



## How out of state licensees can obtain a Florida Funeral Director's license

### **1 - LICENSE TYPES**

If you are licensed in another state and wish to relocate to Florida you have three options:

- A Type I license (funeral director and embalmer),
- A Type II license (funeral director only), or
- An Embalmer only license

### **2 - ENDORSEMENT or INTERNSHIP**

You can be licensed by ENDORSEMENT or by INTERNSHIP.

#### **Option A – Endorsement:**

**If your licensing state has the same or greater licensing requirements, your license may be recognized in Florida.**

**You would require an attestation by your current state's licensing authority that you are in good standing.**

Summary of Requirements:

1. Complete application  
<https://www.myfloridacfo.com/Division/funeralcemetery/Licensing/documents/FuneralDirectorandEmbalmerbyEndorsement.pdf>
2. Complete a Certificate of Licensure to show good standing  
[https://www.myfloridacfo.com/Division/FuneralCemetery/fc\\_forms\\_2012/pdf/DFS-N1-1742.pdf](https://www.myfloridacfo.com/Division/FuneralCemetery/fc_forms_2012/pdf/DFS-N1-1742.pdf)
3. Submit National Board Scores (75% or higher)
4. Submit official transcript showing an AA degree, or higher, in funeral services OR AA or BA degree in other fields with the one year mortuary science course. (Official transcript means sealed and sent directly from your school) (Note: if you completed your education before this requirement and hold a diploma or similar certificate, look for more information in our Frequently Asked Questions section.)
5. Complete or show proof of a two-hour communicable disease course. (widely available in-person or online)
6. Submit Fingerprints. (see our Frequently Asked Questions section for directions)
7. Prepare for, take, and pass the Florida Laws and Rules Exam.

## **Option B - Internship and Exam:**

### **Complete a one-year internship.**

#### Summary of Requirements:

1. Complete application  
<https://www.myfloridacfo.com/Division/funeralcemetery/Licensing/documents/FuneralDirectorandEmbalmerbyInternshipandExam.pdf>
2. Complete Internship at approved training agency. (confirm with your potential employer or with the state)
3. Submit National Board Scores (75% or higher)
4. Submit official transcript showing an AA degree, or higher, in funeral services OR AA or BA degree in other fields with the one year mortuary science course. (Official transcript means sealed and sent directly from your school) (Note: if you completed your education before this requirement and hold a diploma or similar certificate, look for more information in our Frequently Asked Questions section.)
5. Complete or show proof of a two-hour communicable disease course. (widely available in-person or online)
6. Submit Fingerprints. (see our Frequently Asked Questions section for directions)
7. Prepare for, take, and pass the Florida Laws and Rules Exam.

## F. A. Q.

### ***What application do I choose?***

The two most popular applications are included on our “How To” page (above). All the other application types and instructions are available here:

<https://www.myfloridacfo.com/Division/funeralcemetery/Licensing/LicenseApplicationInstructions.htm>

**Note:** *Florida does have a Funeral Director In Charge (FDIC) requirement for all funeral homes, crematories and direct disposition facilities. An FDIC can oversee two licensed facilities and any location that has an embalming facility is required to have a Type I license as FDIC. (Type I is Funeral Director and Embalmer) So, keep in mind that if you are currently a licensed embalmer, even if you no longer embalm and are not specifically seeking an embalming position, it may be valuable to you and/or to a potential employer for you to seek Florida licensure as a Funeral Director/Embalmer over the Type II Funeral Director only licensure option.*

Of course, if you need assistance in determining the right course of action for you, the Division of Funeral, Cemetery and Consumer Services can provide direction or email us with any questions.

### ***Where would I get fingerprinted?***

For electronic fingerprinting procedures and instructions, please go to:

<https://www.identogo.com/>

### ***What if I do not have an AA degree or higher?***

Many states do not have this requirement and many people looking to relocate to Florida may have completed a certificate or diploma program. The state will not accept those documents in lieu of a degree for endorsement applications, but do not be discouraged. Many of those programs included substantially the same classes degree programs require and you may still qualify. It is more complicated and to ensure your best chance for success, we suggest you consider seeking the advice of regulatory counsel familiar with this process. Your potential employer may work with someone well versed in the application process, or please email us for recommendations.

### ***Do I have to repeat my internship if I do not qualify for licensure by endorsement?***

Maybe, maybe not. This is why it is so important to have expert assistance in this process. And, even if internship is the recommended application type, you may qualify to have some or all of your previous classes recognized or be able to take classes online. Rest assured that you can be meaningfully engaged in the profession you love as an intern if step is necessary.

***How long does licensure take?***

Each application is individually considered so there is no absolute set time. It depends on you and your application and the timing of your submission. We suggest that you plan on a 90 day minimum. The state has strict deadlines for applications to be first reviewed by them, and if accepted, to be forwarded to the Board of Funeral Cemetery & Consumer Services. Any questions, deficiency in your application or application requirements including adverse licensing or criminal history can and likely would be cause for delay.

***Does every new Funeral Director have to take Florida Laws & Rules exam?***

Yes. Your potential employer may provide training assistance and you can purchase a study guide to help prepare.

[https://www.myfloridacfo.com/Division/FuneralCemetery/fc\\_forms\\_2012/pdf/DFS-N1-1711.pdf](https://www.myfloridacfo.com/Division/FuneralCemetery/fc_forms_2012/pdf/DFS-N1-1711.pdf)

Additional forms, statutes, rules and contact information is available through the Florida Division of Funeral, Cemetery & Consumer Services.

<https://www.myfloridacfo.com/Division/funeralcemetery/>