



# The London Association of Funeral Directors

## ***LAFD Certificate in Funeral Arranging & Administration***

Launched in 2007, the LAFD Certificate in Funeral Arranging & Administration has been designed specifically as a qualification for those in the frontline of funeral service.

Course alumni have been drawn from a variety of funeral service backgrounds: from those with several years of experience to relatively new staff and from the smallest to the largest member firms.

The class-based course requires a commitment of 12 weeks, involving eleven weekly evening seminars and some private study time, followed by a 90 minute written examination formed of short answer and multiple choice questions.

Topics covered include:

- The Work of the Funeral Director
- The First Call and Caring for the Deceased
- Registration and Coroners' Procedure
- The Law and Practice of Cremation and of Burial
- Funeral Rites and Procedure for the Funerals of Children
- Financial considerations and DWP arrangements
- Arranging the funeral
- Client Care

**The next course (Course O) commences on 20<sup>th</sup> September 2017,  
with the examination on 6<sup>th</sup> December 2017.**

Taught by David Hall DipFD (NAFD Approved Tutor), the course cost of £525\* includes all course materials and the examination.

*\*Course fee may be subject to small revision, if necessitated by cost increases*

*NB: Students must comply with minimum attendance requirements to be eligible to sit the examination.*

Successful students are presented with a display Certificate and are permitted to use the post-nominal 'CertFAA' to indicate their qualification.

Enquiries, and applications, should be directed to the Course Administrator, LAFD Secretary,  
Judith Williams: [secretary@lafd.org.uk](mailto:secretary@lafd.org.uk) tel: 07776 995335

Application forms may be downloaded from the LAFD website <http://lafd.org.uk/education>