

# **The London Association of Funeral Directors**

## ***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.

A key element of the course is the opportunity for participants to interact, share experience and gain practical knowledge.

The class-based course requires a commitment of 11 weeks, involving ten seminars and some private study time, followed by a 90-minute written examination formed of short answer and multiple-choice questions. The course is offered either by classroom attendance or via fully interactive Zoom seminars. The course tutor has long experience both of funeral service and teaching. Both modes of study provide ample opportunity to interact with the tutor and fellow students. For both, the examination is held in Central London.

Applicants for the virtual seminar option should ensure they have access to a reliable broadband connection, a screen with microphone and camera facility and a quiet space to participate.

Topics covered include:

- The First Call and care of the Deceased
- Registration and Coroners' procedures
- Law and practice of cremation and of burial
- Diverse funeral rites and funerals of Children
- Funeral finance, including DWP arrangements
- Arranging the funeral
- Client care skills
- \*NEW\*** Additional content - Coronavirus and Funeral Service

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

**The course cost, of only £695 per student, includes all 10 tutored sessions, all course materials, a text book and the examination.**

**Applications now are being accepted for upcoming courses**

Application Forms are available from the Course Administrator, LAFD Secretary Judith Williams, to whom enquiries and completed applications should be directed

[secretary@lafd.org.uk](mailto:secretary@lafd.org.uk)

tel: 07776 995335

London Association of Funeral Directors, 8 Cross Meadow, Chesham, Bucks, HP5 2RU