



Alabama Board of Funeral Service Apprentice Funeral Director License Checklist

All applicants for an apprentice funeral director's certificate in the State of Alabama must have met all the following criteria. If the applicant answers "No" to any of the following, then the applicant is not eligible for certification.

| Yes | No | Requirement |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | US Citizen |
| <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"/> | High School Graduate or Equivalent |
| <input type="checkbox"/> | <input type="checkbox"/> | Working at a Funeral Establishment |
| <input type="checkbox"/> | <input type="checkbox"/> | Completed Application |
| <input type="checkbox"/> | <input type="checkbox"/> | Citizenship Documentation |
| <input type="checkbox"/> | <input type="checkbox"/> | Certificate fee (\$20.00 per certificate) |
| <input type="checkbox"/> | <input type="checkbox"/> | Copy of High School Diploma or Certified Transcript from High School or Certified Transcript from an accredited Post-Secondary School. (Sent directly to the Board from the school.) |
| <input type="checkbox"/> | <input type="checkbox"/> | Completed Background Check Application (Will be mailed separately to applicant) |
| <input type="checkbox"/> | <input type="checkbox"/> | Two complete sets of Fingerprint Cards (Will be mailed separately to applicant) |
| <input type="checkbox"/> | <input type="checkbox"/> | Background Check Fee |

*To constitute a passing grade, an applicant shall earn a score of not less than 75.

**The Board will mail background paperwork and finger print cards to the applicant once an application is received by the Board.

**** If an 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**