

This form should NOT be mailed to NYSDOH

ALL students must submit the New York State Department of Health requirement.

1. NEW Funeral Director Students complete section **A** in clear print without errors/mistakes using a black ink pen.

All re-enrollees complete section **B**. **An AAMI Official will complete section C.**

2. Get a recent passport size photo and a \$50.00 money order OR certified bank check made payable to NYSDOH.

3. Read the instructions and obtain any supporting documents

4. Make a copy of your birth certificate and name change documents.

5. Print and carefully complete the application

https://aami.edu/wp-content/uploads/2025/10/NYSDOH_Form_201602.pdf

6. Put all documents in an envelope and mail to AAMI:

ATTN: Ms. Rita Roemmelt
American Academy McAllister Institute of Funeral Service
1501 Broadway, Suite 1102
New York, NY 10036