**Section 1249.200 Application**

An applicant for licensure as a cemetery manager or customer service employee under the Act shall file a completed application, on forms provided by the Division, with the applicable fee from Section 10-55 of the Act. The application shall include the following:

a) Social Security Number and date of birth;

b) Address of residence;

c) Verification of successful completion of high school, the General Education Development (GED) tests, or possession of a High School Equivalency Diploma (HSED);

d) Attestation that the applicant will, within one year after filing application, successfully complete a certification program approved by the Division;

e) Authorization to conduct a criminal background check;

f) Proof that the applicant meets the qualifications provided for in Section 10-21(b) of the Act as a condition of licensure;

g) Name of cemetery authority employing the applicant, if any; and

h) Any other information required by the Division.