

Register for Your Exam in the EEA ePLACE Portal and Enroll in the Everblue Online Exam System

Pesticide Program

Division of Crop & Pest Services

Mass. Department of Agricultural Resources

Compatible Equipment and Web Browsers

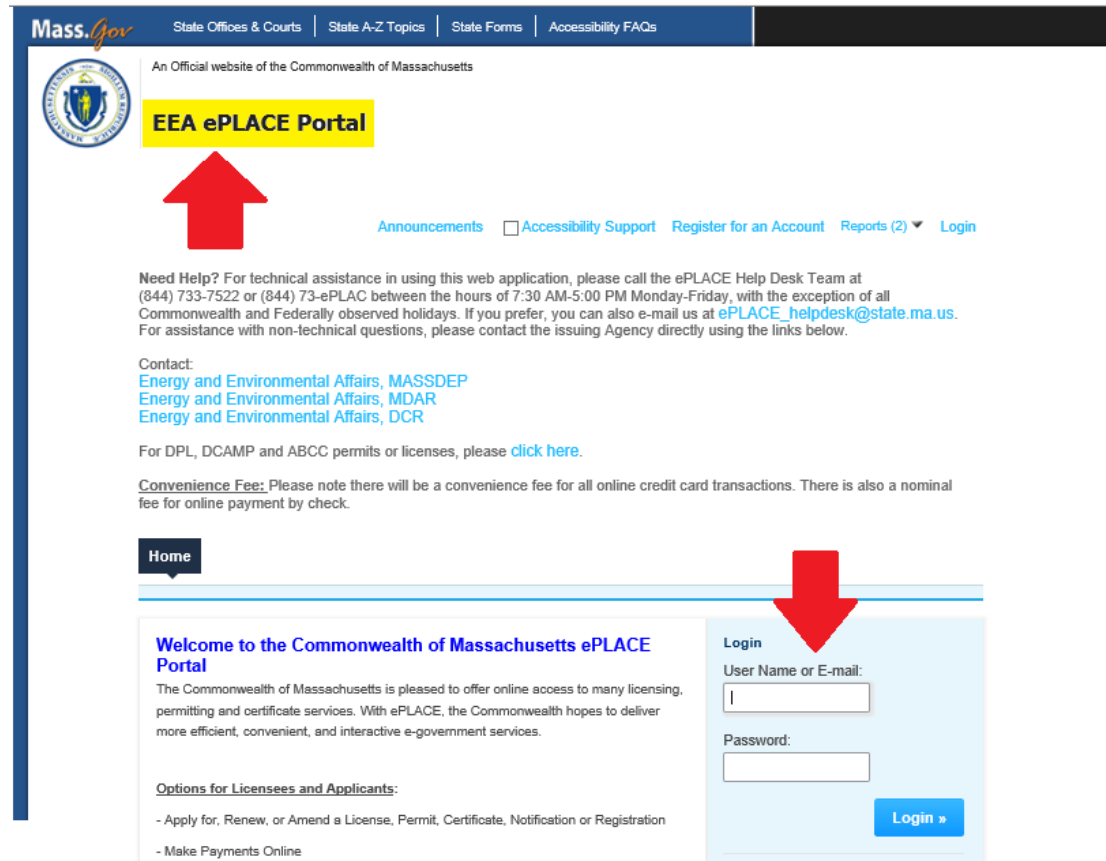
- Please also be sure that you are using a regular computer (Windows 10+ / MacOS 10.11+ computer or laptop) with MS Edge or Chrome web browser.
- All instructions were written, and screenshots based on Windows 10 and MS Edge browser—other browsers may be different or incompatible.
- Chromebooks are not 100% compatible with the EEA ePLACE Portal and users may find it difficult to upload training credits, proof of insurance, etc..
- Mobile devices; such as, iPhone, iPad, Android phone or tablets, etc. are NOT compatible with the EEA ePLACE Portal.

No Chromebooks, smartphones or tablets!



Welcome to the EEA ePLACE Portal

<https://eplace.eea.mass.gov/citizenaccess/>



The screenshot shows the homepage of the EEA ePLACE Portal. At the top, there is a navigation bar with links for 'State Offices & Courts', 'State A-Z Topics', 'State Forms', and 'Accessibility FAQs'. Below this, the 'Mass.gov' logo is on the left, and the text 'An Official website of the Commonwealth of Massachusetts' is on the right. The main heading 'EEA ePLACE Portal' is highlighted in yellow, with a red arrow pointing to it. To the right of the heading, there are links for 'Announcements', 'Accessibility Support', 'Register for an Account', 'Reports (2)', and 'Login'. Below these links, there is a section for 'Need Help?' with contact information for the ePLACE Help Desk Team. Further down, there is a 'Contact' section with links for 'Energy and Environmental Affairs, MASSDEP', 'Energy and Environmental Affairs, MDAR', and 'Energy and Environmental Affairs, DCR'. A 'Home' button is located below the contact section. At the bottom, there is a 'Welcome to the Commonwealth of Massachusetts ePLACE Portal' section with a brief description of the portal's purpose. To the right of this section, there is a 'Login' box with fields for 'User Name or E-mail' and 'Password', and a 'Login »' button. A red arrow points to the 'Login »' button.

Mass.gov State Offices & Courts | State A-Z Topics | State Forms | Accessibility FAQs

An Official website of the Commonwealth of Massachusetts

EEA ePLACE Portal

[Announcements](#) ☐ [Accessibility Support](#) [Register for an Account](#) [Reports \(2\)](#) [Login](#)

Need Help? For technical assistance in using this web application, please call the ePLACE Help Desk Team at (844) 733-7522 or (844) 73-ePLAC between the hours of 7:30 AM-5:00 PM Monday-Friday, with the exception of all Commonwealth and Federally observed holidays. If you prefer, you can also e-mail us at ePLACE_helpdesk@state.ma.us. For assistance with non-technical questions, please contact the issuing Agency directly using the links below.

Contact:
[Energy and Environmental Affairs, MASSDEP](#)
[Energy and Environmental Affairs, MDAR](#)
[Energy and Environmental Affairs, DCR](#)

For DPL, DCAMP and ABCC permits or licenses, please [click here](#).

Convenience Fee: Please note there will be a convenience fee for all online credit card transactions. There is also a nominal fee for online payment by check.

[Home](#)

Welcome to the Commonwealth of Massachusetts ePLACE Portal

The Commonwealth of Massachusetts is pleased to offer online access to many licensing, permitting and certificate services. With ePLACE, the Commonwealth hopes to deliver more efficient, convenient, and interactive e-government services.

Options for Licensees and Applicants:

- Apply for, Renew, or Amend a License, Permit, Certificate, Notification or Registration
- Make Payments Online

Login

User Name or E-mail:

Password:

[Login »](#)

Create an Account – Go to:

<https://eplace.eea.mass.gov/citizenaccess/>



First Time Users:

If you don't already have an EEA ePLACE Portal Account, you will need to create one.

To register, [click here](#) create an account with a User name and Password. After registering, login to access ePLACE.

Returning Users:

Use the log in box on the right to log in with your User name and Password to access the portal. ***NOTE if it has been more than 60 days since you last logged into the system you will need to reset your password.**



Each person must have their own unique account.

If you are using assistive tools such as JAWS, please check our FAQs for important information. [EEA ePlace Quick Guides](#).

To search and view all pending and final decisions for Permit, Certification, License or Notification Applications submitted online and provide Comments on Applications that are open for Public Comments please visit the [EEA ePLACE Public Access Portal](#)

For additional information about the Commonwealth, please visit the [Mass.gov](#) portal. For EEA information, please visit the [Mass.gov/EEA](#) portal.

Log-in and Start Your Exam Registration

Home After you are logged-in Click File an Online Application

Dashboard My Records My Account

Welcome STEVEN ANTUNES-KENYON
You are now logged in to the Commonwealth's EEA ePlace Portal.

What would you like to do?

- New License, Permit, Certificate, Notification or Registration [Click Here](#)
- Renew License, Permit, Certificate or Registration (select "My Records" above)
- Amend License, Permit, Certificate or Registration (select "My Records" above)

Please note: At this time, the EEA ePLACE Portal services only some (not all) licenses, permits, certificates and Registrations issued by Energy and Environmental Affairs (EEA). It does not service any other type of license or permit that is issued or approved by the Commonwealth or any of its agencies or municipalities. This Portal will not service any federal licenses or permits.

If you are using assistive tools such as JAWS, please check our FAQs for important information. [EEA ePlace Quick Guides](#)

To search and view all pending and final decisions for License, Permit, Certificate, Notification or Registration Applications submitted online and provide Comments on Applications that are open for Public Comments please visit the [EEA ePLACE Public Access Portal](#)

For additional information about the Commonwealth, please visit the [Mass.gov](#) portal.
For EEA information, please visit the [Mass.gov/EEA](#) portal.

File an Online Application



Accept the Terms and Conditions for Use of the System

[Home](#) **Accept the terms and conditions and click Continue**

File an Online Application

EEA ePLACE Portal Disclaimer

Welcome to the Commonwealth of Massachusetts EEA ePLACE (ePermitting) portal. In order to continue, you must review and accept the terms outlined as set forth below. Click the "Continue" button in order to proceed with the online submission process.

In order to perform licensing and permitting transactions online, you were required to register for the Commonwealth of Massachusetts EEA ePLACE (ePermitting) portal. All registered users in this Portal are required to agree to the following:

1. Use of the Commonwealth of Massachusetts EEA ePLACE (ePermitting) portal is subject to federal and state laws, which may be amended from time to time, including laws governing unauthorized access to computer systems. Online inquiries and transactions create electronic records that in some instances might be disclosed to

☒ I have read and accepted the above terms.



Continue »



Click Apply for a MDAR Authorization and then Choose Pesticide Exam Application

Commonwealth of Massachusetts EEA ePLACE (ePermitting) Online Services

New Applicants:

The Commonwealth of Massachusetts EEA ePLACE (ePermitting) portal provides the ability to file applications for licenses, permits, certificates, notifications and registrations. From the listing below, please click on the appropriate link to expand the options, select the service that you would like to use and click the continue button.

Existing Applicants:

Click Home and use the "My Records" tab to renew or amend a license, permit, certification or registration. If they are not listed under the "My Records" tab, please select the "Link your account" option found in section below. You will be prompted for a "record identification code" and "authorization code." from the Account Link notification you received. If you have not received a notification letter, please contact the ePLACE Help Desk Team at (844) 733-7522 or (844) 73-ePLACE between the hours of 7:30 AM - 5:00 PM Monday-Friday.

- ▶ Apply for a DCR Authorization - Construction and Vehicle Access Permits
- ▶ Apply for a DCR Authorization - Special Use Permits
- ▶ Apply for a DEP Authorization - Air Quality (AQ)
- ▶ Apply for a DEP Authorization - Drinking Water (DW)
- ▶ Apply for a DEP Authorization - Hazardous Waste (HW)
- ▶ Apply for a DEP Authorization - NPDES (WM)
- ▶ Apply for a DEP Authorization - Solid Waste (SW)
- ▶ Apply for a DEP Authorization - Watershed Management (WM)
- ▶ Apply for a DEP Authorization - Waterways Chapter 91 (WW)
- ▶ Apply for a DEP Authorization - Toxic Use Reduction (TUR)
- ▼ Apply for a MDAR Authorization
 - MDAR - Massachusetts Pesticide Exam Application
 - MDAR - Massachusetts Pesticide License Application
 - MDAR - Massachusetts Pesticide Product Registration Application
- ▶ Apply for an EEA General Request
- ▶ Link Your Account

Click on the bullet to expand the list and select "Apply for a MDAR Authorization"

MDAR is the Massachusetts Department of Agricultural Resources.

Select Pesticide Exam Application

Click Continue

Enter Personal Information

Step 1: Application Information > Page 1 of 1

* indicates a required field.

Personal Information

Pursuant to the requirements set forth in M.G.L. c. 132B and the regulations promulgated thereunder at 333 CMR 2.00 through 14.00 et seq., you are required to provide the Department with all requested information. This includes the entry of your social security number and date of birth, which information cannot be modified after you submit the application through the EIPAS System. Failure to provide this information or to falsify this information will result in the denial of the requested license, permit, and/or certificate and may result in further legal action.



* Social Security Number: ?

999999999



* Date of Birth:

01/01/1975



* Attestation:

I hereby acknowledge that the information provided includes personal information, including but not limited to, my social security number and date of birth, and that sharing of any account login information may result in another individual having access to such information. I hereby release and indemnify the Massachusetts Department of Agricultural Resources and the Commonwealth of Massachusetts from any legal responsibility, liability, cause of action, claims, or damages caused by any individual as a result of my sharing or giving access, whether knowingly or due to negligence, to this account login information with any other individual or entity.



* I have read and agree with the above attestation:



* Date:

12/01/2020



The red asterisk indicates a field that must be completed to move forward with your application.

Complete Personal Information

Select Exam Type:

* Government Employee?:

No

* Exam Type:

Applicator (Core) License

The question of government employee refers to whether you are seeking the exam for your government position e.g. a job requirement for municipal, state, or federal employer.

History Information

* 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

Continue Application »

Click Continue

Save and resume later

Add Your Employer Information

Step 3: Employer / Supervisor Info > Page 1 of 1

* indicates a required field.

Employer / Supervisor Info

Please enter your Employer or Supervisor Information by clicking the "Add New" button below.

If you own/operate your own business, please enter your business contact information.

Required Contact Type

Employer Information

Minimum

1

Add New

Add your employer / company information - required

Showing 0-0 of 0

Contact Type	Full Name	Company/Employer Name	Phone	E-mail	Action
No records found.					

Applicant Information

To View your contact, click the View link.

Applicant Information:

Steven Kenyon
251 Causeway ST
Boston, MA, 02114
Telephone #: 617-626-1784 Email: steve.kenyon2@state.ma.us

View or Edit

Continue Application »

After you have added your employer / company information, click Continue

Save and resume later

Review Your Information

Step 4: Review

[Continue Application »](#)

[Save and resume later](#)

Click the "Edit Application" button to make changes, if needed; otherwise, click the "attestation" button indicating that you have read and agree with the attestation and then click the "Continue Application" button.

Review and Certification

[Edit Application](#)



Review the information in your application to be sure it is correct. If you need to make a correction, click Edit Application.

Personal Information

Social Security Number: 999999999
Date of Birth: 01/01/1975
Attestation: Yes
Date: 12/01/2020



Select Exam Type:

Government Employee?: No
Exam Type: Applicator (Core) License



Review and Attest that Your Application is Correct

History Information

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?: No

Employer / Supervisor Info

Showing 0-0 of 0

Contact Type	Full Name	Company/Employer Name	Phone	E-mail	Action
No records found.					

Be sure that your address, telephone number and email address are correct.

Applicant Information

Individual
STEVEN ANTUNES-KENYON
251 Causeway ST
Boston, MA, 02114

Telephone #:617-626-1784
E-mail:steve.kenyon2@mass.gov

Legal
attestation

I hereby certify under the penalties of perjury that I have personally examined the information provided and that it is true, accurate, and complete. I further acknowledge that the submission of any false information may result in the denial, suspension, and/or revocation of any license, certification, and/or permit issued by the Massachusetts Department of Agricultural Resources and may also result in legal action in accordance with M.G.L. c. 132B and the laws of the Commonwealth of Massachusetts.

By checking the box below, I understand and agree that I am electronically signing and filing this application.

☒ I have read and agree with the above attestation.

Date:

Continue Application »

Click Continue

Save and resume later

Pay Your Exam Registration Fee Online for Faster Service

Step 5: Pay Fees

Listed below is the fee for the authorization that you are applying for. The following screen will display your total fees.

Payment may be made by electronic check or credit card for a nominal processing fee. The electronic check fee is \$0.35 per transaction. Credit card payments are 2.35% per transaction. Clicking on the PAY ONLINE button will bring you to the secure online payments portal. Once you have made payment, you will be returned to your application for submittal.

Payment may also be made by mail. However, review of your application will not begin until payment is received. By clicking on the Pay by Mail button, you will have submitted your application. You will receive a notification email with the location and address to send your payment. That information is also available in the instructions for this authorization.

Application Fees

Fees	Amount
Applicator (Core) License	\$75.00

Paying your exam fee online is the most efficient way to complete your registration.

\$75.00



Pay Online »

Pay by Mail»

Choosing to Pay by Mail will significantly delay your registration.

Pay Online and nCourt will Send you a Receipt via Email

Payment

Payment

Payment nCourt is the third-party payment vendor. You will receive a receipt.

You have elected to pay for the following item(s).

Description	ID	Amount
MDAR/Pesticide/Exam/Application	20TMP-020462	\$75.00
		\$75.00

Total Amount Due: \$76.76

Billing Information

☐ Same As Previous Information

First Name
|

Last Name
Enter Last Name

Street
Enter Street

City
Enter City

State/Territory
Select State

Zip
Enter Zip

Phone Number
() - -

Email
Enter Email Address

Confirm Email
Enter Email Address

Payment Information

☐ Credit/Debit Card ☒ Electronic Check/ACH

Card Type
Select Card Type

Card Number
Enter Card Number

CVV Code
Enter CVV Code

Expiration
01 2018


Check to accept both the Commonwealth of Massachusetts and nCourt Terms Agreements.
☐ I Accept

Commonwealth of Massachusetts Terms Agreement

I authorize the charge to my credit card for the amount shown above. I agree to pay the total amount above according to the card issuer agreement. By checking the box below, I certify that I am an authorized user for the above referenced credit card account.

[nCourt Terms Agreement](#)

Receive Your Email Receipt from customerservice@nCourt.com

 Your Receipt >>

Paid To

Name: Commonwealth of Massachusetts Department of Environmental Protection
Address 1: 1 Winter Street
City: Boston
State: Massachusetts
Zip: 02108

Description	Reference ID	Convenience Fee	Amount
MDAR/Pesticide/Exam/Application	20TMP-012701	\$1.76	\$75.00

Receipt Date: 11/19/2020 6:33:05 PM EST

Invoice Number: 5832750a

Total Amount Paid: **\$76.76**

Billing Information	Credit / Debit Card / ACH Information
<div>Last Name kenyon First Name steve Email steve.kenyon2@mass.gov Street 251 City Boston State/Territory MA Zip 02114</div>	<div>Card Type American Express Card Number *****MODE</div>

Important Information >>

Please verify the information shown above. Your payment has been submitted to the location listed above.

Note Your Successful Registration in the EEA ePLACE Portal

After you have completed your payment, an Exam Record Number is assigned to your registration and included in your email notifications.

Home

MDAR Applications

MDAR - Massachusetts Pesticide Exam Application

1	2 Documents	3 Employer / Supervisor Info	4 Review	5 Pay Fees	6 Record Issuance
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Step 6: Record Issuance



Successfully Completed.

Thank you for using our online services for your submission.

Your Record Number is 20-EXAM-1980

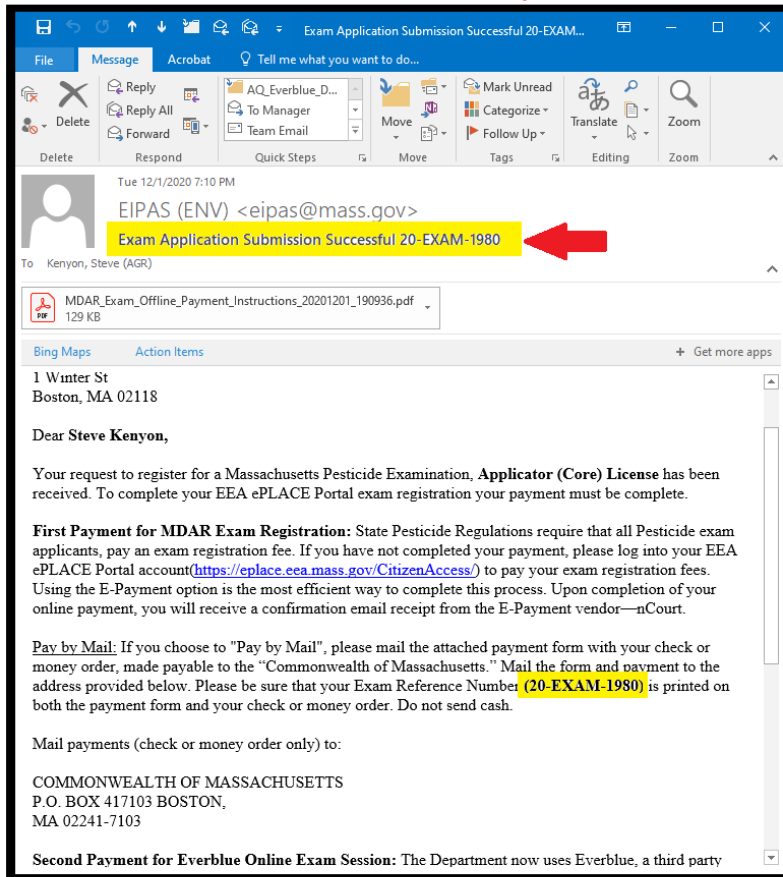
Your Exam Record Number will also be listed when you Click "Home" and then "My Records"

Please note that you will be receiving email notifications for your submission and the progress of your application. If you did not receive a confirmation email for your submission please contact the HelpDesk service, contact information provided above.

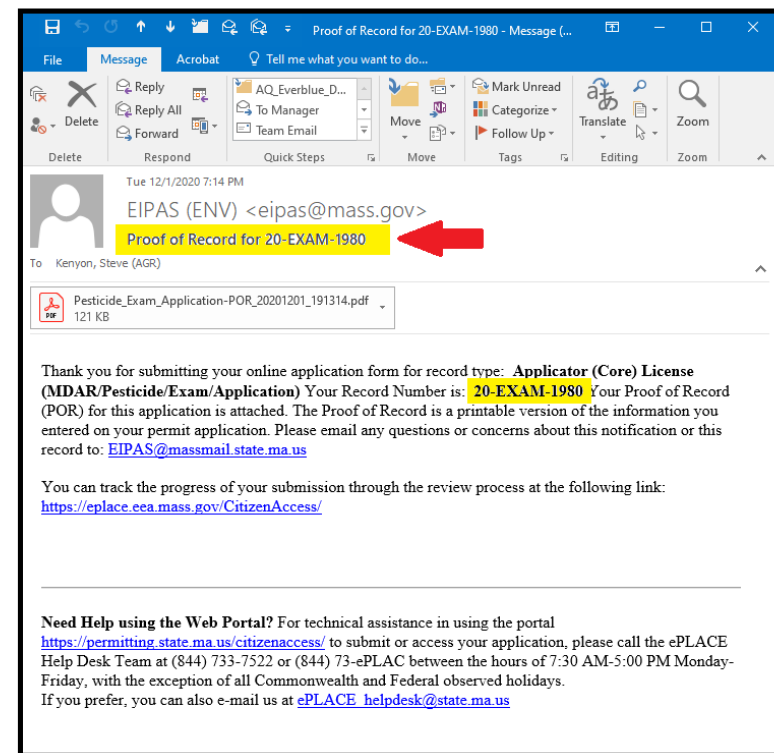
If you need to start a new application, please click Home Button.

After the Exam Registration Payment, You Will Receive Two Emails from EIPAS

Submission Successful Email Sent by EIPAS



Proof of Record Email Sent by EIPAS



The EEA ePLACE Portal is also known as the Environmental Information and Public Access System (EIPAS). Emails from this system are sent from EIPAS.

Not Paying Online?

- If you elected not to pay your Exam Registration Fees, then your examination process will be significantly slower and you will be required to do the following:
 - Print the Exam Registration Invoice sent – it's attached as a report to the "Submission Successful" email sent from EIPAS.
 - Mail the Invoice together with your check or money order to PO Box address provided on the form – do NOT send to MDAR.
 - Patiently wait for your Exam Registration record to be updated with payment prior to moving forward with your online exam enrollment process via Everblue Online Exam System.

Step 5: Pay Fees

Listed below is the fee for the authorization that you are applying for. The following screen will display your total fees.

Payment may be made by electronic check or credit card for a nominal processing fee. The electronic check fee is \$0.35 per transaction. Credit card payments are 2.35% per transaction. Clicking on the PAY ONLINE button will bring you to the secure online payments portal. Once you have made payment, you will be returned to your application for submittal.

Payment may also be made by mail. However, review of your application will not begin until payment is received. By clicking on the Pay by Mail button, you will have submitted your application. You will receive a notification email with the location and address to send your payment. That information is also available in the instructions for this authorization.

Application Fees

Fees	Amount
Applicator (Core) License	\$75.00

Paying your exam fee online is the most efficient way to complete your registration.

\$75.00



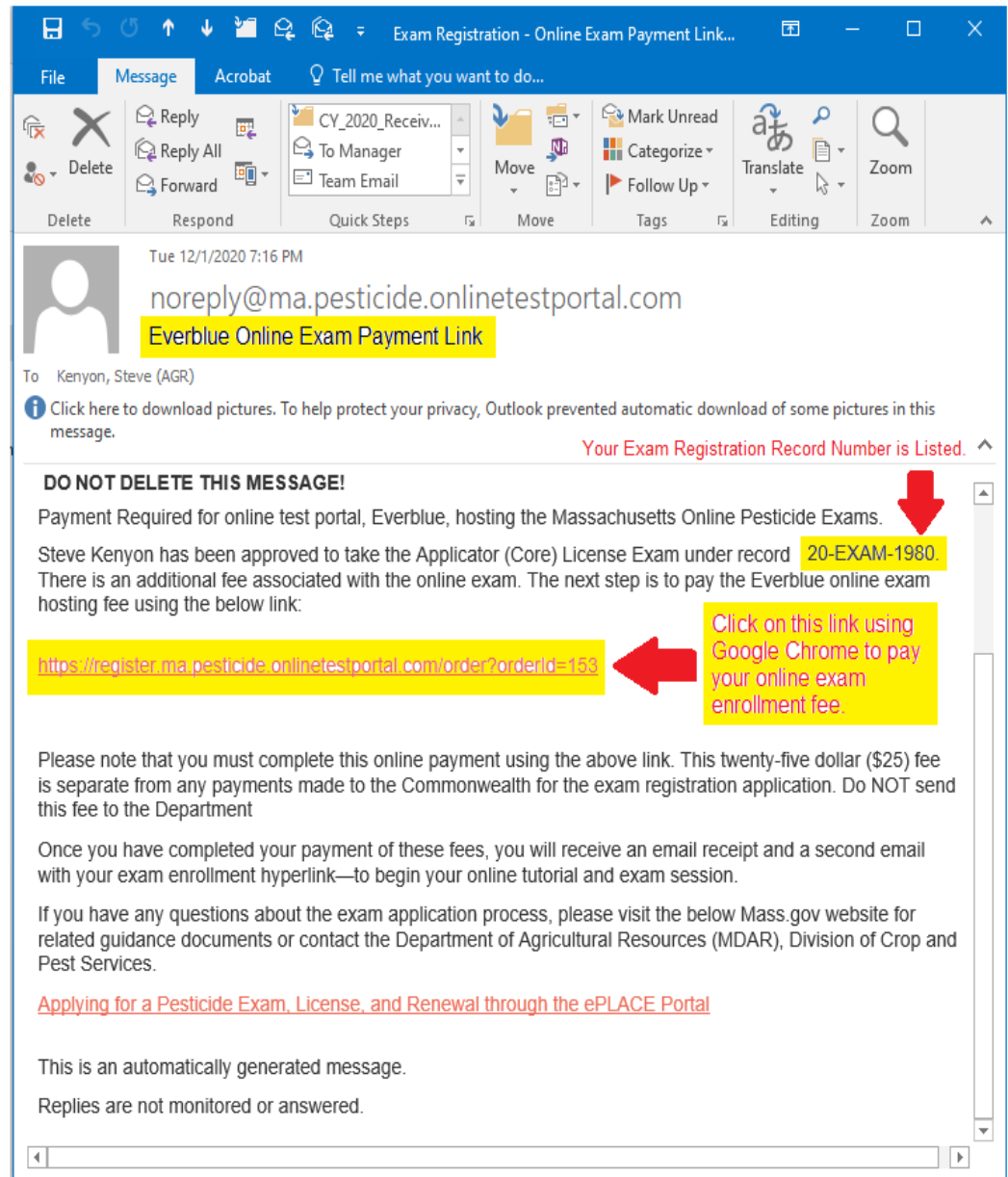
Pay Online »

Pay by Mail»

Choosing to Pay by Mail will significantly delay your registration.

Receive Your Everblue Online Exam Payment Link and Pay Online Exam Fees

- Once your Exam Registration Fee is paid in the EEA ePLACE Portal, you will then need to pay the online exam enrollment fee to Everblue – the online exam provider.
- Look for the Everblue email titled: **Everblue Online Exam Payment Link** that comes from noreply@ma.pesticide.onlineportal.com
- This email will include your payment link and list your Exam Registration Record Number. You must make your payment online.
- You will use the payment link to complete your online payment for your online exam.



Use the Payment Link to Complete Your Payment to Everblue

Online Test Portal

register.ma.pesticide.onlinetestportal.com/order?orderId=153

Apps Google Apple Bing Google Yahoo Outlook Web App Mass.gov

everblue

Everblue is the provider for the Department's Online Exam System.

INFO@EVERBLUETRAINING.COM
+1 (877) 753-8941

Order Total

ID	Name	Description	Price	Quantity	SubTotal
1	CORE	Applicator (Core) License Exam	25	1	25.00
					Total : 25

Complete your online credit card payment on the Everblue onlinetestportal.com

Payment Info * Required

Name on Card *

Card Number *

Card number

Expiration Date *

MM/YY

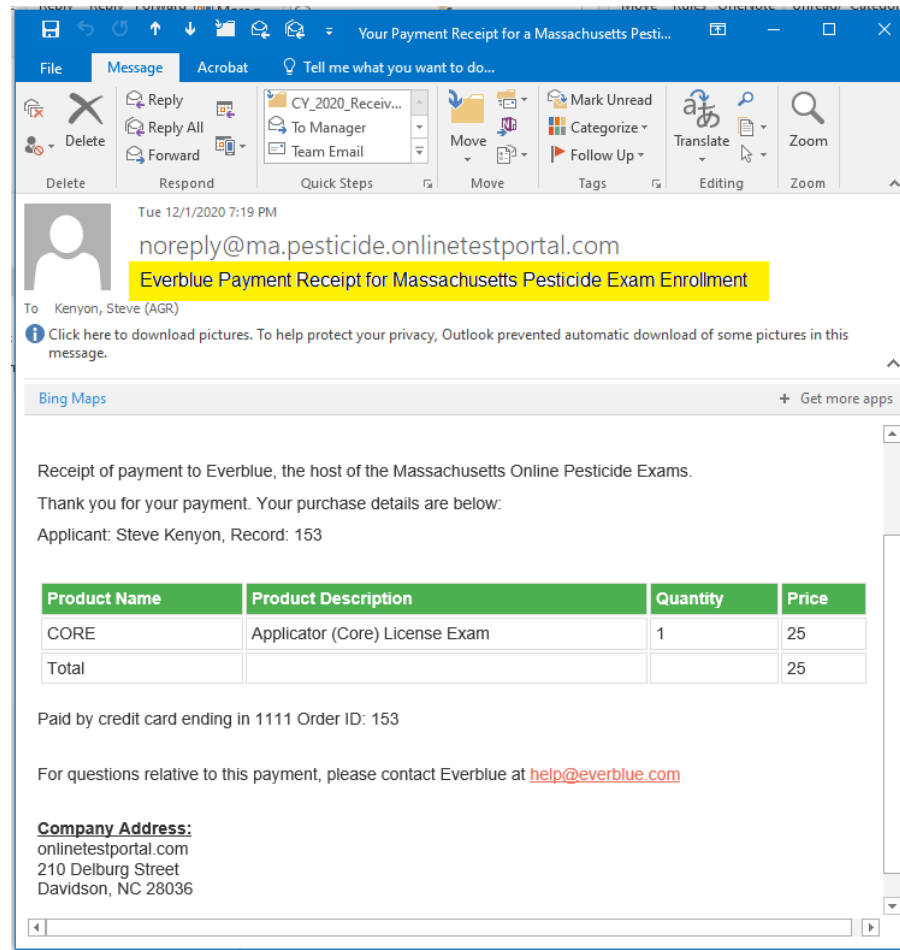
Security Code *

CVC

Zip/Postal Code *

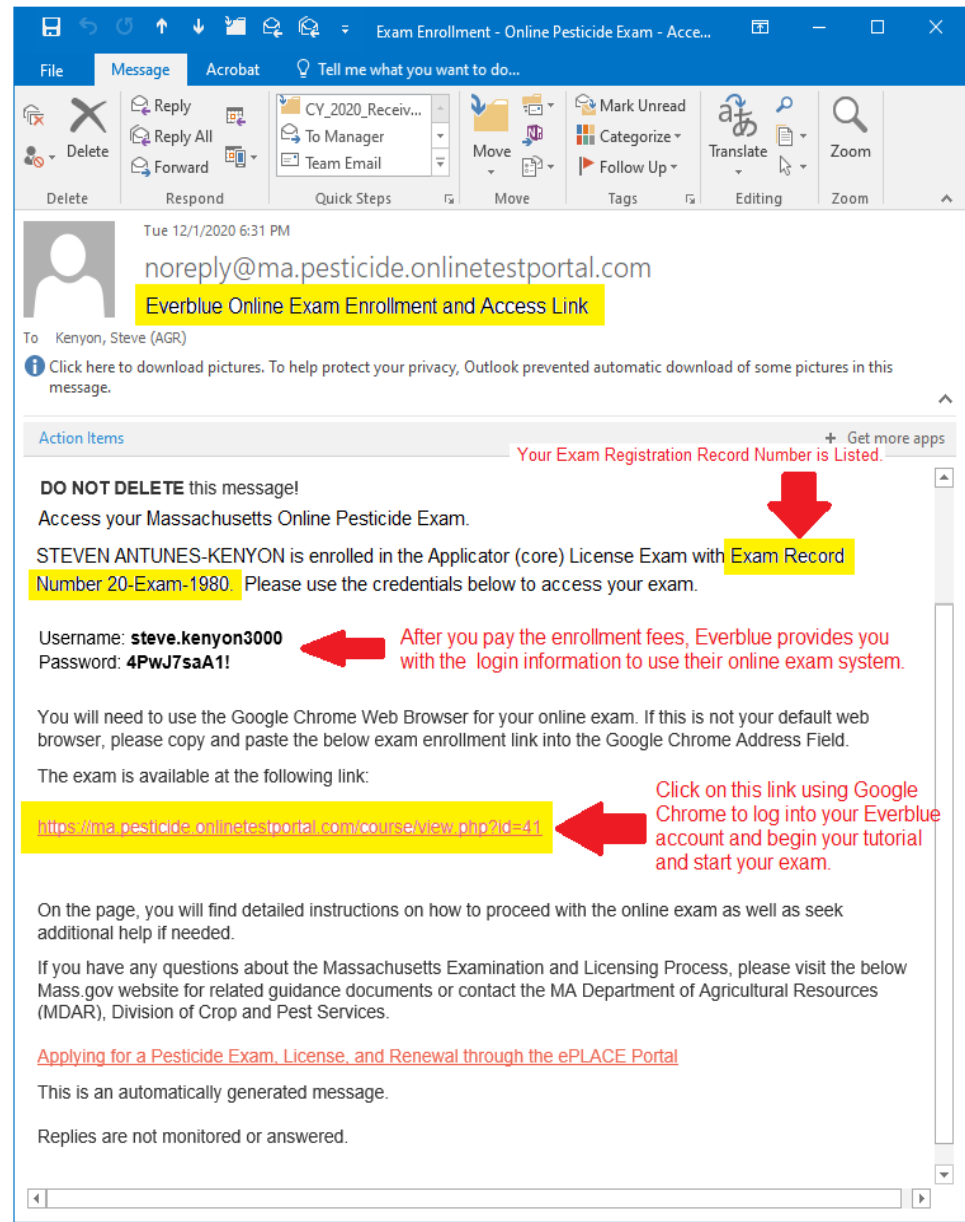
Submit

Receive Your Receipt from Everblue for the Online Exam Enrollment



Receive the Link from Everblue to Access Your Online Exam Session

- After you make the Online Exam payment, you will receive an email titled **Everblue Online Exam Enrollment and Access Link** that comes from noreply@ma.pesticide.onlineportal.com
- This email includes your **Online Exam Enrollment and Access Link, Username, and Temporary Password**, and it lists your Exam Registration Record Number.
- You must use the Everblue Online Exam Enrollment Link, together with your web browser and the provided username and temporary password to log into the Everblue system and access your exam session.
- You have **120-days** from your Everblue Online Exam payment date to complete your online exam session. Failure to complete this within 120-days will require that you submit a new registration and pay all related fees again.

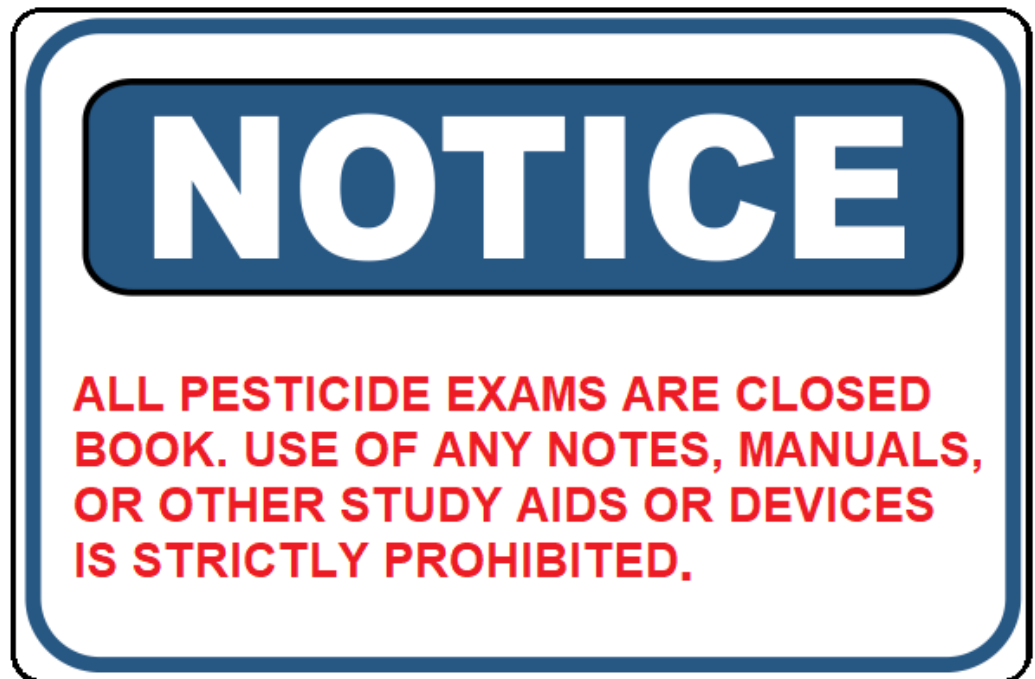


MDAR Maintains Strict Rules for Pesticide Exams – Failure to Follow the Rules and Requirements Documented will Result in Disqualification!

- All Pesticide Exams are closed book and use of any notes, manuals, study aids or other assistance is strictly prohibited.
- Closely review and adhere to the [Rules and Requirements](#) for MDAR Online Exams provided by Everblue.
- Find an appropriate well lighted and quiet room where you will NOT be disturbed.
- Be sure that you have strong-reliable internet connection. A wired connection is better than WiFi.
- Once your exam session starts you must remain facing the webcam and cannot leave the exam room, or stop your exam session, or block your webcam or mic.



Accessing notes, manuals, etc. or cellphones or other devices during your exam is strictly prohibited.



The Everblue Uses Your Webcam and Microphone to Record and Review the Exam Session for Compliance with [MDAR Rules and Requirements](#)

- Do not attempt to change computer networks once the exam starts—as the exam session will end abruptly.
- Manage your distance from the webcam to assure that your face and eyes are visible and be sure that your webcam and microphone are not covered or blocked.
- Do not look down or away from your computer screen—but focus on the exam and do not attend to any other matters or distractions.
- Once the exam session starts, applicants should only use their computer mouse to navigate the exam. Do NOT use the keyboard.
- Note that all exam sessions are recorded for both audio and video and will be reviewed for signs of cheating.
- There are no refunds or additional exam sessions offered for failure to follow the [Rules and Requirements](#) and you may be banned from all exams for up to 6-months.



If at any point you are not visible via the webcam or are repeatedly looking down or away from the computer screen, you may be found to be cheating and disqualified.



How Do You Get Ready to Take Your Exam?

At this point, you should already ordered and received your study materials from the UMASS Pesticide Education Program as outlined in the [Examination and Licensing Information Bulletin](#).

Please be sure to take the time needed time to properly study and prepare for your Pesticide Applicator or Licensed Dealer examination. Reach out via email to the [MDAR Pesticide Examination and Licensing Program](#) if you have any questions.


After closely reviewing this Guide and the [Rules and Requirements](#) for Online Exams posted on the [Examination and Licensing Website](#), you must use a regular desktop or laptop computer; such as, a PC running Windows OS 10 or higher or an Apple Macintosh computer running Mac OS 10.15 or higher.


The screenshot shows the Mass.gov website with a search bar containing the text 'applying for a pesticide exam'. To the right of the search bar is a green 'SEARCH' button with a magnifying glass icon. Below the search bar, the text 'Search Results' is displayed. To the right of the search bar, a red text overlay reads: 'All of the Pesticide Guides to Examination and Licensing are found on www.mass.gov -- just search using the key words "applying for a pesticide exam"'. Below the search bar, the text 'How do I get ready for the pesticide licensing exams?' is displayed. Below this text, a red arrow points up to the text. Below the text, the text 'The Pesticide Examination and License Information Bulletin will answer all these questions and more!' is displayed. Below this text, the text 'Pesticide Exam Frequently Asked Questions' is displayed. Below this text, a list of three items is displayed: 1. Find out what type of licenses there are for pesticide applications. 2. Where to order the study materials. 3. How to register for an online exam - please see below "Applying for Pesticide Exam" step-by-step guide. Below the list, the text 'This is a closed book exam. The use of manuals, notes, or other study guides during the online exam session is strictly prohibited and will result in your disqualification.' is displayed. Below this text, the text 'Disability Accommodations for Pesticide Exam' is displayed. Below this text, the text 'Everblue Online Exam Demo Video' is displayed, with a red arrow pointing left to it. Below this text, the text 'Rules and Requirements for Online Exams' is displayed, with a red arrow pointing left to it.

Mass.gov


Search Results

All of the Pesticide Guides to Examination and Licensing are found on www.mass.gov -- just search using the key words "applying for a pesticide exam"

All Organizations ▼ applying for a pesticide exam 

SEARCH 

How do I get ready for the pesticide licensing exams?


The [Pesticide Examination and License Information Bulletin](#) will answer all these questions and more! 


[Pesticide Exam Frequently Asked Questions](#)

1. Find out what type of licenses there are for pesticide applications.
2. Where to order the study materials.
3. How to register for an online exam - please see below "Applying for Pesticide Exam" step-by-step guide.

This is a closed book exam. The use of manuals, notes, or other study guides during the online exam session is strictly prohibited and will result in your disqualification.

[Disability Accommodations for Pesticide Exam](#)

[Everblue Online Exam Demo Video](#) 

[Rules and Requirements for Online Exams](#) 

Summary of Basic Computer Requirements

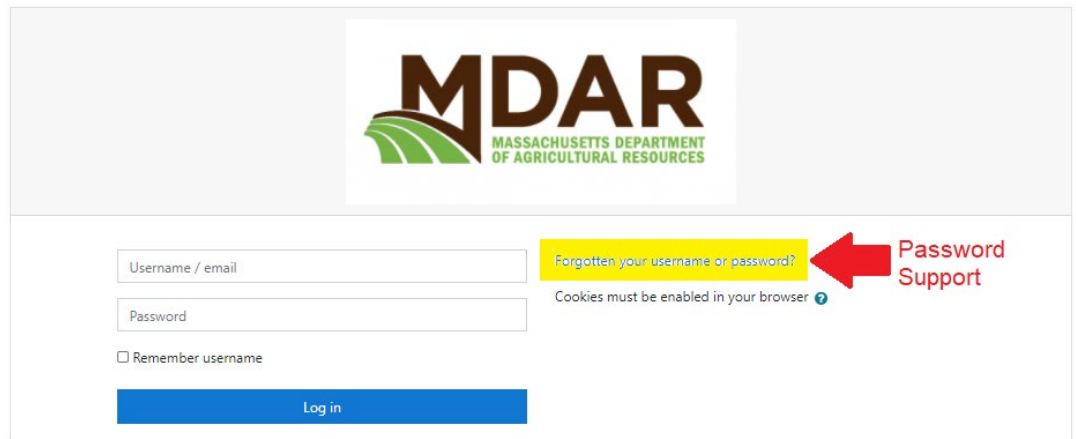
- You must use a regular PC or Mac laptop or desktop computer with a webcam and microphone. The laptop or desktop webcam will need to be mobile to show your surroundings via the “room scan.”
- You **cannot** use a Chromebook or smart phone or tablet for your exam.
- The computer may be a PC running Windows OS 10 or higher or an Apple Inc. Mac Computer that is running Mac OS 10.15 or higher.
- You must follow all prompts and instructions provided by the Everblue Online Exam System.

No Chromebooks, smartphones or tablets!



Log Into Your Everblue Account and Prepare to Take Your Online Exam

- Reboot your computer immediately before you begin your online exam—this helps restore system resources.
- Use the credentials given to you in the **Everblue Online Exam Enrollment and Access Link** email message and log into your Everblue Online Training account.
- Everblue technical assistance and password support is available should you have trouble.



The screenshot shows the login interface for the Massachusetts Department of Agricultural Resources (MDAR). At the top center is the MDAR logo, which includes a green stylized field icon and the text "MDAR MASSACHUSETTS DEPARTMENT OF AGRICULTURAL RESOURCES". Below the logo are two input fields: "Username / email" and "Password". Under the password field is a checkbox labeled "Remember username". A blue "Log in" button is positioned below the checkbox. To the right of the input fields, there is a yellow button labeled "Forgotten your username or password?". A red arrow points from this button to the text "Password Support". Below the yellow button, a message states "Cookies must be enabled in your browser" with a small circular icon.

Click on the Exam Hyperlink After You Are Logged Into Your Account

The screenshot shows the MDAR ePLACE Portal interface. On the left is a navigation sidebar with links for 'Home', 'My exams', and 'Applicator (Core) License'. The main content area features the MDAR logo and a welcome message. It explains that the portal provides access to pesticide license applications and renewals. A section titled 'Questions' provides contact information for frequently asked questions. Below this, there are two links for exam rules and a guide, both dated 03/28/22. At the bottom, under the 'My exams' section, there is a link for 'Applicator (Core) License' which is highlighted with a red arrow and the text 'Click on Exam Link'. An 'All exams' link is also visible.

Home
My exams
Applicator (Core) License

MDAR
everblue

MDAR
MASSACHUSETTS DEPARTMENT OF AGRICULTURAL RESOURCES

Welcome to the online examination portal for the Massachusetts Department of Agricultural Resources, Pesticide Program. Together, the EEA ePLACE Portal and this online examination system provide near constant access to examinations and opportunities to submit pesticide license applications or renewals at a time that is convenient for you. It's the Department's hope that these systems will better meet the pesticide examination and licensure needs of today's pesticide applicators and their employers.

The Department now conducts all pesticide exams using this online data system. This system is designed to confirm your identification and conduct secure competency testing to determine your eligibility for pesticide licensure in Massachusetts.

All Pesticide Exams are closed book and use of manuals, notes, or other study aids during the online exam session is strictly prohibited and will result in your disqualification. Your exam sessions will be recorded and any abuse or misuse of this system, including but not limited to cheating on exams or the copying or recording of any exam content will be cause for disqualification and both civil and criminal penalties.

With the exception of the Catch Basin Permit Exam, all other exams have 125 multiple-choice questions. All exams are timed limited. You will be allowed one hour and 45 minutes for the commercial applicator (core) and dealer license exams, two hours and 30 minutes to take commercial and private certification exams and one hour for the Catch Basin Permit Exam.

Questions
Answers to most of the frequently asked questions are provided on the Department's [Examination, Licensing, and Renewal website](#); however, if you have a question to which you cannot find the answer, please send an email to steve.kenyon2@mass.gov.

Important: MDAR Online Exam Rules and Computer/Network Requirements Uploaded 03/28/22, 16:02
 Massachusetts Guide for Online Exams Uploaded 03/28/22, 16:03

My exams
 Applicator (Core) License **Click on Exam Link**
All exams

Review and Accept the Requirements

The screenshot displays the EEA ePLACE Portal interface. On the left is a sidebar with a menu for 'Massachusetts Pesticide Example' and other navigation options. The main content area is titled 'Complete Each of the Steps' and lists six steps, each with a red box around the step name, a red arrow pointing left, and a red instruction. The steps are: Proctoring Rules, Technology Requirements, Download the Proctoring Tool, Navigating the Product Label During your Exam, What Happens After your Exam, and Start your Exam Below. A '1 URL' label is visible next to the 'Download the Proctoring Tool' step.

Step	Instruction
Proctoring Rules	Applicants must accept exam proctoring rules
Technology Requirements	Applicants must accept the Technology Requirements
Download the Proctoring Tool	Applicants must download and install Lockdown Browser
Navigating the Product Label During your Exam	Applicants learn navigation controls
What Happens After your Exam	Applicants learn process after exam
Start your Exam Below	Applicants start their exam

Download and Install the Respondus LockDown Browser on Your Computer

MDAR MA PEST


Massachusetts Pesticide Exam

Home / My exams / Massachusetts Pesticide Exam / Download the Proctoring Tool

3. Download the Proctoring Tool

Click on the "Respondus Lockdown Browser" link below. You will be asked to download this application to your computer.

Please Note: You must have administrative rights to this computer to allow for the proctoring tool to be downloaded.

 [Respondus Lockdown Browser](#)

Download and Install the Respondus LockDown Browser on Your Computer

Next Page

Technology Requ... Navigating the ...

Launch the LockDown Browser

The screenshot shows the 'Massachusetts Pesticide Exam' portal. At the top, there is a navigation bar with the MDAR logo and 'MA PEST'. Below the header, the page title 'Massachusetts Pesticide Exam' is displayed, followed by a breadcrumb trail: 'Home / Exams / Massachusetts Pesticide Example / Start your Exam Below / Massachusetts Pesticide Exam'.

A modal dialog box is open in the center, titled 'This site is trying to open LockDown Browser.' It contains the text 'https://ma.pesticide.onlinetestportal.com wants to open this application.' and a checkbox labeled 'Always allow ma.pesticide.onlinetestportal.com to open links of this type in the associated app'. A red arrow points to the 'Open' button, with the annotation '#2 Click Open'.

Below the modal, the page content includes the title 'Massachusetts Pesticide Exam' and a message: 'This quiz has been configured so that students may only attempt it using the Respondus LockDown Browser.' It also states 'Exam Attempts Allowed: 1' and 'Your exam attempt will have a time limit of 2 hours.' A red alert message says '!!Alert!! Once you start your exam, the timer will begin to count down and cannot be paused. If you are removed from the exam, log back in as soon as possible to continue. If the loading time is taking longer than expected, please refresh the page and log back into your exam portal to continue the exam.' Exam Tech Support contact information is provided: '(888) 502-8151 or ma.pesticide@support.goeverblue.com'.

Under the 'Overall feedback' section, it states: 'Your exam has been submitted. Results will be sent by EIPAS to the candidate via email within 4 business days. If you do not receive your exam result notification from EIPAS within 7-days, please call the EEA ePLACE Help Desk for technical assistance at (844) 733-7522 or send email to ePLACE_helpdesk@state.ma.us. If you passed the exam, please follow the directions in the email from EIPAS carefully to apply for the license, category, or permit. If you failed the exam, you may sign up to take the exam again, depending on the number of times you have previously failed. A new exam registration and fee must be submitted for each attempt. Visit the EIPAS site to re-register: <https://eplace.eea.mass.gov/citizenaccess/Default.aspx>'.

At the bottom, a red message states: 'Respondus LockDown Browser with Respondus Monitor (webcam) is required for this exam.' Below this, there are links: 'Download LockDown Browser' and 'Check your LockDown Browser Setup'. A blue button labeled 'Launch LockDown Browser' is highlighted with a red box and a red arrow, with the annotation '#1 Click Launch LockDown Browser'. Below the button is a link: 'Back to the main page'.

Accept Terms of Use and Complete Webcam Check

Accept Terms of Use

LockDown Browser

STEP 1: TERMS OF USE

STEP 2: WEBCAM CHECK

STEP 3: ADDITIONAL INSTRUCTIONS

STEP 4: GUIDELINES + TIPS

STEP 5: STUDENT PHOTO

STEP 6: SHOW ID

STEP 7: ENVIRONMENT CHECK

STEP 8: FACE DETECTION

STEP 9: BEGIN EXAM

Terms of Use

**RESPONDUS MONITOR
STUDENT TERMS OF USE**

Last Updated: March 19, 2024

These Terms of Use ("Terms"), which incorporate the Respondus Help Center Terms of Use ("Help Center Terms") included at the end of these Terms, are an agreement between you and Respondus, Inc. ("Respondus"), and between you and your learning institution, or your school (your "Institution"), regarding your use of Respondus Monitor®. By using Respondus Monitor, you agree to these Terms in full and that you are age 14 or older, or age 16 or older in the EEA, and if under the age of 18 and located in the United States of America, or under the age of majority in your country, such Terms have been agreed to by your parent or guardian.

NOTE: THESE TERMS CONTAIN AN ARBITRATION AND CLASS ACTION WAIVER PROVISION IN THE "ARBITRATION" SECTION BELOW THAT AFFECTS YOUR RIGHTS UNDER THESE TERMS AND WITH RESPECT TO ANY DISPUTE BETWEEN YOU AND RESPONDUS OR OUR AFFILIATES. BY USING RESPONDUS MONITOR, YOU ACKNOWLEDGE THAT YOU HAVE READ AND REVIEWED THESE TERMS IN THEIR ENTIRETY, YOU AGREE TO THESE TERMS, AND THESE TERMS CONSTITUTE BINDING AND ENFORCEABLE OBLIGATIONS ON YOU.

Respondus Monitor is a cloud-based service ("Respondus Monitor Services") and software ("Respondus Monitor Software").

Agree **Disagree**

Complete Webcam Check

LockDown Browser

STEP 1: TERMS OF USE ✓

STEP 2: WEBCAM CHECK

STEP 3: ADDITIONAL INSTRUCTIONS

STEP 4: GUIDELINES + TIPS

STEP 5: STUDENT PHOTO

STEP 6: SHOW ID

STEP 7: ENVIRONMENT CHECK

STEP 8: FACE DETECTION

STEP 9: BEGIN EXAM

Webcam Check

Do you see your image in the window?

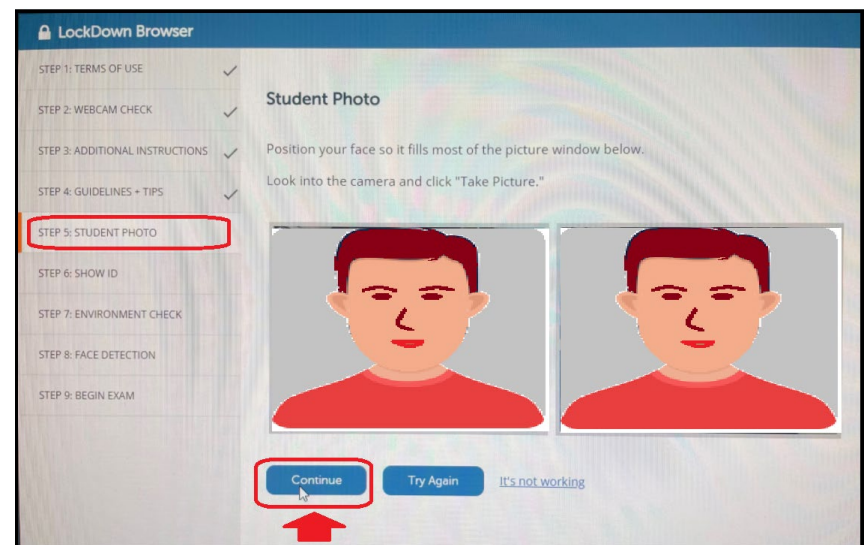
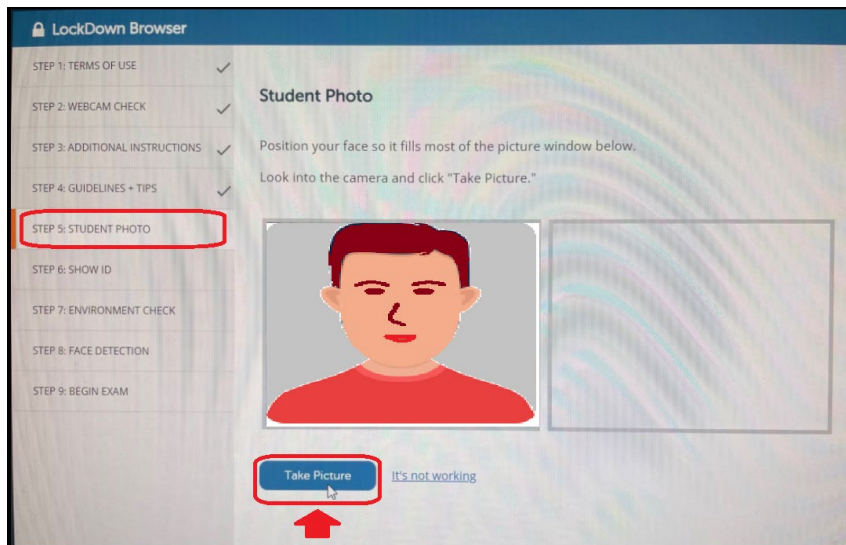
Yes **No** [Change my webcam](#)

[Automatic webcam check option](#)

Take a Photo of Yourself

You must take your picture with your webcam – student photo.

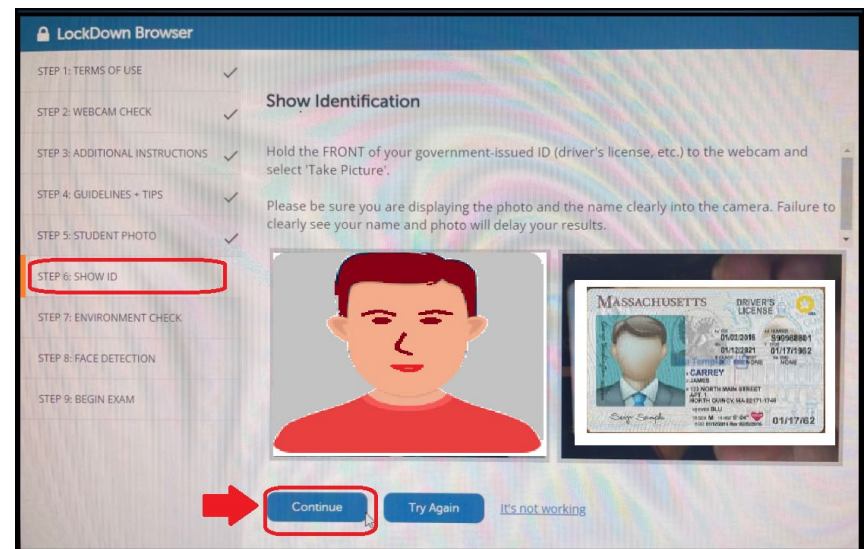
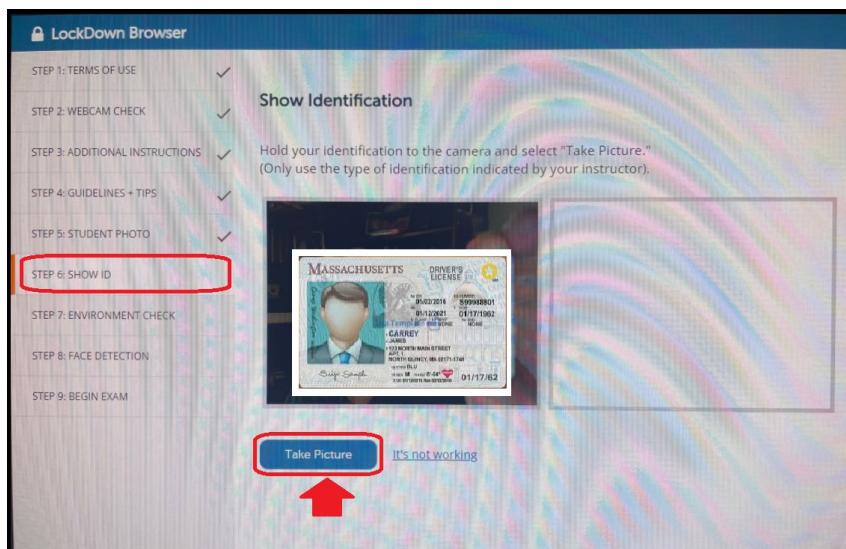
Review the photo and try again if your first attempt is not good.



Take a Photo of Your Government Issued Photo ID

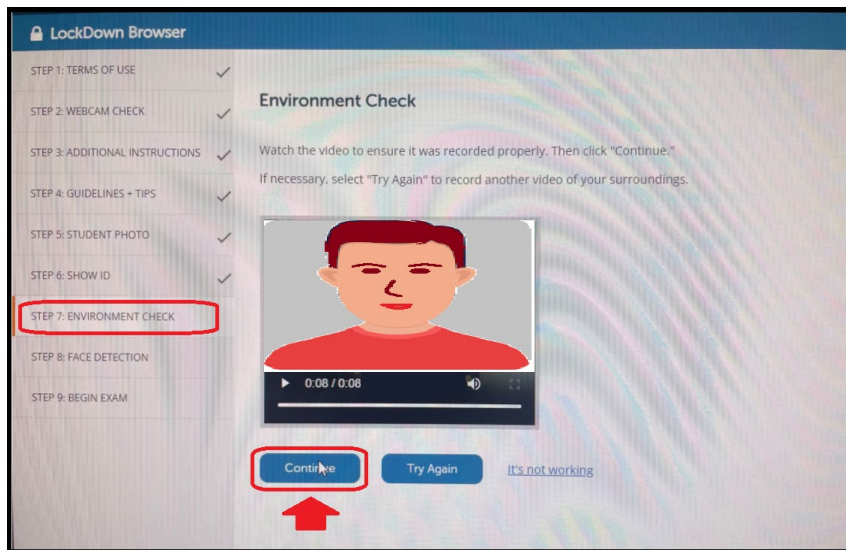
Show your government issued photo ID and take a picture with your webcam.

Review the photo of your ID and try again if it is not legible.

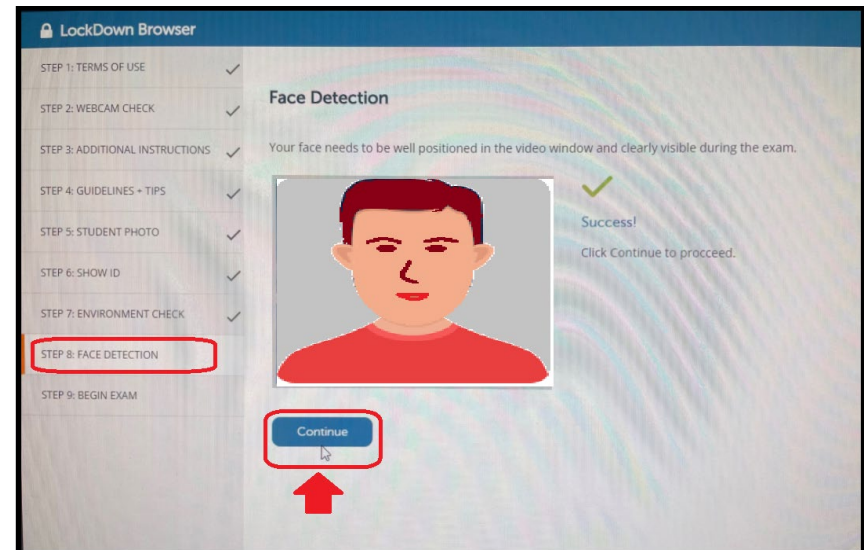


Complete the Steps for the Room Scan and Face Detection

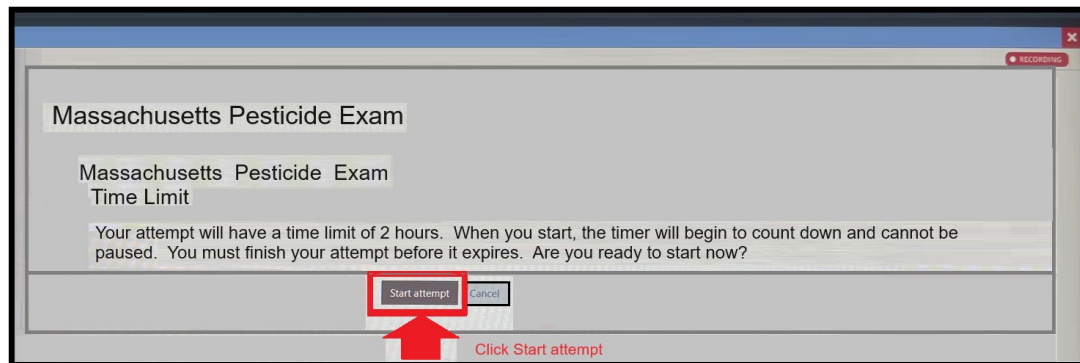
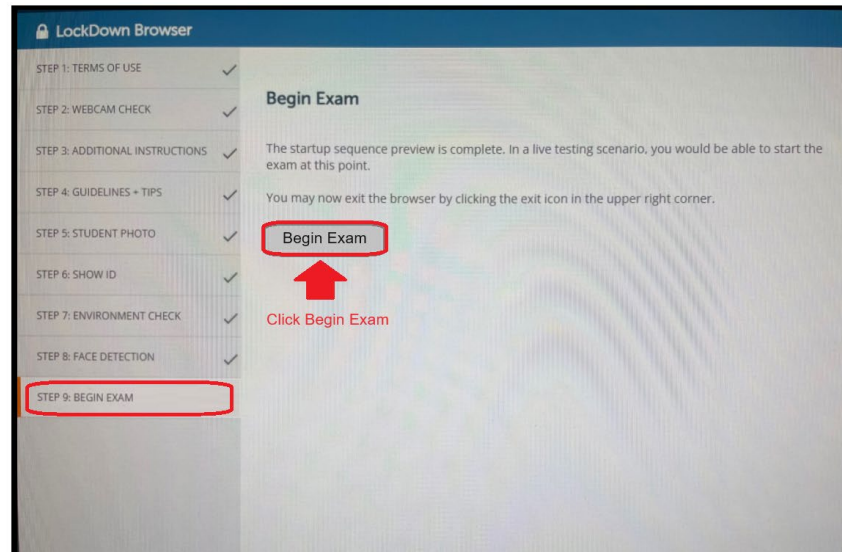
Click the “Start Recording” button and complete the room scan.



Complete the Face Detection Test.



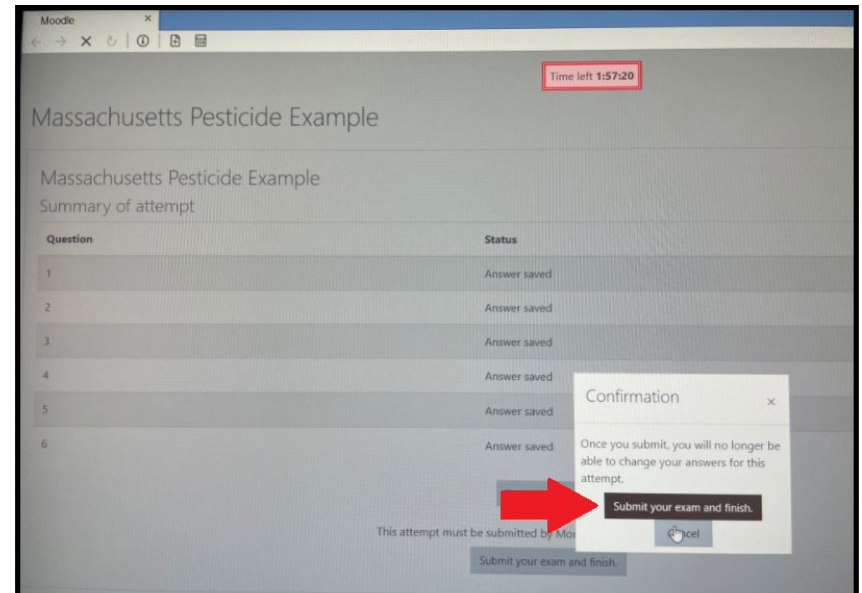
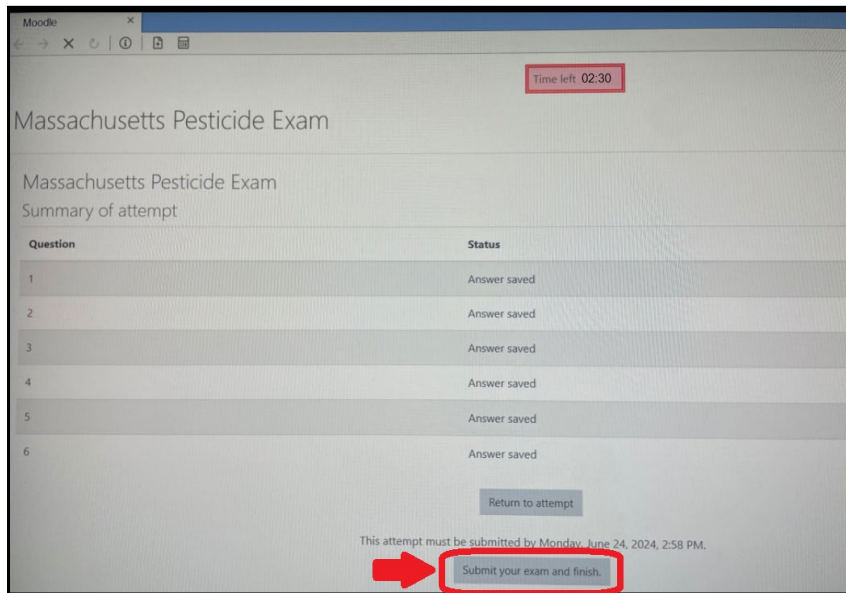
Begin Your Exam



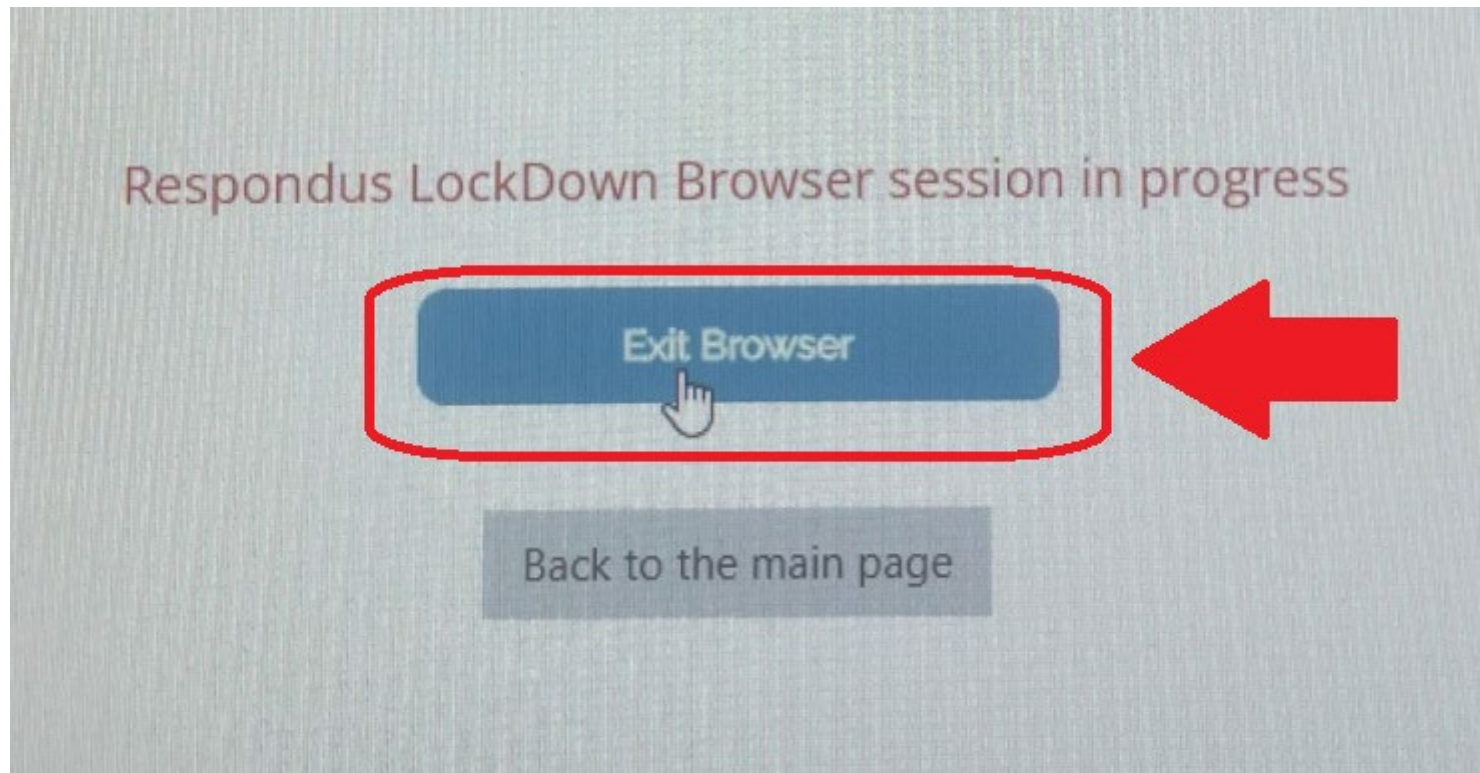
Submit Your Exam

**When your exam is completed,
click Submit your Exam and
Finish.**

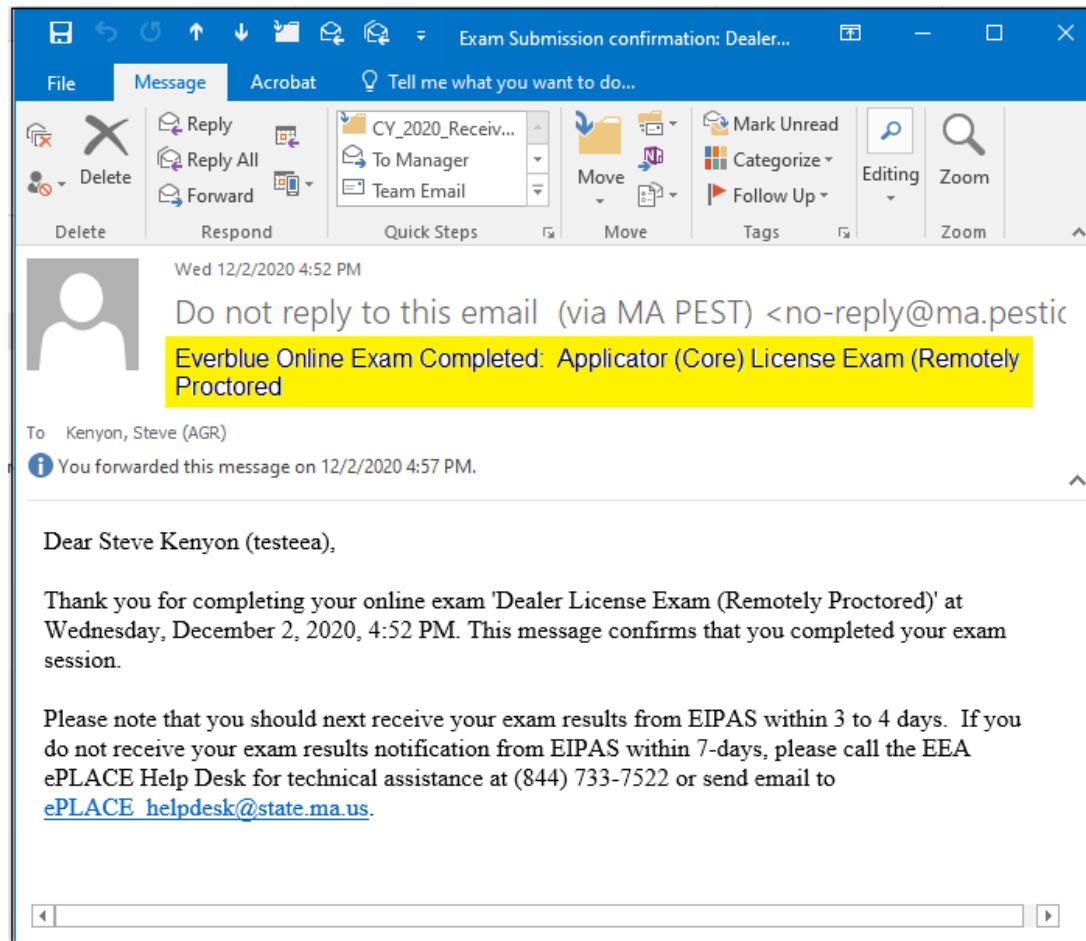
**Confirm that you wish to Submit
your Exam and Finish.**



Exit the LockDown Browser



Receive Confirmation After Completing Your Exam



Wait to Receive Your Exam Results

- All exam sessions are secured, monitored, and reviewed to confirm ID and proper conduct.
- Violating the exam rules will result in a failed grade and possible enforcement action.
- Look for your exam results sent via email from EIPAS within 4 days.

What if You Fail the Exam?

Visit www.Mass.gov for additional information and other Step by Step Guides to Examination and Licensing

<https://www.mass.gov/guides/applying-for-a-pesticide-exam-license-and-renewal-through-the-eplace-portal>

- Those individuals with failing scores must repeat the process and pay all related fees using their EEA ePLACE Portal Accounts and their Everblue Online Exam Accounts
- **“Reregister”** – complete a new exam registration and payment in the EEA ePLACE Portal.
- **“Re-enroll”** – complete the online exam enrollment and payment via the Everblue. See the MDAR Pesticide Examination and Licensing Information Bulletin for more details.

Pesticide Examination and Licensing

The Pesticide Program conducts the examination, licensing, and certification of pesticide applicators.

MDAR presents the new Online Data System known as the ePLACE Portal. This portal is part of an initiative to bring all agencies within the Executive Office of Energy and Environmental Affairs into an online permitting and authorization system. This system provides an easy and convenient way for individuals to apply for pesticide exams and licenses. All Applications for examination or licensure must now be submitted online.

First time? Start here.

GUIDE: Applying for a Pesticide Exam, License, and Renewal through the ePLACE Portal →



Guides to all Pesticide Examination and Licensure Activities

What if You Pass the Exam?

- Individuals with passing exam scores will then use their EEA ePLACE Portal Accounts to complete the Application for Licensure.
- You may apply for your license immediately upon receiving your passing exams results.
- Fees and Proof of Insurance apply to Applicator (core) License and Commercial Certification Applications.
- Be sure to review the [Guide to Applying for License After Passing the Exam](#) which outlines this process.

Visit www.Mass.gov for additional information and other Step by Step Guides to "Pesticide Examination and Licensing"

Additional Resources

[Guide to Submitting Additional Application Information](#)

[Pesticide Exam Frequently Asked Questions](#)

[Guide to Accessing Your Pesticide License](#)



[Applying for a Pesticide Exam or Catch Basin Permit](#) (PDF 2.37 MB)



[Reviewing Your License Status and Approved Training Credits](#) (PDF 324.28 KB)



[Applying for License After Passing - Applicator \(Core\) and Dealer License Exams](#)
(PDF 1.71 MB)



[Applying for Certification After Passing - Commercial or Private Certification Category Exams](#) (PDF 1.74 MB)



[Updating Your EEA ePLACE Portal Account](#) (PDF 701.5 KB)



[Pesticide Exam Frequently Asked Questions](#) (PDF 149.82 KB)

Seek Support for EEA ePLACE Portal Exam Registration

- **Need Help?** For technical assistance with the your exam registration in the EEA ePLACE Portal, please call the ePLACE Help Desk Team at 844-73-ePLAC (844-733-7522), 7:30 AM-5:00 PM, Monday-Friday (except on holidays)
- You can also email ePLACE_helpdesk@state.ma.us
- For assistance with non-technical questions, please contact the MDAR, Operations Coordinator

Seek Support for Everblue Online Exam Payment and Enrollment

- Everblue is the third-party hosting the Department's Online Exams.
- For questions relative to the Everblue online exam payments and exam enrollment, please contact Everblue at via Web Form:
- <https://everblue.atlassian.net/servicedesk/customer/portal/4>

Or Email:

- ma.pesticide@everbluetraining.com

Thank You

- If you have additional questions, please contact the MDAR Pesticide Program
 - Phone: (508) 281-6787
 - Email: PestExamLicense@mass.gov