

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 \$11,000. (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 Final Exams are taken on campus the last semester.

**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

COMPETENCY REQUIREMENTS: Students should have proficient knowledge of Microsoft Word, Excel, PowerPoint, email, and scanning capabilities to complete the programs.

STUDENTS ARE REQUIRED TO USE THEIR OWN PERSONAL LAPTOP COMPUTER. ALL STUDENTS ARE REQUIRED ON CAMPUS FOR TESTING (AT THE END OF THE PROGRAM) AND MUST BRING A LAPTOP TO CAMPUS

Technical Requirements	Learning Management Systems		Testing System
	SonisWeb	Moodle	ExamSoft (Examplify)
			<i>Requirements</i>
Web Camera	N/A	N/A	1280 x 768 at least
PC Users	web-based	web-based	Windows 10 & 11(10S and RT not supported)
Mac Users	web-based	web-based	OS x 10.13 (Supports 10.14 and 10.15)
Internet Download speed	N/A	N/A	N/A
Internet Upload speed	N/A	N/A	2.5 Mbps
RAM	2GB	1GB	4GB or higher
Browser	Google Chrome, Mozilla Firefox, Safari	Google Chrome, Mozilla Firefox, Safari, Edge	N/A

Not Supported: Google Chromebooks, Android tablets, iOS tablets, Linux operating systems, Microsoft surface RT, iPads, and mini I pads

Please Note: ExamSoft/Examplify will only support genuine versions of Windows or Mac Operating systems. ExamSoft/Examplify can not be run with VMWare, Parallels, Citrix workspace, Virtual Desks, and Streamed images.

***CAUTION: " Mac Operating Systems", students must ensure they WILL update to the most current IOS version.**