

# Funeral Services ASSOCIATE in SCIENCE

## ADMISSIONS GUIDE



### ABOUT THE PROGRAM

- With our Funeral Services A.S. Degree, you gain the technical expertise and communication skills to become a licensed funeral director or embalmer or registered direct disposer in the state of Florida.
- To become a licensed funeral director and/or embalmer in Florida, you must pass the written National Board Examination, complete a one-year internship under the direction of a licensed funeral director and embalmer, and pass the Florida board exam on rules and regulations.

Term	**Applications Accepted	Application Review	Student Notified By MySPC E-mail ( <a href="mailto:xxxxxx#@live.spcollege.edu">xxxxxx#@live.spcollege.edu</a> )
Fall: August	March 1 - May 15	May 16 - June 30	July 1
Spring: January	July 1 - September 15	September 16 - October 31	November 1

### Admission Requirements Checklist (Meeting minimum requirements does not guarantee admission)

- New** students must complete the St. Petersburg College Admission Application and pay the non-refundable fee. **Returning** students must complete the online Readmission steps in MySPC if you have not enrolled in the previous six semesters. [Admissions and Readmissions](#)
- A secondary Health Program Application is required for limited access Health Programs. See link below.**
- Submit official, unopened (sealed) high school or GED transcripts indicating completion of standard high school diploma or equivalency. We do not accept unofficial copies or official copies that have been opened. Applicants who have earned an Associate in Arts, Associate in Science, Associate in Applied Science, Baccalaureate, or higher degree from a regionally accredited institution are waived from this requirement. **Transcripts must be received and evaluated by St. Petersburg College prior to the application deadline to ensure consideration.** [Submitting Official Transcripts](#)
- Submit official, unopened (sealed) transcripts from all regionally accredited college(s) and/or universities currently or previously attended. We do not accept unofficial copies or official copies that have been opened. **Transcripts must be received and evaluated by St. Petersburg College prior to the application deadline to ensure consideration.** [Submitting Official Transcripts](#)
- Students must demonstrate they are at college level in Writing, Reading, and Math either through appropriate test scores or through appropriate course completion.
- Students must have a cumulative grade point average of 2.00 on a 4.00 scale in all postsecondary coursework. Your Academic Standing may have an impact on your admission, enrollment, and financial aid eligibility. See the SPC Academic Standing Policy for details. [Academic Standing Policy](#)
- Read and acknowledge the [Funeral Services Technical Standards \(Essential Functions\)](#).

- Complete all of the following Support and General Education Courses with a minimum 2.0 GPA:
  - Support Courses: (May not be satisfied by an Associate in Arts or higher degree)
  - FSE 1000 - Introduction to Funeral Services **(Included in competitive GPA)**
  - FSE 2061 - Thanatology **(Included in competitive GPA)**
  - BSC 2085 - Human Anatomy & Physiology I **(Included in competitive GPA)**
  - BSC 2085L - Human Anatomy & Physiology Laboratory I **(Included in competitive GPA)**
  - ACG 2021 - Financial Accounting **(Included in competitive GPA)**
  - BUL 2241 - Business Law
  - HSC 1524 - Introduction to Infectious Diseases
  - (Minimum 2.5 GPA is required in the following courses: FSE 1000, FSE 2061, BSC 2085 and BSC 2085L, and ACG 2021.)**
  - General Education Courses: (May be satisfied by an Associate in Arts or higher degree)
  - ENC 1101 - Composition I or (Honors)
  - SPC 1017 - Speech Communication
  - \*Humanities & Fine Arts Approved Core Course (see page 4)
  - College Level Math Approved Core Course
  - \*\*Social & Behavioral Science Approved Core Course (see page 4)
  - PHI 1600 – Applied Ethics
  - Basic Computer and Information Literacy Competency
- **Please note that any combination of three unsuccessful attempts in FSE prefix courses will result in an ineligible application for admission or readmission to the program.** Attempts include transfer credits, course substitutions, test credits, and SPC course withdrawals (WR not included in attempts).
- Submit the Health Programs Application for the Associate in Science in Funeral Services Program at <https://web.spcollege.edu/hec/application/apply>.

*\*\*All transcripts must be received and evaluated by St. Petersburg College at least 30 days prior to the application deadline to ensure consideration*

### **Selection Criteria**

Due to enrollment limitations, meeting minimum requirements does not guarantee admission. When the number of eligible applications exceeds program availability, selective criteria is used to determine which applicants are offered admission. This criterion is based on a point system using health program GPA, and completion of pre-entry, general education and support coursework, according to the following:

- **40 points** may be awarded based on the GPA from the following courses: **FSE 1000, FSE 2061, BSC 2085 and BSC 2085L, and ACG 2021.** (Minimum 2.5 GPA required for consideration)
- A grade of P will be assigned the value of a student's cumulative GPA for selective admission GPA calculation purposes for this program, excluding the computer competency.
- **All application requirements must be satisfied by the close of the application window.**

<b>Courses included in competitive GPA calculation (Minimum 2.5 GPA required)</b>	<b>Credits</b>
FSE 1000 - Introduction to Funeral Services	<b>3</b>
FSE 2061 - Thanatology	<b>3</b>
BSC 2085 - Human Anatomy & Physiology I	<b>3</b>
BSC 2085L - Human Anatomy & Physiology Laboratory I	<b>1</b>
ACG 2021 - Financial Accounting	<b>3</b>
<b>CREDIT HOUR TOTALS</b>	<b>13</b>
<b>Find your program <a href="#">GPA calculator here</a> (Program GPA multiplied by 10 = GPA Points) 4.0 GPA x 10 = 40</b>	
<b>MAXIMUM POINT TOTAL = (CREDIT POINTS + GPA POINTS) = TOTAL POINTS</b>	
<b>Credit Points</b>	<b>13</b>
<b>GPA Points</b>	<b>40</b>
<b>Total Points</b>	<b>53</b>

### Admissions Information

Admission status notifications will be sent through MySPC live student email ([xxxxxx#@live.spcollege.edu](mailto:xxxxxx#@live.spcollege.edu)). If you are not sure how to access your SPC student email, please visit [How do I Access My SPC Email](#).

If you are offered admission you will need to complete the following pre-enrollment requirements by a specific due date to maintain eligible status:

- Complete the Notice of Intent survey (Provided in Admission E-Mail)
- Successfully pass a [background screening](#). (Information and due date provided in Admission E-Mail)
- Complete the Health Education and Program orientation. (Information and due date provided in Admission E-Mail)

Candidates on the Alternate list must follow instructions and deadlines in their notification to maintain eligibility for possible admission. If you are not moved from alternate to admitted, you will need to reapply during the next appropriate application period.

If you are not offered admission, you will need to reapply during the next appropriate application acceptance period.

### Estimated Costs

<b>*1Tuition</b>	<b>Background Screening</b>	<b>Lab Fees</b>	<b>Textbooks</b>	<b>National Board Examination Fee</b>	<b>Total</b>
\$4,693.50	\$62	\$120	\$1,600	\$550	\$7025.50

\*1Tuition is estimated using the Florida resident rates. Out-of-state residents will have higher tuition fees.

\*1Tuition is for core coursework only. General Education and Support courses are not included.

## **GRADUATION REQUIREMENTS**

### **A.S. Funeral Services Program of Study**

A.S. General Education Requirements in SPC's Program of Study for the [Associate in Science](#) degree program.

**\*ENHANCED WORLD VIEW:** Complete at least one 3-credit course intended to enhance the student's world view considering an increasingly globalized economy.

This course may also be used to satisfy another General Education Requirement (Humanities and Fine Arts)

### **\*\*CIVIC LITERACY:**

Students entering an A.S. Degree program in the 2022-2023 academic school year, or thereafter, must demonstrate competency through successful completion the Civic Literacy requirement.

This may include a course and exam, or an alternative accelerated mechanism.

This course may also be used to satisfy another General Education Requirement (Social & Behavioral Sciences)

Please view additional details on the [FCLE](#) webpage.

## **Transfer Coursework**

It is the student's responsibility to ensure transfer coursework meets SPC course requirements. Transfer courses for which there is no direct SPC equivalent will be posted as elective credit and designate with a '999' course number. If you believe a course posted as an elective should satisfy a degree requirement, you may submit a request for an Alternate Satisfaction. To initiate the alternate satisfaction request/review process: Complete the **Alternative Satisfaction Survey** at <https://web.spcollege.edu/survey/21215>.

Before you begin completing the survey, be sure to have the following available:

- Course name and course number of the course taken at the former institution
- Official or unofficial copy of the transcript from the former institution to upload
- Syllabus of the course you completed and wish to use to satisfy an SPC course

Questions regarding transfer credit evaluation should be directed to [transcript.evaluator@spcollege.edu](mailto:transcript.evaluator@spcollege.edu)

**Please use your SPC Student email** and include name, student number, course prefix and number, title, and term/year it was completed as it appears on your original transcript.

## **Accessibility Services**

St. Petersburg College is committed to providing quality education and services to all students by ensuring that admission, academic programs, support services, student activities, and campus facilities are accessible to and usable by qualified students with disabilities. Each specific health program has its own technical standards which all students must meet with or without an accommodation(s). To help students achieve success, Accessibility Services works with students, faculty, and staff to coordinate the provision of reasonable accommodations. To put your accommodations in place, please contact the Health Education Center (HEC) Accessibility Services (AS) at 727-341-3432 or <https://www.spcollege.edu/current-students/student-affairs/student-support-resources/accessibility-services> even if you are registered with another campus.

St. Petersburg College is committed to equal access/equal opportunity in its programs, activities, and employment. For additional information visit [SPC EAEO](#).

Please note, all information in this guide is subject to change.

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\* Additional general education coursework may be required to complete the degree.

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