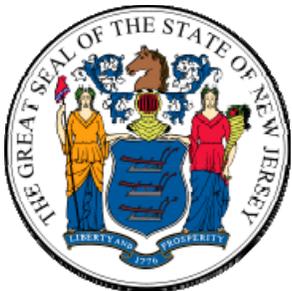


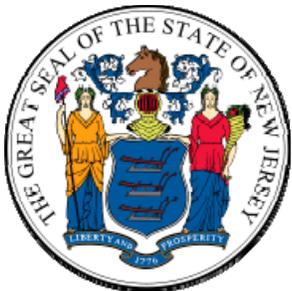
State Board of Mortuary Science

Application Process Overview



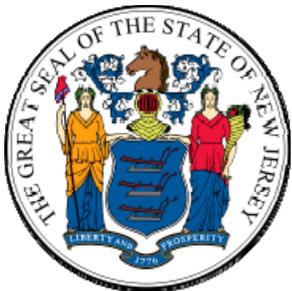
State Board of Mortuary Science

- License qualified individuals
- Regulates the practice of Mortuary Science
- Investigates complaints and takes disciplinary action



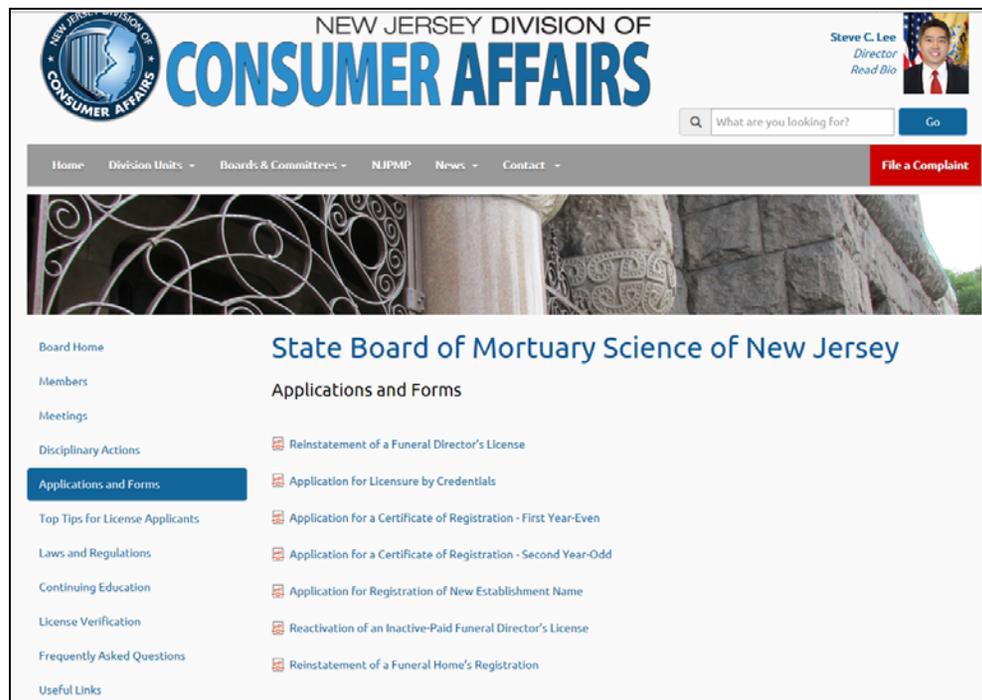
License to Practice

- No one may practice Mortuary Science without a current, active license
- You worked hard to complete your educational program, but you cannot practice unless you have a license
- Once you get your license, you need to keep it active and in good standing



How Do I Get an Application Form?

Applications can be downloaded from the Board's website at:
www.NJConsumerAffairs.gov/mor



The screenshot displays the website for the New Jersey Division of Consumer Affairs. The header includes the division's logo, the text "NEW JERSEY DIVISION OF CONSUMER AFFAIRS", and a profile for Steve C. Lee, Director. A search bar and a "File a Complaint" button are also visible. The main content area is titled "State Board of Mortuary Science of New Jersey Applications and Forms" and lists several application categories with document icons:

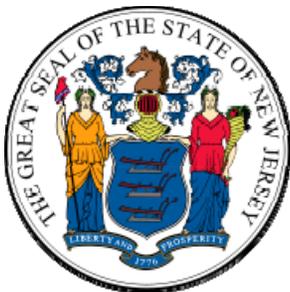
- Reinstatement of a Funeral Director's License
- Application for Licensure by Credentials
- Application for a Certificate of Registration - First Year-Even
- Application for a Certificate of Registration - Second Year-Odd
- Application for Registration of New Establishment Name
- Reactivation of an Inactive-Paid Funeral Director's License
- Reinstatement of a Funeral Home's Registration

A left-hand navigation menu includes links for Board Home, Members, Meetings, Disciplinary Actions, Applications and Forms (highlighted), Top Tips for License Applicants, Laws and Regulations, Continuing Education, License Verification, Frequently Asked Questions, and Useful Links.



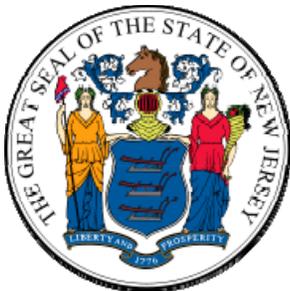
Application Process

1. Request specific application in writing
2. Send supporting documents to the Board
3. Submit additional information *(as required)*
4. Submit required fee



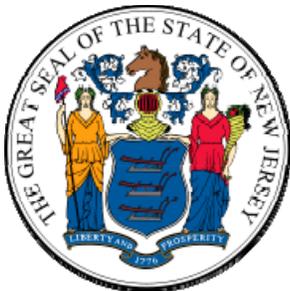
Application Fees

- Application Fee
 - Set forth by N.J.A.C.13:36-1.6
 - Payable by check or money order
 - **NO CASH**



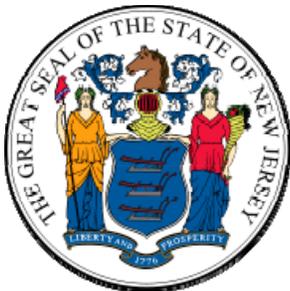
Jurisprudence Exam

1. Applicant requests an application
2. Pay required fee
3. Exam is administered by an approved school by the Board
4. Helps you understand the laws and regulations of Mortuary Science
5. Remember to review the statutes, regulations, and uniform regulations
6. Statutes and Regulations are available on the Board's website:
www.NJConsumerAffairs.gov/mor



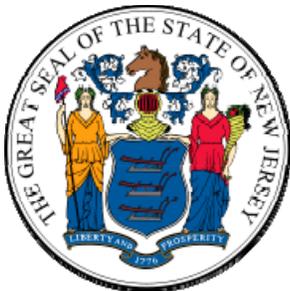
Practical Exam

1. Take exam no more than 90 days before completion of internship, and no later than 90 days after
2. Pay required fee
3. Exam is administered at a place determined by the board



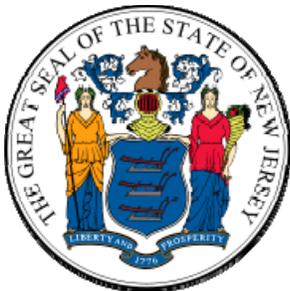
Registration Application

- Request an application in the writing to the Board
- Once your registration application has been approved you will receive a letter in the mail
- You must verify the information and return with the appropriate fee



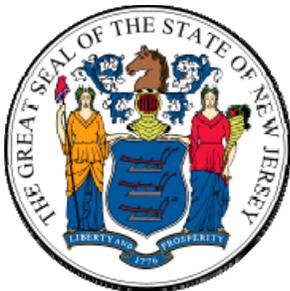
Keeping Your License Current

- Licenses are valid for 2 years
- Every funeral director's license are renewed at the time of the biennial renewal
- You must keep your contact information current with the Board to receive renewal notices
- Renewals are done online and require a renewal fee



Continuing Education

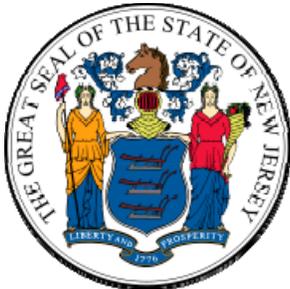
- You must complete your continuing education prior to renewal
- Funeral directors must complete 10 credits during each two-year period
- You may be able to complete less continuing education during the first period in which you are licensed.



Where Do I Send Mail for the State Board of Mortuary Science?

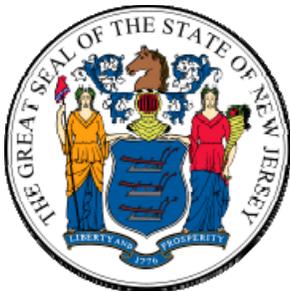
Mailing Address: State Board of Mortuary Science
P.O. Box 45009
Newark, NJ 07101

Physical Address: State Board of Mortuary Science
124 Halsey Street
Newark, NJ 07102



Tips for the Application Process

- Mail the application with as much supporting information as possible
- Be clear about what name(s) appear on your application and supporting documents
- Use the P.O. Box to mail items to the Board
- If you answer “yes” to any of the questions, submit as many details as possible



Useful Links

State Board of Mortuary Science

www.NJConsumerAffairs.gov/mor

License Verifications

www.NJConsumerAffairs.gov/Pages/licensingboards.aspx

