



IDFPR

Illinois Department of
Financial and Professional Regulation

Division of Professional Regulation

Qualifications for Licensure:

Cemetery Customer Service

(254)

Effective: 12/2024

Revised: 02/2026

READ ME FIRST

The Division of Professional Regulation hopes that you will find the below useful in successfully applying for a license in the State of Illinois. Carefully review this information as it will assist you in applying for your license and eliminate any processing delays.

Important:

- An application is active for three years from the date of receipt by the Department.
- Before contacting the Department, please review our FAQs for answers to most questions. <http://www.idfpr.illinois.gov/About/FAQ.html>
- If your question is not addressed in our FAQ's, please contact the department at 1-800-560-6420.

LICENSE QUALIFICATIONS

Education:

- You must verify the successful completion of high school, the General Education Development (GED) tests, or possession of a High School Equivalency Diploma (HSED)

Certification:

- A successfully completed or will successfully complete within one year of filing this application a certification program approved by the Department.

Criminal Background Check:

- All individuals applying for licensure as a Cemetery Manager in Illinois must submit to a criminal background check.

REQUIRED SUPPORTING DOCUMENTS

This section details the necessary documentation you will be asked to provide during the application process. Please do not begin an application until you are prepared to submit all documentation.

- **Official Certification**-If you have already completed the certification program, you must submit a copy of your certificate of completion. A license cannot be issued until proof of a completed certification program is received.

IMPORTANT INFORMATION ONCE LICENSED

- All Cemetery Manager licenses expire on August 31st every 2 years, regardless of issuance date
- It is your responsibility to update your contact information, including email address with the Department, to ensure that you receive all courtesy renewal email reminders and other notifications.
- The Department posts profession specific notices, statements and other information to the IDFPR website. Licensed professionals should visit the IDFPR website frequently, and their profession specific pages, to stay informed about the latest information and developments.