



Alabama Board of Funeral Service Application for Permanent License

Funeral Director and/or Embalmer License by Reciprocity Checklist

All applicants for a funeral director and/or embalmers license by Reciprocity 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 (\$250.00 per license)
<input type="checkbox"/>	<input type="checkbox"/>	Certification of Licensure from state seeking licensure by Reciprocity from
<input type="checkbox"/>	<input type="checkbox"/>	Graduate of an accredited mortuary school or college, or have completed a certificate program in Funeral Arts at an accredited Mortuary School or College, or (Bachelor Degree from an accredited College (Funeral Directors only))
<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 Exam(s) (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
<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**