MASTER SYLLABUS

FSAD 225 Professional Funeral Practice

CIP Code:

(12.0302) Funeral Direction/Services

Created by: David R. Penepent, PhD
Updated by: October 25, 2023

Science, Health and Criminal Justice
Funeral Services Administration
Spring 2025
A. **TITLE:** Professional Funeral Practice

B. **COURSE NUMBER:** FSAD 225

C. **CREDIT HOURS (Hours of Lecture, Laboratory, Recitation, Tutorial, Activity):**

   # Credit Hours: 3
   # Lecture Hours ___3___ per Week
   # Lab Hours ___ Week
   Other ___ per Week

   **Course Length (15 Weeks):**

D. **WRITING INTENSIVE COURSE:** No

E. **GER CATEGORY:** No

F. **SEMESTER(S) OFFERED:** Spring

G. **COURSE DESCRIPTION:**

   Casket and vault construction and composition are extensively covered. Merchandising methods of funeral service goods such as caskets, vaults, and memorial tributes are explored and practiced. Professional Ethics with special attention given to the Federal Trade Commission's Funeral Rule, are learned and practiced.

H. **PRE-REQUISITES:** FSAD 101 Introduction to Funeral Services; FSAD 111 Study of Funeral: Past, Present and Future

I. **STUDENT LEARNING OUTCOMES:**

<table>
<thead>
<tr>
<th>Student Learning Outcome [SLO]</th>
<th>Program Student Learning Outcomes [PSLO]</th>
<th>Institutional Student Learning Outcomes [ISLO]</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Create various funeral arrangement forms used during the arrangement conference. GPL, Casket &amp; Vault Price Lists, Statement of Goods &amp; Services, etc.</td>
<td>2.1.7 Describe the requirements and procedures for burial, cremation, and other accepted forms of final disposition of human remains.</td>
<td>5. Industry, Professional, Discipline-Specific Knowledge and Skills</td>
</tr>
<tr>
<td>2. Discuss the various merchandise products and consumer buying habits.</td>
<td>2.1.9 Explain management skills associated with operating a funeral establishment.</td>
<td>5. Industry, Professional, Discipline-Specific Knowledge and Skills</td>
</tr>
</tbody>
</table>
J.  APPLIED LEARNING COMPONENT:  

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

K.  TEXTS:


L.  REFERENCES:


M.  EQUIPMENT: Microsoft Word or comparable software. Internet access is required.

N.  GRADING METHOD: A-F

Your final grade will be calculated based on the following grading scheme:

**NOTE: IN ALL FUNERAL SERVICE REQUIRED CORE COURSES A “C” OR HIGHER IS NEEDED TO PASS**

<table>
<thead>
<tr>
<th>From %</th>
<th>To %</th>
<th>Letter grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>100</td>
<td>92.0</td>
<td>A</td>
</tr>
<tr>
<td>91.9</td>
<td>87.0</td>
<td>B+</td>
</tr>
<tr>
<td>86.9</td>
<td>83.0</td>
<td>B</td>
</tr>
<tr>
<td>82.9</td>
<td>79.0</td>
<td>C+</td>
</tr>
<tr>
<td>78.9</td>
<td>76.0</td>
<td>C</td>
</tr>
<tr>
<td>75.9</td>
<td>69.0</td>
<td>D+  Required to retake the course</td>
</tr>
<tr>
<td>68.9</td>
<td>60.0</td>
<td>D  Required to retake the course</td>
</tr>
<tr>
<td>59.9</td>
<td>0</td>
<td>F  Required to retake the course</td>
</tr>
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</table>
SUGGESTED MEASUREMENT CRITERIA/METHODS:

<table>
<thead>
<tr>
<th>Assignment Category</th>
<th>Grade Weight/ Point Distribution</th>
</tr>
</thead>
<tbody>
<tr>
<td>Assignments</td>
<td>25%</td>
</tr>
<tr>
<td>Quizzes</td>
<td>25%</td>
</tr>
<tr>
<td>Midterm</td>
<td>20%</td>
</tr>
<tr>
<td>Final</td>
<td>30%</td>
</tr>
<tr>
<td>Total</td>
<td>100%</td>
</tr>
</tbody>
</table>

Once enrolled in the Funeral Services Administration program, students must complete the course of study within six (6) years. FSAD courses that are (6) years or older must be retaken because the American Board of Funeral Service Education revises the course outlines every seven years.

DETAILED COURSE OUTLINE:
I. Casket and Vault Construction
II. Merchandising - Caskets, vaults, and cremation options. Funeral goods and selection room procedures.
III. The FTC Funeral Rule
IV. The Arrangement Conference
V. Professional Ethics

LABORATORY OUTLINE: None