



Alabama Board of Funeral Service Application for Permanent License

Funeral Director Checklist

All applicants for a Funeral Directors license in the State of Alabama must have met all the following criteria.

If the applicant cannot answer "Yes" to all the following the applicant is not eligible for licensure.

Yes	No	Requirements
<input type="checkbox"/>	<input type="checkbox"/>	Completed application for permanent license
<input type="checkbox"/>	<input type="checkbox"/>	Over 18 years of age
<input type="checkbox"/>	<input type="checkbox"/>	Good Moral Character
<input type="checkbox"/>	<input type="checkbox"/>	U.S. Citizen
<input type="checkbox"/>	<input type="checkbox"/>	High School Graduate or Equivalent
<input type="checkbox"/>	<input type="checkbox"/>	Citizenship Documentation
<input type="checkbox"/>	<input type="checkbox"/>	Licensing Fee (\$200.00)
<input type="checkbox"/>	<input type="checkbox"/>	Completed 24-month funeral directing apprenticeship within three consecutive years
<input type="checkbox"/>	<input type="checkbox"/>	Time since last apprentice certificate is less than 2 years.
<input type="checkbox"/>	<input type="checkbox"/>	Funeral Directing case report (minimum 40 cases required and not less than two annual reports) (3 if required)
<input type="checkbox"/>	<input type="checkbox"/>	Graduate of an accredited mortuary school or hold a bachelors degree
<input type="checkbox"/>	<input type="checkbox"/>	Two affidavits from two different licensed funeral directors
<input type="checkbox"/>	<input type="checkbox"/>	Certified Transcript from Mortuary School or college (sent directly to the Board from the school or college)
<input type="checkbox"/>	<input type="checkbox"/>	certified passing score on the National Board Arts Exam (if applicable) (sent directly to the Board from The Conference)
<input type="checkbox"/>	<input type="checkbox"/>	Certified passing score on the State Funeral Director Exam (if applicable)
<input type="checkbox"/>	<input type="checkbox"/>	Certified passing score on the Alabama LRR
<input type="checkbox"/>	<input type="checkbox"/>	Completed background check application
<input type="checkbox"/>	<input type="checkbox"/>	Background check fee (38.25 payable to ABFS)
<input type="checkbox"/>	<input type="checkbox"/>	Two complete sets of fingerprint cards
<input type="checkbox"/>	<input type="checkbox"/>	Completed Background Disclosure

*To constitute a passing score the applicant shall earn a score of at least 75.

****If the applicant has been convicted of a felony or misdemeanor, the applicant must have the certified records from the court in which the conviction occurred sent to the following address:**

**Alabama Board of Funeral Service
P O Box 309522
Montgomery, AL 36130**