

State Board of Funeral Directors – Military Occupational Crosswalk

Licensed Occupations: [Funeral Director](#), [Funeral Supervisor](#), [Funeral Trainee](#), [Funeral Resident Intern](#)

Air Force

Related Occupations (Military Occupation Code):

No related occupations

Army

Related Occupations (Military Occupation Code):

- Mortuary Specialist (92M) [Enlisted] **Page 2**

Coast Guard

Related Occupations (Military Occupation Code):

No related occupations

Marines

Related Occupations (Military Occupation Code):

- Personnel Retrieval and Processing Specialist (471 SSGT-PVT) [Enlisted] **Page 3**

Navy

Related Occupations (Military Occupation Code):

- Mortuary Affairs Specialist (3753) [Enlisted] **Page 4**

State Board of Funeral Directors
Funeral Director

Army
Mortuary Specialist (92M) [Enlisted]

Licensure Requirement – Military Experience Equivalency Notes

Experience Requirement	<p>12 Months as a Funeral Intern – Once a Funeral Intern has completed their internship for 12-months, they may apply for licensure as a Funeral Director.</p> <p>The Funeral Intern is a person who graduated from their mortuary school and desires to work under the supervision of their Preceptor (supervisor). During their internship, a Funeral Intern must complete at least 35 cases, in five specific categories: 'Initial call details', 'Embalming', 'Cosmetizing of bodies', 'Dressing of bodies', and 'Directing of funerals'.</p> <p>Also, the Intern must have at least 1 item in the following categories: 'Selling of funeral service merchandise', 'Recordkeeping', 'Purchasing of necessary supplies', 'Preparing death certificates and documents', 'Preparing applications for death benefits such as social security, veterans administration, insurance companies and lodges', 'Follow-up service to family after the funeral service has been completed', 'Counseling service to family on the types of services and merchandise available', 'Instruction of prepaid burial accounts', and 'Professional responsibilities'.</p> <p>All of the above must be under the supervision of their Preceptor. At the time of Funeral Intern licensure, the licensee is provided an Eligibility Letter to sit for the two State-Specific Pennsylvania Funeral examinations:</p> <p>The Written Practical and The Jurisprudence exams. The Funeral Intern license is valid for a 12-month period. The Funeral Intern must work under the Preceptor 40 hours per week for 12-months.</p>
Education Requirement	<p>Mortuary college course completion - The Board requires that anyone wishing to work as a funeral director must complete a minimum of 60 credits in liberal arts as well as mortuary school and one year of apprenticeship experience that includes the completion of 35 caseloads under their Preceptor within 12 months. Mortuary schools must be accredited by the American Board of Funeral Service Education (ABFSE).</p>
Examination Requirement	<p>2 Examinations - To qualify for licensure, an applicant shall successfully complete the following examinations: (1) The National Board Examination prepared and administered by the Conference of Funeral Service Examining Boards. (2) Written and oral examinations on the clinical practice of funeral directing, the act and this chapter, prepared and administered by a qualified and approved professional testing organization authorized by the Bureau.</p>
Profession definition	<p>Any person engaged in the profession of a funeral director or in the care and disposition of the human dead, or in the practice of disinfecting and preparing by embalming the human dead for the funeral service, burial or cremation, or the supervising of the burial, transportation, or disposal of deceased human bodies, or in the practice of funeral directing or embalming.</p>

Job Duties	<ul style="list-style-type: none"> Recover and identify soldiers killed in action Tasked with disinterring remains from temporary graves, and helps prepare, preserve and ship remains Inventory, safeguard and evacuate any deceased soldier’s personal effects. Ensure that remains are handled in a sanitary way, to prevent any contagious disease from spreading Accompany dead soldiers’ remains and personal effects to their final resting place and assist with arrangements for military honors at their burial site Search areas for unburied dead, unmarked graves, personal effects, and identification to help determine missing or killed in action or training are fully accounted for
Education/ Training	<ul style="list-style-type: none"> Job training for a mortuary affairs specialist requires ten weeks of Basic Combat Training, seven weeks of Advanced Individual Training with on-the-job instruction, and the completion of the Joint Mortuary Affairs Center course. These soldiers divide their time between classroom instruction and field training. The Advanced Individual Training course qualifies soldiers to perform skill level tasks to search, recover, evacuate, tentatively identify, document, and conduct proper disposition of remains and personal effects. Lessons covered include introduction to Mortuary Affairs program, elements and activities; military map reading and land navigational procedures; search, recovery, and evacuation operations; procedures to establish and operate a Mortuary Affairs Collection Point (MACP) and Theater Mortuary Evacuation Point (TMEP); decontamination of remains operations; interment and disinterment operations; mortuary operations; and tentative identification procedures. The Joint Mortuary Affairs Center (JMAC) provides initial and advanced Mortuary Affairs training for both officers and enlisted personnel. <ul style="list-style-type: none"> The JMAC course intends to prepare officers to plan, direct, and coordinate MA operations involving recovery, tentative identification, and evacuation of deceased U.S. military personnel. Training includes the technical aspects of collecting, safeguarding, and accounting for personal effects of those deceased. Training prepares officers to plan and coordinates mortuary affairs support to military operations and civil mass fatality operations.
Qualifications	<ul style="list-style-type: none"> To be eligible, soldiers need to score at least an 88 on the general maintenance (GM) aptitude area on the Armed Services Vocational Aptitude Battery (ASVAB) test.
Related Credentials Offered	<ul style="list-style-type: none"> Certified Safety Professional Registry Certification National Board Examination

Experience Requirement	<p>Once the Funeral Intern has completed their internship for 12-months, they may apply for licensure as a Funeral Director. The applicant must provide a notarized affidavit from their Preceptor (supervisor), acknowledging they supervised the applicant as a Funeral Intern. The applicant must provide their 35-caseload history for review.</p> <p>The servicemember may include their cases during their time of service. If they can meet and/or exceed the listed categories from the “Experience Requirement” column to the left with their caseloads, the Experience portion of their application may then be satisfied. Additionally, the Preceptor Affidavit may be satisfied if completed by their supervisor who oversaw the applicant's funeral director duties and responsibilities during their time of service.</p>
Education Requirement	<p>The Board requires that anyone wishing to work as a funeral director must complete a minimum of 60 credits in liberal arts as well as mortuary school and one year of apprenticeship experience that includes the completion of 35 caseloads under their Preceptor within 12 months. Mortuary schools must be accredited by the American Board of Funeral Service Education (ABFSE).</p> <p>The servicemember completes 17 weeks of classroom and on-the-job advanced individual training as well as the Joint Mortuary Affairs Center course to perform job in the Army.</p> <p>For this position, the candidate’s Army advanced training, Joint Mortuary Affairs Center coursework, and related credentials earned during time of service <u>may</u> count towards some degree credit from an academic institution. However, servicemember’s current education level would not fully meet the education requirement for licensure.</p>
Examination Requirement	<p>The Army offers the opportunity for Mortuary Specialists to take the national board examination during time of service.</p> <p>Servicemember must demonstrate proof of passing both the national board examination as well as the clinical practice examination as a requirement for licensure.</p>

State Board of Funeral Directors
Funeral Director

Experience Requirement	<p>12 Months as a Funeral Intern – Once a Funeral Intern has completed their internship for 12-months, they may apply for licensure as a Funeral Director.</p> <p>The Funeral Intern is a person who graduated from their mortuary school and desires to work under the supervision of their Preceptor (supervisor). During their internship, a Funeral Intern must complete at least 35 cases, in five specific categories: 'Initial call details', 'Embalming', 'Cosmetizing of bodies', 'Dressing of bodies', and 'Directing of funerals'.</p> <p>Also, the Intern must have at least 1 item in the following categories: 'Selling of funeral service merchandise', 'Recordkeeping', 'Purchasing of necessary supplies', 'Preparing death certificates and documents', 'Preparing applications for death benefits such as social security, veterans administration, insurance companies and lodges', 'Follow-up service to family after the funeral service has been completed', 'Counseling service to family on the types of services and merchandise available', 'Instruction of prepaid burial accounts', and 'Professional responsibilities'.</p> <p>All of the above must be under the supervision of their Preceptor. At the time of Funeral Intern licensure, the licensee is provided an Eligibility Letter to sit for the two State-Specific Pennsylvania Funeral examinations:</p> <p>The Written Practical and The Jurisprudence exams. The Funeral Intern license is valid for a 12-month period. The Funeral Intern must work under the Preceptor 40 hours per week for 12-months.</p>
Education Requirement	<p>Mortuary college course completion - The Board requires that anyone wishing to work as a funeral director must complete a minimum of 60 credits in liberal arts as well as mortuary school and one year of apprenticeship experience that includes the completion of 35 caseloads under their Preceptor within 12 months. Mortuary schools must be accredited by the American Board of Funeral Service Education (ABFSE).</p>
Examination Requirement	<p>2 Examinations - To qualify for licensure, an applicant shall successfully complete the following examinations: (1) The National Board Examination prepared and administered by the Conference of Funeral Service Examining Boards. (2) Written and oral examinations on the clinical practice of funeral directing, the act and this chapter, prepared and administered by a qualified and approved professional testing organization authorized by the Bureau.</p>
Profession definition	<p>Any person engaged in the profession of a funeral director or in the care and disposition of the human dead, or in the practice of disinfecting and preparing by embalming the human dead for the funeral service, burial or cremation, or the supervising of the burial, transportation, or disposal of deceased human bodies, or in the practice of funeral directing or embalming.</p>

Marines
Personnel Retrieval and Processing Specialist (471 SSGT-PVT) [Enlisted]

Job Duties	<ul style="list-style-type: none"> Establish and record tentative identification; Assist in preparation, preservation, and shipment of remains; Instruct in special handling, marking, and shipping of contagious disease cases and processing of contaminated remains; Accompany remains and personal effects to designated locations, and assist with arrangements for military honors at place of burial; Advise on temporary cemetery locations, emergency burials, and security and disposition of remains and personal effects; Supervise mortuary affairs activities and provide technical and administrative support on graves registration matters, acquisition of land for temporary cemeteries, equipment requirements for mortuaries, and recovery/evacuation procedures;
Education/ Training	<ul style="list-style-type: none"> Job training for a personnel retrieval and processing specialist requires ten weeks of Basic Combat Training, seven weeks of Advanced Individual Training with on-the-job instruction, and the completion of the Joint Mortuary Affairs Center course. These soldiers divide their time between classroom instruction and field training. The Advanced Individual Training course qualifies soldiers to perform skill level tasks to search, recover, evacuate, tentatively identify, document, and conduct proper disposition of remains and personal effects. Lessons covered include introduction to Mortuary Affairs program, elements, and activities; military map reading and land navigational procedures; search, recovery, and evacuation operations; procedures to establish and operate a Mortuary Affairs Collection Point (MACP) and Theater Mortuary Evacuation Point (TMEP); decontamination of remains operations; interment and disinterment operations; mortuary operations; and tentative identification procedures. The Joint Mortuary Affairs Center (JMAC) provides initial and advanced Mortuary Affairs training for both officers and enlisted personnel. <ul style="list-style-type: none"> The JMAC course intends to prepare officers to plan, direct, and coordinate MA operations involving recovery, tentative identification, and evacuation of deceased U.S. military personnel. Training includes the technical aspects of collecting, safeguarding, and accounting for personal effects of those deceased. Training prepares officers to plan and coordinates mortuary affairs support to military operations and civil mass fatality operations.
Qualifications	<ul style="list-style-type: none"> N/A
Related Credentials Offered	<ul style="list-style-type: none"> National Board Examination Certified in Production and Inventory Management

Licensure Requirement – Military Experience Equivalency Notes

Experience Requirement	<p>Once the Funeral Intern has completed their internship for 12-months, they may apply for licensure as a Funeral Director. The applicant must provide a notarized affidavit from their Preceptor (supervisor), acknowledging they supervised the applicant as a Funeral Intern. The applicant must provide their 35-caseload history for review.</p> <p>The servicemember may include their cases during their time of service. If they can meet and/or exceed the listed categories from the “Experience Requirement” column to the left with their caseloads, the Experience portion of their application may then be satisfied. Additionally, the Preceptor Affidavit may be satisfied if completed by their supervisor who oversaw the applicant's funeral director duties and responsibilities during their time of service.</p>
Education Requirement	<p>The Board requires that anyone wishing to work as a funeral director must complete a minimum of 60 credits in liberal arts as well as mortuary school and one year of apprenticeship experience that includes the completion of 35 caseloads under their Preceptor within 12 months. Mortuary schools must be accredited by the American Board of Funeral Service Education (ABFSE).</p> <p>The servicemember completes 17 weeks of classroom and on-the-job advanced individual training as well as the Joint Mortuary Affairs Center course to perform job in the Marines.</p> <p>For this position, the candidate’s Marine advanced training, Joint Mortuary Affairs Center coursework, and related credentials earned during time of service <u>may</u> count towards some degree credit from an academic institution. However, servicemember’s current education level would not fully meet the education requirement for licensure.</p>
Examination Requirement	<p>The Marines offers the opportunity for Personnel Retrieval and Processing Specialists to take the national board examination during time of service.</p> <p>Servicemember must demonstrate proof of passing both the national board examination as well as the clinical practice examination as a requirement for licensure.</p>

State Board of Funeral Directors
Funeral Director

Navy
Mortuary Affairs Specialist (3753) [Enlisted]

Licensure Requirement – Military Experience Equivalency Notes

Experience Requirement	<p>12 Months as a Funeral Intern – Once a Funeral Intern has completed their internship for 12-months, they may apply for licensure as a Funeral Director.</p> <p>The Funeral Intern is a person who graduated from their mortuary school and desires to work under the supervision of their Preceptor (supervisor). During their internship, a Funeral Intern must complete at least 35 cases, in five specific categories: 'Initial call details', 'Embalming', 'Cosmetizing of bodies', 'Dressing of bodies', and 'Directing of funerals'.</p> <p>Also, the Intern must have at least 1 item in the following categories: 'Selling of funeral service merchandise', 'Recordkeeping', 'Purchasing of necessary supplies', 'Preparing death certificates and documents', 'Preparing applications for death benefits such as social security, veterans administration, insurance companies and lodges', 'Follow-up service to family after the funeral service has been completed', 'Counseling service to family on the types of services and merchandise available', 'Instruction of prepaid burial accounts', and 'Professional responsibilities'.</p> <p>All of the above must be under the supervision of their Preceptor. At the time of Funeral Intern licensure, the licensee is provided an Eligibility Letter to sit for the two State-Specific Pennsylvania Funeral examinations:</p> <p>The Written Practical and The Jurisprudence exams. The Funeral Intern license is valid for a 12-month period. The Funeral Intern must work under the Preceptor 40 hours per week for 12-months.</p>
Education Requirement	<p>Mortuary college course completion - The Board requires that anyone wishing to work as a funeral director must complete a minimum of 60 credits in liberal arts as well as mortuary school and one year of apprenticeship experience that includes the completion of 35 caseloads under their Preceptor within 12 months. Mortuary schools must be accredited by the American Board of Funeral Service Education (ABFSE).</p>
Examination Requirement	<p>2 Examinations - To qualify for licensure, an applicant shall successfully complete the following examinations: (1) The National Board Examination prepared and administered by the Conference of Funeral Service Examining Boards. (2) Written and oral examinations on the clinical practice of funeral directing, the act and this chapter, prepared and administered by a qualified and approved professional testing organization authorized by the Bureau.</p>
Profession definition	<p>Any person engaged in the profession of a funeral director or in the care and disposition of the human dead, or in the practice of disinfecting and preparing by embalming the human dead for the funeral service, burial or cremation, or the supervising of the burial, transportation, or disposal of deceased human bodies, or in the practice of funeral directing or embalming.</p>

Job Duties	<ul style="list-style-type: none"> Perform duties relating to deceased personnel, including recovery, collection, evacuation, and establishment of tentative identification. Inventory, safeguard and evacuate personal effects of deceased personnel and serve as recovery specialists Search areas for unburied dead, unmarked graves, personal effects, and identification media Disinter remains, record personal effects, and evacuate remains and personal effects to designated points Determine and record recovery locations on maps, sketches, and overlays Establish and record tentative identification Assist in preparation, preservation, and shipment of remains.
Education/ Training	<ul style="list-style-type: none"> Job training for a mortuary affairs specialist requires ten weeks of Basic Combat Training, seven weeks of Advanced Individual Training with on-the-job instruction, and the completion of the Joint Mortuary Affairs Center course. These soldiers divide their time between classroom instruction and field training. The Advanced Individual Training course qualifies soldiers to perform skill level tasks to search, recover, evacuate, tentatively identify, document, and conduct proper disposition of remains and personal effects. Lessons covered include introduction to Mortuary Affairs program, elements, and activities; military map reading and land navigational procedures; search, recovery, and evacuation operations; procedures to establish and operate a Mortuary Affairs Collection Point (MACP) and Theater Mortuary Evacuation Point (TMEP); decontamination of remains operations; interment and disinterment operations; mortuary operations; and tentative identification procedures. The Joint Mortuary Affairs Center (JMAC) provides initial and advanced Mortuary Affairs training for both officers and enlisted personnel. <ul style="list-style-type: none"> The JMAC course intends to prepare officers to plan, direct, and coordinate MA operations involving recovery, tentative identification, and evacuation of deceased U.S. military personnel. Training includes the technical aspects of collecting, safeguarding, and accounting for personal effects of those deceased. Training prepares officers to plan and coordinates mortuary affairs support to military operations and civil mass fatality operations.
Qualifications	<ul style="list-style-type: none"> Navy Morticians must currently hold a Funeral Director/Embalmer license from one of the fifty U.S. states and have at least two years of funeral director experience <u>to achieve a higher pay grade.</u>
Related Credentials Offered	<ul style="list-style-type: none"> National Board Examination

Experience Requirement	<p>Once the Funeral Intern has completed their internship for 12-months, they may apply for licensure as a Funeral Director. The applicant must provide a notarized affidavit from their Preceptor (supervisor), acknowledging they supervised the applicant as a Funeral Intern. The applicant must provide their 35-caseload history for review.</p> <p>The servicemember may include their cases during their time of service. If they can meet and/or exceed the listed categories from the “Experience Requirement” column to the left with their caseloads, the Experience portion of their application may then be satisfied. Additionally, the Preceptor Affidavit may be satisfied if completed by their supervisor who oversaw the applicant's funeral director duties and responsibilities during their time of service.</p>
Education Requirement	<p>The Board requires that anyone wishing to work as a funeral director must complete a minimum of 60 credits in liberal arts as well as mortuary school and one year of apprenticeship experience that includes the completion of 35 caseloads under their Preceptor within 12 months. Mortuary schools must be accredited by the American Board of Funeral Service Education (ABFSE).</p> <p>The servicemember completes 17 weeks of classroom and on-the-job advanced individual training as well as the Joint Mortuary Affairs Center course to perform job in the Navy.</p> <p>For this position, the candidate’s Navy advanced training, Joint Mortuary Affairs Center coursework, and related credentials earned during time of service <u>may</u> count towards some degree credit from an academic institution. However, servicemember’s current education level would not fully meet the education requirement for licensure.</p>
Examination Requirement	<p>The Navy offers the opportunity for Mortuary Affairs Specialists to take the national board examination during time of service.</p> <p>Servicemember must demonstrate proof of passing both the national board examination as well as the clinical practice examination as a requirement for licensure.</p>