

**MID-AMERICA**  
**COLLEGE**  
OF FUNERAL SERVICE  
*The West Group*

**TRANSFER GUIDE**

Carl Sandburg College Associate of Science Degree 2016 - 2017 Catalog				Mid-America College of Funeral Service Bachelor of Science in Funeral Service Management 2016 - 2017 Catalog			
GENERAL EDUCATION/LIBERAL ARTS							
Course #	Course Description	Semester Hours	Quarter Hours	Course #	Course Description	Semester Hours	Quarter Hours
ENG 101	Freshman Composition I	3	4.5	ENG 110	English Grammar and Composition		5
BIO 111	Anatomy & Physiology Fundamentals	4	6.0	ENG 120	Advanced Composition and Business Communications		5
CHM 100	Concepts of Chemistry	3	4.5	HIS 110	United States History through 1877		5
BUS 201	Management Fundamentals	3	4.5	HIS 120	United States History since 1877		5
ACC 101	Principles of Financial Accounting	3	4.5	MAT 110	Business Mathematics		5
BLA 202	Business Law	3	4.5	PSY 120	Introduction to Psychology		5
				SCI 111	Fundamentals of Science		4
				SCI 122	Introduction to Pathology and Anatomy		4
				BUS 120	Introduction to Business		5
				SOC 110	Introduction to Sociology		5
		<b>19.00</b>	<b>28.50</b>			<b>0.00</b>	<b>48.00</b>
PROFESSIONAL/TECHNICAL: FUNERAL CORE							
Course #	Course Description	Semester Hours	Quarter Hours	Course #	Course Description	Semester Hours	Quarter Hours
MTS 150	Psychology of Grief & Death	3.00	4.5	BIO 131	Anatomical Framework and Cardiovascular System		4
MTS 110	History of Mortuary Science	3.00	4.5	BIO 242	Study of Body Organ Systems		4
MTS 120	Mortuary Law	3.00	4.5	EMB 131	Embalming Theory		4
MTS 130	Introduction to Microbiology	2.00	3.0	EMB 242/EMB 242L	Embalming Practicum and Clinicals		4
MTS 131	Introduction to Pathology	2.00	3.0	SCI 251	Restorative Art Theory		4
MTS 210	Funeral Service Counseling	4.00	6.0	SCI 262/ SCI 262L	Restorative Art Practicum and Clinicals		3
MTS 140	Emblaming 1	4.00	6.0	BIO 240	Microbiology		4
MTS 160	Funeral Service Administration	5.00	7.5	BIO 230	Pathology		5
MTS 170	Restorative Art	4.00	6.0	CHE 251	Inorganic Chemistry		3
MTS 215	Introduction - Mass Fatalities Incidents	2.00	3.0	CHE 262	Organic Chemistry		3
MTS 225	Thanatochemistry	3.00	4.5	PRT 269	Professional Portfolio		2
MTS 220	Funeral Directing	4.00	6.0	BM 535	Accounting		5
MTS 230	Embalming 2	4.00	6.0	ADM 241	Funeral Directing		5
MTS 240	Funeral Service Seminar	1.00	1.5	ADM 252	Funeral Service Merchandising		3
				ADM 263	Funeral Service Marketing & Operations		3
MTS 250	Funeral Service Practicum	3.00	4.5				
MTS 260	Restorative Arts/Embalming Practicum	3.00	4.5	SBM 130	Small Business Management		4
MTS 270	Exam Review Seminar	1.00	1.5	COM 130	Communications		4
				CAP 269	Capstone Review		3
				HIS 130	History of Funeral Service		3
				SOC 240	Cremation and Burial Alternatives		4
				PSY 250	Funeral Service Psychology and Counseling		3
				SOC 260	Sociology of Funeral Service		5
				LAW 241	Business Law		3
				LAW 242	Mortuary Law and Ethics		3
		<b>51.00</b>	<b>76.50</b>			<b>0.00</b>	<b>88.00</b>

**Remaining Bachelor of Science in Funeral Service Management Requirements at Mid-America College of Funeral Service**

**CORE COURSES**

<u>Course #</u>	<u>Course Description</u>	<u>Semester Hours</u>	<u>Quarter Hours</u>
BFS 310	Thanatology		5
BFS 320	Experiencing World Religion		5
BFS 330	Intercultural Appreciation for Funeral Service		5
BFS 340	Workplace Communications		5
BFS 350	Hospitality and Event Planning for Funeral Service		4
BFS 360	Entrepreneurship		5
BFS 370	Marketing Funeral Service		5
BFS 380	Fundamentals of Preneed Sales		5
BFS 390	Stress Management		5
		<b>0.00</b>	<b>44.00</b>

**ELECTIVES**

<u>Course #</u>	<u>Course Description</u>	<u>Semester Hours</u>	<u>Quarter Hours</u>	<u>Course #</u>	<u>Course Description</u>	<u>Semester Hours</u>	<u>Quarter Hours</u>
				MGT 410	Open Elective Applying Leadership Principles		4
				GBC 310	Open Elective Changing Landscapes in Green Funeral Service		4
				MGT 430	Open Elective Conflict Management and Negotiation		4
				FIN 310	Open Elective Essentials of Corporate Finance		4
				HRM 310	Open Elective Human Relations		4
				HRM 320	Open Elective Human Resource Management		4
				MGT 440	Open Elective Life-Span Development		4
				MGT 460	Open Elective Interpersonal Conflict		4
		<b>0.00</b>	<b>0</b>				<b>32</b>
<b>Total Transfer Credits</b>		<b>70.00</b>	<b>105.00</b>	<b>Minimum Credits Required</b>			<b>181</b>

**Total Credit Hours Required to Complete Bachelor of Science in Funeral Service Management at Mid-America College of Funeral Service**

**Transfer of Credit**

- Transfer credit may be awarded for courses successfully completed with an earned grade of C or better
- Students may transfer a maximum of 136 lower division quarter credit hours
  - ❑ Lower division courses taken that are similar in content to Mid-America College of Funeral Service required courses, as determined by the appropriate Mid-America College of Funeral Service office, do not need to be retaken
- Students may transfer a maximum of 12 upper division elective quarter credit hours

**Bachelor Degree Requirements**

- The following are requirements for the Bachelor of Science in Funeral Service Management degree
  - ❑ Acceptance into the Bachelor of Science in Funeral Service Management program
  - ❑ Have successfully completed and graduated with an Associate's degree in Funeral Service from an ABFSE accredited institution
  - ❑ Complete a minimum of 180 quarter credit hours or 120 semester credit hours towards graduation
  - ❑ Complete the requirements of the Bachelor of Science in Funeral Service Management program core courses
    - ❑ Upper division core courses are required (44 quarter credit hours)
  - ❑ A minimum of 45 general education and/or liberal art quarter hour credits are required