

# THE COMMONWEALTH OF MASSACHUSETTS

EXECUTIVE OFFICE OF ENERGY AND ENVIRONMENTAL AFFAIRS



## Department of Agricultural Resources

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**TO:** Pesticide Industry/Stakeholders

**FROM:** Taryn LaScola-Miner, Director Crop and Pest Services Division

**DATE:** 12/11/20

**REGARDING:** Online Pesticide Exams

The Massachusetts Department of Agricultural Resources, Pesticide Program ("Department") is pleased to announce that it will be providing pesticide exams online. The online exam will allow for applicants to take the pesticide exam any time of day and any day of the week, giving industry much more flexibility than the "in-person" or "paper and pencil" exams. The Department has ensured that the online exam maintains the integrity and security of the exam with its security measures which include recording the exam session and monitoring for any cheating behaviors during the session. Through these security measures, the Department will be able to ensure that:

- The individual taking the exam is the same individual that has signed up for the exam
- Applicants are not allowed to "leave" the once the exam has started
- Exams are closed-book—meaning applicants cannot use notes or other study materials
- Exam questions are secure and cannot be "stolen"
- Applicants are NOT receiving assistance from any other party while taking their exams

### **OVERVIEW OF PROCESS**

Individuals signing up to take the exam will do so using the current EEA ePLACE Portal where they will register for the exam and pay the registration fee. Applicants will then be sent several emails from EIPAS confirming the registration and online payment via the EEA ePLACE Portal. Additional emails will also be sent from Everblue, host of the online exam and will provide links to facilitate the exam.

When the applicant is ready to take the exam, using the link provided in an email received while registering, they begin the process of creating an account in Everblue which is the company that hosts the online exam. Upon creating an account in Everblue, an additional fee will be required. Before taking the exam the Department **strongly** recommends reviewing any guidance documents that it has provided so that the applicant is prepared and familiar with all the notifications and procedures of the new online exam process. **Please note that the online test does not work with mobile devices; such as, smartphones or tablets** but requires the following:

- A laptop or desktop computer or Chromebook with camera that the applicant can move around for a 360-degree view (this can be camera embedded in a laptop or a webcam used on the PC)
- A quiet room where the applicant can take the exam alone without being disturbed. A valid government issued photo positive I.D. (e.g. state driver's license or passport) that can be displayed to the computer's camera.

- Ability to use the Google Chrome web browser –which is required to access the exam
- Additional time, beyond the length of the exam, to watch the required tutorial prior to the exam and make any final preparations.

Once the applicant has created an account within the online exam site and paid the exam fee, they will connect the applicant with the exam they have signed up for. Prior to taking the exam the applicant will be required to take a tutorial about the online exam and perform other “checks”. Once completed the applicant can begin the exam. Please note that an applicant will have 60 days after registering for the exam to take the exam. If the applicant does not take the exam within that amount of time, they will be considered a “no show” and will have to register and pay for the exam again.

After the applicant has completed the exam, results and any flagged suspicious behavior will be sent to the Department for review. If there are no flagged behaviors that would require further review, the Department anticipates that applicants will receive results within 3-7 days. The results will be sent to the applicant through the system that they registered through the EEA ePlace Portal.

During this process, the applicant will receive multiple emails from EIPAS and the online exam (Everblue) system. Please be sure to check your email (including your junk mail folders) for emails from the following addresses:

[noreply@ma.pesticide.onlinetestportal.com](mailto:noreply@ma.pesticide.onlinetestportal.com)  
[eipas@mass.gov](mailto:eipas@mass.gov)

Please note that the Department will no longer be providing paper exams unless an individual has a disability that would prevent them from taking an online exam. The Department recognizes that some applicants may not have immediate access to the required laptop or desktop computer. In such cases, the Department makes the following recommendations:

- Ask to borrow a laptop or webcam enabled computer from family, friends, neighbors
- Contact your local library and determine if they can loan out such equipment
- Contact a pesticide retailer to determine if they offer any assistance with this issue
- Contact your industry professional association to determine if they offer any assistance with this issue

Applicants may contact the Department for assistance, but it should be noted that state offices are not currently open. The Department has limited equipment that cannot be removed from the state office. Any assistance from the Department would require that the applicant wait longer to take the exam and work around the availability of Department staff.

Should you have any questions please feel free to contact me at: [taryn.lascola@mass.gov](mailto:taryn.lascola@mass.gov)