1010 History of Funeral Service	FA	2	Prerequisite FSRV 1020
FSRV 2000 Anatomy for Funeral Service	FA	4	
FSRV 2010 Pathology for Funeral Service	FA	3	
Choose One:			
MKTG 1130 Business Regulations and Compliance	ALL	3	
-OR-			
ACCT 2140 Legal Environment of Business	FA, SP	3	
		13	Program Semester Hours
Semester 2- Spring	S	CR	Notes and Milestones Prerequisites must be passed with a "C" or higher
FSRV 1030 Funeral Service Management and Directing	SP	6	
FSRV 2020 Chemistry for Funeral Service	SP	3	Prerequisite FSRV 2000, FSRV 2010
FSRV 2030 Embalming Techniques	SP	6	Prerequisite FSRV 2000, FSRV 2010
		15	Program Semester Hours
Semester 3 Summer	S	CR	Notes and Milestones Prerequisites must be passed with a "C" or higher
FSRV 1070 Small Business Administration for Funeral Service	SU	4	Prerequisite FSRV 1020, FSRV 1030
FSRV 2080 Microbiology for Funeral Service	SU	3	Prerequisite FSRV 2000, FSRV 2010
ACCT 1100 Financial Accounting I	ALL	4	
		11	Program Semester Hours
Semester 4- Fall	S	CR	Notes and Milestones Prerequisites must be passed with a "C" or higher
FSRV 1050 Funeral Service Practicum	FA	2	Prerequisite FSRV 1020, FSRV 1030, and FSRV 2030
FSRV 2060 Restorative Art	FA	4	Prerequisite FSRV 2000, FSRV 2010
FSRV 2090 Grief Counseling and Sociology	SU	3	Prerequisite FSRV 1020, FSRV 1030
FSRV 2100 Funeral Service Seminar	FA	3	Program Director Approval
		12	Program Semester Hours
Always <u>check online</u> and meet with your Advising or Faculty Coach to ensure you are viewing the latest and most accurate information.			

Funeral Services Program Curriculum (4 Semesters)			
SPRING START			
Semester 1 – Spring Start	S	CR	Notes & Milestones Prerequisites must be passed with a “C” or higher
FSRV 1020 Funeral Service Law and Ethics	SP	1	
FSRV 1010 History of Funeral Service	SP	2	Prerequisite FSRV 1020
FSRV 2000 Anatomy for Funeral Service	SP	4	
FSRV 2010 Pathology for Funeral Service	SP	3	
MKTG 1130 Business Regulations and Compliance -OR- ACCT 2140 Legal Environment of Business	ALL ALL		
		12	Program Semester Hours
Semester 2 – Summer	S	CR	Notes & Milestones Prerequisites must be passed with a “C” or higher
FSRV 1030 Funeral Service Management and Directing	SU	6	
FSRV 2080 Microbiology for Funeral Service	SP	3	Prerequisite FSRV 2000, FSRV 2010
ACCT 1100 Financial Accounting I	ALL	4	
		13	Program Semester Hours
Semester 3 – Fall	S	CR	Notes & Milestones Prerequisites must be passed with a “C” or higher
FSRV 1070 Small Business Administration for Funeral Service	FA	4	Prerequisite FSRV 1020, FSRV 1030
FSRV 2020 Chemistry for Funeral Service	FA	3	Prerequisite FSRV 2000, FSRV 2010
FSRV 2030 Embalming Techniques	FA	6	Prerequisite FSRV 2000, FSRV 2010
		13	Program Semester Hours
Semester 4 – Spring	S	CR	Notes & Milestones Prerequisites must be passed with a “C” or higher
FSRV 1050 Funeral Service Practicum	SP	2	Prerequisite FSRV 1020, FSRV 1030, and FSRV 2030
FSRV 2060 Restorative Art	SP	4	Prerequisite FSRV 2000, FSRV 2010
FSRV 2090 Grief Counseling and Sociology	SP	3	Prerequisite FSRV 1020, FSRV 1030
FSRV 2100 Funeral Service Seminar	SP	3	Program Director Approval
		12	Program Semester Hours
Always check online and meet with your Advising or Faculty Coach to ensure you are viewing the latest and most accurate information.			

[Employment Opportunities](#)

[Financial Aid by Program](#)

Important Accreditation Statement:

CAUTION: This program is pursuing accreditation but is NOT accredited by the American Board of Funeral Service Education (ABFSE). Until accreditation is achieved, students graduating from this program are NOT eligible to take any licensing examination that requires graduation from an ABFSE accredited program.

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

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, Assistant Vice President of Student Affairs 770.537.5722, 176 Murphy Campus Blvd., Waco, GA 30182; ADA (Section 504) Coordinators: Students: Zelma Jones, Career and Student Support Services Director, 770.824.5245, 176 Murphy Campus Blvd., Waco, GA 30182, Student504@westgatech.edu, Employees: Teresa Jiles, Assistant Director of Human Resources, 770.537.6056, 176 Murphy Campus Blvd., Waco, GA 30182, wgtchr@westgatech.edu.