



THE PITTSBURGH INSTITUTE OF MORTUARY SCIENCE



THE PITTSBURGH INSTITUTE OF MORTUARY SCIENCE

"SCIENTIA, SOLLERTIA, SERVITIUM"

Full-time, Part-time, and Online programs available!

ACCREDITATION

The Embalming and Funeral Directing Diploma Program, the Specialized Technology Degree Program, the Specialized Business Degree Program and Pittsburgh Institute of Mortuary Science, Inc. are accredited by the American Board of Funeral Service Education (ABFSE), 992 Mantua Pike, Suite 108, Woodbury Heights, NJ 08097, (816) 233-3747 Web: www.abfse.org Web: www.abfse.org.

LICENSED BY

Pennsylvania State Board of Private Licensed Schools Department of Education, Commonwealth of Pennsylvania

APPROVED FOR

Training of veterans
Vocational rehabilitation
Online programs via SARA (The State Authorization Reciprocity Agreement)

MEMBER OF

Allegheny County Funeral Directors Association
American Board of Funeral Service Education, Inc.
College and University Professional Association for Human Resources
Cremation Association of North America, Inc.
International Conference of Funeral Service Examining Boards of the United States, Inc.
International Cemetery, Cremation and Funeral Association, Inc.
International Memorialization Supply Association
National Association of College Admission Counselors
National Association of Colleges of Mortuary Science, Inc.
Pennsylvania Association of Student Financial Aid Administrators
Pennsylvania Funeral Directors Association

Notice of Nondiscrimination In accordance with the Department of Education's Office for Civil Rights (Title VI of the Civil Rights Act of 1964) and Title IX of the Education Amendments of 1972, Pittsburgh Institute of Mortuary Science, Inc. admits students of any race, color, sex, gender, gender identity, sexual orientation, religion, national and ethnic origin, age, veteran's status, marital status, or disability to all the rights, privileges, programs, and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, sex, gender, gender identity, sexual orientation, religion, national and ethnic origin, age, veteran's status, marital status, or disability in administration of its educational policies, admissions policies, scholarship and loan programs, and other schooladministered events. The following person has been designated as Title IX Coordinator to handle inquiries regarding the non-discrimination policies: Office of Dean of Faculty and Students, Pittsburgh Institute of Mortuary Science, Inc., 5808 Baum Boulevard, Pittsburgh, PA 15206, (412-362-8500).



What We Offer

The Pittsburgh Institute of Mortuary Science offers an inclusive education focused on adaptation in a timeless profession. We are a goal-oriented, outcomes-based school—our focus is funeral service. Our mission is to prepare each student with the information and skills they need to change the lives of survivors by caring for the dead.

With over 8,000 alumni in all 50 states, ours is a name recognized nationwide.

PIMS alumni hire PIMS alumni!

OUR PROGRAM TEACHES BOTH FUNERAL DIRECTING AND EMBALMING

In some states, you can direct and embalm with one license. Some states require separate licenses. Either way, our program has you covered.

UNIQUE EXPERIENCES AND CERTIFICATIONS:

- Crematory Operator Certification
- Celebrant Certification
- Trips to funeral homes, crematories, temples, mosques, Highmark Caring Place, Penn Natural Burial Forest, Center for Organ Recovery and Education, cemeteries, and more!

GET YOUR LICENSE IN ANY STATE!

The curriculum and ABFSE accreditation of PIMS means we meet the mortuary school requirement for every state.

Some states require additional general education credits, so ask the admissions advisor how to meet your goal!

Our Matthews Aurora casket room teaches you how to guide families through the planning process.

You'll learn how to take first calls, make arrangements, and help a family honor the life of the one they loved through meaningful selections in a realistic casket selection room. We can teach you about cremation, burial, and alternative options in an ever-changing society. You'll learn about green burial, aquamation, and many other new methods.



You'll learn to be there for families with the dignity and respect they deserve.



PIMS Care Center



CAMPUS STUDENTS CARE FOR 600+ DECEDENTS A YEAR.

Each student joins an embalming team for hands-on experience performing death care on decedents from our community.

This decedent's last gift on earth is your education. You have the ability to gift their family with a final goodbye.

Our newly remodeled care center exceeds industry standards and offers the tools to learn multiple methods of embalming.



OUR ONE-OF-A-KIND RESTORATIVE ARTS LAB PREPARES YOU TO CHANGE THE LIVES OF THE SURVIVORS.

The biggest gift we can give to the families we serve is the ability to say goodbye. We believe that no matter the circumstance, we owe it to these families to at least try.

Other mortuary schools give you a plastic head and several weeks to completely sculpt a face of your choosing. However, that's not how it works!

In a 3 day lab, we'll teach you how to recognize the structures of features, repair a plaster skull with materials on hand, and restore trauma on one of our Headzo heads.

Our Headzos were designed by a special effects artist to mimic real cases our students have encountered.

You'll lay the foundation for the skills to allow a mother to spend one more moment with her son who died in a car accident, or give a grieving family a final image of their matriarch without the cancer that made her unrecognizable.

You will have the ability to change the lives of the survivors, to put them on a healthier road to recovery from grief.

We can only take away a small part of the pain, but we can take away a large part of the unknown.

Join a community unlike any other. PIMS has your back for life!

From day one, our students begin lifelong networking--and friendships. Funeral service professionals share a bond that is unlike any other. With our small class sizes, it's easy to begin building your community from Day One.

Stay involved and stay social! We have a Student Senate that organizes on-campus and off-campus events. Charity drives (including Pie-A-Professor!), Spirit weeks, drive-in-style movie nights, holiday socials... The point is, *you BELONG here.*



Professional events and career opportunities

We offer career events, continuing education events, and many funeral professional organization events. You have the opportunity to meet potential employers and colleagues and start networking!

Alumni have access to our online job posting board and are invited to continuing education events!





OUR ACADEMICS ARE FOCUSED ON PREPARING STUDENTS TO BE SUCCESSFUL ON THE NATIONAL BOARD EXAM—AND IN THE FUTURE OF FUNERAL SERVICE.

Faculty are easily accessible through office hours and our virtual campus. Student tutoring is frequently made available free of charge. Much of the course materials are accessible online.

Class sizes are small, around 32 campus students and 25 online students per cohort, an 18:1 student to instructor ratio!

You never have to worry about scheduling or rushing to different locations! Courses are scheduled for you in an order that makes the most sense for the material.

Campus students can choose their pace

3
YEARS

STANDARD PACE

NON-CORE (ADDITIONAL CREDITS TO MEET STATE REQUIREMENTS)

Funeral Service Marketing
Gerontology
Risk Management

Contemporary Professional Issues
Death & Children
Economics
English Composition

Env. Health
Human Resource Mgmt
Psych of Death
Social Psych
World Religions

CORE FUNERAL SERVICE PROGRAM

Anatomy
Business Law
General Psychology
Microbiology
Strategies for Success

Accounting Principles
Pathology I
Restorative Art Lab
Restorative Art Principles

Funeral Svc Law
Pathology II
Psychology of Grief and Counseling
Small Business Management

Business Math
Embalmg Orientation
Ethics
Thanatology in Society

Communication Skills
Embalmg Theory I
Funeral Management I
Regulatory Compliance

Cremation Principles
Embalmg Thry II
Funeral Management II
Professional Seminar Series

2
YEARS

ACCELERATED PACE

NON-CORE (ADDITIONAL CREDITS TO MEET STATE REQUIREMENTS)

Contemporary Professional Issues
Death and Children
Elements of Economics
English Composition
Funeral Service Marketing
Gerontology
Risk Management

Environmental Health
Human Resource Management
Psychology of Death
Social Psychology
World Religions

CORE FUNERAL SERVICE PROGRAM

Anatomy
Business Law
Business Math
Embalmg Orientation
Ethics
General Psychology
Microbiology
Strategies for Success
Thanatology in Society

Accounting Principles
Communication Skills
Embalmg Theory I
Funeral Management I
Pathology I
Regulatory Compliance
Restorative Art Lab
Restorative Art Principles

Cremation Principles
Embalmg Theory II
Funeral Management II
Funeral Service Law
Pathology II
Professional Seminar Series
Psychology of Grief and Counseling
Small Business Management

Standard pace students meet 2 consecutive days a week for 2 years.
Accelerated pace students meet 3 consecutive days a week for 1 year.

On campus, we can tailor the program to fit the licensing rules for every state. If additional credits are needed, 4 month terms may be added. If your state requires (or you desire) a bachelor's degree, we have several pathways through partnerships with Point Park University, Youngstown State University, Thiel College, Gannon University, and Pennsylvania Western University!


Online Program


Earn your degree from home in 2 years!


Our asynchronous learning platform allows you to study on your own time.


Moving to a new city or commuting to campus is tough when you've got life's responsibilities. We offer clear deadlines for coursework, but whether it's 3am or 3pm, you can access course materials, watch lecture videos, submit assignments, or take exams. You're in control!



 Class sizes are limited! Only 25 students are accepted per cohort.

 Our cohorts are small, but so is our school. You get the same care as our campus students. You'll get to know us, we'll get to know you!

 Take 4-6 credits per 8-week term!

 Once accepted, courses are scheduled for you--no need to worry about fighting for space in a class.

Only 2 trips to campus are required!

Work with a funeral home in your area to meet embalming and practicum obligations.

The Restorative Arts Lab is a mandatory 3 day event on campus. You must also demonstrate an embalming on-site. No worries! We offer some flexibility in scheduling.

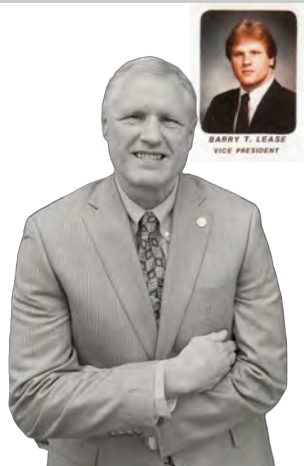
We also offer optional celebrant training, and would love for you to join us at graduation!

IMPORTANT NOTE:

All pre-requisite courses must be completed prior to admission. Ask the admissions office about your state's rules.



8 out of 10 full-time staff members (faculty AND administration) are licensed funeral directors, as are the majority of part-time instructors. Other courses are taught by professionals and experts in their fields. Because of this, we are able to relate theory into real-world experiences. We've embalmed tens of thousands of decedents, met with tens of thousands of families. We've done it all, and we want to show you how.



Dr. Barry Lease
President and CEO
Class of September 1985



Dean Michael Burns
Dean of Faculty and Students
Class of September 1987



Annie Cerutti
Business Office Advisor, Social
Media Coordinator, P/T Faculty
Class of September 2012



Cecilia Obermeier
Admissions Advisor
Class of September 2014



Nicholas Ricci
Full-Time Faculty
Class of January 2015



Maria Sproull
Administrative Coordinator,
Teacher's Assistant
Class of January 2015



Chelsea Cush
Full-Time Faculty
Class of September 2017



Kelchis Radziewicz
Financial Aid Advisor
Class of September 2020

Non-Licensed Administrative Staff

Emotional Support Staff



Nicole Elachko, MBA
Registrar
Director of Administrative
and Student Services



Jenett Moyer, MBA
Financial Aid
Administrator



Sydney Elachko
Director of Love and
Emotional Support,
Coolest Girl



Jessica Sproull
Tiny Little Baby,
The Prank That Went
Too Far



PREPARATORY COURSE GUIDE

Whether you're scheduling high school courses or getting ahead on college credits, these categories are a GREAT way to start building your foundation.



LIFE SCIENCES

Science is a big part of what we do! Consider the following:

- Biology
- Chemistry
- Anatomy and Physiology
- Microbiology
- Pathology
- Zoology



BUSINESS STUDIES

Whether you want to own your own funeral home or work for someone else, knowing how to run an office is important!

Consider the following:

- Business Administration
- Management Skills
- Accounting
- Business Math
- Business Law
- Finance



SOCIAL SCIENCES

You're going to meet all kinds of people from diverse backgrounds. Understanding different cultures is important! Consider the following:

- World Religions
- Intercultural Studies
- Sociology
- Gerontology



PSYCHOLOGY

When helping families, you are going to see a wide range of emotions and reactions. It really helps to understand the psychology behind it. Consider the following:

- General Psychology
- Psychology of Grief
- Organizational Psychology





FAST FACTS

WE CAN TAILOR YOUR PROGRAM TO MEET THE REQUIREMENTS OF ANY STATE!

Whether you need more general education credits, a diploma, an associate degree, or a pathway to a bachelor's degree, we will come up with a plan for you!

LEARN FROM THE PROFESSIONALS!

8 out of 10 of our full-time staff are licensed funeral directors. You'll be able to connect the textbook theories with real stories from the people who have experienced it!

PATHWAYS TO FINDING A CAREER AND CONTINUING EDUCATION

PIMS is one of the first stops for funeral home owners to recruit employees. Whether it's immediately after graduation or 20 years from now, alumni have access to an online job posting board. Many networking opportunities are held on campus where students are encouraged to meet (and interview with) funeral directors! PIMS offers continuing education classes multiple times a year for directors in many states to keep their licenses current.

READY TO APPLY?

Visit our website, pims.edu to begin your application today!

For more information, contact Ms. Cecilia in the admissions office, admissions@pims.edu

NO TUITION INCREASE IN FIVE YEARS!

We believe in the value of education and making it attainable. We work with FAFSA, state loans/grants, VA benefits, private loans, outside loans/grants, and our own grants! We have the largest academic grant program of its kind for students that have successfully completed at least 1 term!

ACCEPTANCE AND COMMUNITY FROM DAY ONE

We are uncommon people in an uncommon profession. We share innate traits of ethical humanity, compassion, and a servant's heart. You belong here.



HAVE YOU THOUGHT ABOUT HOW YOU'LL PAY FOR SCHOOL?

FYI: If these do not cover the cost of attendance, there are alternative loan sources. We encourage you to exhaust all opportunities below first and if you still need to borrow, do so responsibly. You have to apply for these on your own, directly on their websites. They are credit-based, and you can opt to apply with or without a cosigner. The applications don't take very long and you know pretty much on-the-spot if you are approved or not. Once you have applied, let us know the outcome.

All financial aid questions can be directed to Ms. Moyer jmoyer@pims.edu or Ms. Kelchis, kradziejewicz@pims.edu

FAFSA / Federal Student Aid

<https://studentaid.gov/h/apply-for-aid/fafsa>
ALWAYS ENSURE THAT YOU ARE ON A .gov SITE TO AVOID SCAMS!!

We recommend completing a Free Application for Federal Student Aid (FAFSA) by May 1st each year regardless of how you plan to pay!

For PA residents: It also serves as your application for state grants!

Pell Grants are eligibility-based (household income, number of people in household, number in college, etc.) and do not need to be paid back.

There is a lifetime limit for how much you can borrow, so take into account any outstanding Federal Direct Student Loans you already have! Borrowing limits and eligibility are based on dependent or independent status.

Consort / Capstone

Some schools pay us directly, some do it another way. Pop into their financial aid office and see the best way to handle tuition!

Veterans Affairs Benefits

Have you (or your spouse/parents) served in the Armed Forces for more than two years and receive Veterans Affairs (VA) Benefits?

Notify the VA through their website and let them know you're planning to attend PIMS. They will send you a letter notifying you of approval.

Provide us with a copy!

Scholarships / Grants

We recommend applying to as many scholarships as you can!

Any scholarship money received is money you don't have to pay back!

The National Scholarship Providers Association estimates that an average of \$100,000,000.00 goes unclaimed each academic year!

Employer Reimbursement

How they will provide the funds? Will they send them to you or directly to the school?

Do they require copies of your transcripts or any other type of documentation?

Let us know what you find out!

OVR Services

Contact your OVR counselor and find out if they can assist in paying for your schooling here at PIMS.

Payments are due by the last day of each class and can be paid by credit card right in your student portal in SONIS.

Pittsburgh Institute of Mortuary Science

5808 Baum Blvd.

Pittsburgh, PA 15206

412-362-8500

<http://pims.edu>

General Price List

These prices are effective as of January 1, 2025 but are subject to change without notice.

BASIC SERVICES OF THE FUNERAL DIRECTOR AND STAFF FOR THE ONLINE PROGRAM

Cost Per Credit\$390

Remote proctoring fee.....\$50

*Billed every June

Cost of online program including any additional admin fees.....\$24,650

Restorative art lab fee.....\$4,015

Accounting principles fee.....\$1,220

*Can be transferred in from an outside institution

Business math fee\$1,220

*Can be transferred in from an outside institution

BASIC SERVICES OF THE FUNERAL DIRECTOR AND STAFF FOR THE CAMPUS PROGRAM

Cost Per Credit\$330

Cost of core campus program including any additional admin fees.....\$26,210

21 credit related core term\$7405

*Only required in some circumstances to meet some state licensing rules

16 credit related core term\$1,220

*Only required in some circumstances to meet some state licensing rules

CASH ADVANCE ITEMS

These are estimated expenses that you may incur while enrolled as taken from a survey of current and former students. These are not included in tuition, they are merely provided for planning purposes.

Room and Board.....\$400

Transportation.....\$462

Personal\$577



APPLICATION CHECKLIST

WWW.PIMS.EDU

SUBMIT THE FOLLOWING ONE-AT-A-TIME OR ALL TOGETHER...

☐

Admissions Health Screening Form: All information must be on the medical form. No supplemental medical documentation of immunizations will be accepted.

☐

Headshot-style photo ID: Please be professional, no filters or copies of IDs.

☐

High School Transcript or Equivalency: If a final high school GPA is 2.3 or less, 12 liberal arts or general education college credits with a cumulative GPA of 2.3 or higher will be required.

☐

All Official College Transcripts (if applicable): Send all official transcripts directly to PIMS from the institution or via approved electronic transcript service. If sent by applicant, they are no longer "official" and won't be accepted.

☐

Health Insurance Card: a photocopy or photo is fine.

IF SEEKING A LICENSE IN PENNSYLVANIA: COMPLETE THE CERTIFICATE OF PRELIMINARY EDUCATION (COPE) PROCESS...

If seeking a license in Pennsylvania, you are required to submit a Certificate of Preliminary Education (COPE) if you have at least 60 credits prior to starting PIMS.

☐

Online Students: Must have a Certificate of Preliminary Education (COPE) completed to be considered for acceptance.

☐

Campus Students: Can start class without a Certificate of Preliminary Education (COPE) but will be scheduled for the 97 credit program until the Certificate is completed and provided to admissions.

Please send completed items to our Admissions Advisor Ms Cecilia.



admissions@pims.edu



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Pittsburgh, PA 15206



Fax: 412.362.1684