

Departmental Syllabus

Prepared by the Department of Funeral Service

Date of Departmental Approval: June 11, 2018

Date approved by Curriculum and Programs: June 19, 2018

Effective: Fall 2018

1. **Course Number:** FSR299
Course Title: Board Certification and Competencies Skills

2. **Description:** This pass/fail course is a review of the specific arts and sciences courses that will be tested on the National Board Examination (NBE). This course is designed to be completed during the final semester prior to graduation in order to review and reinforce the information covered in the entire Funeral Service Program curriculum.

3. **Student Learning Outcomes** (instructional objectives, intellectual skills):
Upon successful completion of this course, students are able to do the following.
 - Synthesize material covered from all courses, which are tested on the National Board Examination.
 - Demonstrate competence by scoring a minimum of 80% cumulatively on weekly Arts and Science Tests and 85% on the International Conference of Funeral Service Examining Board practice tests.

4. **Credit(s):** 1 Credit

5. **Satisfies General Education Requirement:** No

6. **Prerequisite(s)/Co-Requisite(s):** Completion of or concurrent enrollment in all courses comprising the National Board Examination (All courses in the curriculum except developmental courses), or permission of the Funeral Service Program Coordinator.

7. **Semester(s) Offered:** Spring

8. **Suggested General Guidelines for Evaluation:** Quizzes, final examination, International Conference of Funeral Service Examining Boards (ICFSEB) Practice Tests, class discussion

9. **General Topical Outline** (Optional):
Topics Covered in the Exam Review:
Meditation and Stress Relief
Social Foundations of Funeral Service, Ethics
Anatomy and Physiology
Accounting
Psychology of Grief
Funeral Directing
Small Business Management
Embalming Chemistry
Pathology
Microbiology
Embalming
Merchandizing and Management
Restorative Art
Regulatory Compliance