



# Alabama Board of Funeral Service Application for Permanent License

## Funeral Director License 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
<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 (\$100.00)
<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 1 year. (If more than 1 year applicant must repeat apprenticeship)
<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 college
<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 scores on the National Board Arts and Science exams (if applicable) (sent directly to the Board from The Conference)
<input type="checkbox"/>	<input type="checkbox"/>	Certified passing scores on the State Board Funeral Directing Exam (if applicable) (sent directly to the Board from The Conference)
<input type="checkbox"/>	<input type="checkbox"/>	Certified passing score on the Alabama Law Exam
<input type="checkbox"/>	<input type="checkbox"/>	Completed background check application (Will be mailed separately to applicant)
<input type="checkbox"/>	<input type="checkbox"/>	Background check fee
<input type="checkbox"/>	<input type="checkbox"/>	Two complete sets of fingerprint cards (Will be mailed separately to applicant)
<input type="checkbox"/>	<input type="checkbox"/>	Completed Background Disclosure (Will be mailed separately to applicant)

\*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**