All Mortuary Science applicants must visit with a licensed funeral director before being accepted into the Mortuary Science Program.

Use the following instructions to aid you in properly completing your Funeral Director Interview information sheet.

Applicant:

1. Fill-in the personal information section
2. Contact a local funeral home & explain the following:
   a. You are a student applying to the Ivy Tech Community College mortuary science program
   b. You are required to conduct an interview with a licensed funeral director prior to being admitted to the program
   c. The interview must be face-to-face
   **d. The interview sheet must be filled out by the STUDENT**
      i. This is an oral interview
      ii. Take notes during the interview
      iii. Fill out the interview sheet after leaving the interview
      iv. Be sure to ask all questions during the interview so you can answer all questions on the interview sheet
      v. Type or write legibly on the interview sheet
   e. Politely request time for an interview with the director
      i. When conducting the interview with the Funeral Director, please dress appropriately
      ii. Arrive on time
      iii. Thank the director for their time
3. Mail completed interview form to:

   Ivy Tech Community College of Indiana - De La Garza Campus
   410 E Columbus Drive
   East Chicago, Indiana 46312
   Attention: Mortuary Science

4. Please allow enough time prior to the beginning of the semester for postal delivery
   a. Contact the program chair for appropriate dates
   b. Space is limited
   c. Acceptance into the program is not guaranteed by filling out the interview
Applicant's Personal Information—Please Print

Date: __________________________

Name of Applicant: ____________________________________________________

Applicant's Address: ____________________________________________________

Applicant's Social Security Number: _______________________________________

Interview - fill out prior to visit

Name of Funeral Home: ________________________________________________

Address of Funeral Home: _______________________________________________

Phone Number of Funeral Home: _______________________________________

Interview of Funeral Director - to be completed by the STUDENT

Name of Licensed Funeral Director: _____________________________________

How long have you been licensed as a funeral director:__________________

Where did you go to mortuary school? __________________________________

Why did you go into funeral service? ____________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

What has been the most challenging about being a funeral director?______

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

What has been the most rewarding part of being a funeral director?_____
What advice would you give to someone going into funeral service? _____
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
What kind of hours do you work? ____________________________
________________________________________________________________________
________________________________________________________________________
Do you work holidays and weekends? ____________________________
________________________________________________________________________
Can funeral service be stressful? ____________________________
If so, what do you do to de-stress? ____________________________
________________________________________________________________________

**Applicant**

Why are you choosing funeral service as a career? _________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

**Licensed Funeral Director**

Signature: ______________________________________________________________

Printed name: __________________________________________________________