

# 2011 PESTICIDE EXAMINATION AND LICENSE INFORMATION BULLETIN

*Dear Exam Candidate:*

The Pesticide Examination and License Information Bulletin is your guide to taking the state pesticide examination for the purpose of obtaining a Massachusetts pesticide applicator license or certification.

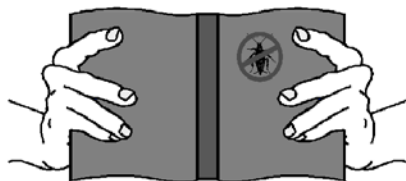
**The state pesticide law requires that all persons who apply pesticides in public and private places used for human occupation and habitation with the exception of residential properties with three or less dwelling units, must be in possession of a valid license or certification issued by the Massachusetts Department of Agricultural Resources. See Massachusetts General Laws Chapter 132B, Section 10.**

The Department of Agricultural Resources conducts written, closed-book examinations, and as appropriate, performance testing to measure competency to use, sell, and apply pesticides in Massachusetts.

Take the time to read this bulletin and acquaint yourself with the prescribed deadlines, procedures, and forms so that you can successfully obtain either a pesticide applicator license or certification in the Commonwealth of Massachusetts.

Sincerely,

Steven Antunes-Kenyon  
Pesticide Operations Coordinator



Visit the Pesticide Programs Web site at:  
<http://www.mass.gov/agr/pesticides/index.htm>  
for the latest information on pesticide programs!

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## AT-A-GLANCE

	<b>Applicator License (Core)</b>	<b>Dealer License</b>	<b>Private Certification</b>	<b>Commercial Certification</b>
<b>Who Needs One?</b>	<p>If you intend to do pesticide work using <i>general use pesticides for hire</i> and have never had a pesticide license before, you must obtain a commercial <b>Applicator License</b>.</p> <p>This document is usually obtained by individuals working in the Exterminating, Lawn Care, Landscape and Tree industry.</p> <p>This also includes individuals working <i>not for hire</i> such as office building groundskeeper, apartment building landlords, custodians, condominium maintenance personnel, golf course superintendents.</p>	<p>If you intend to do pesticide work <i>selling restricted use pesticides</i>, you must obtain a <b>Dealer License</b>.</p> <p>This document is <b>obtained by individuals who are employed by distributors and dealers of pesticides</b>.</p>	<p>If you intend to do pesticide work using <i>restricted use pesticides</i> on property owned or rented by you or your employer for the purpose of raising agricultural commodities, you must obtain a <b>Private Certification</b>. This document is usually <b>obtained by individuals working as farmers and growers</b>.</p>	<p>You must take and pass the appropriate Commercial Certification category exam and have two years of relevant experience (see enclosed Resume Form on page 13).</p> <p>If you intend to do pesticide work using <i>restricted use pesticides for hire or not for hire</i> you must obtain a <b>Commercial Certification</b>. This document is usually obtained by individuals working in the Exterminating, Lawn Care, Landscape and Tree industry.</p>
<b>Exam Fees</b>	\$75	\$125	\$125	\$125
<b>Exam Times (and Lengths)</b>	12:30 PM 125 questions (1 hour 45 minutes)	12:30 PM 125 questions (1 hour 45 minutes)	9 AM 125 questions (2 1/2 Hours)	9 AM 125 questions (2 1/2 Hours)
<b>Passing Score</b>	70% ( 87 or > out of 125)	75% ( 94 or > out of 125)	75% ( 94 or > out of 125)	75% ( 94 or > out of 125)
<b>Workshops</b>	An Applicator License Training Workshop is available through the Pesticide Education, Program at the University of MASS. <b>See Pages 14</b>	Not Available	Not Available	Not Available
<b>Study Materials</b> (Order form on pages 9 - 10)	Core Manual w/ supplement, Massachusetts Pesticide Control Act, Massachusetts Pesticide Regulations	Core Manual w/ supplement, Massachusetts Pesticide Control Act, Massachusetts Pesticide Regulations, Dealer's Package	Core Manual w/ supplement, Massachusetts Pesticide Control Act, Massachusetts Pesticide Regulations, Private Certification Manuals	Core Manual w/ supplement, Massachusetts Pesticide Control Act, Massachusetts Pesticide Regulations, Commercial Certification Manuals
<b>Insurance</b>	Required	Not required	Not required	Required
<b>License Fees</b>	\$100	\$300	\$100	\$150
<b>License or Certification Expiration Dates</b>	December 31 <sup>st</sup>	February 28 <sup>th</sup> or 29 <sup>th</sup>	December 31 <sup>st</sup>	December 31 <sup>st</sup>
<b>Continuing Education</b>	6 Contact hours	3 Contact hours	12 Contact hours	12 Contact hours
<b>Annual License Renewal Fees</b>	\$100	\$300	\$100	\$150

# GENERAL INFORMATION

## DETERMINE YOUR PESTICIDE CREDENTIAL NEEDS

The first step is to determine which kind of pesticide license or certification you need. In Massachusetts there are four different kinds of pesticide certifications and licenses. As described below these pesticide credentials are known as the:

- 1) Commercial Applicator License (Core);
- 2) Private Certification;
- 3) Commercial Certification; and
- 4) Dealer License.

► **Choose #1 Commercial Applicator License (Core) if you never have had a license before** or if you did, it was more than 5 years ago, and you plan to use general use pesticides on the property of another **for hire** or as part of your current job duties on the property of your employer or leased by your employer.

► **Choose #2 Private Certification** if you are a grower or farmer and you plan to use restricted use pesticides (RUP's) on your own property or that of your employer or rented by your employer **for the purpose of raising agricultural commodities**. Agricultural commodities can include, but are not limited to, products like cranberries, corn, potatoes, tomatoes, greenhouse plants, sod, nursery stock, blueberries, apples, etc.

► **Choose #3 Commercial Certification** if you have held an applicator (core) license or certification for two (2) or more years either in Massachusetts or another state during the past five (5) years, and you plan to use restricted use pesticides (RUP's) on the property of another **for hire**.

► **Choose #4 Dealer License** if you plan to **SELL** restricted use pesticides.

## ORDER YOUR STUDY MATERIALS

Once you have determined which kind of pesticide certification or license you need, you should order your study materials. It takes a few weeks to receive your self-study materials unless you purchase them in person at the UMASS EXTENSION BOOKSTORE at the University of Massachusetts - AMHERST (GO TO PAGE 9).

**NOTE: This is the only location where you can purchase these study materials.**

If you turn to the **Purchase Order Form** (PAGE 9), you will note that the self-study boxes are numbered to correspond to a certification or license type that you read about above. Select the **SELF-STUDY BOX #** that matches the number associated with the certification or license type you need. Order all the study materials specified in the box.

## SCHEDULE YOUR EXAM DATE AND SITE

To determine when and where exams are held, please review the exam schedule on PAGE 11.

It is advisable to select available dates early in the year especially if you desire to obtain a pesticide certification or license for the spring and summer months. Once you select a date and exam type, you will need to complete the exam application (GO TO PAGE 7). *For those individuals eligible for Commercial Certification (meaning you have held a certification or license for at least 2 years), you will also need to complete the Resume Form in addition to the exam application (GO TO PAGE,13).*

**Note: Only one exam can be scheduled per exam date.**

Once your application is complete mail your form with a check or money order (**cash is not accepted**) to the address below.

**Department of Agricultural Resources  
Pesticide Program - Suite 500  
251 Causeway Street  
Boston, MA 02114-2151  
ATTN: Certification/Licensing**

### Exam Fees

Applicator License Exam (core)	\$75
Dealer License Exam	\$125
Commercial Certification Exam	\$125
Private Certification Exam	\$125

**PLEASE DO NOT MAIL CASH  
or PURCHASE ORDERS**

**Incomplete applications or those without the proper fee will be returned.**

Before you mail or deliver your exam application in person: did you remember to:

- Write down your desired exam date from those available in the 2011 schedule.
- Fill-in in the oval for the correct exam type and write down the code (if any)
- Sign the application
- Include Resume Form (if registering for Commercial Certification exam)
- Enclose a check or money order which is payable to: *Commonwealth of Massachusetts* for the correct fee amount and authorized with your signature.

**Due to the frequency of scheduled exams, admission letters or cards will NOT be sent to you confirming your registration.** Please confirm that your name is listed on the Exam Roster posted on our web site at

[www.mass.gov/agr/pesticides](http://www.mass.gov/agr/pesticides)

for the date requested. The online Pesticide Exam roster is posted 1 - 2 days after the deadline for receiving the exam applications. There will not be any interim exam rosters posted for upcoming exams. Alternatively, you may call the Department to confirm that you are registered for the requested exam.

Click on the exam date to see if you're on the exam roster. **Only pesticide license candidates on the roster will be able to take the exam on that date!**

If your name is not listed on the exam roster for the date requested your application may have been received by the Pesticide Program, but because of the limited space at the exam site you may have been rescheduled for the next exam date. Applications for the examinations are processed in order of receipt therefore applications received near the deadline are more likely to be rescheduled. Examination dates in March, April and May are more likely to be affected.

All complete applications received after the maximum number of exam seats is reached or after the deadline will be rescheduled for the next examination date. However, if you have a conflict with this rescheduled date please contact the Pesticide Program to arrange for an alternate date or a return of your application.

Incomplete applications may be returned as the result of: missing or incorrect fee, wrong exam dates or location, and ineligibility for an exam.

**Please be advised that the exam applications must be received at our office 1 week prior to the exam.** Please allow adequate time for delivery through the US Postal Service and state mail processing (3 - 5 days). **Also be advised that the receipt of an application by the Pesticide Program prior to the examination deadline does NOT guarantee inclusion on the exam roster for the date requested.** Always check the online exam roster

## TAKE YOUR PESTICIDE EXAM

Allow yourself adequate time to travel to the exam site in order to arrive prior to the start of the exam. Exam administrators and proctors begin the registration of exam candidates and assign seating prior to the start of the exam.

### Private and Commercial Certification exams:

Registration begins at 8:30 AM or earlier.  
The exam begins promptly at 9:00 AM.

### Commercial Applicator (Core) and Dealer License exams:

Registration begins at NOON or earlier.  
The exam begins promptly at 12:30 PM.

**Exam candidates who are late or do not appear for the scheduled exam will forfeit the exam fee. In such cases, exam candidates will be required to submit a new examination application and fee for another test date. Refunds cannot be given.**

As part of the exam registration process, the exam administrator or proctor will ask you to produce positive **photo identification** such as a driver's license, passport, or military identification. If you cannot produce such positive photo identification, you will not be allowed to take the examination.

In addition, if your name does not appear on the exam listing or your application is not in the exam file, you will not be allowed to take the exam. Walk-in candidates cannot be admitted.

Candidates who disrupt the registration process will be disqualified from taking the exam and the registration fee will not be refunded. Once registered, all candidates will be assigned a seat and will be given further instructions.

Be sure to bring a sufficient number of sharpened #2 pencils with erasers. ***Pencils will not be provided and sharpeners are not available at the exam sites.***

Remember all examinations are closed book exercises! You are **not** allowed to use a calculators, notes, dictionaries, or reference materials during the exam.

Exams have 125 multiple-choice questions and are timed. You will be allowed *one hour and 45 minutes* for the commercial applicator (core) and dealer license exams. You will be allowed *two hours and 30 minutes* to take commercial and private certification exams.

**RECEIVE NOTIFICATION OF YOUR EXAM RESULTS**

A notification letter will be mailed to the residential address or P.O. Box provided, indicating the exam results. This letter will indicate either PASS or FAIL with the raw score for the exam! If you do not receive your test results within 2 weeks, you may call, e-mail, write or fax a letter with your current address requesting your exam results.

**The established passing score for the applicator (core) license exam is 70% (87 questions correct out of the total 125), and for all other exams 75% is passing (94 questions correct out of the total 125)**

The Department will post a list of the names of the exam applicants who have passed their exam by date on our web page at: [www.mass.gov/agr/pesticides](http://www.mass.gov/agr/pesticides).

To insure confidentially, test results will not be given over the telephone.

**REPEATING AN EXAM**

Candidates who are unsuccessful in passing the exam may re-take the exam. To re-take the exam, you must submit a new examination application for another date with the appropriate fee.

Regulations require that candidates that fail the exam twice must wait (3) three months before re-applying to take an exam. After failing an exam three times, you must wait (1) one year before re-applying

**OBTAIN YOUR LICENSE OR CERTIFICATION**

In addition to your exam results, if you pass the exam, you will be mailed an application to obtain a pesticide license or certification. This ***application for license or***

***certification*** is valid for one year from the date of the examination. The end of this valid application time period is indicated as the due date.

**Be Advised, that passing the exam does not equate to being certified or licensed to use pesticides!**

To receive your license; sign the application, attach the appropriate fee as indicated, and if required, your insurance agent will have to attest to your insurance coverage or financial responsibility.

To be issued a pesticide license you must: Accurately complete and return the ***application for license or certification*** with the correct fee and proof of insurance (if required) to the Pesticide Program for approval and processing. **Insurance is required for a Commercial Applicator License (core) or Commercial Certification. Insurance is not required for a Dealer License or Private Certification**

**MAINTAIN YOUR LICENSE OR CERTIFICATION**

**RENEWAL AND EXPIRATION DATE**

- After you submit the application to obtain your license or certification, please allow a 2 -3 weeks for processing. After review and approval, the Pesticide Program will mail the pesticide license or certification to the residential address or P.O. Box provided.
- State law requires you to carry the official document on your person ***at all times while using pesticides.***
- Please note that the license or certification is valid for a period beginning with the actual date of issuance and ending on December 31<sup>st</sup> of the year issued unless it has been modified, revoked or suspended before that date.

***NOTE: For a Dealer License, the document expires on February 28th or 29th.***

***Each year, renewal applications for all licenses and certifications will be mailed to you at least 30-days prior to the expiration date of the pesticide credential. It is important to that you notify the Pesticide Program of any address changes to ensure timely receipt of your renewal application.***

## CONTINUING EDUCATION REQUIREMENTS

- In addition to renewing your license or certification annually, there are also re-training requirements. As a holder of the license or certification, you must, at the end of a three-year period, be **re-licensed/re-certified** either by re-examination or by attendance at continuing education programs within the three-year period.
- The Cooperative Extension Service, as well as various trade groups and professional organizations provide training programs on an annual basis for you. You may check the Pesticide Program web site for the dates and locations of continuing education classes for your license type by selecting the link for **Pesticide Applicator Continuing Education (PACE)** located at the following website:  
<http://www.mass.gov/agr/pesticides/>
- You **MUST** obtain the required number continuing education contact hours to maintain your license or certification, or you will be required to retake the examination to maintain your license.
- You are required to retain all training certificates as proof of your continuing education. The Department audits individuals at the end of their three year recertification cycle in order to ensure compliance with the continuing education requirements.
- The Department accepts continuing education credits from all New England states and from many other training programs with **PRIOR** approval from the provider of the training. No training credits will be awarded after the training has occurred and without prior approval.

Commercial Certification	12 Contact hours <b>per</b> category
Private Certification	12 Contact hours <b>per</b> category
Applicator License	6 Contact hours
Dealer License	3 Contact hours

(1 contact hour = 50 consecutive minutes of learning)

## INSURANCE REQUIREMENTS

**(For Commercial Applicator (Core) License and Commercial Certification)**

In order to satisfy the insurance requirements, you or your employer (on your behalf) must secure comprehensive general liability coverage relating to bodily injury and property damage.

In addition, you must be sure your insurance policy has **“an endorsement that modifies any pollution exclusion provisions”** to cover you for “sudden and accidental” mishaps as it relates to the purposeful use of pesticides on the property of another.

Municipal, state, and federal employees (government employees) are exempt from insurance requirements. In lieu of insurance, you must attach to your certification or license application a letter on letterhead attesting that your pesticide activities are part of your duties when you are working in your governmental capacity.

### 333 CMR (CODE OF MASSACHUSETTS REGULATIONS)

#### 10.13: Financial Responsibility or Insurance

*As a condition to obtaining or renewing a commercial applicator license or commercial certification, “an applicant shall be required by the Department to submit with his or her application an attestation by an insurance broker certifying that the insurance policy coverage in force and issued on behalf of said applicator meets or exceeds the standards set forth below, except as provided in 333 CMR 10.13(10). This attestation shall be on a form provided by the Department.”*

A comprehensive listing of the insurance requirements is included in the Department Regulations (333 CMR 10.13) on our web site or you may call the Department to receive a copy of the insurance requirements.

## PROVISIONS FOR CANDIDATES WITH SPECIAL NEEDS

If a handicap prevents you from taking the exam under the existing conditions outlined in this bulletin, you may request special arrangements.

*When you submit your examination application to the Pesticide Program as directed above, please submit a clear description of your handicap and supporting documentation. This information will help us determine what arrangements or accommodations must be made for you.*

The Department will contact you to make arrangements for you to take the requested examination.



**6. HISTORY**

A. Have you been found in violation of any statute or regulation pertaining to the use, distribution, or application of pesticides in Massachusetts or any other state in the past(5) years?

- YES    NO

If YES, please explain in brief:

B. This is the:

- First time I have ever taken this exam  
 Second time I have taken this exam  
 Third time I have taken this exam

**7. FEES AND CATEGORIES**

**COMMERCIAL CERTIFICATION**

<b>CATEGORY</b>	<b>MA State Code</b>
Aerial	(34)
Agriculture	(33)
Aquatic	(39)
Demonstration and Research	(49)
Food Processing	(50)
Forest	(35)
Fumigation	(42)
General Pest Control	(41)
General Public Health	(46)
Mosquito and Biting Fly Control	(47)
Regulatory	(48)
Rights of Way	(40)
Sewer Root Control	(55)
Seed Treatment	(38)
Shade Trees and Ornamentals	(36)
Site Sanitation	(45)
TBT	(54)
Termite and Structural Pest Control	(43)
Turf	(37)
Vertebrate Pest Control	(44)
Wood Preservative	(52)

**PRIVATE CERTIFICATION**

<b>CATEGORY</b>	<b>MA State Code</b>
Cranberries	(30)
Dairy/Livestock	(24)
Greenhouse	(26)
Poultry	(28)
Nursery	(29)
Sod	(32)
Small Fruit	(27)
Tree Fruit	(25)
Vegetable	(31)

**FEES**

Applicator License Exam:	\$ 75
Dealer License Exam:	\$125
Commercial Certification Exam:	\$125
Private Certification Exam:	\$125

**DO NOT SEND CASH OR  
PURCHASE ORDERS**

**8. MAILING INFORMATION**

**VIA U.S. MAIL:**

**DEPARTMENT OF AGRICULTURAL RESOURCES  
PESTICIDE PROGRAM  
251 CAUSEWAY ST; SUITE 500  
BOSTON, MA 02114-2151**

**Please make check or money order payable to the "COMMONWEALTH OF MASSACHUSETTS".**

<p><b>#1 <i>Applicator's License</i></b></p> <ul style="list-style-type: none"> <li>• Core Manual w/ Supplement (A1)</li> <li>• Massachusetts Pesticide Control Act (A2)</li> <li>• Massachusetts Pesticide Regulations (A3)</li> </ul>
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<p><b>#2 <i>Private Certification</i></b></p> <ul style="list-style-type: none"> <li>• Core Manual w/ Supplement (A1)</li> <li>• Massachusetts Pesticide Control Act (A2)</li> <li>• Massachusetts Pesticide Regulations (A3)</li> <li>• EPA Worker Protection Manual (A4)</li> <li>• Private Certification Manual (select one)</li> </ul>
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<p><b>#3 <i>Commercial Certification</i></b></p> <ul style="list-style-type: none"> <li>• Core Manual w/ Supplement (A1)</li> <li>• Massachusetts Pesticide Control Act (A2)</li> <li>• Massachusetts Pesticide Regulations (A3)</li> <li>• Commercial Certification Manuals (select one from page 10)</li> </ul>
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<p><b>#4 <i>Dealer's License</i></b></p> <ul style="list-style-type: none"> <li>• Core Manual w/ Supplement (A1)</li> <li>• Massachusetts Pesticide Control Act (A2)</li> <li>• Massachusetts Pesticide Regulations (A3)</li> <li>• Dealer's Package</li> </ul>
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<b>Basic Study Materials</b>	<b>Inventory #</b>	<b>Price</b>	<b>Quantity</b>
Core Manual (2 <sup>nd</sup> Ed.) w/ MA Core Supplement (2000)	A1	\$42.00	_____
Massachusetts Pesticide Control Act (1978, amended 2000) (Chapter 132B M.G.L.)	A2	\$6.00	_____
For free download of the pesticide control act: <a href="http://www.mass.gov/agr/legal/statutes/Statute_MGL_C132B.pdf">www.mass.gov/agr/legal/statutes/Statute_MGL_C132B.pdf</a>			
Massachusetts Pesticide Regulations (1979, amended 2010) (333 CMR 1.00-14.00)	A3	\$9.00	_____
For free download of regulations: <a href="http://www.mass.gov/agr/legal/regs/index.htm">www.mass.gov/agr/legal/regs/index.htm</a>			

<b>Private Certification Manuals</b>	<b>Inventory #</b>	<b>Price</b>	<b>Quantity</b>
<b>*EPA Worker Protection Manual (2005) needed for all private certification exams</b>	A4	\$6.00	_____
Livestock/Dairy (cat. 24) 1982	PS-LVST	\$5.00	_____
Tree Fruit (cat. 25) 1984	PS-TRFT	\$6.00	_____
Greenhouse (cat. 26) 2002 (order FL-IRPF also)	PS-GRNH	\$30.00	_____
Biology & Management of Insects and Related Pests of Floriculture Crops in New England (1992)	FL-IRPF	\$10.00	_____
Small Fruit (cat. 27) 1982	PS-SFRT	\$5.00	_____
Poultry (cat. 28) North Carolina Extension	PS-PLTR	\$5.00	_____
Nursery (cat. 29) 1982	PS-NRSR	\$6.00	_____
Cranberries (cat. 30) 1999	PS-CRAN	\$5.00	_____
Vegetable (cat. 31) 1992	PS-VEGI	\$14.00	_____

<b>Dealer License Materials</b>	<b>Inventory #</b>	<b>Price</b>	<b>Quantity</b>
Dealer's Package (2004)	PS-DEAL	\$2.00	_____



## 2011

### MASSACHUSETTS PESTICIDE LICENSE AND CERTIFICATION EXAM SCHEDULE

<u>CAPE COD</u>		<u>SPRINGFIELD</u>	
Upper Cape Regional Technical School 220 Sandwich Road, Bourne, MA 02532		Springfield Technical Community College One Armory Square, Springfield, MA 01102	
EXAM DATE (SNOW DATE)*	<u>DEADLINE FOR SUBMITTING APPLICATION</u>	EXAM DATE (SNOW DATE)*	<u>DEADLINE FOR SUBMITTING APPLICATION</u>
February 22, 2011 ( <i>February 25, 2011 - Randolph</i> )	February 15, 2011	April 15, 2011 ( <i>April 29, 2011 - Randolph</i> ) <b>Building 17 Room 104</b>	April 8, 2011
April 19, 2011 ( <i>April 29, 2011 - Randolph</i> )	April 12, 2011	May 20, 2011 ( <i>No Snow Date</i> ) <b>Building 17 Room 104</b>	May 13, 2011
*Snow date <u>only</u> if the Pesticide Program reschedules exam due to inclement weather.		*Snow date <u>only</u> if the Pesticide Program reschedules exam due to inclement weather	

<u>RANDOLPH</u>			
The Lantana 43 Scanlon DR Randolph, MA 02368			
EXAM DATE (SNOW DATE)*	<u>DEADLINE FOR SUBMITTING APPLICATION</u>	EXAM DATE (SNOW DATE)*	<u>DEADLINE FOR SUBMITTING APPLICATION</u>
January 7, 2011 ( <i>Jan. 21, 2011</i> )	December 31, 2010**	April 28, 2011 ( <i>April 29, 2011</i> )	April 21, 2011
January 20, 2011 ( <i>Jan. 21, 2011</i> )	January 13, 2011	May 6, 2011 ( <i>No Snow Date</i> )	April 29, 2011
February 4, 2011 ( <i>Feb. 25, 2011</i> )	January 28, 2011	May 13, 2011 ( <i>No Snow Date</i> )	May 6, 2011
February 11, 2011 ( <i>Feb. 25, 2011</i> )	February 4, 2011	May 27, 2011 ( <i>No Snow Date</i> )	May 20, 2011
February 24, 2011 ( <i>Feb. 25, 2011</i> )	February 17, 2011	June 10, 2011 ( <i>No Snow Date</i> )	June 3, 2011
March 4, 2011 ( <i>March 25, 2011</i> )	February 25, 2011	July 15, 2011 ( <i>No Snow Date</i> )	July 8, 2011
March 11, 2011 ( <i>March 25, 2011</i> )	March 4, 2011	August 12, 2011 ( <i>No Snow Date</i> )	August 5, 2011
March 24, 2011 ( <i>March 25, 2011</i> )	March 17, 2011	September 16, 2011 ( <i>No Snow Date</i> )	September 9, 2011
April 1, 2011 ( <i>April 29, 2011</i> )	March 25, 2011	October 14, 2011 ( <i>No Snow Date</i> )	October 7, 2011
April 8, 2011 ( <i>April 29, 2011</i> )	April 1, 2011	November 17, 2011 ( <i>November 18, 2011</i> )	November 10, 2011
April 22, 2011 ( <i>April 29, 2011</i> )	April 15, 2011	December 8, 2011 ( <i>December 9, 2011</i> )	December 1, 2011
*Snow date <u>only</u> if the Pesticide Program reschedules exam due to inclement weather		*Snow date <u>only</u> if the Pesticide Program reschedules exam due to inclement weather	
** Due to New Years Day holiday, December 31, 2010 is the deadline for January 7, 2011 exam.			

**PLEASE ARRIVE AT THE EXAM SITE AT LEAST 30 MINUTES BEFORE THE EXAM STARTS!!!!**

**Exam Times:** *Private and Commercial Certification exams* start promptly at **9:00 AM** *Commercial Applicator (Core) and Dealer* exams start promptly at **12:30 PM**. **Snow Dates:** Call **617-626-1841** for a pre-recorded message with exam dates, location, and cancellation information. In the event of bad weather, call after 6:30 AM the day of the scheduled exam and listen to the message. If the exam has been canceled, the message will inform you and indicate that you should report on the snow date.

**STOP!** Look on the reverse side of this exam schedule for general directions to exam locations. (*Please do not call exam site*).

## GENERAL DIRECTIONS TO EXAM LOCATIONS

**NOTE:** *The exam candidate, by using these directions, should be aware that they are given for the sole purpose of guidance, and further, that the exam candidate does not in any way relinquish or waive their responsibility to arrive on time at any state pesticide licensure examination.*

### THE LANTANA

(43 Scanlon DR, Randolph, MA 02368)

- From Route 24: Take Route 24 North to I-93 North - formerly 128 South - to Exit 5A (Randolph, Route 28 South). Take a right at the first set of lights onto Scanlon Drive. The Lantana is at the end of Scanlon Drive on the right.
- From Boston: Take I-93 South ("Southeast Expressway") formerly 128 North - to Exit 5A (Randolph, Route 28 South). Take a right at the first set of lights onto Scanlon Drive. The Lantana is at the end of Scanlon Drive on the right.
- From Cape Cod: Take Route 3 North to I-93 South - formerly 128 - to Exit 5A (Randolph, Route 28 South). Take a right at the first set of lights onto Scanlon Drive. The Lantana is at the end of Scanlon Drive on the right.
- From Rhode Island: Take I-95 north to I-93 North - formerly 128 - to Exit 5A (Randolph, Route 28 South). Take a right at the first set of lights onto Scanlon Drive. The Lantana is at the end of Scanlon Drive on the right.
- From the West: Take the Mass Pike to I-95 South to I-93 North (formerly 128 South) to Exit 5A (Randolph, Route 28 South). Take a right at the first set of lights onto Scanlon Drive. The Lantana is at the end of Scanlon Drive on the right.

### UPPER CAPE COD REGIONAL TECHNICAL SCHOOL

(220 Sandwich Road, Bourne, MA 02532)

- From the NORTH: Take Route 24 South to Route 495 South (Exit 14A) Continue on Route 25 East. At Bourne Rotary Circle take the 5<sup>th</sup> Exit onto Route 6A heading to Provincetown/Hyannis. Take a sharp left at Sandwich Road. School is on the left.
- From the EAST: Take Route 195 Cape Cod (Sagamore Bridge). Take exit 22A to Route 25 east. At Bourne Rotary Circle take the 5<sup>th</sup> Exit onto Route 6A heading to Provincetown/Hyannis. Take a sharp left at Sandwich Road. School is on the left.
- From the CAPE: Take Route 6 West to Exit 1 to State Highway 6A/Sagamore. Merge onto Sagamore Bridge Connector. Turn Left at Adams Road. Turn left at RT-6A/Sandwich Road. Turn left at RT-6A/Sandwich Road Turn right toward Sandwich Road. School is on the left.

### SPRINGFIELD TECHNICAL COMMUNITY COLLEGE (STCC)

(One Armory Square, Springfield, MA 01102)

From Route 91 going south follow Hartford Signs to Exit 7, Springfield Center and follow State Street sign to first light. Go Left under highway to State Street and take Federal Street. From Route 91 going North take exit 4 Broad Street and follow East Columbus Avenue to 3rd Light. Turn right on State Street. Proceed on State Street to Federal Street. From Mass Turnpike take Exit 6 and turn left onto Route 291. Take Armory Street exit. Go around Rotary and Take Armory Street going south. Stay on Armory Street until you come to Federal Street. The exam is usually held in Building 17 (Putnam Hall). Campus security is present and usually can direct you.

### TELEPHONE ALERT!!!

*The facility managers of the below listed exam sites ask that you do not call them! Only exams are given at these locations. Regrettably, they do not have staff that can answer your exam and license questions. Call the Pesticide Program in Boston if you have exam and/or license questions.*

### EXAM POLICY NOTE

*In the event of a postponement and/or cancellation (including but not limited to snow dates) due to circumstances beyond its control, the Department reserves the right to reschedule all exam candidates to the next pre-scheduled examination.*

**IN THE EVENT OF BAD WEATHER CALL (617) 626-1841 AFTER 6:30 AM ON THE MORNING OF THE EXAM TO FIND OUT IF THE EXAM HAS BEEN CANCELED.**



This **optional** (not mandated) two-day workshop is designed to help individuals prepare for the pesticide applicator license exam. Topics that will be covered are: Pest Identification, Pesticide Types and Formulations, Pesticides and Human Health, Pesticide Label, Pesticides and the Environment, Integrated Pest Management, Pesticide Laws and Regulations, and Practice Exam. If you have any questions about this workshop call: (413) 545-1044 (M-F 9am-5pm)

**Time**

1<sup>st</sup> day 8:45 AM – 4:30 PM, 2<sup>nd</sup> day 9:00 AM – 4:30 PM

**Registration Information & Fee**

\$135.00/person (This covers the cost of the workshop only w/ AM & PM breaks. Study manuals and exam fees are not included.) Pre-registration is required. **Please register early to get your preferred date.**

**Study Manuals Needed & Other Information**

Please purchase your study manuals separately using the order form enclosed. This workshop is optional. It is offered in order for you to have an opportunity to discuss questions that you have regarding the study manuals. Therefore you should read the study manuals prior to attending the workshop. This workshop will not cover information in the certification manuals.

**Special Accommodations**

Please contact the Pesticide Education Program as soon as possible if you require any special accommodations for the two-day workshop.

<b>Your Name:</b> _____
<b>Company Name:</b> _____
<b>Address:</b> _____
<i>No. Street</i>
_____
<i>Town State Zip code</i>
_____
<i>Daytime/ work phone number</i>
_____
<i>Fax number</i>
_____

**Please select a workshop that is at least 1 week before your scheduled exam. Year 2011**

UMass Eastern Region Extension Center, 240 Beaver Street Waltham, MA

- January 12 & 13     March 24 & 25     May 19 & 20
- January 27 & 28     March 31<sup>st</sup> and     July 7 & 8
- February 3 & 4     April 1<sup>st</sup>     August 4 & 5
- February 16 & 17     April 14 & 15     September 8 & 9
- February 24 & 25     April 21 & 22     October 5 & 6
- March 3 & 4     April 28 & 29     November 9 & 10
- March 15 & 16     May 5 & 6     November 29 & 30

**Refunds**

There will be no refunds in the event that an individual cannot attend a workshop. Instead, another individual may take his/her place, or he/she can attend another workshop (provided that there is enough room). Notify the Pesticide Education office in advance of the meeting date if either of the above options is selected.

**Cancellations**

To determine whether or not a meeting is cancelled due to bad weather, call the Pesticide Education office. We reserve the right to cancel a workshop if there are less than 12 people pre-registered. If the meeting is cancelled, registration fees will be refunded.

**Confirmations**

If the Pesticide Education office receives your registration 10 days prior to the workshop, we will send to you a confirmation letter that has additional meeting information and directions.

 **Mail Form to:**

Pesticide Education  
250 Natural Resources Road  
Agricultural Engineering Bldg., Rm 212  
University of Massachusetts  
Amherst, MA 01003-9295

Check, money order (or government purchase order) payable to **University of Massachusetts.**

Registration Fee is  
\$135.00 per person.

Governmental purchase orders may be faxed  
(413)545-5858. Fed ID Code 043167352

**Western Massachusetts (UMass-Amherst:**

- February 8 & 9     April 7 & 8
- March 8 & 9     May 12 & 13

**UMass Cranberry Experiment Station, East Wareham, MA**

- February 10 & 11
- April 12 & 13

Please list your exam date: ___/___/11
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## EIGHT FREQUENTLY ASKED QUESTIONS

**Q1** *Is my exam fee refundable and can I be scheduled for the next exam or can someone else go in my place when I was unable to take the test on the date I requested due to family circumstances?*

**A** **No. There are no refunds or substitutions!** The fee(s) you pay when you register for an exam *is a processing fee*. Pesticide Program policy requires you to submit another completed application and fee before the exam deadline for the exam date of your choice. Substitutions are administratively prohibitive create record keeping problems that would negatively affect the prior preparation for the State Pesticide Exams.

**Q2** *At what time are the exams given?*

**A** Commercial and Private Certification exams begin *promptly* at 9 AM ending at 11:30 AM. The other exams, Applicator (core) and Dealer License exams begin *promptly* at **12:30 PM** and ending at 2:15 PM. **PLEASE ARRIVE AT LEAST 30 MINUTES BEFORE THE EXAM STARTS!!!!**

**Q3** *What will happen if I am late arriving to the exam site?*

**A** You will not be permitted to take the test and will lose the exam fee. This strict policy is necessary in order to assure consistency and fairness to all the other exam candidates who have planned accordingly. You would need to reapply for the next scheduled exam and submit another exam application and fee.

**Q4** *Are there any deadlines for submitting exam registration applications?*

**A** Yes. The registration deadlines are listed on the exam schedule. In accordance with regulations, you must submit your completed application and fee; such that, it is received at least one-week or *five business days prior to the examination date*. This allows staff the necessary time to process and prepare for the administration of each scheduled date. This also provides time for staff to be sure there is available spacing at the exam site. You may miss the deadline by submitting the completed application and fee at the last minute. If you miss the deadline, you will NOT be scheduled for that exam. **All complete applications received after the deadline will be rescheduled for the next available examination date/location. If you have a conflict with this rescheduled date/location, you must contact the Pesticide Program immediately and at least one-week prior to the next available examination date/location, to arrange an alternate date/location or for return of your completed application. Failure to attend a scheduled exam will result in forfeiture of your exam fee. There are no refunds or substitutions!**

**Q5** *Are there a maximum number of exam candidates that may register for an exam date?*

**A** Yes. The testing sites have a limited amount of space; therefore, for your comfort and exam security purposes the Pesticide Program may have no choice but to cut-off registration if the number of people registering is too large. This is most commonly seen for exam dates in March and April. In this case, once the cutoff point is reached all other exam applications and fees would be returned and you would have to resubmit those materials with a different date.

**Q6** *What is the acceptable method of payment?*

**A.** The fee may be paid by check or money order payable to: "**The Commonwealth of Massachusetts**". Cash CANNOT be accepted!

**Q7** *How long will it take to get my exam results?*

**A.** The Pesticide Program will notify you within ten (10) business days of your exam results. Note: If you do not receive your exam results within a reasonable amount of time such as ten (10) business days, fax or mail a letter so that we can send you a duplicate notification. You may also check on our web site ([www.mass.gov/agr/pesticides](http://www.mass.gov/agr/pesticides)) for the names of candidates that have passed pesticide exams. This information is organized by the date of the examination.

**Q8** *What is the bad weather and cancellation policy?*

**A.** The exam schedule lists snow dates in case the exam must be cancelled. You may **call (617) 626-1841 after 6:30 AM the day of the exam to hear a pre-recorded message regarding the status of the exam**. If the exam is cancelled\*, you will be told to report on the snow date. The Pesticide Program will not grant any refunds or exam date substitutions.

**\*NOTE:** *The Pesticide Program seldom cancels an exam due to snow and encourages you to plan accordingly giving yourself ample travel time to safely reach the exam site on time. Candidates who are late will not be permitted to take the exam, but must resubmit a new exam registration application and fee.*

# IMPORTANT INFORMATION

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Department of Agricultural Resources (Main Phone Number): 617-626-1720  
Website: [www.mass.gov/agr/pesticides](http://www.mass.gov/agr/pesticides)

The complete Pesticide Applicator Licensing and Certification Information Bulletin is available for download from our website at: [www.mass.gov/agr/pesticides](http://www.mass.gov/agr/pesticides). You may also download a copy of our Regulations (333 CMR 1.00 - 14.00), our Law (Massachusetts Pesticide Control Act) and other Department and Pesticide Program publications. In addition, you will find information on Continuing Education programs, Renewals, Pesticide Use Reports, and other useful information such as the *State Restricted Use Products* list, Rights-of-Way information, and other helpful pesticide links.

Please check our web site for informational updates. The Pesticide Program web site has the latest information on **ALL** Pesticide Program activities and many other important updates.

**Exam Times:** Commercial and Private Certification: Begins at **9:00 AM** and Ends at 11:30 AM.  
Applicator (Core) and Dealer Exams: Begins at **12:30 PM** and Ends at 2:15 PM.

**Exam seating begins 30 minutes prior to the start of the exam. The exam starts promptly at the time given**

**Snow Cancellations:** In the event of bad weather, call 617-626-1841 after 6:30 AM for a pre-recorded message with the exam dates, location and cancellation information. If the exam has been cancelled the message will inform you that you should report on the snow date.

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Licensing and Certification Questions:

Steven Antunes-Kenyon (617-626-1784)  
Pesticide Operations Coordinator

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Department of Agricultural Resources  
**Pesticide Licensing**  
251 Causeway Street, Suite 500  
Boston, MA 02114-2151

To:

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**PESTICIDE EXAMINATION AND LICENSE INFORMATION BULLETIN**  
(2011 Edition) Previous Editions Are Obsolete

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