



ARTICULATION AGREEMENT

For

Funeral Service Management

Between

Dallas Institute of Funeral Service (DIFS)

And

Mid-America College of Funeral Service (MACFS)

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

PURPOSE

This memorandum of understanding has been developed by Mid-America College of Funeral Service (MACFS) to facilitate the transfer credits earned by students with the Associate of Applied Science (A.A.S.) degree in Funeral Service from Dallas Institute of Funeral Service into the Bachelor of Science in Funeral Service Management (B.F.S.M.) at Mid-America College of Funeral Service.

This agreement establishes a partnership between Dallas Institute of Funeral Service and Mid-America College of Funeral Service.

RESPONSIBILITIES OF THE PARTIES

1. Both Colleges will promote this program to the general public on its college website, advertisements and social media
2. Both Colleges will maintain state licensing and accreditation with ABFSE
3. Both Colleges will update each other on curriculum updates and/or changes
4. Both Colleges will periodically review the articulation agreement and process for updates and/or changes to their mutual benefit

COURSES

The attached *Transfer Guide* lists the respective transfer credits that will be awarded by MACFS for courses offered by DIFS students for transfer under the terms of this articulate agreement. The *transfer guide* may be updated as curricula change occurs. MACFS will work with students who have a *Student Letter of Intent* on file to ensure that curriculum changes made after the *Student Letter of Intent* is received but prior to matriculation to MACFS will not impact the admissions decisions. There

is a limit of 136 lower division credits that may be transferred to MACFS from DIFS and a limit of 12 upper division credits that may be transferred from another college/s.

NOTE: See Attachment for *Transfer Guide*

ENROLLMENT CRITERIA

Students who intend to transfer to MACFS under the terms of this agreement should complete the *Student Letter of Intent* upon graduation and mail it to Admissions Office, 3111 Hamburg Pike, Jeffersonville, Indiana 47130 or scan to admissions@mid-america.edu. Students who complete the *Student Letter of Intent* will be contacted by the MACFS Admissions Office with important information to ensure a successful transfer to MACFS.

To be considered for the B.F.S.M. program a student must have completed the following criteria prior to enrollment:

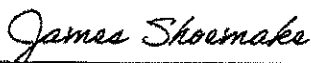
1. An Associate Degree in Funeral Service from an ABFSE accredited college **AND**
2. Passed both sections of the National Board Examination (NBE) **OR** is a licensed Funeral Director/Embalmer in their state

AGREEMENT TERM

This articulation agreement will expire in three (3) years from the date signed. Renewal of the articulation agreement will be needed if the agreement will continue. If either party does not want to continue the agreement, a six (6) month notice must be given to allow any student(s) in the program to continue their program to graduation.

If there are questions in regard to this agreement and or related items, both the president of DIFS and MACFS need to be contacted. The phone number for DIFS is (214) 388-5466 and for MACFS (770) 593-2257.

APPROVED BY



James Shoemake
President
Dallas Institute of Funeral Service

11-21-2016

Date



Mitch Mitchell
President
Mid-America College of Funeral Service

11/22/16

Date



Jill Karn
CEO
Pierce Mortuary Colleges, Inc.

11.22.2016

Date