



ASSOCIATION FOR DEATH EDUCATION AND COUNSELING

Fellow in Thanatology: Death, Dying and Bereavement
(FT)

FT Candidate Information Bulletin
for candidates who are not currently ADEC
Certified in Thanatology (CT)
and must take the certification examination

CT/FT Examination – November 6, 2010
Application Deadline – September 27, 2010

Association for Death Education and Counseling
Emily Burch
Administrative Director, Leadership and Credentialing
111 Deer Lake Road, Suite 100
Deerfield, IL 60015 USA
Phone: +1-847-509-0403 ext. 270
Fax: +1-847-480-9282
e-mail: eburch@adec.org
www.adec.org

The Fellow in Thanatology: Death, Dying and Bereavement
(FT)
credentialing program is governed by the ADEC Credentialing
Council under the auspices of the ADEC Board of Directors.

Table of Contents

1. The FT Credential

Eligibility Criteria
Deadlines: 2010
Examination Fees
Reexamination
Refunds
Examination Schedule
On-line Computer Testing
Leaving the Examination Room
Emergencies

2. The Examination Structure

References
Self-Study Guide
Examination Content

3. After the Examination

Cancelled Results
Questions about the Examination
Examination Scores
Confidentiality
Appeals

4. Professional Portfolio

5. Recertification Guidelines

5.1 General Guidelines
5.2 Recertification Fees
5.3 Annual FT Registry

6. FT Application Checklist

7. FT Application

Nondiscrimination Policy

ADEC does not discriminate among applicants on the basis of age, gender, race, religion, national origin, disability, sexual orientation or marital status.

1. The FT Credential

Fellow in Thanatology: Death, Dying and Bereavement (FT) is a professional certification in the field of thanatology. It is an Association for Death Education and Counseling (ADEC) volunteer initiated effort to recognize practitioners and educators in the discipline of death, dying, and bereavement who have (1) met specified knowledge requirements measured through a standardized testing process and (2) demonstrate advanced levels of competency in teaching, research and/or clinical practice through a professional portfolio. It is an advanced certification.

In today's competitive and challenging markets, it is important to identify individuals with qualified knowledge and advanced professional competency in thanatology. Successful candidates can use the FT designation after their names. They may also use the following statement on a separate line on business cards and stationary:

Fellow in Thanatology: Death, Dying and Bereavement.

ADEC, a professional membership association in the field of thanatology, sponsors the FT. Members of the ADEC Board of Directors and the Credentialing Council and its committees provide oversight to the development and administration of the FT examination and the FT recertification program.

An Advanced Certification Task Force of experts from the ADEC membership with advice from members of associated organizations worked for more than two years to develop the FT credential and the criteria for the professional portfolio.

2. Eligibility Criteria

- Master's/Doctorate Degree.
- 5 years of experience in the field of thanatology.
- 60 contact hours of thanatology-related education from academic courses, workshops, conferences or seminars.
- Two letters from a supervisor or colleague familiar with the candidate's work.
- Verification of education and experience.
- Passing the certification examination.
- A minimum of 12 units on the professional portfolio with documentation.

3. Deadlines: 2010

- ❑ Application Deadline: **September 27, 2010.**
The application and fee (U.S. dollars) must be complete to be considered.
- ❑ Certification Examination: Saturday, **November 6, 2010.** The FT examination is administered on-line. Computer access to the internet is necessary unless special arrangements are made. It is suggested that you take the exam at 9:00 a.m. Central Time. If you are not, please set up a special time to take the exam with ADEC Headquarters. See section 1.6 and 1.7 for instructions.

If the test date falls on the day of your religious observation, provisions will be made to take the test on the Friday preceding the regularly scheduled examination. Contact Emily Burch at +1-847-509-0403 or email adec@adec.org.

Please allow 30 business days following the application postmark deadline to receive your candidate approval notification. Allow additional time for applications submitted in the last week before the deadline.

1.3. Examination Fees

FT fees are payable in US dollars:

The FT fee is:

For ADEC members the FT fee is \$425

For Non-ADEC members the FT fee is \$600

The fee includes:

- Registration for the examination
- Self-Study Guide

The appropriate examination fee (U.S. dollars) must accompany the FT application.

1.4 Reexamination

There is no limit to the number of times a candidate may take the examination. Anyone who does not pass the examination may retake the test the next time it is offered at half the fee. Beyond that time, the candidate must pay the entire regular fee again. An abbreviated application form is available for retaking the examination.

1.5 Refunds

Candidates unable to sit at the assigned time for the examination must notify ADEC in advance of the scheduled examination date.

- If advance written notice is received 14 days prior to the scheduled examination, the candidate may have the registration automatically moved to the next scheduled exam administration **OR** cancel the examination with a refund of the registration fee minus a \$75 administrative fee.
- If written notice is not received 14 days prior to the scheduled exam, the registration will **NOT** be moved to the next scheduled exam nor is the application fee refunded.

1.6 Examination Schedule

- The examination is scheduled to last three hours via on-line testing at your convenience on the examination day. Although there will be a 24 hour window for taking the examination it is suggested that you schedule to take the examination at 9:00 am Central Time. Customer service with our on-line examination provider will be available should you encounter any problems. You may take the examination from any convenient location, even your home. If you are taking the exam outside of the USA, contact ADEC Headquarters to set up a special time to take the exam.
- Candidates will have a full three hours to take the examination.

1.7 On-line Computer Testing

On-line Computer Testing

The November 6, 2010 ADEC Certification examination will be given on-line provided by Exam Master Corporation. On or about October 6, 2010 Exam Master and ADEC headquarters will email you information for accessing the exam on-line and emergency procedures to be used on the day of the examination, if needed. You must register with Exam Master on the deadline that is given to you. The practice exam is available online once you register for you to get familiar with the online system. It will be important to go on-line and complete the practice exam. Prior to the examination date, should you have any concerns or problems please contact Emily Burch, Administrative Director, Leadership and Credentialing, at the email: adec@adec.org or +1-847-509-0403. **No materials are permitted to be used during the testing.**

If you have special testing requirements, please attach a sheet to your application outlining your request and stating reasons for request

1.8 Leaving the Examination

Once the exam has begun the three hour limit starts with no stopping. Leaving the examination will result in less time for the exam.

1.9 Emergencies

Every attempt will be made to administer all examinations as scheduled. However, should any problems occur, Exam Master Corporation will provide customer service.

2. The Certification Examination Structure

ADEC offers the certification examination for practitioners and educators in thanatology and related disciplines.

The ADEC Body of Knowledge identifies six-major categories with ten indicators, and serves as the basis for the development of the examination and its test specifications. Topic specialists in the field of thanatology develop the questions on the examination. The Test Committee reviews and finalizes all questions for the examination. Each stage of the examination is an intensive peer review process.

2.1 References

Texts: Applicants of the examination may find it useful to review the following in preparation for the examination.

- *Death and Dying Life and Living.* Charles A. Corr, Clyde M. Nabe, Donna M. Corr, 6th Edition 2009, Wadsworth, Thomson Learning Publishing Co., ISBN-13: 978-0-495-50646-1 ISBN-10: 0-495-50646-X
- *The Last Dance: Encountering Death and Dying.* Lynne Ann DeSpelder and Albert Lee Strickland, 8th Edition 2009, McGraw Hill, ISBN #0072920963 Additional study material available on *The Last Dance's* website: <http://highered.mcgraw-hill.com/sites/0767421620/>.
- *Handbook of Thanatology : The Essential Body of Knowledge for the Study of Death, Dying and Bereavement.* David E. Balk, Carol Wogrin, Gordon Thornton, and David K. Meagher (editors), 2007, Routledge.

2.2 Self-Study Guide

After the application has been accepted, the candidate will be sent the study guide by email or through the mail.

2.3 ADEC Body of Knowledge Outline

The exam will cover the following information as identified in the ADEC Body of Knowledge Outline:

1. Dying
 - a. Socialization/cultural
 - b. Religious/Spiritual
 - c. Professional issues
 - d. Historical perspective
 - e. Contemporary perspective
 - f. Life-span

- g. Larger systems
- h. Individual/family
- i. Resources & Research
- j. Ethical/legal
- 2. End of Life
 - a. Socialization/cultural
 - b. Religious/Spiritual
 - c. Professional issues
 - d. Historical perspective
 - e. Contemporary perspective
 - f. Life-span
 - g. Larger systems
 - h. Individual/family
 - i. Resources & Research
 - j. Ethical/legal
- 3. Loss & Grief
 - a. Socialization/cultural
 - b. Religious/Spiritual
 - c. Professional issues
 - d. Historical perspective
 - e. Contemporary perspective
 - f. Life-span
 - g. Larger systems
 - h. Individual/family
 - i. Resources & Research
 - j. Ethical/legal
- 4. Assessment & Intervention
 - a. Socialization/cultural
 - b. Religious/Spiritual
 - c. Professional issues
 - d. Historical perspective
 - e. Contemporary perspective
 - f. Life-span
 - g. Larger systems
 - h. Individual/family
 - i. Resources & Research
 - j. Ethical/legal
- 5. Traumatic Death
 - a. Socialization/cultural
 - b. Religious/Spiritual
 - c. Professional issues
 - d. Historical perspective
 - e. Contemporary perspective
 - f. Life-span
 - g. Larger systems
 - h. Individual/family
 - i. Resources & Research
 - j. Ethical/legal
- 6. Death Education
 - a. Socialization/cultural
 - b. Religious/Spiritual

- c. Professional issues
- d. Historical perspective
- e. Contemporary perspective
- f. Life-span
- g. Larger systems
- h. Individual/family
- i. Resources & Research
- j. Ethical/legal

ADEC Body of Knowledge Grid: Operational Definitions

Understanding the body of knowledge in death, dying and bereavement involves an understanding of Six Core Categories: Dying Process, End of Life Decision Making, Loss, Grief & Mourning, Assessment and Intervention, Traumatic Death, and Death Education. These core categories must be understood in the context of twelve indicators within these categories: Cultural, Religious/Spiritual, Professional Issues, Historical Perspectives, Contemporary Perspectives, Life Span, Larger Systems, Individual, Family, Gender, Resources & Research, and Ethical/Legal.

Definitions of Categories

Dying: the physical, psychosocial, and spiritual experience of facing death, living with terminal illness, the dying process, and caring for the terminally ill

End of Life Decision Making: the aspects of life threatening illness/terminal illness that involve choices and decisions about actions to be taken, for individuals, families, and professional caregivers

Loss, Grief, and Mourning: the physical, behavioral, cognitive, and social experience of and reactions to loss, the grief process, and practices surrounding grief and commemoration.

Assessment and Intervention: includes information gathered, decisions that are made, and actions that are taken by professional caregivers to determine and/or provide for the needs of the dying, their loved ones, and the bereaved.

Traumatic Death: sudden, violent, inflicted, and/or intentional death, shocking encounters with death

Death Education: Formal and informal methods for acquiring and disseminating knowledge about dying, death and bereavement.

Definitions of Indicators

Cultural/Socialization: the influence of cultural/ethnic and social parameters on the experience of death and loss

Religious/Spiritual: the relationship between religious and spiritual belief systems and the reaction to and coping with death.

Professional Issues: factors that affect professionals' training, abilities and responsibilities in

providing care

Historical: the historical context and historical changes that played a role in the death experience, and the theoretical paradigms in the field of Thanatology up to 1980's

Contemporary: theoretical perspectives in death and dying and the factors that have influenced the perspectives from the 1980's to the present

Life Span: the consideration of death and dying and developmental perspectives from infancy to old age

Larger Systems: the social organizations beyond the individual and family that effect the experience of dying, death and grief

Family and Individual: Social, cognitive, and physical encounters and interpretations of dying, death, and loss from the standpoint of the person, and the group of people with a relational bond and long term commitment who define themselves as "family"

Resources and Research: Involves materials, organizations and groups of individuals who facilitate knowledge acquisition. Ideas and materials are based upon the findings of empirical research and theoretical synthesis that add to the knowledge base.

Ethical/Legal: Aspects of dying, death and/or loss that pertain generally to determination of right from wrong, and specifically to the principles of medical ethics. Legal issues refer to the articulated laws of a society as they pertain to thanatology.

2.4 Examination Specifications

Categories of questions by number and percentage of exam.

Categories	Total	%
Dying	34	23
End of Life	14	9
Loss & Grief	51	34
Assessment & Intervention	15	10
Traumatic Death	21	14
Death Education	15	10
Total	150	100%
35 questions are in scenario format		

- Each question qualifies for one point.
- Points are not deducted for incorrect answers.
- All questions on the examination are based on the ADEC Body of Knowledge Outline and documented to one of the references listed in section 2.1.

3. After the Examination

3.1 Cancelled Scores

ADEC is concerned with only reporting valid scores. On rare occasions, circumstances may invalidate test scores. ADEC retains the right to cancel or withhold any exam scores. Invalid scores fall into two categories:

- a. Doubts may be raised by the examination administrator or another candidate of suspected misconduct or cheating by a candidate. A candidate is expected to cooperate with any investigation to determine if the score is invalid.
- b. In rare instances, there may be a problem with the examination materials or the test site; such situations will be investigated and a determination of meeting the ADEC examination standards made. Scores will not be invalid in these instances.

In addition, ADEC may cancel or invalidate any candidate's score if, upon investigation, violation of the testing and/or candidate validation policies is established.

3.2 Questions about the Examination

Candidates have two options to raise questions about the examination: Before being informed of the results

- A comment form; this will be e-mailed to you after completing the examination.
- Candidates may also forward their comments in writing to ADEC within 10 business days of the examination to:

Association for Death Education and Counseling
111 Deer Lake Road, Suite 100
Deerfield, IL 60015 USA

All questions about the examination are reviewed by staff and volunteers prior to test results being sent in the mail.

3.3 Examination Results

Candidates will be notified by postal letter, no results will be provided by telephone. If you pass the exam you will be mailed a letter and certificate. If you have not passed the exam you will receive a letter containing a break down of the percentages in each of the six core categories on the exam.

3.4 Confidentiality

Individual test results are released ONLY to the individual candidate. As previously indicated results will not be given over the telephone.

3.5 Appeals

Appeals of examination results must follow these procedures:

- All appeals must be filed with ADEC within 15 business days of receipt of the results
- A letter (not e-mail) must be forwarded to ADEC stating the concern and reason for appeal to:

Emily Burch
Administrative Director, Leadership and Credentialing
111 Deer Lake Road, Suite 100
Deerfield, IL 60015 USA

- The Credentialing Council will review the letter. A response from the Council will be forwarded within 30 days of receipt of the appeal letter. The response will detail the reasons the request has been approved or not approved.

4. Appeals of Portfolio Assessment

Appeals of portfolio assessment must follow this procedure:

- All appeals must be filed with ADEC within 15 business days of receipt of the decision.
- A letter (not e-mail) must be forwarded to ADEC stating the concern and reason for appeal to:

Emily Burch
 Administrative Director, Leadership and Credentialing
 Association for Death Education and Counseling (ADEC)
 111 Deer Lake Road, Suite 100
 Deerfield, IL 60015 USA

- The Fellow Committee will review the letter. A response from the Fellow Committee will be forwarded within 30 days of receipt of the appeal letter. The response will detail the reasons the request has been approved or not approved.

4.1 Professional Portfolio: The following categories and criteria must be used in the portfolio to document advanced competency in thanatology. Evidence must be supplied for each activity. The activity must have occurred within the past 20 years. A minimum of 12 units on the professional portfolio with documentation are required.

Category/Application	Description	Maximum Units Permitted	Note
Advanced Coursework	Satisfactory completion of post-graduate level course with three hours credit (or 4.5 CEU's or 45 CE's)	3	Must be thanatology related 4.5 CEU's (45 CE's) = 1 unit 3 credit course = 1 unit
Publication	Thanatology-related article in a peer-reviewed professional journal or thanatology related chapter in a published book	6	1 article=1 unit, 1 chapter= 1 unit
Books	Thanatology-related books	6	Published by a professional publisher. 1 book=3 units
Clinical services – Counseling/Support	Client contact hours in Thanatology-related support/counseling or	6	150 hours= 1 unit Facilitating bereavement

FT Candidate Information Bulletin without CT 2010

	other related clinical services		support groups or one-on-one counseling
Teaching	Teaching thanatology-related course	3	One 3 credit college course = 3 units High school courses = 1 unit The same course can be counted only once
Presentations (national or international)	National or international thanatology-related presentation, workshop or teleconferencing, where applicant is primary or joint presenter	3	One hour or longer = 1/2 unit Content of presentations must be different
Presentation (regional, state, province or local)	Regional or local thanatology-related presentation, workshop or teleconferencing where applicant is primary or joint presenter	2	One hour or longer = ¼ unit Content of presentations must be different
Licensure	Completion of professional licensing in geographical jurisdiction: state, province, country	1	
Tenure		1	From a regionally-accredited school
Dissertation	In a thanatology related topic.	2	
Professional Role	Advanced level professional position in a thanatology-related job.	1	Management, Supervisory, Director or related position 3 years=1 unit
Supervision (provided)	Supervision for Thanatology-related counseling/support	2	100 hours of formal supervision = 1 unit
Supervision (received)	Received supervision for Thanatology-related	2	100 hours of formal supervision = 1unit

	counseling/support		
Professional Leadership	Elected or appointed leadership role in state, province, national, or international professional thanatology-related organization	2	One leadership role = 1 unit
Professional Distinction	Acquisition of the highest level of distinction in a state, province, national, or international thanatology-related professional organization	2	Each award of distinction = 1 unit
Volunteer Service	Volunteer service in a Thanatology-related organization	1	100 hours= 1 unit Hours counted here may not be included in another category
Grants	Awarded a grant in a thanatology-related area that involves writing the grant & receiving funding from a private organization or government agency	1	Dollar amount is not a criteria 1 awarded grant=1 unit
Other	Thanatology-related activities such as legal consultant, related certification, juried art	1	Certification (not a certificate) may not include ADEC CT.

5. Recertification Guidelines

Fellows must participate in ongoing professional development to maintain their FT. Upon earning the FT credential, certification remains valid for the following three complete calendar years (one recertification cycle).

5.1 General Guidelines

- Fellows will recertify every three years on December 31; the first recertification cycle will start January 1 of the year immediately following successfully earning the FT examination.
- Credits will be earned and recorded as Contact Hours.
- 45 Contact Hours must be earned in every three-year recertification cycle.
- Contact Hours may not be carried over from one recertification cycle to another.
- Contact Hours are defined in the following Activity Matrix.

5.2 Recertification Categories

FT Candidate Information Bulletin without CT 2010

All activities must be within the three year recertification cycle.

Category Number	Activity	Equivalent to Contact Hours
1.	Each 50-60 minute thanatology related session, including questions and answers	1.0
2.	1.0 contact hour (thanatology related Continuing Education) awarded by sponsor. This includes CD-ROM, or audio/video tapes that are awarded Continuing Education.	1.0
3.	Teaching or taking a 1 credit semester undergraduate or graduate course related to thanatology. <i>(Teaching the same course may be counted only once in a recertification cycle)</i>	15
4.	Teaching or taking a 3 credit semester undergraduate or graduate course related to thanatology <i>(Teaching the same course may be counted only once in a recertification cycle)</i>	45
5.	Teaching or taking a 1 credit quarter undergraduate or graduate course related to thanatology <i>(Teaching the same course may be counted only once in a recertification cycle)</i>	10
6.	Teaching or taking a 3 credit quarter undergraduate or graduate course related to thanatology <i>(Teaching the same course may be counted only once in a recertification cycle)</i>	30
7.	Acceptance of dissertation or thesis in thanatology related topic.	15
8.	Presentations and Publications – maximum of 20 contact hours in this category with the exception of published books Presentations: each hour, must be different presentations Publications: minimum of three page article Published books (author or editor) in related topic areas	 1.0 1.0 45
9.	Funded thanatology related grant.	3.0
10.	Board member or officers in professional thanatology related organization – maximum of 5	5.0

- It is the responsibility of each Fellow to maintain records documenting Contact Hour activity.
- Documentation for all activities submitted for Contact Hour credit must be retained by the fellow for a period of three years following submission.

- ADEC reserves the right to audit a Fellow's records; any Contact Hours that cannot be documented during the audit process may be disqualified.
- During any three-year recertification cycle, it is the responsibility of a Fellow to maintain a current address with the ADEC office. Changes to a Fellow's professional information will be updated regularly in the FT registry on the ADEC site.

5.3 Recertification Fee

- Fees are due at the completion of the Fellow's three-year recertification cycle.
- Fees must accompany the FT Recertification Summary Form.
- Fees are payable in U.S. dollars.

Fees: \$175 for ADEC members
 \$300 for non-members

6. Change of Information

During any three-year recertification cycle, it is the responsibility of a certificant to maintain a current address with the ADEC office. Please contact ADEC Headquarters if your contact information should change. You can update this information by calling 847.509.0403 or sending your changes to:

Association for Death Education and Counseling
111 Deer Lake Road, Suite 100
Deerfield, IL 60015 USA

7. Application Check List (All of the following must arrive in the same envelope)

- _____ Application Form
- _____ Documentation of college/university education – copies accepted
- _____ Verification of Experience (five years)
- _____ Two letters of recommendation
- _____ Verification of Education in Thanatology
- _____ Completed Professional Portfolio (documentation must be included)
- _____ Signature at end of application
- _____ Appropriate registration fee
- _____ Self-addressed, stamped postcard to confirm application receipt



**FT Application
Sponsored by ADEC**

Deadline Apply in September 27, 2010

Forward the application, letters of recommendation and registration fee to:

Emily Burch
Administrative Director, Leadership and Credentialing
Association for Death Education and Counseling (ADEC)
111 Deer Lake Road, Suite 100
Deerfield, IL 60015 USA

Applications must be typed or clearly printed

The application must be complete. Incomplete applications will be returned.

Test Date: November 6, 2010

Section 1. Candidate Information

Name: _____

Title: _____

Organization: _____

Address (Do not use a PO Box): _____

City: _____ State/Province: _____ Zip/Postal Code _____

Alternative Address (please check ___home, ___work): _____

City: _____ State/Province: _____ Zip/Postal Code _____

Phone: _____ Fax: _____ E-mail: _____

- Special ADA (Americans with Disability Act) Accommodations Request.
If you have special testing requirements, please attach a sheet to your application
outlining your request and stating the reasons for your request.

Section 2. Education and Experience:

- Master's or doctorate and 5 years of related experience

2A. Education: Include transcripts with this application. (Copies accepted.)

Please check highest degree:

- Masters Doctorate

Name of School _____

Location: _____

2B. Experience: _____ Number of years of related experience

Experience to meet Eligibility Requirement

Year Month/Year	Name of Organization	Title/Job/Position

3. Verification of Education in Thanatology

- 60 hours of thanatology related education – provide certificates or other evidence
- A Contact Hour equals 50-60 minutes

Date	Number of Hours	Topic	Sponsor

Section 4: Professional Portfolio

Please number your documentation to correspond to the category. Activity must be within the past 20 years. Written documentation must be provided and may include letters from knowledgeable professionals, copies of the title page of publications or conference/workshop brochures, or other evidence.

Category/Application	Number of Units (Maximum for category)	Description of Activity
A. Advanced Coursework	(3)	
B. Publication	(6)	
C. Books	(6)	
D. Clinical services- Counseling/Support	(6)	
E. Teaching	(3)	

FT Candidate Information Bulletin without CT 2010

F. Presentations (national or international)	(3)	
G. Presentation (regional, state, province or local)	(2)	
H. Licensure	(1)	
I. Tenure	(1)	
J. Dissertation	(2)	
K. Professional Role	(1)	
L. Supervision (provided)	(2)	

M. Supervision (received)	(2)	
N. Professional Leadership	(2)	
O. Professional Distinction	(2)	
P. Volunteer Service	(1)	
Q. Grants	(1)	
R. Other	(1)	

Section 5: Two Letters of Recommendation

- Letters of recommendation may verify experience. They may be from supervisors and colleagues but not from clients or individuals you supervise.
- Letters of recommendation should be included with this application. Please have the supervisor/colleague place the recommendation in a separate envelope, seal the envelope and write his/her signature across the envelope flap.

Recommendation One

Name: _____

E-mail: _____ Phone: _____

Recommendation Two

Name: _____

E-mail: _____ Phone: _____

Section 6: Examination Information for online testing

Test Location: __home __office ___ other (specify)_____

Street address _____

__To the best of my knowledge, no other examinee will be present at this location.

Check here if online testing is not possible and you need special arrangements

Section 7. Fees

Exam and FT Fee (U.S. Dollars)

- ADEC Member \$425
- Non-Member \$600

Exam and FT Fee plus annual Membership Fee (U.S. Dollars)

- Total Fee \$600
(Must include membership application with Exam/FT application — available online at www.adec.org)

**Membership is for the calendar year January 1, 2010 through December 31, 2010.
Dues are not prorated.**

Please charge: MasterCard Visa American Express Amount
\$ _____

Card Number _____ Expiration Date _____

Name as it appears on card _____

Signature _____

Or make check payable to Association for Death Education and Counseling

A duplicate certificate is available for an additional \$5.00. Please add to your examination fee.

I certify that I have read all portions of the FT Candidate Handbook and Application. I certify that the information submitted in this application and the letters of recommendation are complete and correct to the best of my knowledge. I understand that if my application is found to be incomplete or inaccurate it may be rejected or the results of the examination may be delayed.

Please Print Your Name _____

Signature _____ Date _____

How did you learn about the certification?

- ADEC Forum or Web site
- CMI/AAB educational program
- Flyer
- Personal Contact
- Other: _____