

FUNERAL DIRECTOR CERTIFICATE

The Funeral Director Certificate program is an online web-based certificate program. The Funeral Director Certificate Program is a 30 semester hour program for Funeral Directing only. The Funeral Director Certificate Program takes 12 months to complete. The estimated cost of the program is \$9,750. (Also, the State of TN requires a 2 year apprenticeship.)

FALL SEMESTER

Introduction of Funeral Directing 114FD	4
Funeral Service Management 112FG	2
Law and Ethics 114FSL	4
Funeral Service Psychology 103FSP	<u>3</u>
	13

SPRING SEMESTER

Funeral Service Counseling 123FSC	3
Funeral Service Science 124FS	4
Funeral Service Marketing 122FK	2
*Comprehensive 121CR	<u>1</u>
	10

SUMMER SEMESTER

Accounting 2033ACO	3
English Comp-I 2133ENO	3
**Practicum 2541FP	<u>1</u>
	7

*Comprehensive 121CR is taken on campus the last semester of the classes

**Taken at a local funeral home under the supervision and direction of a licensed Funeral Director/Preceptor.

The Funeral Director Certificate program is designed to meet specific state or professional needs. The program 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

TECHNOLOGY REQUIREMENTS FOR ONLINE PROGRAMS

Technical Requirements	Learning Management Systems		Testing system
	SonisWeb	Gup-ton Institute (Moodle)	Proctor U
			<i>Minimum requirements</i>
Web Camera	N/A		640x480 resolution
PC Users	Windows 8	latest Windows XP	Windows 8
Mac Users	Mac OS x 10.5	Mac OS x 10.5	Mac OS x 10.5
Internet Download speed	N/A		1.5Mbps
Internet Upload speed	N/A		1Mbps
RAM	2GB	1GB	2GB
Ports	N/A		1935, UDP/TCP
Browser	Google Chrome, Mozilla Firefox, Safari	Google Chrome, Mozilla Firefox, Safari	Google Chrome, Mozilla Firefox, Safari
Please note: Proctor U does not support Google Chromebooks, Android tablets, iOS tablets, Linux operating systems, or Microsoft surface RT			

TECHNOLOGY COMPETENCY REQUIREMENTS

Students should have proficient knowledge of Microsoft Word, Excel, PowerPoint, email and scanning capabilities in order to complete the online programs.