

Application for Admission

to

AMERICAN ACADEMY
McALLISTER INSTITUTE
OF FUNERAL SERVICE, INC.



Return with \$50.00 Application Fee to:
(Please make check or money order payable to AAMI)

Director of Admissions
American Academy McAllister Institute
619 West 54th Street
2nd Floor
New York, New York 10019

www.funeraleducation.org
email:info@funeraleducation.org

Phone (212) 757-1190
Fax (212) 765-5923
Toll Free 866-web-aami
866-932-2264

AAMI has a non-discriminatory policy and therefore does not discriminate against applicants, students or employees on the basis of race, color, creed, age, gender, sexual orientation, status as a victim of domestic violence, national origin, disability, marital or veteran status.

AAMI Student Application

For office use only:

AOS _____
Advanced standing _____
Special Status _____
Online _____ On campus _____

I plan to begin my studies: **Online** _____ **Campus** _____ **Both** _____

Fall _____
year

Spring _____
year

Summer _____
year

Full-time _____

Part-time _____

Special Student* _____

*Financial Aid Not Available as a Special Student

Biographical

1. Name _____
First **Middle** **Last**

2. Address _____ Apt. _____

City _____ State _____ Zip Code _____

3. Social Security # _____ 4. Email _____

5. Home Phone () _____ 6. Cell Phone () _____ 7. Work Phone () _____
(include area code for each phone number)

8. Date of Birth _____ 9. Gender _____ Male _____ Female _____
M/D/Y

10. Other names under which you might be known _____

Citizenship

1. Are you a U.S. citizen? ____ Yes ____ No

If no,

2. Are you a Permanent Resident? ____ Yes ____ No **if no, contact Director of Admissions at 212-757-1190**

If yes, Alien Registration # _____ Date issued _____ Country of Origin _____

Is English your first language? _____ If not, what is? _____

Emergency Information

Please provide the name and address of one of the following:

Parents Guardian Spouse Significant Other Other relative or friend

Name _____

Street _____

City _____ State _____ Zip _____

Phone () _____ Alternate Phone () _____
(include area code for each phone number)

INFORMATION FOR APPLICANTS APPLYING FOR FINANCIAL AID

The Financial Aid Application Process: To apply for financial aid at American Academy McAllister Institute of Funeral Service you must complete a Free Application for Federal Student Aid (FAFSA) for the calendar year. FAFSA applications may be completed online at www.fafsa.ed.gov and you must include our **school code 010813**. For more information on financial aid policies and requirements please refer to the AAMI catalog or www.fafsa.ed.gov.

AAMI reserves the right to verify your financial aid application by requesting certain documents from you. Failure to provide such documentation in a timely manner may result in having your application denied for financial aid.

Some Examples of Required Documentation:

- ____ Copy of your (and your spouse's if married) IRS Tax Return Transcript and copies of all W2 forms for the calendar year requested. (You may request a free copy of your Tax Return Transcript from www.irs.gov or by calling 1-800-908-9946)
- ____ Copy of your parent's IRS Tax Return Transcript and copies of all W2 forms for the calendar year requested. (You may request a free copy of your Tax Return Transcript from www.irs.gov or by calling 1-800-908-9946)
- ____ Statement of untaxed income (Public Assistance Budget Sheet, Unemployment benefits, Social Security Benefits, etc. for the calendar year requested if applicable).
- ____ A letter from your loan servicer stating that your current student loans are not in default (if applicable).
- ____ Verification worksheet (will be provided if necessary).
- ____ Proof of citizenship (Naturalization Certificate, U.S. Passport, Alien Registration Card).
- ____ Copy of your Social Security card.
- ____ Proof that you are registered with Selective Service.
- ____ Copy of a government issued ID (Driver's license, Non-Driver's license or Passport).
- ____ Statement of Educational Purpose form.

Application Deadline: Your financial aid application should be filed no later than six weeks before the opening date of classes to allow time for processing and any required documentation should be submitted no later than 30 days before the opening date of classes. Applications and documentation submitted after the deadline will not be accepted. Failure to complete the application and submit documentation before the deadline may result in having to pay out of pocket or being removed from your courses due to non-payment.

After filing your FAFSA you should contact the Financial Aid Office to find out which of these documents you must submit. You will also receive other important information such as applying for federal student loans.

Ethnic Background (OPTIONAL): Please check one

African American, Black _____ American Indian or Alaska Native _____

Asian or Pacific Islander _____ Hispanic _____ White _____

Other _____

Educational Background

High School – Mail an official transcript to AAMI

1. Name of High School Attended _____

City _____ State _____

2. Graduated? _____ month _____ year _____ Did not graduate _____

If you are not a high school graduate, do you have a valid State Equivalency Diploma (GED)? _____

If yes, date issued _____ Grade: _____

Higher Education

List all colleges and/or institutes attended (from most recent to first attended) since high school. Please request that each college mail an **OFFICIAL TRANSCRIPT** to AAMI.

University/College/Institute	City	State	Dates attended		# of Credits	Degree received
			from	to		
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____

Funeral Service Education

1. Have you previously attended any Funeral Service School? _____

If so, Where? _____ When? _____

2. I wish to practice funeral service in the State of _____

3. I am, _____, am not _____ familiar with the license requirements of the state.

4. I am, _____, am not _____ a registered trainee/apprentice/resident with the State of _____
(some states permit an apprenticeship prior to Funeral Service School and require registration)

5. I have earned apprenticeship credits with:

Name of Funeral Home _____ Funeral Director _____

Number of months _____

Address _____ State _____

6. I am _____, am not _____ related to a Funeral Service Family.

Relationship, if applicable _____

Veteran's Status

- 1. Are you a Veteran? _____ 2. Are you a Veteran's dependent eligible for benefits? _____
- 3. Have you applied for Veteran's Benefits? _____ Veteran Eligibility # _____
Where? _____ When? _____
- 4. Are you an active member of the Armed Forces? _____ Active Reserves? _____ National Guard? _____
- 5. Must you attend Summer Camp Training? _____

Financial Aid

Will you be applying for Financial Aid? _____ Yes _____ No

Employment

List below most recent employers, positions held, length of employment, etc.

References: List the names and addresses of two responsible parties – EXCLUDE all family members

Name _____	Name _____
Address _____	Address _____
City, State, Zip _____	City, State, Zip _____
Relationship to applicant: _____	Relationship to applicant: _____

How did you learn about AAMI? Check all that apply

Past graduate ___ Internet ___ Friend ___ Funeral Director ___ Family member ___ Other ___

Trade Magazine ___ (Name of Publication _____)

Funeral Service Convention _____ (Which one? _____)

I am enclosing a \$50.00 non-refundable application/processing fee. If my application is accepted, I agree to comply with the rules and regulations of AAMI during my stay as a student. I certify that the above statements are true and correct and that falsifying any part of this application may result in cancellation of my admission or dismissal from AAMI. Applicants will not be processed without accompanying \$50.00 fee payable by check or money order payable to AAMI.

Signature of Applicant _____ Date _____

Mail the application and required items to:
Director of Admissions
American Academy McAllister Institute
619 West 54th Street, 2nd Floor
New York, NY 10019