

# Program Planning Guide

## Funeral Director Certificate

for students admitted Fall 2022 and after

	Subject Code	Course	Fall				Winter				Spring		Summer		Hours	Prerequisites	Min Grade
			Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug			
Work Term	XFDC 20012	Work Experience I	WT 320 hours over 4 months. Sections start every 2 months. Check <a href="#">MyMRU</a> for dates												320	Pre/Co-requisites: XFDC 25000 Professional Practice & Decedent Care XFDC 25001 Funeral Directing I	EP
	XFDC 20024	Funeral Director Work Experience II	WT 1146 hours over one year. Sections start every 2 months. Check <a href="#">MyMRU</a> for dates												1146		EP
Semester 1	XFDC 25000	Professional Practice & Decedent Care	ON		ON		ON		ON						15	None	C
	XFDC 25001	Funeral Directing I	ON				ON								48	None	C
	XFDC 20101	Introduction to Conflict Resolution	ON		ON				ON						15	None	C
	XFDC 20014	Psychology of Death & Dying	ON				ON								48	None	C
Semester 2	XFDC 20004	Funeral Directing II					ON				ON				48	XFDC 25000 Professional Practice & Decedent Care XFDC 25001 Funeral Directing I	C
	XFDC 20019	Business Communications					ON				ON				48	None	C
	XFDC 20102	Negotiating with Integrity					ON				ON				15	XFDC 20101 Intro to Conflict Resolution	C
Semester 3	XFDC 20008	Funeral Directing III	ON								ON				32	XFDC 20004 Funeral Directing II	C
	XFDC 20025	Funeral Trends & Regulations			ON								ON		32	XFDC 20008 Funeral Directing III	C
	XFDC 20016	Business Strategies	ON								ON				48	None	C

ON = Online WT = Work term

# How to choose your courses

You can complete your program in 1-6 years by taking as many or as few courses per semester as suits your schedule.

To finish the program within 1 year, you may register for courses as they are listed on page 1 of this guide.

To plan your own schedule, follow these steps:

1. Review your mruGradU8 profile ([MyMRU](#) > My Program > mruGradU8) to see your current, completed and required courses. Make note of the courses you still need to complete.
2. View the course list on page 1 to see when your remaining courses are offered.
3. Once you've chosen your courses, you can register through [MyMRU](#). There's a great [course registration tutorial here](#) with step-by-step instructions.

Tips:

- We recommend prioritizing courses that are prerequisites for others
- Pay attention to subject codes listed with your required courses (e.g., XFDC 25001) as some courses may have the same name but different subject codes.
- Stay informed about add/drop dates, withdrawal dates, and other registration timelines through the [Critical Dates Calendar](#).

# About your courses

## Online

- Instructor-facilitated online courses begin and end on set dates with specific deadlines for assessments.
- Courses may include live, synchronous tutorials delivered virtually using Google Meet. Dates and times for tutorials will be provided on the first day of class in the course outline. Tutorials will be recorded for viewing at a later time if you are unavailable to attend the live session
- Final exams are proctored online through Proctor U (fees apply)

## Work experience

- It is your responsibility to secure a work experience location, but Mount Royal does have resources to assist you. [Career Services](#) can help you with your job search, resume critique, interview skills and more.
- Work experience courses are completed at a licensed funeral home under the supervision of a licensed funeral director. Work experience courses may be completed in your community however, relocation may be required.
- Students who reside outside of Alberta or intend to complete their work experience course(s) outside of Alberta must contact their provincial regulatory body before registering in the work experience course(s). The provincial regulatory body will advise students on their eligibility to complete their work experience course(s) in their location (province) and if any provincial restrictions may apply. Students may also contact the program advisor for more details and assistance.
- Work experience course requirements may be completed as an employee or as a volunteer (paid or unpaid) of the licensed funeral home.
- Work experience courses may be taken at any point in your program.
- Funeral homes may have additional requirements for students completing work experience, such as:
  - Non-Graduated Class 5 Driver's License
  - Driver's Abstract
  - Police Information Check