MORTUARY ADMINISTRATION PRACTICE TEST (SAMPLE)

STUDY GUIDE



SAMPLE STUDY GUIDE WITH LIMITED QUESTIONS

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Table of Contents

Copyright 1

Table of Contents 2

Introduction 3

How to Use This Guide 4

Questions 5

Answers 8

Explanations 10

Next Steps 16

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Introduction

Preparing for a certification exam can feel overwhelming, but with the right tools, it becomes an opportunity to build confidence, sharpen your skills, and move one step closer to your goals. At Examzify, we believe that effective exam preparation isn't just about memorization, it's about understanding the material, identifying knowledge gaps, and building the test-taking strategies that lead to success.

This guide was designed to help you do exactly that.

Whether you're preparing for a licensing exam, professional certification, or entry-level qualification, this book offers structured practice to reinforce key concepts. You'll find a wide range of multiple-choice questions, each followed by clear explanations to help you understand not just the right answer, but why it's correct.

The content in this guide is based on real-world exam objectives and aligned with the types of questions and topics commonly found on official tests. It's ideal for learners who want to:

- Practice answering questions under realistic conditions,
- Improve accuracy and speed,
- Review explanations to strengthen weak areas, and
- Approach the exam with greater confidence.

We recommend using this book not as a stand-alone study tool, but alongside other resources like flashcards, textbooks, or hands-on training. For best results, we recommend working through each question, reflecting on the explanation provided, and revisiting the topics that challenge you most.

Remember: successful test preparation isn't about getting every question right the first time, it's about learning from your mistakes and improving over time. Stay focused, trust the process, and know that every page you turn brings you closer to success.

Let's begin.

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How to Use This Guide

This guide is designed to help you study more effectively and approach your exam with confidence. Whether you're reviewing for the first time or doing a final refresh, here's how to get the most out of your Examzify study guide:

1. Start with a Diagnostic Review

Skim through the questions to get a sense of what you know and what you need to focus on. Your goal is to identify knowledge gaps early.

2. Study in Short, Focused Sessions

Break your study time into manageable blocks (e.g. 30 – 45 minutes). Review a handful of questions, reflect on the explanations.

3. Learn from the Explanations

After answering a question, always read the explanation, even if you got it right. It reinforces key points, corrects misunderstandings, and teaches subtle distinctions between similar answers.

4. Track Your Progress

Use bookmarks or notes (if reading digitally) to mark difficult questions. Revisit these regularly and track improvements over time.

5. Simulate the Real Exam

Once you're comfortable, try taking a full set of questions without pausing. Set a timer and simulate test-day conditions to build confidence and time management skills.

6. Repeat and Review

Don't just study once, repetition builds retention. Re-attempt questions after a few days and revisit explanations to reinforce learning. Pair this guide with other Examzify tools like flashcards, and digital practice tests to strengthen your preparation across formats.

There's no single right way to study, but consistent, thoughtful effort always wins. Use this guide flexibly, adapt the tips above to fit your pace and learning style. You've got this!

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Questions

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1. What is the Jewish term for the anniversary of death?

A. yarhzeit

B. tehilim

C. taharah

D. tallith

2. What is the pricing procedure called that places a separate price on caskets and a separate price on service fees?

A. multi-unit

B. functional

C. unit

D. bi-unit

3. Which of the following terms refers to a ceremony held to honor a deceased person?

A. Memorial service

B. Burial service

C. Committal service

D. Graveside service

4. Which of the following methods is NOT part of figuring a formula price?

A. functional

B. unit

C. bi-unit

D. none of these

5. What term describes the documentation required for cremation authorities to perform cremations?

A. A cremation certificate

B. A cremation authorization form

C. A death certificate

D. An embalming report

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6. The Trisagion is a part of which funeral rite?

A. Orthodox funeral rite

B. Jewish funeral rite

C. Mormon funeral rite

D. Protestant funeral rite

7. In a Roman Catholic funeral, what is generally included in the service?

A. Open casket

B. Liturgical readings

C. Designated officiants

D. All of the above

8. If total overhead for a funeral home was $65,000 and the firm did 100 services, what would the average overhead per service be?

A. $100

B. $500

C. $600

D. $650

9. Which form is specifically used by the funeral director and family to make funeral and financial arrangements?

A. Invoice

B. Bill of sale

C. Bill of lading

D. Arrangement form

10. What procedure involves breaking down charges into several major components?

A. Functional pricing

B. Bi-unit pricing

C. Itemized pricing

D. Unit pricing

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Answers

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1. A
2. D
3. A
4. D
5. B
6. A
7. D
8. D
9. D
10. A

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Explanations

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1. What is the Jewish term for the anniversary of death?

A. yarhzeit

B. tehilim

C. taharah

D. tallith

The term "yarhzeit" refers to the anniversary of a death in Jewish tradition. It is observed annually to commemorate the passing of a loved one and serves as a time for reflection and remembrance. On this day, it is customary for family members to light a memorial candle, recite the Kaddish (a special prayer in memory of the deceased), and sometimes gather for a meal or service in honor of the deceased. This observance helps keep the memory of the deceased alive within the family and community. The other options reflect different aspects of Jewish culture and practices, but they do not pertain to the anniversary of death. For instance, "tehilim" refers to the Book of Psalms, often recited for various reasons including comfort and reflection. "Taharah" is the ritual purification of the body before burial, an important practice in Jewish funerals. "Tallith," or "tallit," is a prayer shawl worn during Jewish prayers, which has a different purpose and significance in the context of Jewish life and rituals. Thus, the correct answer clearly stands out as being specifically related to the observance of a death anniversary.

2. What is the pricing procedure called that places a separate price on caskets and a separate price on service fees?

A. multi-unit

B. functional

C. unit

D. bi-unit

The bi-unit pricing procedure is characterized by the separate listing of prices for caskets and service fees. This method allows consumers to see the individual costs associated with a funeral service and casket selection, providing transparency in pricing. By distinguishing these elements, funeral homes can offer a clearer understanding of what clients will pay for each component of the service. This can help families prepare more effectively for their expenses and allows for greater customization and flexibility in service choices. Other pricing procedures, such as unit pricing, combine the cost of the casket and the service fees into a single price, which may not provide the same level of clarity as bi-unit pricing. Functional pricing focuses on the specific functions performed during the funeral process, which may also not delineate between casket and service costs like the bi-unit method does. Understanding bi-unit pricing aids consumers in making informed choices based on their specific needs and budget.

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3. Which of the following terms refers to a ceremony held to honor a deceased person?

A. Memorial service

B. Burial service

C. Committal service

D. Graveside service

A memorial service is a ceremony specifically designed to honor and remember a deceased person. Unlike other types of services, a memorial service typically takes place without the presence of the body and can be held at a later date after the death has occurred. This allows family and friends to gather and celebrate the life of the deceased in a meaningful way. The ceremony often includes eulogies, readings, music, and personal reflections about the individual who has passed away, creating a space for shared grief and remembrance. Memorial services are often seen as a way to provide closure for those left behind, allowing them to pay tribute to the person's life and legacy. Other options refer to different types of services associated with burial and interment. A burial service specifically refers to the ceremony that occurs at the gravesite when the body is interred. A committal service is a brief ceremony held at the place of disposition where the body or ashes are committed to the ground or a cremation is performed. A graveside service takes place at the cemetery itself at the time of interment. While these services may include elements of honoring the deceased, they are more focused on the act of burial rather than the broader commemoration that a memorial service embodies.

4. Which of the following methods is NOT part of figuring a formula price?

A. functional

B. unit

C. bi-unit

D. none of these

To understand why "none of these" is the correct answer, it's essential to consider what is meant by figuring a formula price in the context of mortuary administration. Formula pricing typically involves various methods to determine the total price of services and goods provided by a funeral home. The functional method refers to pricing based on the specific functions or services a funeral home provides, emphasizing the value of those services. The unit method calculates the price based on a single unit of service or product, such as a casket. The bi-unit method is a variation that combines both fixed and variable components in the pricing structure, reflecting both services and merchandise. Since all the listed methods—functional, unit, and bi-unit—are indeed methods used in determining a formula price, selecting "none of these" correctly identifies that all the options given are valid methods within this framework. There are no options presented that are outside the scope of methods used to calculate formula pricing, supporting why "none of these" is the appropriate response.

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5. What term describes the documentation required for cremation authorities to perform cremations?

A. A cremation certificate

B. A cremation authorization form

C. A death certificate

D. An embalming report

The term that best describes the documentation required for cremation authorities to perform cremations is the cremation authorization form. This form is a critical legal document that must be completed and signed by the legal next of kin or an authorized representative. It gives the cremation authority permission to proceed with the cremation process. While a cremation certificate is often issued after the cremation process has been completed to certify that the cremation occurred, it is not the document that initiates the cremation. A death certificate, although essential for recording the cause of death and necessary for legal and administrative purposes, is not a document specifically granting permission for cremation. An embalming report is also unrelated as it pertains to the process of preparing a body for burial or viewing, not specifically related to cremation authority. Thus, the cremation authorization form is the appropriate and required document for legal compliance in the cremation process.

6. The Trisagion is a part of which funeral rite?

A. Orthodox funeral rite

B. Jewish funeral rite

C. Mormon funeral rite

D. Protestant funeral rite

The Trisagion is specifically associated with the Orthodox funeral rite, where it holds significant liturgical importance. It is a hymn that means "Holy God, Holy Mighty, Holy Immortal," and is chanted to honor and pray for the deceased. This part of the service emphasizes themes of resurrection and eternal life, reflecting the beliefs central to Orthodox Christianity regarding death and the afterlife. In the Orthodox tradition, the Trisagion is typically recited at both the funeral service and during the memorial services held for the deceased, underscoring its role in maintaining a connection between the living and the departed. Other funeral rites listed, such as those of the Jewish, Mormon, and Protestant traditions, have their own distinct rituals and hymns. While they all focus on honoring the deceased and providing comfort to the bereaved, they do not include the Trisagion as part of their rites. Each of these traditions has unique practices, prayers, and forms of worship that are central to their beliefs and cultural expressions surrounding death.

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7. In a Roman Catholic funeral, what is generally included in the service?

A. Open casket

B. Liturgical readings

C. Designated officiants

D. All of the above

A Roman Catholic funeral service typically incorporates a range of traditional elements that reflect the faith's beliefs and practices regarding death and mourning. Liturgical readings are a fundamental part of such services, as they draw from scripture and provide spiritual guidance, support, and comfort to the bereaved. These readings are chosen specifically to reflect themes of hope, resurrection, and the eternal life promised by Jesus Christ, aligning with the church's teachings. The inclusion of designated officiants, such as a priest, is another critical component. The officiant leads the service, administers sacraments such as the Eucharist, and serves as the spiritual representative of the church. This role is vital as it provides the necessary liturgical oversight during the funeral, ensuring that all rites and rituals are carried out appropriately according to Catholic doctrine. An open casket is often a choice made by the family, depending on personal wishes and cultural practices. While not a mandatory element of the service, if selected, it facilitates a final farewell for the mourners. Therefore, the correct response includes all these aspects, reflecting the comprehensive nature of a Roman Catholic funeral service, which can involve an open casket, liturgical readings, and designated officiants.

8. If total overhead for a funeral home was $65,000 and the firm did 100 services, what would the average overhead per service be?

A. $100

B. $500

C. $600

D. $650

To find the average overhead per service, you need to divide the total overhead by the number of services provided. In this case, the total overhead is $65,000 and there were 100 services performed. By calculating the average overhead per service: $$ \text{Average Overhead per Service} = \frac{\text{Total Overhead}}{\text{Number of Services}} = \frac{65,000}{100} = 650 $$ This calculation shows that the average overhead per service is $650. This figure represents the amount of overhead costs that is allocated to each service provided by the funeral home, ensuring that the firm understands its cost structure and can price services accordingly to maintain profitability. The other choices represent different calculations that may stem from misunderstandings regarding either the total overhead amount or the number of services, and they do not correctly reflect the average cost.

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9. Which form is specifically used by the funeral director and family to make funeral and financial arrangements?

A. Invoice

B. Bill of sale

C. Bill of lading

D. Arrangement form

The arrangement form is a vital document used by the funeral director and the family to outline and confirm the details of the funeral services and associated financial arrangements. This form serves several important purposes; it helps ensure clarity in communication between the funeral home and the family by detailing the specific services and products selected for the funeral, such as caskets, transportation, and any memorial services. Additionally, the arrangement form typically includes an estimate of costs, allowing families to understand the financial implications right from the start. By providing a structured way to document preferences and decisions for the service, this form plays a crucial role in facilitating a smoother planning process during what can be a very emotional time. In contrast, while an invoice relates to billing after services have been rendered, a bill of sale pertains to the transaction of ownership of goods, and a bill of lading is used in shipping and transportation contexts. None of these documents are specifically designed for the comprehensive arrangement of funeral services and financial details in the same way that the arrangement form is.

10. What procedure involves breaking down charges into several major components?

A. Functional pricing

B. Bi-unit pricing

C. Itemized pricing

D. Unit pricing

The procedure that involves breaking down charges into several major components is known as functional pricing. This method categorizes the overall cost of funeral services into distinct segments based on the specific functions provided, such as preparation of the body, use of facilities, and transportation. By itemizing these components, funeral homes provide transparency to consumers regarding how much each service contributes to the total price. This can often help families make informed decisions by allowing them to understand what they are paying for and adjust services according to their specific needs and budget. Functional pricing contrasts with other pricing methods, which may not provide the same level of detail or may group charges more broadly, making it harder for consumers to see the breakdown of costs associated with different services.

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Next Steps

Congratulations on reaching the final section of this guide. You've taken a meaningful step toward passing your certification exam and advancing your career.

As you continue preparing, remember that consistent practice, review, and self-reflection are key to success. Make time to revisit difficult topics, simulate exam conditions, and track your progress along the way.

If you need help, have suggestions, or want to share feedback, we'd love to hear from you. Reach out to our team at hello@examzify.com.

Or visit your dedicated course page for more study tools and resources:

https://mortuaryadmin.examzify.com

We wish you the very best on your exam journey. You've got this!

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