

STATE UNIVERSITY OF NEW YORK
COLLEGE OF TECHNOLOGY
CANTON, NEW YORK



MASTER SYLLABUS

FSAD 101 Introduction to Funeral Services

CIP Code:

(12.0302) Funeral Direction/Services

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Updated by: October 25, 2023

**Science, Health and Criminal Justice
Funeral Services Administration
Fall 2024**

- A. TITLE: Introduction to Funeral Services
- B. COURSE NUMBER: FSAD 101
- C. CREDIT HOURS (Hours of Lecture, Laboratory, Recitation, Tutorial, Activity):

Credit Hours: 1
Lecture Hours 2 per Week
Lab Hours Week
Other per Week

Course Length: (7 Weeks)

- D. WRITING INTENSIVE COURSE: No
- E. GER CATEGORY: None
- F. SEMESTER(S) OFFERED: Fall and Spring

G. COURSE DESCRIPTION:

This course is designed to introduce the student to basic terminology, concepts and professional expectations relating to funeral services. Each student will develop and understanding and comply with the licensing requirements with New York State Department of Health, Bureau of Funeral Directing, as well as learning about the program's expectations. Students will become proficient in a collegiant writing style while learning research techniques from various sources.

- H. PRE-REQUISITES: None
CO-REQUISITES: None

I. STUDENT LEARNING OUTCOMES:
 Upon completion of this class, the student will:

Student Learning Outcome [SLO]	Program Student Learning Outcomes [PSLO]	Institutional Student Learning Outcomes [ISLO]
1. Students will apply for a NYS Depart. of Health for a Student Funeral Directing license.	2.1.3 Interpret how federal, state, and local laws apply to funeral service in order to ensure compliance.	5. Industry, Professional, Discipline-Specific Knowledge and Skills
2. Discuss ethical conduct as a funeral service student and proper conduct in the classroom, during embalmings, Clinical Practical and Internship experiences.	2.1.2 Identify standards of ethical conduct in funeral service practice.	4. Social Responsibility

3. Identify basic terminology as it relates to burial, cremation and other acceptable forms of final disposition for human remains.	2.1.7 Describe the requirements and procedures for burial, cremation, and other accepted forms of final disposition of human remains.	5. Industry, Professional, Discipline-Specific Knowledge and Skills
4. Students will create a research project that incorporates the terminology they learned during the class, as well as applying APA7 style writing skills.	2.1.10 Demonstrate verbal and written communication skills and research skills needed for funeral service practice.	1.Communication Skills – Written 3. Foundational Skills

J. APPLIED LEARNING COMPONENT: Yes _____ No **X**

If Yes, select one or more of the following categories:

Classroom/Lab _____

Internship _____

Clinical Practicum _____

Practicum _____

Service Learning _____

Community Service _____

Civic Engagement _____

Creative Works/Senior Project _____

Research _____

Entrepreneurship _____

(program, class, project)

K. TEXTS:

McCullough, R.L. (2020). *NYSFDA manual of New York State's funeral laws and regulations affecting funeral directing: A practical guide for funeral directors: Fourth Edition*. Albany. New York State Funeral Directors Association.

Penepent, D.R. (2024). *A complete guide to the Arts section of the National Board Exam for Funeral Services*. Anubis Publications Inc.

L. REFERENCES: None

M. EQUIPMENT: None

N. GRADING METHOD: Pass/Fall

O. SUGGESTED MEASUREMENT CRITERIA/METHODS:

P. DETAILED COURSE OUTLINE:

I. Becoming a funeral professional

- A. Registration with Department of Health and Bureau of Funeral Directing
- B. Become a member of various funeral organizations
- C. Discuss the program expectations and ethics

II. APA 7 Style

- A. Library Research Seminar
- B. Understand and apply scholarly research techniques
- C. Learn and apply APA style
- D. APA title page, references, in-text citations, reference page
- E. Produce APA style paper utilizing research from Module 2

III. Basic Funeral Terminology- based on ABFSE terms and definitions

Q. LABORATORY OUTLINE: None