

The information outlined here is specific to the funeral director only license effective November 1, 2017

The courses listed here only meet requirements for the funeral director only licensing course of study. For further details regarding funeral director only course of study and licensing requirements see next page. For further details about the Funeral Director in Charge and Embalming licensure and Bachelor's degree option please contact department or see full degree sheet.

No degree is awarded when requirements are met for funeral director only.

A transcript showing completion of the courses required is to be submitted to the Oklahoma funeral board. In addition to the funeral courses listed here of 37 hours an additional 60 hours is also required from a regionally accredited college or university to meet funeral director only requirements to total 97 hours.

Please be aware there is another level of licensing with additional educational requirements in Oklahoma and that licensing also varies state by state. Please contact the Department of Funeral Service at UCO for details about which program of study is right for the licensing you wish to pursue.

UCO is proud to be one of the few institutions accredited to offer the Bachelors degree in Funeral Service. If you are considering Funeral Director only path, minimal additional hours may be required to obtain your Bachelor's Degree. Most of our students are pursuing the Bachelors Degree course of study in order to maximize their opportunities and obtain a Funeral Director in Charge and Embalming license. A Bachelor's Degree offers the opportunity of continuing your education and will meet many job opportunity standards for management, as well as expanding knowledge for possible success in other professional fields. The Department wants to ensure you are appropriately licensed to pursue your goals so please make sure to visit with us to see that your plan of study meets your goals.

Please see detailed requirements for FD only next page.

This outlines the requirements for the **Funeral Director only license** through the Oklahoma Funeral Board and does not refer to any other state's licensing requirements. The Oklahoma Funeral Board also offers more advanced licensure. Please make sure you are pursuing the licensing for your career goals. The Funeral Service Department at UCO recommends you meet with someone to fully understand the limitations of the Funeral Director only license prior to deciding on pursuing the requirements for that license. Once satisfying these requirements, applying, and being approved by the board, a licensee may practice as a "funeral director" only, not an embalmer, and shall **NOT** be eligible to practice as "funeral director in charge" as defined in Section 396.2 (Please see requirements for dual licensure)

"Funeral director in charge" means an individual licensed as both a funeral director and embalmer designated by a funeral service establishment, commercial embalming establishment, or crematory who is responsible for the legal and ethical operation of the establishment and is accountable to the Board. **Not obtainable with FD only requirements.**

"Funeral director" means a person who: is engaged in or conducts or represents themselves as being engaged in preparing for the burial or disposal and directing and supervising the burial or disposal of dead human remains, is engaged in or conducts or represents themselves as being engaged in maintaining a funeral establishment for the preparation and the disposition, or for the care of dead human remains, uses, in connection with the name of the person or funeral establishment, the words "funeral director" or "undertaker" or "mortician" or any other title implying that the person is engaged as a funeral director, sells funeral service merchandise to the public, or is responsible for the legal and ethical operation of a crematory.

An applicant for a license to practice funeral directing only shall:

- Be at least **twenty (20) years of age**,
- Be a **legal resident of this state**,
- Be a **citizen or permanent resident of the United States**,
- Be of **good moral character**.
- **Complete a funeral director course of study approved by the Oklahoma Funeral Board and that is administered by a program of mortuary science accredited by the American Board of Funeral Service Education (ABFSE).**

****See UCO Funeral Service list of courses approved by the Oklahoma Funeral Board (totaling 37 hours) next and previous page. Courses are available through distance education and only one course requires minimal campus attendance.***

- **In addition to the funeral director course of study the applicant is required to complete at least sixty (60) additional semester hours of study earned, measured in quarter or clock hours, from a regionally accredited college or university and must complete a**
- **twelve-month minimum term as a registered apprentice with employment at a licensed establishment and must have assisted with (25) arrangement conferences and assisted with twenty five (25) separate funeral or memorial services under the supervision of a licensed funeral director in this state.**
- **pay all fees as provided in Section 396.4 to the Oklahoma Funeral Board and**
- **pass an exam provided by the International Conference of Funeral Service Examining Board with a seventy-five (75) or higher as well as**
- **pass a law exam provided by the Oklahoma Funeral Board, with a seventy-five (75) or higher.**

State of Oklahoma Funeral Director Only Licensing and Distance Education Options at UCO Department of Funeral Service

The courses listed here only meet requirements for the funeral director only licensing course of study. For further details regarding funeral director only course of study and licensing requirements see next page. No degree is awarded for funeral director only. A transcript showing completion of the courses required is to be submitted to the Oklahoma funeral board. For this licensure, In addition to the funeral courses listed an additional 60 hours is required from a regionally accredited college or university

Please see detailed requirements next page.

There are several options for Distance Education Courses at UCO and in the Funeral Service Department whether pursuing a degree or meeting minimal licensing standards. Most of the courses may be completed online and through interactive video but **some courses do require campus attendance.**

The Interactive Video Education technology enables a student to attend class in real time from their personal computer allowing for interaction with the instructor and other students. This requires the student be available at the time the class is being held on campus. Interactive Video courses are also available on campus. Online modules or WWW course offerings have more scheduling flexibility when it comes to attendance requirements. These opportunities offer flexibility and increase opportunities for distance learning for those students needing to limit travel to campus.



**Funeral Director
only eligible
Courses
available **online**,
through
Interactive Video,
or
with **limited
attendance**
@ UCO**

FNRL 3513 History of Funeral Directing
FNRL 3483 Psychology of Grief
FNRL 1211 Orientation to Funeral Service
FNRL 2313 Contemporary Funeral service
FNRL 2413 Funeral Home Administration
FNRL 3374 Funeral Home Management I
FNRL 3383 Funeral Service Statutory Law
FNRL 3393 Mortuary Jurisprudence
FNRL 3493 Funeral Service Communication
FNRL 4214 Funeral Home Management II
FNRL 4960 or 4930 Institute in Funeral
Service or Individual Study in Funeral
Service *requires minimal campus
attendance.

Courses required and course descriptions for pursuing the Funeral Director only licensure through the Oklahoma Funeral Board at UCO

FNRL 1211 - Orientation To Funeral Service This course addresses education in the funeral service program, and regulations related to the funeral service profession. Enrollment first semester **IVC**

FNRL 2313 Contemporary Funeral Service This course covers the contemporary principles of funeral directing, cremation, and modern funeral issues. It includes the study of funeral merchandising, crematory management, legal issues, disposition of human remains and current practices in the profession. **IVC**

FNRL 2413- Funeral Home Administration

FNRL 3374 - Funeral Home Management I This course covers the principles and practices of funeral home operations, funeral directing, record keeping, merchandising, and personal and professional ethics. **IVC**

FNRL 3383 - Funeral Service Statutory Law This course deals with statutory laws and legal medicine as pertaining to the funeral service profession. **IVC**

FNRL 3393 - Mortuary Jurisprudence This course covers the principles of business law dealing with corporate structure, and property ownership, and the rules and regulations pertaining to survivor benefits relating to the practice of funeral service. **IVC**

FNRL 3483 - Psychology of Grief

This course provides a survey of bereavement behavior in American society, including historical and cross-cultural perspectives. This course includes an evaluation of human grief and its implications for coping strategies. **WWW**

FNRL 3493 - Funeral Service Communication This course provides a theoretical and practical framework in counseling for development of effective communication skills within the funeral service profession.

Prerequisite(s): Psychology of Grief. **IVC**

FNRL 3513 - History Of Funeral Directing This course deals with the history of funeral directing from ancient to modern times, and professional and educational associations involved in the funeral service profession. **WWW**

FNRL 4214 - Funeral Home Management II This course covers the principles and practices of funeral home financial management, critical issues in funeral service, cremation, cemetery, crematory management and sociology. **IVC**

*These capstone hours (below) are required for the Funeral Director only licensure specifically and will not transfer to meet science requirements for the Bachelor's degree. If you are intending to pursue the Bachelor's degree and Embalming and FDIC licensure please meet with the Department of Funeral Service to understand the separate requirements.

***FNRL 4960 or 4930 Institute in Funeral Service or Individual Study in Funeral Service** This course will be the capstone of study for the Funeral Director only licensure. Since it requires instructor approval and possible individual study, application must be submitted and approved the semester prior to eligibility by the deadline noted on application, usually the month prior to the capstone semester.

It is to be taken after all other Funeral Director only courses have been taken. See list opposite <- and will consist of 7 hours of study comprising the following elements: Board Review This element involves preparation for the arts national board examination in Funeral Service. Practicum Of Funeral Directing This element provides practical experience in funeral directing in a mortuary or funeral home environment under the supervision of a licensed funeral director, It includes active participation in at least ten cases of arrangement and 10 cases of services. Essential elements of embalming, restorative art, and general concerns when dealing with human remains as outlined by OK funeral board requirements. ***This portion will require one week of campus lab attendance.***

*Please review the additional requirements necessary for licensure as outlined on previous pages. Also see graphic for distance education options for each course.

Funeral Course Requirements: **37 HOURS**
Additional hours needed regionally accredited college or university : **60 HOURS**
TOTAL REQUIREMENTS = 97 HOURS



FuneralServiceEducationUCO

<https://www.uco.edu/cms/academics/funeral-service/> 405.974.5001 funeralservice@uco.edu

