

About the Program

The Technical Certificate (T.C.) in Florida Funeral Director prepares students for employment as funeral directors, morticians, and undertakers or to provide supplemental training for persons previously or currently employed in these occupations.

Program Requirements

This program requires a **minimum of 31 credit hours**. Total program hours may vary based on the student's individual academic plan. This program is **eligible** for financial aid.

Students in this program are not required to complete math courses unless they are listed as part of the certificate program. If you plan to pursue the degree program in this same field, please note **this certificate articulates directly the Funeral Services (A.S.) degree**, which includes a **Mathematical Thinking in Context math pathway**. To learn more about the Funeral Services (A.S.) degree, visit fscj.edu/academics/programs/as/2161.

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.

Application Procedure

This is a **Selective Access program**.

- ☐ Acceptance to Florida State College at Jacksonville.
- ☐ A minimum 2.0 grade point average (GPA) on a 4.0 scale in all college work to be used for the degree.
- ☐ Completion of the Funeral Services program application.
- ☐ Provide proof of high school completion (required). If applicable, all postsecondary transcripts are required.

Application Deadline(s)

The **application deadline** is May 15 each year for classes starting in the fall term.

Placement Testing

College placement testing assesses incoming students' skill levels in English, mathematics, and reading. Students are exempt from placement testing if they meet any of the following conditions:

- Entered the ninth grade in a Florida public school in 2003 or after and graduated from a Florida Public High school with a standard high school diploma.
- Are currently serving as an active-duty member of any branch of the U.S. Armed Services.
- Have received an A.A., A.S., A.A.S. or higher from an accredited institution.
- Have completed college-level courses in English and mathematics.
- Have completed upper-level developmental courses in English/Reading and Mathematics.
- Are a Transient student (Florida Shines or transient letter from home institution is required).

All other students in this program must take a placement test. Students who place into **developmental education courses** are required to complete designated developmental education courses with a grade of C or higher regardless of program of study and are also required to take one of two student success strategies courses. For additional information, visit catalog.fscj.edu/academics/developmental-education-programs or speak with an advisor.

Technical Certificate Graduation Requirements

- ☐ Fulfill all academic requirements for the chosen program of study as outlined in the Florida State College at Jacksonville catalog and curriculum.
- ☐ Earn minimum prescribed semester hours for the chosen program of study with a cumulative grade point average of 2.0 (C) on a 4.0 scale on all courses that apply to the chosen program of study.
- ☐ Complete a minimum of 25 percent of the total hours required for the program in residence at Florida State College at Jacksonville. Credit by examination and credit for prior learning do not count toward this residency requirement.
- ☐ Fulfill all obligations, financial or otherwise, to the College before graduating.

Catalog Year

This document is prepared for students with a **2025-26 College Catalog year** who have not tested into developmental education courses. **Students who enter under the 2025-26 catalog** will be assigned to the degree or certificate requirements in effect during the 2025-26 academic year. The student's assigned catalog year will remain in effect as long as the student maintains continuous enrollment. Changes to requirements as mandated by law or by rule of the District Board of Trustees may supersede this provision.

To maintain continuous enrollment, a student must have registration for, and successful completion of, at least one course within a three-term period. After three consecutive terms of no enrollment, the student will be discontinued from the current program of study and will need to apply to FSCJ to reenter under the same program of study. Upon readmission, the student will be assigned to the current catalog of record in the chosen program.

Curriculum

All courses within this certificate program require a grade of at least a C or higher with the exception of FSE 2930 which requires a grade of P (pass). Students must achieve a minimum of 85% to pass FSE 2930.

Sample Roadmap

This sample roadmap shows one possible pathway to program completion and may not be appropriate for all students. **Terms Offered** are subject to change. Please verify course availability at fscj.edu/schedules. Prior to enrolling in classes, please meet with an advisor for specific guidance about your individual academic plan.

Term 1: Fall

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| <input type="checkbox"/> FSE 1000 - Introduction to Funeral Services, Credit Hours: 3. Terms Offered: Fall. | Grade Earned: _____ |
| <input type="checkbox"/> FSE 2061 - Funeral Services Counseling and Ethics, Credit Hours: 3. Terms Offered: Fall. | Grade Earned: _____ |
| <input type="checkbox"/> FSE 2202 - Funeral Home Management, Credit Hours: 3. Terms Offered: Fall. | Grade Earned: _____ |
| <input type="checkbox"/> Professional Elective course: PHI 2603 - Introduction to Applied Ethics, Credit Hours: 3. Terms Offered: Fall, Spring, Summer. | Grade Earned: _____ |

Term 2: Spring

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| <input type="checkbox"/> Professional Elective course: ACG 2021 - Financial Accounting, Credit Hours: 3.
Note: Students may take any ACG prefix course in place of ACG 2021. Terms Offered: Fall, Spring, Summer. | Grade Earned: _____ |
| <input type="checkbox"/> FSE 1204 - Computer Applications for Funeral Services, Credit Hours: 1. Terms Offered: Spring. | Grade Earned: _____ |
| <input type="checkbox"/> FSE 2080 - Funeral Law, Credit Hours: 3. Terms Offered: Spring. | Grade Earned: _____ |
| <input type="checkbox"/> FSE 2060 - Funeral Directing, Credit Hours: 3. Terms Offered: Spring. | Grade Earned: _____ |

Term 3: Fall

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| <input type="checkbox"/> Professional Elective course: BUL 2131 - Business Law I - The Legal Environment of Business, Credit Hours: 3.
Terms Offered: Fall, Spring, Summer. | Grade Earned: _____ |
| <input type="checkbox"/> FSE 1150 - Cremation History, Principles and Practices, Credit Hours: 2. Terms Offered: Fall. | Grade Earned: _____ |
| <input type="checkbox"/> FSE 2201 - Funeral Home Operations, Credit Hours: 3. Terms Offered: Fall. | Grade Earned: _____ |
| <input type="checkbox"/> FSE 2930 - Funeral Services Professional Review - Arts, Credit Hours: 1. Terms Offered: Fall. | Grade Earned: _____ |

Course Requirements

Prerequisites, corequisites, and conditions for any course are subject to change. Students must meet the prerequisite and corequisite requirements of any course at the time the student attempts to register for that course. If you have questions about the prerequisites, corequisites, or conditions for a course, please contact any academic advisor.

Professional Courses

Complete all of the following courses.

FSE 1000 - Introduction to Funeral Services, Credit Hours: 3. **Prerequisite(s)**: None. **Corequisite(s)**: None. **Conditions**: Admission to the Funeral Services or Florida Funeral Director program. Requires a grade of C or higher. **Terms Offered**: Fall.

FSE 1150 - Cremation History, Principles and Practices, Credit Hours: 2. **Prerequisite(s)**: None. **Corequisite(s)**: None. **Conditions**: Admission to the Funeral Services or Florida Funeral Director program. Requires a grade of C or higher. **Terms Offered**: Fall.

FSE 1204 - Computer Applications for Funeral Services, Credit Hours: 1. **Prerequisite(s)**: None. **Corequisite(s)**: None. **Conditions**: Admission to the Funeral Services or Florida Funeral Director program. Computer competency is highly recommended to be successful in this course. Requires a grade of C or higher. **Terms Offered**: Spring.

FSE 2060 - Funeral Directing, Credit Hours: 3. **Prerequisite(s)**: None. **Corequisite(s)**: None. **Conditions**: Requires a grade of C or higher. Admission to the Funeral Services or Florida Funeral Director program. **Terms Offered**: Spring.

FSE 2061 - Funeral Services Counseling and Ethics, Credit Hours: 3. **Prerequisite(s)**: None. **Corequisite(s)**: None. **Conditions**: Admission to the Funeral Services or Florida Funeral Director program. Requires a grade of C or higher. This course is for students with an effective date of spring term 2024 or later. For students with an effective date prior to spring term 2024 please see an advisor to ensure proper course sequencing. **Terms Offered**: Fall.

FSE 2080 - Funeral Law, Credit Hours: 3. **Prerequisite(s)**: None. **Corequisite(s)**: None. **Conditions**: Admission to the Funeral Services or Florida Funeral Director program. Requires a grade of C or higher. **Terms Offered**: Spring.

FSE 2201 - Funeral Home Operations, Credit Hours: 3. **Prerequisite(s)**: FSE 2202 with a grade of C or higher. **Corequisite(s)**: None. **Conditions**: Admission to the Funeral Services or Florida Funeral Director program. Requires a grade of C or higher. **Terms Offered**: Fall.

FSE 2202 - Funeral Home Management, Credit Hours: 3. **Prerequisite(s)**: None. **Corequisite(s)**: None. **Conditions**: Admission to the Funeral Services or Florida Funeral Director program. Requires a grade of C or higher. **Terms Offered**: Fall.

FSE 2930 - Funeral Services Professional Review - Arts, Credit Hours: 1. **Prerequisite(s)**: None. **Corequisite(s)**: None. **Conditions**: Admission to the Funeral Services or Florida Funeral Director program. Requires a grade of P - Pass. **Terms Offered**: Fall.

Professional Elective Courses

Complete all of the following courses.

ACG 2021 - Financial Accounting, Credit Hours: 3. **Note**: Students may take any ACG prefix course in place of ACG 2021. **Prerequisite(s)**: None. **Corequisite(s)**: None. **Conditions**: None. **Terms Offered**: Fall, Spring, Summer.

BUL 2131 - Business Law I - The Legal Environment of Business, Credit Hours: 3. **Prerequisite(s)**: None. **Corequisite(s)**: None. **Conditions**: None. **Terms Offered**: Fall, Spring, Summer.

PHI 2603 - Introduction to Applied Ethics, Credit Hours: 3. **Prerequisite(s)**: Qualify for enrollment in ENC1101. **Corequisite(s)**: None. **Conditions**: This course fulfills the Gordon Rule writing requirement and must be completed with a grade of C or higher pursuant to State Board of Education Rule 6A-10.030. **Terms Offered**: Fall, Spring, Summer.

Additional ACG Prefix Courses

Students may take any of the following courses in place of ACG 2021.

ACG 2030 - Accounting Capstone, Credit Hours: 3. **Prerequisite(s)**: ACG 2450. **Corequisite(s)**: None. **Conditions**: Must be taken in final term with department permission. **Terms Offered**: Fall, Spring.

ACG 2450 - Accounting Using QuickBooks, Credit Hours: 3. **Prerequisite(s)**: ACG 2021 and CGS 1100C. **Corequisite(s)**: None. **Conditions**: None. **Terms Offered**: Fall, Spring, Summer.

ACG 2680 - Introduction to Forensic Accounting, Credit Hours: 3. **Prerequisite(s)**: ACG 2021. **Corequisite(s)**: None. **Conditions**: None. **Terms Offered**: Fall.