

CAMPUS PROGRAM CONTACTS

Program Email: stlcc-funeralservices@stlcc.edu

Retention Coach: Amy Penick, apenick@stlcc.edu

PROGRAM OF STUDY: Pre-Entry Course Requirements. Any additional prerequisite coursework required to complete pre-entry courses are not factored into total program hours.

Selective Admissions to Health Sciences Programs Prerequisites

Rationale: Students who wish to declare a major in some health professions programs must meet minimum criteria to apply. Admission to a program in the School of Health Professions is selective due to availability and limitations of practicum sites and limitations in the number of students who can be accommodated in clinical groups. All students interested in this program should consult a Student Success Advisor at their campus of their choice. The programs in the School of Health Professions require clinical or field experience as part of the curriculum. A criminal background check, drug screen, and documentation of current immunizations are required (at the student's expense) for participation in clinical or other field experiences. Specific academic criteria for admission are on the second page of this document.

Application Requirements		Cr. Hrs.
Math Proficiency*	Placement into Elementary Applied Math or higher.	0-3
Reading Proficiency		
BIO 111	Completion of Introductory Biology I with a grade of "C" or higher.	4
ENG 101 or ENG 102	College Composition I OR College Composition II completed with a grade of "C" or higher.	3
PSY 200	Completion of General Psychology with a grade of "C" or higher.	3
FSE 101	Completion of History and Sociology of Funeral Service with a grade of "C" or higher.	3

General Education Requirements (not required to apply):		
MTH 108*	Elementary Applied Math completed with a grade of "C" or higher.	3
COM 101 or COM 107	Oral Communication I OR Public Speaking completed with a grade of "C" or higher.	3
XXX xxx	Missouri Civics Requirement completed with a grade of "C" or higher.	3
ACC 100	Applied Accounting completed with a grade of "C" or higher.	3

Program Requirements (must be completed with a grade of "C" or higher:		
First Semester		
FSE 106	Mortuary Law and Ethics	3
FSE 107	Funeral Service Merchandising	2
Second Semester		
BIO 103	Anatomy for Funeral Service	3
FSE 102	Dynamics of Grief Management	3
FSE 103	Funeral Directing	3
FSE 104	Funeral Directing Practicum	2
FSE 115	Fundamentals of Embalming Chemistry	2
Third Semester		
FSE 105	Funeral Directing Practicum II	2
FSE 201	Funeral Home Management	3
FSE 210	Embalming	3
FSE 203	Embalming Practicum I	2
FSE 215	Advanced Embalming Chemistry	2
FSE 211	Microbiology for Funeral Service	3
Fourth Semester		
FSE 212	Embalming II	3
FSE 205	Embalming Practicum II	2
FSE 206	Restorative Art	4
FSE 209	Pathology for Funeral Service	3
FSE 208	Funeral Service Seminar	3
Total Hours Required		73

*Placement into MTH 108 must be within five years prior to application to the program.

Please visit the interactive class schedule for information regarding class times.

Admission to St. Louis Community College does not guarantee admission to the Funeral Service Education program. Below is a pre-entry checklist.

General Pre entry Requirements:		Check
1	Application submitted for admission to STLCC. Please visit www.stlcc.edu/apply .	
2	Degree Seeking Status. Official College Transcripts - An official transcript from each college attended must be sent directly from the college attended to the STLCC-Registrar's Office and be fully evaluated. Please visit https://stlcc.edu/admissions/apply-to-stlcc/transfer-students/transferring-credit-to-stlcc.aspx for more	
3	Minimum cumulative GPA of 2.75. Developmental courses (numbered below 100) completed at any institution will not be counted toward the minimum cumulative GPA. A minimum 2.5 GPA must be maintained while on the Funeral Service Education Applicant List. A minimum GPA of 2.5 must be maintained once enrolled into the Funeral Service Education Program. <ul style="list-style-type: none"> STLCC students with at least 15 college level credits with a 2.75 GPA will meet this requirement, regardless of the GPA at other colleges. College transfer students with fewer than 15 STLCC credits must have a cumulative 2.75 GPA in college level credits earned at all colleges attended. 	
5	Reading proficiency: Please see the placement chart for a comprehensive list of reading placement criteria: https://stlcc.edu/office-of-the-registrar/reading-placement.aspx	
5	Math Proficiency at or above the MTH 108 level within 5 years of applying to the program. Prerequisites: <ul style="list-style-type: none"> Reading Proficiency (MTH 108). Satisfactory score on placement test and Reading Proficiency. 	
6	Introductory Biology I: BIO 111 completed with a grade of "C" or higher. Prerequisites: <ul style="list-style-type: none"> Reading Proficiency or concurrent enrollment in RDG 079. 	
7	College Composition: ENG 101 OR ENG 102 completed with a grade of "C" or higher. Prerequisites: <ul style="list-style-type: none"> Satisfactory placement score on placement test or completion of ENG 030 or ENG 070 with a grade of "C" or higher or recommendation of department and Reading Proficiency or concurrent enrollment in RDG 079 (ENG 101). ENG 101 with a grade of "C" or higher and Reading Proficiency (ENG 102). 	
8	General Psychology: PSY 200 completed with a grade of "C" or higher. Prerequisites: <ul style="list-style-type: none"> Reading Proficiency or concurrent enrollment in RDG 079. 	
9	History and Sociology of Funeral Service: FSE 101 completed with a grade of "C" or higher. Prerequisites: <ul style="list-style-type: none"> Reading Proficiency <p><i>Please note that completion of FSE 101 does not guarantee admission to the Funeral Service program.</i></p>	
10	Job Shadowing: All students must Complete a minimum of 40 hours of documented job shadowing which has been completed and verified under the direct supervision of a licensed funeral director. A list of approved funeral homes and mortuaries can be found at https://stlcc.edu/pathways/health/funeral-service-education/job-shadowing.aspx	
<p>When the above criteria have been met, students must submit a signed Funeral Service Education program application. The application must be signed by both the student and Student Success Advisor.</p> <p>Completed applications must be emailed to stlcc-funeralservices@stlcc.edu. Mailed or faxed applications will not be accepted or processed. All communication from the Funeral Service Education Program will be sent to <i>STLCC student email addresses only</i>. No communication will be mailed or faxed to students.</p> <p><i>Admission and degree requirements are subject to change without advance notice.</i></p>		



**FUNERAL SERVICE EDUCATION PROGRAM
DOCUMENTATION OF EXPERIENCE FORM**

PART 1: TO BE COMPLETED BY THE APPLICANT

To the applicant: Complete ONLY Part 1 of this form before as Part 2 must be completed by the supervising funeral director. Students are required to volunteer for a minimum of 40 hours.

Name: _____ STLCC Student ID Number: _____

Dates of Observation: _____

Facility: _____ Supervising Funeral Director: _____

Volunteer Hours: _____ YES _____ NO

Paid Hours: _____ YES _____ NO

Total Number of Days Observing: _____ Total Hours: _____

Please check tasks or procedures observed:

- First Call
- Visitation/Chapel Setup
- Committal Service
- Removal
- Chapel Service
- Funeral Arrangement
- Church Service

Signature of Student

Date

PART 2: TO BE COMPLETED BY THE SUPERVISING FUNERAL DIRECTOR

Please answer the following questions concerning this applicant to the best of your ability. Your comments will be greatly appreciated.

Do you think that you know the applicant well enough to give a reasonable, comprehensive estimate of personal character and academic ability?

_____ YES _____ PROBABLY _____ NOT SURE

Did the volunteer have any contact with human remains?

_____ YES _____ NO

Was the volunteer present in the preparation room during any embalming procedures?

_____ YES _____ NO

**FUNERAL SERVICE EDUCATION PROGRAM
DOCUMENTATION OF EXPERIENCE FORM**

	Excellent	Above Average	Average	Below Average	Lacking Information
Initiative					
Attitude					
Attentiveness					
Interest					
Self-Confidence					
Maturity					
Communication Skills					
Professional Behavior					
Professional Appearance					

Applicants Strengths:

Areas Needing Improvement:

Additional Comments:

_____ I recommend this applicant for admission without reservation.

_____ I recommend this applicant for admission with reservation. Please Describe

_____ I do not recommend this applicant for admission.

Signature Position/Title Funeral Home Date

Return completed form to student. This must be submitted with their application to the Funeral Services Education program at St. Louis Community College. Incomplete applications will not be considered. Applications should be submitted via email to STLCC-FuneralServices@stlcc.edu.