



**Mortuary Science
Information Guide
2021-2022**

Kansas City Kansas Community College
7250 STATE AVE. - KANSAS CITY, KANSAS 66112
www.kckcc.edu

KANSAS CITY KANSAS COMMUNITY COLLEGE MORTUARY SCIENCE DEPARTMENT

Program Coordinator: Rick Sprick (rsprick@kckcc.edu)

Instructor: Wiley Wright (wwright@kckcc.edu)

College President: Dr. Greg Mosier

Vice President of Academic Affairs: Jerry Pope

Dean of Health Professions: Dr. Tiffany Bohm

College Founded: 1923

Mortuary Science Founded: 1975

Degree Offered: Associate in Applied Science

Distance Education - No

Mortuary Science Office: Room 3608 – Upper level of the Flint Building

Mortuary Science Phone Number: (913) 288-7289

Website: <https://www.kckcc.edu/academics/programs-and-departments/mortuary-science/index.html>

ACCREDITATION

Kansas City Kansas Community College (KCKCC) is accredited by the Higher Learning Commission and coordinated by the Kansas Board of Regents.

The Mortuary Science Degree program at Kansas City Kansas Community College is accredited by the American Board of Funeral Service Education (ABFSE) 992 Mantua Pike, Suite 108, Woodbury Heights, New Jersey 08097. (816) 233-3747. Web: www.abfse.org

National Board Examination pass rates, graduation rates, and employment rates for this and other ABFSE-accredited programs are available at www.abfse.org in the Directory of Accredited Programs. To request a printed copy of this program's rate, go to the Mortuary Science Office Room 3608 in the Flint Building, email at rsprick@kckcc.edu or by telephone at 913-288-7289. The results are included in this packet of information.

MISSION STATEMENT

Providing career education of a technical or semi- professional nature that offer an associate degree that, upon completion, qualifies students to seek employment in the occupational field for which preparation is offered.

PROGRAM LEARNING OUTCOMES

Upon completion of the accredited program, students will be able to:

1. Explain the importance of funeral service professionals in developing relationships with families and communities they serve
2. Identify standards of ethical conduct in funeral service practice.
3. Interpret how federal, state, and local laws apply to funeral service to ensure compliance.
4. Apply principals of public health and safety in the handling and preparation of human remains.
5. Demonstrate technical skills in embalming and restorative art that are necessary for the preparation and handling of human remains.
6. Demonstrate skills required for conducting arrangements conferences, visitations, services, and ceremonies.
7. Describe the requirements and procedures for burial, cremation, and other accepted forms of final disposition of human remains.
8. Describe methods to address the grief-related needs of the bereaved.
9. Explain management skills associated with operating a funeral establishment
10. Demonstrate verbal and written communication skills and research skills needed for funeral service practice

MORTUARY SCIENCE PROGRAM VALUES

- We value academic quality throughout our Mortuary Science program.
- We value the integration of theory and practice and academic rigor in our curriculum.
- We value enthusiastic, sincere, and abiding service to others.
- We value personal responsibility for our individual actions.
- We value flexibility, adaptability, and creative thinking.
- We value the opportunity to mentor, encourage, and help each student fulfill his or her talents and abilities.
- We value diversity in all that we do.

OUR ALUMNI: THE BEST MEASURE OF OUR SUCCESS

The best measure of Kansas City Kansas Community College Mortuary Science success is the success of our graduates. Since 1975 KCKCC has graduated some of the finest funeral professionals in the Midwest. More than 1,700 are proud to call KCKCC their alma mater. Whether living in Topeka or Kansas City, Omaha, Joplin, or Jefferson City, they are all part of the KCKCC community. Our alumni live in over 26 states. Their careers include working for large corporations, small corporations, and the small-town operators.

Current alumni

- Kansas (385) in over 75 counties and over 65 cities
- Missouri (255) in over 35 counties and over 51 cities
- Nebraska (210) in over 40 counties and over 45 cities
- South Dakota (37) in over 8 counties and over 10 cities

WHY ATTEND KANSAS CITY KANSAS COMMUNITY COLLEGE?

- Students at KCKCC experience a collegial community. Both inside and outside the classroom, they work and learn cooperatively in a supportive environment, forming lasting personal and professional relationships that extend far beyond their time at KCKCC.
- Total professional and personal development is the focus of mortuary science education at KCKCC. The experiences provided help our students become extraordinary mortuary professionals, well prepared to take on any challenge, confront any problem, and achieve any goal.
- The tuition is very affordable and financial aid is available.
- We are the only Mortuary Science Program in the United States that will reimburse your NBE application fee (currently \$570) if you are successful on your 1st attempt of the test.
- Finally, students can experience Kansas City, a city with extraordinary opportunities, remarkable neighborhoods and exceptional cultural and recreational resources. Funeral homes big and small welcome the involvement of KCKCC students in the work of the funeral homes. The Metropolitan area offers the amenities of a big city with the benefits and warmth of a beautiful college campus.

The Mortuary Science Program at Kansas City Kansas Community College has a long and strong history of providing an excellent undergraduate education in Mortuary Science. We welcome you to explore our program and the student activities at KCKCC that make our program one of the biggest and best in a community college setting!

ADMISSION TO THE MORTUARY SCIENCE PROGRAM

- Meet the admission requirements of the college (see College catalog)
- High school diploma or equivalent (GED)
- A minimum cumulative grade point average of 2.50. This includes all transferable college courses taken.
- Human Anatomy and Accounting must have been taken within the last 5 years to transfer to KCKCC
- All General Education requirements (23 Hours) must be completed with a "C" grade or better prior to acceptance into the program.
- Beginning Spring 2021, students entering will need to submit either a letter of recommendation from a licensed Funeral Director or submit an Investigation Questionnaire. The forms are found at the end of this brochure.

PROGRAM INFORMATION

Year	Total enrolled	#of New Students	#of Grads	Timely Grad*	Graduation Rate**	Did not finish***	Overall% Employed	Employed In FS
2020	36	16	23	23/23	89%	3	73%	70%
2019	38	26	18	18/18	100%	0	89%	89%
2018	40	20	26	21/26	93%	1	96%	88%

*Timely graduation = complete program in 1½ times designated program length.

**Graduation rate reflects cohort graduation rate (% of students completing in 1 year)

***Left before completing the program; did not finish.

NATIONAL BOARD STATISTICS

Single Year	School Pass Rate	National Pass Rate	Single Year	School Pass Rate	National Pass Rate
2020 Arts	59%*	73%	Sciences	59%*	64%
2019 Arts	81%	72%	Sciences	82%	63%
2018 Arts	81%	77%	Sciences	83%	71%

* ABFSE is not factoring 2020 results in averages due to the COVID pandemic.

REQUIREMENTS OF THE PROGRAM

Once accepted into the program the student will have the following guidelines:

- The student will have one calendar year, or three consecutive semesters to complete the 39 mortuary science hours.
- A "D" grade or lower in any mortuary science course would constitute an automatic repeat of the course.
- Any student failing to raise the grade on the second attempt will be required to sit out one year, and successfully complete BLUE 101 prior to re-entering the program.
- Any student receiving a second "D" grade in any course will be required to sit-out one year, and successfully complete BLUE 101.
- Practicum I must be performed in the Kansas City Metropolitan area (within a 60 mile radius of KCKCC). The class requires 150 hours and 12 cases.
- Practicum II must be performed in the Kansas City Metropolitan area (within a 60 mile radius of KCKCC). The class requires 200 hours and 10 embalmings.

TUITION

Tuition rates are subject to change as set by the Board of Trustees.

In-State Kansas Resident	\$88.00 per credit hour
Out of State Students	\$195.00 per credit hour

FEES

All classes have a \$7 per credit hour technology fee and a \$15 per credit hour student fee.

Special course fees (in addition to those listed above)

- MTSC 0110 – \$75
- MTSC 0205 – \$25
- MTSC 0239 – \$40
- MTSC 0241 – \$40

Mortuary Science Curriculum

GENERAL EDUCATION REQUIREMENTS

College Requirement

Course		Credit Hours
BLUE 0101	Freshman Seminar	1

General Education Requirements

Course		Credit Hours
ENGL 0101	Composition I*	3
SPCH 0151 OR SPCH 0201	Public Speaking OR Interpersonal Communication	3
BUSN 0101	Accounting I***	3
BUSN 0104 OR BUSN 0210	Small Business Management OR Introduction to Business	3
MATH 0103	Business Math** or higher	3
PSYC 0101	Psychology*	3
BIOL 0141 OR BIOL 0143	Human Anatomy and Laboratory*** OR Human Anatomy and Physiology***	4-5
Total Hours for General Education Requirements		22-23
<p>* See course syllabus for prerequisite.</p> <p>** Math sequence is contingent upon previous high school mathematics background and transfer institution. Students should confer with an advisor to determine correct placement.</p> <p>***BIOL and Accounting courses completed more than five (5) years prior to admission must be repeated.</p>		

MORTUARY SCIENCE REQUIREMENTS*

Course		Credit Hours
MTSC 0102	Orientation to Funeral Service & Cremation	3
MTSC 0105	Mortuary Law	3
MTSC 0108 OR CHEM 0109 OR CHEM 0111	Mortuary Chemistry OR General Chemistry OR College Chemistry I and Lab	3-5
MTSC 0110	Restorative Art for Mortuary Science	4
MTSC 0160 OR BIOL 0261	Mortuary Microbiology OR Microbiology	3
MTSC 0201	Pathology	3
MTSC 0205	Embalming Theory	4
MTSC 0210	Mortuary Management	3
MTSC 0212	Funeral Service Merchandising	3
MTSC 0225	Funeral Service Counseling	3
MTSC 0239	Mortuary Science Practicum I	4
MTSC 0241	Mortuary Science Practicum II	3
Total Hours for Mortuary Science Requirements		39-41
* See course syllabi for Mortuary Science course prerequisites.		

Total Hours for an Associate in Applied Science in Mortuary Science Degree	62
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COURSE SEQUENCE

Mortuary Science Program sequence is subject to change without notice

Course		Credit Hours
First Semester		
BLUE 0101	Freshman Seminar	1
ENGL 0101	Composition I	3
SPCH 0151 OR SPCH 0201	Public Speaking OR Interpersonal Communication	3
PSYC 0101	Psychology	3
BUSN 0104 OR BUSN 0210	Small Business Management OR Introduction to Business	3

Second Semester		
BIOL 0141 OR BIOL 0143	Human Anatomy and Laboratory OR Human Anatomy and Physiology	4-5
BUSN 0101	Accounting I	3
MATH 0103	Business Math or higher	3

Third Semester		
MTSC 0102	Orientation to Funeral Service & Cremation+	3
MTSC 0105	Mortuary Law	3
MTSC 0108 OR CHEM 0109 OR CHEM 0111	Mortuary Chemistry OR General Chemistry OR College Chemistry	3
MTSC 0201	Pathology	3
MTSC 0210	Mortuary Management	3
MTSC 0239	Mortuary Science Practicum I	4

Fourth Semester		
MTSC 0110	Restorative Art for Mortuary Science	4
MTSC 0160 OR BIOL 0261	Mortuary Microbiology OR Microbiology	3
MTSC 0205	Embalming Theory	4
MTSC 0212	Funeral Service Merchandising	3
MTSC 0225	Funeral Service Counseling	3
MTSC 0241	Mortuary Science Practicum II	3

+ MTSC 0102 may be completed in the second or third semester.

With the exception of MTSC 0102, all Mortuary Science classes must be completed within 3 consecutive semesters.

To reduce semester course load, some classes may be available during the summer session.

COURSE DESCRIPTIONS

MTSC 0102 Orientation to Funeral Service – 3 Credit hours

This course surveys the history of funeral service with emphasis on the individuals, events, and forces that have influenced contemporary funeral principles and practices as well as the progression of associations and education within funeral service. The cremation curriculum focuses on the important considerations when working with those that choose cremation as a form of disposition.

MTSC 0105 Mortuary Law – 3 Credit hours

The subject area guidelines for Mortuary Law are designed to introduce the student to sources of law; the legal status of the dead human body; the duty of burial, to right to control funeral arrangements and final disposition and liability for funeral expenses; torts involving the dead human body and funeral director; wills, estates and probate proceedings; cemeteries and issues related thereto; State and Federal laws and regulations pertaining to funeral service; and the legal aspects of being a licensed funeral director/mortician

MTSC 0108 Mortuary Chemistry – 3 Credit hours

This course is a survey of the basic principles of chemistry as they relate to funeral service. Especially stressed are the chemical principles and precautions involved in sanitation, disinfection, public health, and embalming practice. The government regulation of chemicals currently used in funeral service is reviewed.

MTSC 0110 Restorative Art for Mortuary Science – 4 Credit hours

The subject area guidelines for Restorative Art are designed to introduce the student to the techniques and importance of creating an acceptable physical appearance of the deceased for the benefit of the surviving family members.

MTSC 0160 Mortuary Microbiology – 3 Credit hours

This course encourages a survey of the basic principles of microbiology. It relates these principles to Funeral Service Education especially as they pertain to sanitation, disinfection, public health, and embalming practice. The development and use of personal, professional and community hygiene and sanitation are discussed.

MTSC 0201 Pathology – 3 Credit hours

The study of pathological disease conditions and how they affect various parts of the body, with particular emphasis on those conditions which relate to or affect the embalming or restorative art process.

MTSC 0205 Embalming Theory – 4 Credit hours

This course involves the process of chemically treating the dead human body to reduce the presence and growth of microorganisms, to retard organic decomposition, and to restore an acceptable physical appearance. As embalming is the keystone of funeral service, its history, theory, and practical applications will be discussed.

MTSC 0210 Mortuary Management – 3 Credit hours

The curriculum guideline for Mortuary Management is designed to introduce the student to the basic principles of management. The curriculum is divided into two main sections. The first covers general management technique and theory. The second section examines specific areas of funeral service, management guidelines for those areas.

MTSC 0212 Funeral Service Merchandising – 3 Credit hours

This class is designed to introduce the funeral service student to the basic principles of merchandising as it applies to the funeral profession. The curriculum is divided into two main sections. The first covers construction and features of caskets, outer burial containers, and other funeral related products. The second section of the curriculum guidelines examines methods of pricing, display, presentation, and control of funeral merchandise.

MTSC 0225 Funeral Service Counseling – 3 Credit hours

This subject area examines psychological concepts in the area of grief, bereavement and mourning with particular emphasis on the role of the funeral director in relation to these concepts as well as a facilitator of the funeral service, crisis intervener and after care counselor.

MTSC 0239 Mortuary Science Practicum I – 4 Credit hours

Students work in local funeral home under the direct supervision of a licensed Funeral Director. Combines (8 - 12 hrs.) per week in an approved funeral home, which involves training and experience in a funeral home setting.

MTSC 0241 Mortuary Science Practicum II – 3 Credit hours

Students work in a local approved funeral home under the direct supervision of a licensed embalmer. Develops practical embalming skills, combining work experience in funeral home. The student will participate in 10 funeral services activities during the semester.

LOCAL STATE BOARDS

- Kansas** J.W. Carey, Executive Secretary
Kansas State Board of Mortuary Arts
700 S.W. Jackson, Suite 904
Topeka, Kansas 66603-3733
Phone: (785) 296-3980 Fax: (785) 296-0891
<https://ksbma.ks.gov/students/prospective-students>
E-mail: bomal@ksbma.ks.us
- Missouri** Lori Hayes, Executive Director
Missouri State Board of Funeral Directors and Embalmers
P.O. Box 423
3605 Missouri Blvd
Jefferson City, Missouri 65109
Phone: (573) 751- 0813 Fax: (573) 751-1155
<https://pr.mo.gov/embalmers>
E-mail: embalm@pr.mo.gov
- Nebraska** Kris Chiles, Section Administrator
Nebraska Board of Examiners in Funeral Directing and Embalming
P.O. Box 94986
Lincoln, Nebraska 68509 - 4986
Phone: (402) 471- 2117 Fax: (402) 471- 3577
<https://dhhs.ne.gov/licensure/Pages/Funeral-Directing-and-Embalming>
E-mail: kris.chiles@dhhs.state.ne.us
- Iowa** Bureau of Professional Licensure Iowa Department of Public Health
Lucas State Office Building - 5th Floor
321 E. 12th Street
Des Moines, Iowa 50319-0075
Phone: (515) 281-0254 Fax: (515)-281-3121
<https://idph.iowa.gov/Licensure/Iowa-Board-of-Mortuary-Science>
E-mail: plpublic@idh.iowa.gov
- South Dakota** Carol Tellinghuisen, Executive Secretary
South Dakota State Board of Funeral Service
135 E. Illinois Suite 214
Spearfish, South Dakota 57783
Phone: (605) 642-1600 Fax: (605) 642-1756
<https://doh.sd.gov/boards/funeral>
E-mail: proflic@rushmore.com

STUDENT CHECKLIST FOR APPLICATION TO MORTUARY SCIENCE PROGRAM

KANSAS CITY KANSAS COMMUNITY COLLEGE
7250 State Ave, Kansas City, KS 66112-9978

APPLICATIONS WILL NOT BE CONSIDERED WITHOUT ALL REQUIRED ITEMS.

Students must submit the following materials and this checklist to the Mortuary Science Program for admission into the program.

Name: _____

Student ID: _____

Initials	
	Submit an application to KCKCC and meet the admission requirements of the College (www.kckcc.edu).
	Contact the Mortuary Science Program Coordinator at 913-288-7289 or rsprick@kckcc.edu to discuss your plan of study.
	Official college transcripts are required from each institution attended (with the exception of KCKCC) and <u>MUST</u> be submitted to the: KCKCC Registrar's Office 7250 State Avenue Kansas City, KS 66112 student_records@kckcc.edu For advising, unofficial transcripts may be sent to: rsprick@kckcc.edu
	Submit either a Funeral Director Recommendation from a licensed funeral director OR an Investigation Questionnaire to: KCKCC Mortuary Science Program Attn: Rick Sprick 7250 State Avenue Kansas City, KS 66112 rsprick@kckcc.edu

FUNERAL DIRECTOR RECOMMENDATION

**Kansas City Kansas Community College
Mortuary Science Program**

Student Name: _____

Student Phone Number: _____

Date to start the Mortuary Science Program: _____

Student Signature

Date

Funeral Director Name: _____

Funeral Home Name: _____

Funeral Director License Number: _____ **Current?** ☐ Yes ☐ No

I have met and described the funeral service vocation to the above-named applicant. The discussion included:

- **Tour of the facility**
- **Discussion of the work required within the funeral home**
- **Type of services we provided our families**
- **Reasonably anticipated salary**
- **Reasonably anticipated work schedule at the funeral home**
- **Most rewarding aspects of funeral service**
- **Most challenging aspects of funeral service**

Having advised the student on the profession, I recommend him/her for admission to KCKCC Mortuary Science Program.

Funeral Director Signature

Date

After the funeral director has completed the recommendation, the student should mail this recommendation to:

**Kansas City Kansas Community College – Mortuary Science
Attn: Rick Sprick, Program Coordinator
7250 State Ave.
Kansas City, KS 66112**

INVESTIGATION QUESTIONNAIRE

Kansas City Kansas Community College Mortuary Science Program

In preparing for your career choice as a mortician, you should investigate the career thoroughly. As you complete the program admission requirements you will need to create an opportunity to spend time in a Funeral Home before you are admitted into the program. Although the typical applicant has considered this career choice, a firsthand observation will prove most beneficial in identifying the responsibilities a Mortician has that are exciting challenges or that may present undesirable to some applicants.

As part of the application process to the Mortuary Science Program you will be asked to print or type answers to the following questions for submission to the program. Your own personal research, as well as your interview with a licensee will assist you in answering all of these questions. Please use the enclosed form for your answers. Once the form has been completed, please mail it to:

**Kansas City Kansas Community College – Mortuary Science
Attn: Rick Sprick, Program Coordinator
7250 State Ave.
Kansas City, KS 66112**

If you have any questions, please contact our office:

**rsprick@kckcc.edu
913-288-7289**

MORTUARY SCIENCE CAREER INVESTIGATION QUESTIONNAIRE

Please complete both pages

Student Name: _____

Date to start the Mortuary Science Program: _____

Student Signature

Date

-
- 1. What areas of responsibility are available to the mortician within the funeral home?**

 - 2. What type of service do you provide to families?**

 - 3. What would be a reasonably anticipated salary in funeral service?**

 - 4. What is your typical work schedule for the week at the funeral home?**

 - 5. Do you assist in making removals?**

 - 6. Are you on-call at nights for the funeral home?**

Student Name: _____

7. Do you get holiday's off?

8. What aspects of funeral service would you believe to be the most rewarding?

9. What aspects of funeral service would you believe to be the most challenging?