

I hereby affirm, under penalty of perjury, that all of the information submitted in this application is true and correct and complete. I am aware that knowingly and willfully making a material misstatement in connection with an application for licensure is grounds for the denial, refusal to renew, suspension, or revocation of the license.

Date: _____

Signature of Applicant

THE FOLLOWING ITEMS MUST ACCOMPANY THIS APPLICATION:

1. Copy of an official photo identification issued by a governmental agency, such as a valid (legible) driver's license, U.S. passport, or federal, state, county or city employee I.D. showing the individual's date of birth and address;
2. Two letters of reference from a licensed funeral director and/or embalmer which attest to the good moral character and competence of the applicant. Such letters shall be signed and dated on printed stationery;
3. An official transcript certified by an educational institution showing the applicant has graduated from a high school or has earned a GED recognized by a state department of education (if not already on file);
4. An official transcript evidencing an associate of arts degree by successful completion of a mortuary science program consisting of not less than sixty (60) semester hours, ninety (90) quarter hours or the equivalent, with a program accredited by the American Board of Funeral Service Education;
5. If applicable, official test results of the Sciences Section of the National Board Examination;
6. Certification of Completion of Apprenticeship Form attesting that the applicant has met the required training;
7. Eligibility Verification for Entitlements Act Attestation Form; and
8. A non-refundable application fee of \$200.00.

**Attach a Copy of a Photo Identification
Issued by a Governmental Agency**
**(Valid driver's license, U.S. passport, or
federal, state, county or city employee
I.D. card showing the individual's date of
birth and address)**

These requirements must be met prior to the issuance of a funeral director's license:

1. You must pass the Sciences Section of the National Board Examination or the Tennessee State Board Examination with a score of 75 or greater.
2. You must pass the Tennessee Laws, Rules and Regulations Examination with a score of 75 or greater.
3. You may be requested to appear before the Board for a personal interview.
4. You must pay a licensure fee of \$275.00 when notified by the board office.

Eligibility Verification for Entitlements Act Attestation

Part A. Eligibility Verification for Entitlements Act Attestation

I hereby attest under penalty of perjury that I am (select one):

_____ A United States citizen;

_____ A qualified alien as defined in Tenn. Code Ann. § 4-58-102;¹

_____ A foreign national not physically present in the United States. Further, I understand that should I ever become physically present in the United States while I hold this license, registration, certification or other benefit I agree to immediately contact the issuing agency and provide documentation to confirm my status as a qualified alien.

Applicant's Signature

Printed Name

Date

Submitting false information or omitting pertinent or material information in connection with this application or any violation of the Eligibility Verification for Entitlements Act may result in the revocation of any license, registration, certification or other benefit issued to the applicant. A person who willfully makes a false, fictitious or fraudulent statement or representation of United States citizenship may be prosecuted under 18 U.S.C. § 911 and/or the False Claims Act, T.C.A. §§ 4-18-101, et seq.

¹ Qualified alien means "A qualified alien as defined by 8 U.S.C. § 1641(b)" or "An alien or nonimmigrant eligible to receive state or local public benefits under 8 U.S.C. § 1621(a)." Pursuant to those statutes, this includes, but is not necessarily limited to:

- An alien who is lawfully admitted for permanent residence under the Immigration and Nationality Act [8 U.S.C. § 1101 et seq.];
- An alien who is granted asylum under section 208 of the Immigration and Nationality Act [8 U.S.C. § 1158];
- A refugee who is admitted to the United States under section 207 of the Immigration and Nationality Act [8 U.S.C.A. § 1157];
- An alien who is paroled into the United States under section 212(d)(5) of the Immigration and Nationality Act [8 U.S.C. § 1182(d)(5)] for a period of at least 1 year;
- An alien whose deportation is being withheld under section 243(h) of the Immigration and Nationality Act [8 U.S.C. § 1253] (as in effect immediately before the effective date of section 307 of division C of Public Law 104-208) or section 241(b)(3) of the Immigration and Nationality Act [8 U.S.C. § 1231(b)(3)] (as amended by section 305(a) of division C of Public Law 104-208);
- An alien who is granted conditional entry pursuant to section 203(a)(7) of the Immigration and Nationality Act [8 U.S.C. § 1153(a)(7)] as in effect prior to April 1, 1980;
- An alien who is a Cuban and Haitian entrant (as defined in section 501(e) of the Refugee Education Assistance Act of 1980);
- A nonimmigrant under the Immigration and Nationality Act [8 U.S.C. §§ 1101, et seq.];
- An alien who is paroled into the United States under section 212(d)(5) of the Immigration and Nationality Act [8 U.S.C. § 1182 (d)(5)] for less than one year.