

Wisconsin Department of Safety and Professional Services

Office Location: 4822 Madison Yards Way
Madison, WI 53705
Phone Number: (608) 266-2112

LicensE Portal: [License.wi.gov](https://license.wi.gov)
Email: dsps@wisconsin.gov
Website: <http://dsps.wi.gov>

FUNERAL DIRECTORS EXAMINING BOARD

FUNERAL DIRECTOR EXAMINATION APPLICATION INFORMATION

Examination Information:

- The Wisconsin Funeral Directors Examining Board accepts the National Board Examination (NBE) passing scores. Applicants who have passed the NBE will only be required to pass the Wisconsin State Laws Examination. Information on the NBE can be obtained at <https://theconferenceonline.org/>. All applicants for initial licensure will be required to pass the Wisconsin State Laws Examination and the NBE. The NBE exam is not required for reciprocal applicants.
- The examinations will be administered online by the Department of Safety and Professional Services. You will receive a login ID and password after submitting your application. Applicants will receive examination results as soon as they complete the online examination. The passing score is 75%.
- The exam content is drawn from applicable Wisconsin Statutes and Administrative Code chapters specific to Funeral Directors. The purpose of the exam is to familiarize you with locating the Statutes and Administrative Codes that regulate the practice of the profession. You can find more information regarding the exam online at <https://dsps.wi.gov/Pages/Professions/FuneralDirector/Exams.aspx>.

AN APPLICATION IS NOT COMPLETE UNTIL ALL OF THE FOLLOWING DOCUMENTS HAVE BEEN RECEIVED:

1. **Application for Funeral Director Examination** – Apply online via LicensE, <https://license.wi.gov>. You will receive confirmation to take the exam via email.
2. **Examination Fee** - Pay \$75.00 exam fee online via LicensE.