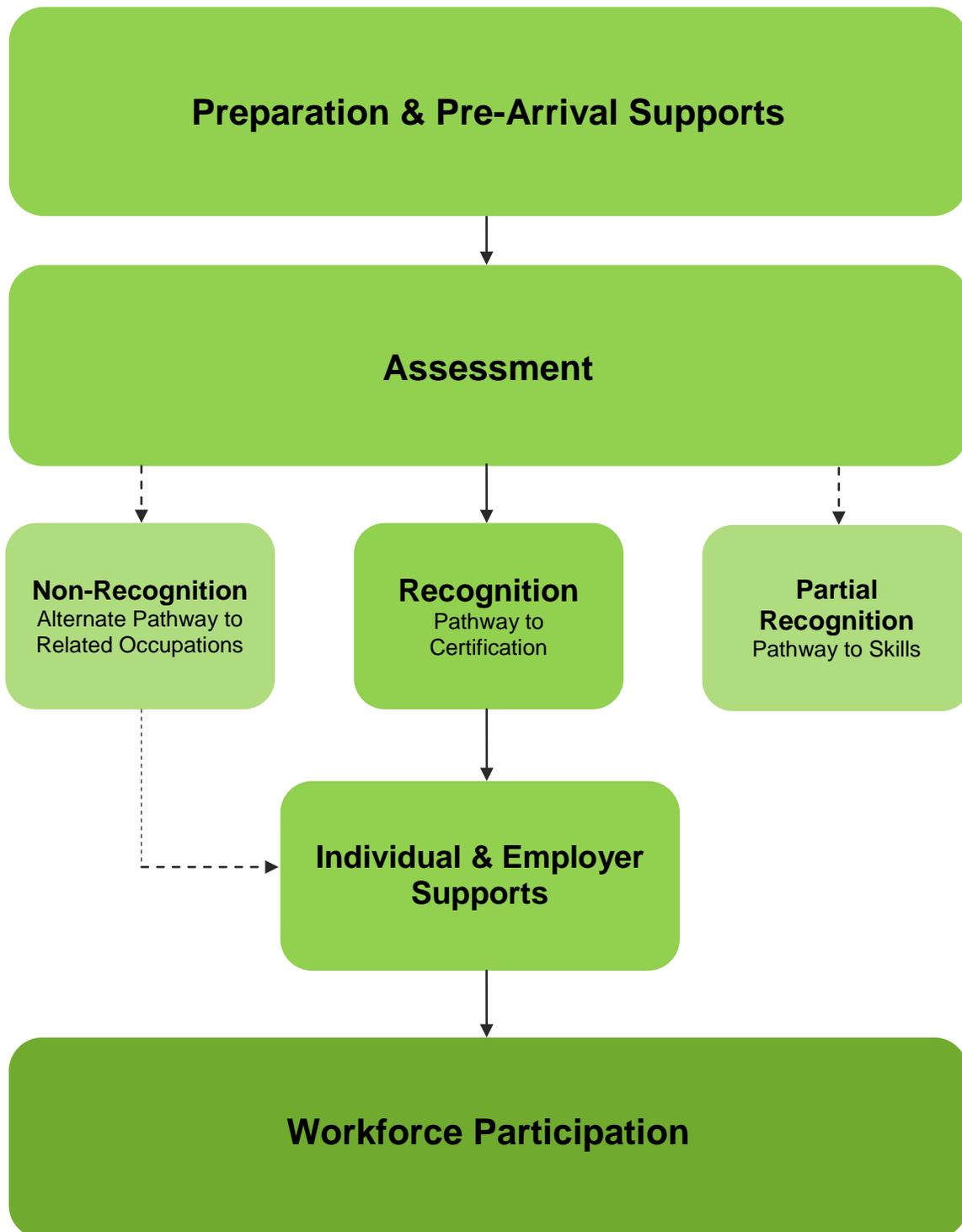


Process Map
Internationally-Trained Embalmers and Funeral Directors
NOC 6346





Description of Occupation

Funeral directors co-ordinate and arrange all aspects of funeral services. Embalmers prepare the remains of deceased persons for public visitation and burial. Funeral directors and embalmers are employed by funeral homes.

Job titles and descriptions are not the same in every country. Your occupation may have a different job title in Saskatchewan. Even if it is called by the same name, the kind of work you would be required to do may be different than what you have done before: saskimmigrationcanada.ca/what-is-my-occupation-called/

Description of Regulator

The Funeral and Cremation Services Council of Saskatchewan (FCSCS) was established in 2001, to ensure consumer confidence in buying funeral and cremation services.

FCSCS is made up of elected industry and publicly appointed members. The Council administers and sets standards of practice and procedures for funeral homes and crematoria.

The Council is responsible for the education, licensing and regulating of funeral directors, embalmers, salespersons, funeral homes, crematoriums and transfer services in the province as well as establishing educational, competency and service standards. Council's responsibility extends to the conduct of members, consumer protection and investigation of public complaints.

Preparation & Pre-Arrival Supports

Can the licensing process be started overseas?

Yes

Provide a description of the process and any residency requirements.

You do not need to reside in Saskatchewan to begin the application process. Further details can be found [below](#).

Do documents need to be translated?

Yes. Documents must be translated to English.

You may write or email the regulatory body, FCSCS, to ask about the requirements and costs for licensing as a Funeral Director and/or Embalmer.

In Saskatchewan you can be licensed as:

- Embalmer
- Funeral Director
- Embalmer and Funeral Director

Please be aware that employment opportunities for individuals licensed only as a Funeral Director may be limited.



Be sure to ask specifically for information on what parts of the process you can do or start before you leave your home country. For example, you may need to:

- Prepare or obtain documents from your home licensing body or educational institution;
- Obtain and complete forms that are available online;
- Collect documents that demonstrate your work as a funeral director and/or embalmer;
- Obtain personal or work references;
- Begin necessary educational assessments, or;
- Begin applications for programs or examinations.

[Back to Top](#)

Assessment

What documents are required for the application package?

- Completed [Form 31](#) (available on the FCSCS website under Legislation; Schedule of Forms);
- Academic transcript;
- Descriptions of the courses listed on the transcript;
- Certified copy of existing license;
- Letter from the licensing authority in the jurisdiction you are licensed indicating that you are a member in good standing;
- Original copy of a current police criminal record check from the country your license was granted;
- Assessment from an international assessment organization – the assessment should be forwarded to FCSCS directly from the international assessment organization.

How long does it take to review and make a decision after a completed application has been submitted (and fees paid if applicable)?

There is no explicit timeline; however, the licensing process cannot begin until all documentation has been received. It is anticipated any delay would occur during the assessment by an international assessment organization.

Are applicants informed (i.e. electronically) upon receipt of application, or informed about any missing documents or incomplete applications?

Applicants will be informed electronically, otherwise by ordinary mail if no email address is provided.

What are the fees?

Please see the fee chart [below](#).

Is a preliminary assessment tool available?

There are no preliminary assessment tools available.

If applicable, are there country exceptions for preliminary assessments of applicants?

There are no country exceptions for preliminary assessments.



What do applicants receive upon completion of an assessment? How are they notified?

Applicants will be informed electronically of the results of the assessment, otherwise by ordinary mail if no email address is provided.

Your application will be assessed by the FCSCS Licensing Committee. You will be provided with information on how international credentials are evaluated. However, FCSCS is not set up to assess international credentials.

Prior to your arrival in Canada, you can obtain an assessment of your educational qualifications from an international assessment organization such as:

- International Qualifications Assessment Service (IQAS)
- International Credential Evaluation Service (ICES) or
- World Education Services (WES).

These assessments indicate how an educational credential received in another country compares to an FCSCS approved educational program in Canada.

Please note that these assessments are advisory and do not guarantee recognition of your qualifications for licensing as an embalmer or a funeral director. If you have questions about licensing, registration or employment requirements, contact the Registrar at FCSCS.

Also note that these organizations charge a fee for the assessment.

Assessment of Application

You can apply for licensing as an Embalmer and/or Funeral Director from outside of Canada. You do not need to be in Canada for your application to be assessed.

The Registrar will review your application for licensing. Following the assessment, you may be qualified for application for a license as:

- Funeral Director AND Embalmer
- Funeral Director OR Embalmer

Final approval for licensing is subject to successful completion of the jurisprudence examination, which is a 3 hour open book examination of the Funeral and Cremations Services Act, Regulations and Bylaws of Council.

Your application may also be denied for an Embalmer and/or for a Funeral Director.

[Back to Top](#)



Partial Recognition – Pathway to Skills Upgrading

What are the steps needed for full recognition?

Full recognition is determined by the review of qualifications conducted by an international assessment organization.

Are there any partial or restricted licensure categories?

In some instances which will be determined by the review of qualifications, a conditional license as an embalmer or funeral director may be granted. A conditional license allows an individual to work under the supervision of a licensed embalmer or funeral director for a period of one year. Full licensure may be granted upon successful completion of a practical embalming examination and/or a funeral director's oral examination as well as the jurisprudence examination, as the case may be.

[Back to Top](#)

Non-Recognition – Alternate Pathway to Related Occupations

Where can I find resources and counseling on alternate career paths?

Can-Sask Career and Employment Services (CES) provides career and employment services to Saskatchewan people in need of information on career and job opportunities, as well as training and/or education options that enable participation in the provincial labour market. The services are focused on matching the skills of Saskatchewan workers with the skill needs of employers.

www.aeei.gov.sk.ca/career-employment-services

[Back to Top](#)

Recognition – Pathway to Certification

What are the next steps following assessment completion?

Once equivalency has been established by an international assessment organization, the application will be forwarded to a licensing committee. The next steps are described below.

Approved for Licensing as an Embalmer AND Funeral Director

If your application for licensing is approved for both Embalmer and Funeral Director, you will be required to write an examination on jurisprudence (relevant legislation and its practice in Saskatchewan). You will be provided with a study guide to study for the examination, which is open book. An open book exam allows you to bring the reference/text book into the exam to use as you write the exam. There is a fee to write the examination.

You can write the jurisprudence examination in Canada or in your home country upon approval of your qualifications. If you write the examination in your home country, the examination will need to be administered by an accredited educational institution approved by FCSCS. You will be responsible for making such arrangements. Any fee required by the educational institution to administer the examination in Canada only will be paid by FCSCS. Any fees incurred at an educational institution outside Canada are the responsibility of the applicant.



The pass mark is 75%. If you fail the examination you will be required to pass a supplemental exam at an additional cost.

Once you successfully complete the jurisprudence examination you will be licensed as an Embalmer and Funeral Director and are able to practice in Saskatchewan.

To maintain your license you will need to:

- Pay an annual licensing fee;
- Abide by the *Funeral and Cremation Services Act and Regulations* and the [bylaws](#) of FCSCS; and
- Participate in a professional development program as stipulated in bylaw 2014.

Approved for Licensing as a Funeral Director OR Embalmer

Your application may be approved for licensing only as a Funeral Director or only as an Embalmer. If you are licensed only as an embalmer you can work as a licensed Embalmer in Saskatchewan.

If you are licensed only as a Funeral Director, you can work as a licensed Funeral Director in Saskatchewan; however, you may find that there are limited opportunities for individuals who are licensed only as a Funeral Director.

If your application is approved for licensing as an Embalmer or as a Funeral Director you will be required to write an examination on jurisprudence (relevant legislation and its employment practice in Saskatchewan). There is a fee to write the examination. See page 7 for information on the examination including writing the examination outside of Canada.

Once you successfully complete the jurisprudence examination you will be licensed as either an Embalmer or as a Funeral Director and will be able to practice in those disciplines in Saskatchewan.

To maintain your license as an Embalmer or as a Funeral Director you will need to:

- Pay an annual licensing fee;
- Abide by the [bylaws](#) of FCSCS; and
- Participate in a professional development program as stipulated in bylaw 2014.

Application for Licensing as an Embalmer OR as a Funeral Director is Denied

If you applied for licensing as both an Embalmer and Funeral Director, and your application for licensing as either an Embalmer or as a Funeral Director was denied, you can apply to an educational institution approved by FCSCS to update/complete your education as an Embalmer (if denied licensing as an Embalmer) or as a Funeral Director (if denied licensing as a Funeral Director).

FCSCS has approved two educational programs:

- Funeral Service Education Program at [SIAST](#)
- Centre for Funeral Service Education at [Mount Royal University](#)

Contact the educational programs directly to discuss course requirements, time, fees, and to review which courses you are required to take.



When you are enrolled in either of these programs, you will need to register with FCSCS as a student (Form 20, available on the FCSCS website under Legislation; Schedule of Forms) and pay an annual fee.



Application for licensing as an Embalmer AND as a Funeral Director is denied

If your application for licensing as both an Embalmer AND Funeral Director is denied and you wish to continue to work in the funeral services industry there are other options including:

1. You can pursue your education when you arrive in Saskatchewan through the FCSCS approved educational programs (page 9), or
2. Depending on your experience, you can apply to FCSCS to be licensed as a salesperson who can sell prepaid funeral service contracts on behalf of a Saskatchewan licensed funeral home owner or you can apply as a student salesperson. Contact the FCSCS for further information.

[Back to Top](#)

Individual & Employer Supports

Are there any mentorship programs?

The FCSCS does not provide mentorship programs.

How can I contact an immigrant-serving organization?

A Regional Newcomer Gateway can be contacted to provide you with a list of community resources and services as you settle in your community: saskimmigrationcanada.ca/immigration-gateways

Where can I find information on financial support programs?

The Immigrant Access Fund (IAF) provides micro loans (low-interest loans) to new immigrants in order to assist them in obtaining Canadian accreditation or training that will allow them to obtain employment in their field.

Are you eligible?: www.iafcanada.org/how-to-apply/are-you-eligible/

Common Questions: www.iafcanada.org/common-questions/common-questions/

Contact the IAF Saskatchewan: www.iafcanada.org/how-to-apply/get-started/saskatchewan

Where can I find information on living in Saskatchewan?

Living in Saskatchewan: <http://saskimmigrationcanada.ca/living>

Where can I find information on working in Saskatchewan?

Working in Saskatchewan: saskimmigrationcanada.ca/working/

Search for a career: www.saskjobs.ca

International Qualifications Assessment Service (IQAS)

Alberta Employment, Immigration and Industry

9th Floor, 108th Street Building

9942 – 108th Street

Edmonton, AB T5K 2J5

Tel: (780) 427-2655

Fax: (780) 422-9734

Website: employment.alberta.ca/Immigration/4512.html



International Credential Evaluation Service (ICES)

3700 Willingdon Avenue

Burnaby, BC V5G 3H2

Information: (604) 434-1610 (8 am – 5 pm, Monday - Friday)

Information - Toll Free: 1-866-434-1610 (Canada and United States only)

Fax: Full-time programs: (604) 431-6917

Email: icesinfo@bcit.ca

Website: www.bcit.ca/ices/

World Education Services (WES)

2 Carlton Street, Suite 1400

Toronto, ON M5B 1J3

The office building is located at the corner of Yonge and Carlton (College subway station).

Tel: (416) 972-0070

Toll Free: (866) 343-0070

Fax: (416) 972-9004

Website: www.wes.org/ca/index.asp

Funeral Service Education Program

SIAST - Kelsey Campus

Idylwyld and 33rd Street

P.O. Box 1520

Saskatoon SK S7K 3R5

Toll Free - All Locations: (866) 467-4278

Website: SIAST

Centre for Funeral Service Education

Lincoln Park Campus Room EC 3100

Roderick Mah Centre for Continuous Learning (East side of campus)

4825 Mount Royal Gate SW

Calgary, AB T3E 6K6

Funeral Director and Embalmer Programs

Tel: (403) 440-6867

Toll-free: 1-866-616-3606

Email: cehealth@mtroyal.ca

Website: Mount Royal University

[Back to Top](#)

Workforce Participation

After my assessment is complete and I am deemed eligible to work, what next?

Once you have completed all the requirements for licensing, you will be licensed as either an Embalmer or as a Funeral Director and will be able to practice in those disciplines in Saskatchewan.

To maintain your license as an Embalmer or as a Funeral Director you will need to:

- Pay an annual licensing fee;
- Participate in a professional development program as stipulated in [bylaw 2014](#).

[Back to Top](#)



Important Resources

Association of Professional Community Planners of Saskatchewan (APCPS)

www.apcps.ca/

International Qualifications Assessment Service (IQAS)

Alberta Employment, Immigration and Industry

employment.alberta.ca/Immigration/4512.html

International Credential Evaluation Service (ICES)

www.bcit.ca/ices/

World Education Services (WES)

www.wes.org/ca/index.asp

Funeral Service Education Program

SIAS - Kelsey Campus

www.sias.sk.ca/programs_courses_descriptions/FNRLCERT.shtml

Centre for Funeral Service Education

Funeral Director and Embalmer Programs

www.mtroyal.ca/ProgramsCourses/ContinuingEducation/funeral/index.htm

Embalmer/Funeral Director Student Registration Application

www.fcscs.ca/pdf/Form20.pdf

Fees

Description	Fee	When/How to Submit	Documents to be Submitted
Application Stage			
Administration and Jurisprudence Examination	\$200 + GST	With application by either cheque, money order or VISA/MasterCard	Form 31 – along with supporting documents
Examination Stage			
Supplemental Examination	\$75.00		
Membership Stage			
Embalmer License	\$160 (pro-rated)	Upon successful completion of jurisprudence exam – by either cheque, money order or VISA/MasterCard	
Funeral Director License	\$160 (pro-rated)	Upon successful completion of jurisprudence exam – by either cheque, money order or VISA/MasterCard	



Wages for Embalmers and Funeral Directors in Saskatchewan

Wage (\$/hour)		
Low	Median	High
\$10.00	\$15.21	\$26.46

[Source: Labour Market Information - HRSDC | Wage Methodology]

The [Working in Saskatchewan Tool](#) can help you find detailed information on:

- The demand for your occupation in Saskatchewan
- Some of the jobs currently available across the province
- How much you can expect to earn
- Who the employers are in a particular region of the province

Provincial Training Information - Saskatchewan

Prospective embalmers and funeral directors can enrol in SIAST's Funeral Service certificate program. Students can choose to specialize as a Funeral Director and/or an Embalmer. Students with proficiency in science have the strongest chance of passing the examinations (overseen by a Board of Examiners) and becoming licensed and employed in the field. Individuals interested in becoming Funeral Directors may also benefit from a background in Business Administration, Social Work, or Religious Studies.

[Source: [Labour Market Information - HRSDC](#)]

Contact Information

Funeral and Cremation Services Council of Saskatchewan

3847C Albert Street
Regina, SK S4S 3R4

Tel: (306) 584-1575

Fax: (306) 584-1576

Email: administration@fcscs.ca

Website: www.funeralinfo.ca