Dear Pesticide Exam and Licensing 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 Massachusetts Department of Agricultural Resources, Pesticide Program (Department) uses an "e-Licensing" system made available by the EEA ePlace Portal. All exam registrations, results, license applications and renewals will use this online system.

The Massachusetts Department of Agricultural Resources (MDAR) conducts written, closed-book examinations as appropriate performance testing to measure competency for the use and application and sale of pesticides in Massachusetts.

Please take the time needed to read this bulletin and acquaint yourself with the prescribed deadlines and online processes so that you can successfully obtain either a pesticide applicator license or certification in the Commonwealth of Massachusetts.

Please note that all exam registration, scheduling, and payment must now be submitted online via the ePLACE Portal! Please closely review the information contained in the bulletin and visit the EEA ePLACE Portal webpage to start your online application.

Sincerely,

Steven Antunes-Kenyon
Pesticide Operations Coordinator

Visit the MDAR Pesticide Program website at: www.mass.gov/pesticide-examination-and-licensing

<table>
<thead>
<tr>
<th>2020 Information Bulletin</th>
<th>Page Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>At – A - Glance</td>
<td>2</td>
</tr>
<tr>
<td>General Information</td>
<td>3</td>
</tr>
<tr>
<td>Determine the pesticide credential (license or certification) needed</td>
<td>3</td>
</tr>
<tr>
<td>Order the needed study materials</td>
<td>3</td>
</tr>
<tr>
<td>Select the exam date and corresponding location</td>
<td>3</td>
</tr>
<tr>
<td>Take the pesticide exam</td>
<td>4</td>
</tr>
<tr>
<td>Receive notification of exam results</td>
<td>5</td>
</tr>
<tr>
<td>Obtain the license or certification</td>
<td>5</td>
</tr>
<tr>
<td>Maintain the license or certification</td>
<td>5</td>
</tr>
<tr>
<td>Continue with required pesticide education</td>
<td>6</td>
</tr>
<tr>
<td>Submit Proof of Insurance</td>
<td>6</td>
</tr>
<tr>
<td>Application Process Register, Schedule and Pay for Exam and License via EEA ePLACE Portal</td>
<td>7-8</td>
</tr>
<tr>
<td>Self-Study Manuals Order Form or Order Online via <a href="http://www.umassextensionbookstore.com">www.umassextensionbookstore.com</a></td>
<td>9-10</td>
</tr>
<tr>
<td>2020 Pesticide Exam Schedule</td>
<td>11</td>
</tr>
<tr>
<td>Directions to Exam Sites</td>
<td>12</td>
</tr>
<tr>
<td>Model Resume Form</td>
<td>13</td>
</tr>
<tr>
<td>Applicator License (Core) Exam Preparation Workshops</td>
<td>14</td>
</tr>
<tr>
<td>Frequently Asked Questions</td>
<td>15</td>
</tr>
</tbody>
</table>
# Who Needs One?

<table>
<thead>
<tr>
<th>License Type</th>
<th>Description</th>
<th>Requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>#1 Applicator License (Core)</strong></td>
<td>If you intend to do pesticide work using general use pesticides for hire and have never had a pesticide license before, you must obtain a the Applicator License. This document is usually obtained by individuals working in Exterminating, Lawn Care, Landscape and Tree Care Industries. This also includes individuals working not for hire such as office building groundskeeper, apartment building landlord, custodian, condominium maintenance personnel, golf course superintendent.</td>
<td></td>
</tr>
<tr>
<td><strong>#2 Private Certification</strong></td>
<td>If you intend to do pesticide work using restricted use pesticides on property owned or rented by you or your employer for the purpose of raising agricultural commodities, you must obtain a Private Certification. This document is usually obtained by individuals working as farmers and growers.</td>
<td></td>
</tr>
<tr>
<td><strong>#3 Commercial Certification</strong></td>
<td>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). If you intend to do pesticide work using restricted use pesticides for hire or not for hire you must obtain a Commercial Certification. Similar to the Applicator (Core) License, this document is usually obtained by individuals working in the Exterminating, Lawn Care, Landscape and Tree Care Industries.</td>
<td></td>
</tr>
<tr>
<td><strong>#4 Dealer License</strong></td>
<td>If you intend to do pesticide work selling restricted use pesticides, you must obtain a Dealer License. This document is obtained by individuals who are employed by distributors and dealers of pesticides.</td>
<td></td>
</tr>
<tr>
<td><strong>#5 Catch Basin Permit</strong></td>
<td>If you are a Municipal, State, or Federal Government Employee and intend to apply dry formulations of mosquito larvicides to catch Basins or storm drains you must obtain a Catch Basin Permit. For Government Employees Only</td>
<td></td>
</tr>
</tbody>
</table>

---

### AT-A-GLANCE

<table>
<thead>
<tr>
<th>License Type</th>
<th>Exam Fees</th>
<th>Exam Time and Duration</th>
<th>Passing Score</th>
<th>Exam Workshops</th>
<th>Study Materials</th>
<th>Insurance</th>
<th>License Fees</th>
<th>Expiration Dates</th>
<th>Continuing Education</th>
<th>Annual Renewal Fees</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>#1 Applicator License (Core)</strong></td>
<td>$75</td>
<td>12:30 PM&lt;br&gt;125 questions&lt;br&gt;(1 hour 45 minutes)</td>
<td>70% ( 87 or &gt; out of 125)</td>
<td>An Applicator License Training Workshop is available through the UMass Extension Pesticide Education Program. See Pages 14</td>
<td>Core Manual w/ supplement, Massachusetts Pesticide Control Act and Pesticide Regulations</td>
<td>Required</td>
<td>$100</td>
<td>December 31st</td>
<td>6 Contact hours</td>
<td>$100</td>
</tr>
<tr>
<td><strong>#2 Private Certification</strong></td>
<td>$125</td>
<td>9 AM&lt;br&gt;125 questions&lt;br&gt;(2 1/2 Hours)</td>
<td>75% ( 94 or &gt; out of 125)</td>
<td></td>
<td>All Core Study Materials Listed and the Corresponding Private Certification Manual</td>
<td>Not required</td>
<td>$100</td>
<td>December 31st</td>
<td>12 Contact hours</td>
<td>$100</td>
</tr>
<tr>
<td><strong>#3 Commercial Certification</strong></td>
<td>$125</td>
<td>9 AM&lt;br&gt;125 questions&lt;br&gt;(2 1/2 Hours)</td>
<td>75% ( 94 or &gt; out of 125)</td>
<td></td>
<td>All Core Materials Listed and the Corresponding Commercial Certification Manual</td>
<td>Required</td>
<td>$150</td>
<td>December 31st</td>
<td>12 Contact hours per category</td>
<td>$150</td>
</tr>
<tr>
<td><strong>#4 Dealer License</strong></td>
<td>$125</td>
<td>12:30 PM&lt;br&gt;125 questions&lt;br&gt;(1 hour 45 minutes)</td>
<td>75% ( 94 or &gt; out of 125)</td>
<td></td>
<td>All Core Study Materials Listed and Dealer’s Study Package</td>
<td>Not Required</td>
<td>$150</td>
<td>February 28th or 29th</td>
<td>3 Contact hours</td>
<td>$300</td>
</tr>
<tr>
<td><strong>#5 Catch Basin Permit</strong></td>
<td>Not Applicable</td>
<td>9 AM&lt;br&gt;50 questions&lt;br&gt;(1 Hour)</td>
<td>70% ( 35 or &gt; out of 50)</td>
<td>Not Available</td>
<td>Catch Basin Applicator Exam Preparation Manual (free download)</td>
<td>Not Required</td>
<td>Not Required</td>
<td>December 31st</td>
<td>Not Applicable</td>
<td>Not Applicable</td>
</tr>
</tbody>
</table>

Visit the MDAR Pesticide Program website at [www.mass.gov/pesticide-examination-and-licensing](http://www.mass.gov/pesticide-examination-and-licensing)
GENERAL INFORMATION

DETERMINE YOUR PESTICIDE CREDENTIAL NEEDS

The first step is to determine which kind of pesticide license or certification you need. As outlined on page 2, in Massachusetts there are four different kinds of pesticide licenses and one permit. These correspond to five distinct exam registration types:

- #1) Applicator License (core)
- #2) Private Certification License
- #3) Commercial Certification License
- #4) Dealer License
- #5) Catch Basin Permit

► Choose #1 Applicator License (core) if you have never had a pesticide license in Massachusetts, or if you did and it lapsed 5 or more years ago, and you plan to 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 or work in agriculture and plan to use restricted use pesticides (RUP’s) on land that is owned or rented by you or your employer for the purpose of raising agricultural commodities. Agricultural commodities can include, but are not limited to, products like cranberries, potatoes, tomatoes, greenhouse plants, sod, nursery stock, blueberries, apples, corn and other field crops, etc.

► Choose #3 Commercial Certification if you have held an Applicator License (core) in Massachusetts or certification for two (2) or more years 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 (RUP’s).

► Choose #5 Catch Basin Permit if you are a government employee and want to treat catch basins or storm drains containing mosquito larvae.

ORDER YOUR STUDY MATERIALS

Once you have determined which kind of pesticide certification or license you need, you should order your study materials. Given the limited hours of business, it is generally recommended that you order your self-study materials online or by U.S. Mail (GO TO PAGES 9 and 10). Please understand that it will take a few weeks to receive the manuals.

If you turn to the Manual Order Form (GO TO PAGE 9), you will note that the self-study boxes are numbered to correspond with the certification and license types discussed on this page. Select the SELF-STUDY BOX NUMBER that corresponds with the number associated with the certification or license type you need. Order all of the study materials specified in the box.

The Massachusetts Department of Agricultural Resources, Pesticide Program (Department) is pleased to announce the introduction of “e-Licensing” through the Commonwealth’s ePlace Portal. All new exam registrations, results, and license applications will use this new online system.

Once you are ready to register for your exam you will need to create an account on the Commonwealth’s ePLACE Portal website.

Using the new ePLACE Portal, the following actions can now be performed online:

- Apply to take the exam
- Apply for a new license
- Submit proof of insurance (as may be required)
- Receive your license via email
- Renew your license
- Update your address, employer information and insurance information
- Submit all examination and licensing fees via checking account or credit card

To create your account, you will need a valid email address where the ePLACE Portal will send all confirmations of both registration and successful scheduling. In addition the system will send a “Proof of Record” (POR), as further receipt of your account activity.

This will be completed at the following website: https://permitting.state.ma.us/CitizenAccess/

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 license or certification for the spring and summer months. 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 upload an electronic copy of your Resume Form—describing your two years of pesticide applicator experience. (GO TO PAGE, 13 to see a model form).

Making the exam online payment, by credit card or checking account, completes the transaction and provides immediate confirmation and receipt via email.

<table>
<thead>
<tr>
<th>Exam Fees</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>#1 Applicator License Exam (core)</td>
<td>$75</td>
</tr>
<tr>
<td>#2 Private Certification Exam</td>
<td>$125</td>
</tr>
<tr>
<td>#3 Commercial Certification Exam</td>
<td>$125</td>
</tr>
<tr>
<td>#4 Dealer License Exam</td>
<td>$125</td>
</tr>
<tr>
<td>#5 Catch Basin Permit Exam</td>
<td>Free</td>
</tr>
</tbody>
</table>

A nominal convenience fee applies to all online payment transactions.

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

Please note that all payments must be completed in the system by the deadline to successfully schedule your exam. Applicants that select the “pay by mail” option will delay the scheduling of their exams. They will NOT receive confirmation or receipt until the payment has been processed and entered into the system. Instead they will be sent an invoice by email showing the amount due as either $75 or $125. This invoice must be submitted to the Lockbox Address on the form; such that, the payment is processed by the bank and entered into the data system by MDAR before the deadline!

An Exam Roster is posted online some 3 to 4-days prior to the exam. http://www.mass.gov/eea/agencies/agr/pesticides/

As exam dates fill to capacity, those dates will no longer be available or visible in the online system for selection. If you did NOT receive a notification of your successful scheduling and your name is not listed on the exam roster than you are NOT scheduled for the exam. Do NOT show-up at the exam location if your name is not listed on the Online Roster—you will not be allowed into the exam. Please confirm your registration via the online system and the confirmation notification sent to you via email or call the Department if you have any questions.

You may reschedule your exam online up to one-week before the scheduled date. Please note that there are no refunds, cancellations, or substitutions! All exam registration and scheduling must be completed using the same online system. Be sure to complete your online exam registration application and payments at least 7-calendar days prior to the exam.

![TAKE YOUR PESTICIDE EXAM](http://www.mass.gov/eea/agencies/agr/pesticides/)

Always assume there will be traffic delays and allow yourself adequate time to travel to the exam site in order to arrive early and prior to the start of the exam. Exam administrators begin the registration of exam candidates and assign seating prior to the start of the exam. Traffic delays and mechanical problems are not acceptable excuses for arriving late and you will not be allowed into the exam.

#1 Applicator License (Core) Exams and #4 Dealer License Exams:
On-site exam “check-in” begins at 12:00 PM. The exam begins promptly at 12:30 PM.

#2 Private Certification Exams
#3 Commercial Certification Exams and #5 Catch Basin Permit Exams:
On-site exam “check-in” begins at 8:30 AM. The exam begins promptly at 9:00 AM.

Candidates who are late or do not appear for the scheduled exams are considered “no shows” and will forfeit their exam fees. In such cases, exam candidates will be required to register, schedule, and pay for another examination date. Refunds cannot be given.

As part of the onsite examination process, the exam administrator will ask you to produce positive government issued photo identification e.g. driver’s license, passport, or military identification. If you cannot produce such positive government issued photo identification, you will not be allowed into the exam.

In addition, if your name does not appear on the Exam Roster you will not be allowed to take the exam. Walk-in candidates will NOT be seated for the exam. Candidates who disrupt the registration process will be disqualified from taking the exam and the examination fee will not be refunded. Once checked-in, candidates will be assigned a seat and must follow the instructions provided by the exam administrators.
Be sure to bring a sufficient number of sharpened #2 lead pencils with erasers. **Pencils will not be provided and sharpeners are not available at the exam sites.**

*Remember all examinations are “closed book”. Any use of calculators, notes, dictionaries, or other reference materials during the exam is strictly prohibited.*

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.

**RECEIVE NOTIFICATION OF YOUR EXAM RESULTS**

After the exams are corrected and the result are entered into the data system, a notification of your exam results will be automatically sent to the email address you maintain as part of your ePLACE Portal Account. This notification will indicate either PASS or FAIL with the raw score for the exam! Please contact the Department if you do not receive your test results within 1-week of the exam date.

The Department does provide a publicly accessible online list of the names of those applicants having passed their exams. To find this information please visit this the Pesticide Program at the below website: [www.mass.gov/pesticide-examination-and-licensing](http://www.mass.gov/pesticide-examination-and-licensing)

To ensure confidentiality, 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 as permitted under the regulations. To re-take the exam, you must register, schedule and pay for a new examination date via your ePLACE Portal account.

State Pesticide Regulations require that candidates failing 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 registering, scheduling, and paying for your examination via the ePLACE Portal, you will also use this online system to apply for the license or permit!

Your online **application for a pesticide license or catch basin permit** is valid for one year from the date of the examination.

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

To receive your license or permit; log-in to your ePLACE Portal Account and “Apply for an MDAR Authorization” using the exam reference identification number provided to you via all related exam registration, scheduling and results notifications. This number is also indicated online and found under “My Records” within your ePLACE Portal Account.

You will need to provide the information requested via the online forms and may be required to upload an electronic copy (pdf) of your certificate of insurance as issued to you by your insurance agent or employer.

**Insurance is required for both Applicator License (core) and Commercial Certification License credentials. Insurance is not required for the Private Certification, Dealer License or Catch Basin Permit.**

**MAINTAIN YOUR LICENSE OR CERTIFICATION**

**RENEWAL AND EXPIRATION DATES**

- After you submit the application to obtain your license or permit, please allow a 2 -3 days for processing. After review and approval, the online system will send your pesticide license or permit via attachment to an email notification.
- State law requires you to carry the official license or permit credential document on your person **at all times while using pesticides.**
- Pesticide Applicator Licenses, both Commercial and Private, as well as Catch Basin Permits are valid for a period beginning with the actual date of issuance and ending on December 31st of the year issued unless it has been modified, revoked or otherwise suspended before that date. And the Dealer Licenses expire every February 28 or 29th.
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 each three-year period, be re-trained or re-certified either through re-examination or by participation in approved continuing education programs or workshops within the three-year period.

- The Cooperative Extension Service, UMASS Pesticide Education Program, as well as various trade groups and professional organizations provide training programs on an annual basis. You may check the below Pesticide Program website for the dates and locations of continuing education classes for your license type. Select the link for Pesticide Applicator Continuing Education (PACE) Approved Programs: http://www.mass.gov/eea/agencies/agr/pesticides/pace-credits-and-contact-hours.html

- 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 training credits approved by other New England State Pesticide Programs within their borders as well as other training programs outside of New England—with PRIOR approval from the MDAR PACE Training Coordinator.

Applicator License (core) 6 Contact hours
Private Certification 12 Contact hours
Commercial Certification 12 Contact hours per category
Dealer License 3 Contact hours

(1 contact hour = 50 consecutive minutes of learning)

INSURANCE REQUIREMENTS

For Applicator License (Core) 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. This “Proof of Insurance” must be uploaded into the ePLACE Portal.

Municipal, state, and federal employees (government employees) are exempt from insurance requirements. In lieu of insurance, you must provide and upload your “Proof of Government Employee” — 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 website or you may call the Department to receive a copy of the insurance requirements.

PROVISIONS FOR CANDIDATES WITH DISABILITIES

If a disability prevents you from taking the exam under the existing conditions outlined in this Bulletin, you may request an accommodation. Such requests are subject to approval by the Department upon submission and review of documentation needed by the Department and in accord with the applicable State and Federal Disability Laws. Such requests and documentation must be submitted well in advance of the desired exam date.

Please call the Pesticide Operations Coordinator to discuss the disability requirements before you submit your exam application. Anyone claiming a disability will need to provide both a clear description of the disability and supporting documentation. This information will help determine your eligibility for accommodations in accord with State and Federal Disability Laws.
TO: Candidates Seeking a Massachusetts Pesticide License or Catch Basin Permit  
FROM: Massachusetts Department of Agricultural Resources, Pesticide Program  
REGARDING: Online Exam Registration, Scheduling, and License Application / Renewal Processes  
DATE: December 30, 2019

Since August of 2017 the Massachusetts Department of Agricultural Resources, Pesticide Program (Department) conducts “e-Licensing” through the Commonwealth’s EEA ePlace Portal. All pesticide exam registration, scheduling, license application and renewal use this online system.

The following actions are performed using the EEA ePLACE Portal:
- Register, schedule, and pay for pesticide exams
- Apply for a new license or category or catch basin permit
- Submit “Proof of Insurance” (as may be required) or “Proof of Government Employee”
- Receive your license or permit via email
- Renew your license or catch basin permit
- Update your contact information, employer information, and insurance information
- Submit all fees via checking account or credit card

It’s important to note that this online system, EEA ePLACE Portal, is not currently optimized for smart phones or tablets. It’s strongly recommended that applicants use a laptop or desktop PC with a MS Windows operating system for optimal performance. Use of other equipment or operating systems may be problematic.

The Department has created a number of step by step guides to help with all aspects of using this online system, from account creation and exam registration to license application and renewal. Simply visit below website or contact the Pesticide Operations Coordinator listed below for copies of these guides or additional assistance.

All pesticide exam and license applications must be processed via the ePLACE Portal and those individuals applying for a Applicator (core) License or Commercial Certification are required to upload “Proof of Insurance” or “Proof of Government Employee” when applying for their credentials.

Should you have questions please use the contact information below in order to ensure that your issues/concerns are addressed as quickly as possible.

- [https://www.mass.gov/pesticide-examination-and-licensing](https://www.mass.gov/pesticide-examination-and-licensing)
- ePlace Technical assistance: (844) 733-7522 between 7:30am-5:00pm Monday-Friday
- Pesticide Operations Coordinator: Steven Antunes-Kenyon (617) 626-1784

REVISION DATE: 12/30/2019
Go to the below website:
https://permitting.state.ma.us/CitizenAccess/

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 or Notification
- Make Payments Online

ePLACE Portal Account Registration:
In order to utilize most of the services available through the ePLACE, you must first register for an account. Registration is required to do any of the following:
- Apply for a License, Permit, Certificate or Notification
- Renew a License, Permit or Certificate
- Track the Status of Applications
- Review and Update Applications, Permitting and/or Certificate Information

First Time Users:
To register, click here to 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.

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 Comment, please visit the EEA ePLACE Public Access Portal.

For additional information about the Commonwealth, please visit the Mass.gov portal.

© 2015 Commonwealth of Massachusetts.
Mass.Gov® is a registered service mark of the Commonwealth of Massachusetts.

REVISION DATE: 12/19/2013
State Pesticide Exam Study Manual Order form
Effective December 1, 2020 – December 31, 2020

Order online: [www.umassextensionbookstore.com](http://www.umassextensionbookstore.com) (for VISA and Mastercard orders)

<table>
<thead>
<tr>
<th>#1 Applicator License</th>
<th>#2 Private Certification</th>
</tr>
</thead>
<tbody>
<tr>
<td>- Core Manual w/ Supplement (A1)</td>
<td></td>
</tr>
<tr>
<td>- Massachusetts Pesticide Control Act (A2)</td>
<td></td>
</tr>
<tr>
<td>- Massachusetts Pesticide Regulations (A3)</td>
<td></td>
</tr>
<tr>
<td>- Core Manual w/ Supplement (A1)</td>
<td></td>
</tr>
<tr>
<td>- Massachusetts Pesticide Control Act (A2)</td>
<td></td>
</tr>
<tr>
<td>- Massachusetts Pesticide Regulations (A3)</td>
<td></td>
</tr>
<tr>
<td>- EPA Worker Protection Manual (A4)</td>
<td></td>
</tr>
<tr>
<td>- Private Certification Manual (select one)</td>
<td></td>
</tr>
</tbody>
</table>

### Basic Study Materials

<table>
<thead>
<tr>
<th>Inventory #</th>
<th>Price</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>A1</td>
<td>$62.00</td>
<td>_______</td>
</tr>
<tr>
<td>A2</td>
<td>$6.00</td>
<td>_______</td>
</tr>
<tr>
<td>A3</td>
<td>$10.00</td>
<td>_______</td>
</tr>
</tbody>
</table>

For free download of the Pesticide Control Act: [https://malegislature.gov/Laws/GeneralLaws/PartI/TitleXIX/Chapter132b](https://malegislature.gov/Laws/GeneralLaws/PartI/TitleXIX/Chapter132b)

For free download of regulations: [https://www.mass.gov/law-library/333-cmr](https://www.mass.gov/law-library/333-cmr)

### Private Certification Manuals

<table>
<thead>
<tr>
<th>Inventory #</th>
<th>Price</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>A4</td>
<td>$9.00</td>
<td>_______</td>
</tr>
</tbody>
</table>


| Cranberries (cat. 30) 1999 | PS-CRAN | $6.00 | _______ |
| Dairy/Livestock (cat. 24) 1982 | PS-LVST | $5.00 | _______ |
| Greenhouse (cat. 26) 2002 | PS-GRNH | $42.00 | _______ |
| Nursery (cat. 29) 1982 | PS-NRSR | $6.00 | _______ |
| Poultry (cat. 28) North Carolina Extension | PS-PLTR | $5.00 | _______ |
| Small Fruit (cat. 27) 1982 | PS-SFRT | $5.00 | _______ |
| Tree Fruit (cat. 25) 1984 | PS-TRFT | $6.00 | _______ |
| Vegetable (cat. 31) 1992 | PS-VEGI | $14.00 | _______ |

### Dealer License Materials

<table>
<thead>
<tr>
<th>Inventory #</th>
<th>Price</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>PS-DEAL</td>
<td>$2.00</td>
<td>_______</td>
</tr>
<tr>
<td>Commercial Certification Manuals</td>
<td>Inventory #</td>
<td>Price</td>
</tr>
<tr>
<td>----------------------------------------------------------------------</td>
<td>-------------</td>
<td>--------</td>
</tr>
<tr>
<td>Aerial Application (cat. 34) 2001</td>
<td>PS-ARIL</td>
<td>$39.00</td>
</tr>
<tr>
<td>Custom Agriculture Plant 2006 &amp; Animal 1999 (cat. 33)</td>
<td>PS-CAGR</td>
<td>$73.00</td>
</tr>
<tr>
<td>Aquatic Weed Control (cat. 39) 2004</td>
<td>PS-AQUA</td>
<td>$46.00</td>
</tr>
<tr>
<td>Demonstration &amp; Research (cat. 49) 1978</td>
<td>PS-DMRS</td>
<td>$24.00</td>
</tr>
<tr>
<td>Food Processing (cat. 50) 2005</td>
<td>PS-FOOD</td>
<td>$47.00</td>
</tr>
<tr>
<td>Forest Pest Control (cat. 35) 2006</td>
<td>PS-FRST</td>
<td>$47.00</td>
</tr>
<tr>
<td>Fumigation (cat. 42) 1993</td>
<td>PS-FUMI</td>
<td>$30.00</td>
</tr>
<tr>
<td>General Pest Control (cat. 41) Truman’s Scientific Guide to Pest</td>
<td>PS-TRMN</td>
<td>$134.00</td>
</tr>
<tr>
<td>Control 7th Edition, Purdue University</td>
<td></td>
<td></td>
</tr>
<tr>
<td>General Public Health (cat. 46) 2002</td>
<td>PS-GNPH</td>
<td>$44.00</td>
</tr>
<tr>
<td>Mosquito &amp; Biting Fly Control (cat. 47)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mosquito Supplement (cat. 47) 1990</td>
<td>PS-MOSQ</td>
<td>$5.00</td>
</tr>
<tr>
<td>Rights-of-Way (cat. 40) 2012</td>
<td>PS-ROWY</td>
<td>$48.00</td>
</tr>
<tr>
<td>Sewer Root Control (cat. 55) 1996</td>
<td>PS-SWRL</td>
<td>$38.00</td>
</tr>
<tr>
<td>Shade Trees &amp; Ornamentals (cat. 36) 1990</td>
<td>PS-ST&amp;O</td>
<td>$15.00</td>
</tr>
<tr>
<td>Turf (cat. 37) order cat. 36 manual above</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Termite &amp; Structural Pest Control (cat. 43) 1998</td>
<td>PS-TERM</td>
<td>$32.00</td>
</tr>
<tr>
<td>Tributyltin (TBT) (cat. 54) 1991</td>
<td>PS-TRIB</td>
<td>$9.00</td>
</tr>
<tr>
<td>Vertebrate Pest Control (cat. 44) order cat. 41 manual above</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Wood Preservative (cat. 52) 1986</td>
<td>PS-WDPR</td>
<td>$9.00</td>
</tr>
<tr>
<td><strong>SHIPPING &amp; HANDLING (PLEASE CHECK ONE)</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>☐ US Postal Service media rate (7-10 business days) Shipping &amp;</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Handling for 1st item $8.00, S &amp; H for each add’l item _______ @ $1.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>☐ UPS Ground (3-5 business days) Shipping &amp; Handling for 1st item</td>
<td></td>
<td></td>
</tr>
<tr>
<td>$17.00, S &amp; H for each add’l item _______ @ $1.00 each</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pay by check or money order receive a 5% discount. Calculate your</td>
<td></td>
<td></td>
</tr>
<tr>
<td>discount by multiplying subtotal by 0.95</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Subtotal ________ X 0.95 = ________ Pay by check amount.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Total Amount Enclosed $________

**INSTRUCTIONS**

Order online using Mastercard and Visa only:  
[www.umassextensionbookstore.com](http://www.umassextensionbookstore.com)  
Please do not create orders to be paid by check in the online bookstore - use this order form!  
or  
Make check (or money order) payable to the  
University of Massachusetts  
Send payment and completed form to the:  
UMass Pesticide Exam Manuals  
230 Stockbridge Rd, French Hall, Amherst, MA 01003-9316  
Phone: 413-544-1044  
(walk-in sales by appointment only)
### CY 2020 MASSACHUSETTS PESTICIDE LICENSE AND CERTIFICATION EXAM SCHEDULE

#### CAPE COD
Upper Cape Regional Technical School  
220 Sandwich Road, Bourne, MA 02532

<table>
<thead>
<tr>
<th>EXAM DATE (SNOW DATE)*</th>
<th>PAYMENT PROCESSING DEADLINE†</th>
<th>EXAM DATE (SNOW DATE)*</th>
<th>PAYMENT PROCESSING DEADLINE†</th>
</tr>
</thead>
<tbody>
<tr>
<td>February 19, 2020 (April 22, 2020 - Cape Cod)</td>
<td>February 12, 2020</td>
<td>Wednesday, January 15, 2020 (February 26, 2020 - STCC)</td>
<td>January 8, 2020</td>
</tr>
<tr>
<td>April 22, 2020 (No Snow Date)</td>
<td>April 15, 2020</td>
<td>Wednesday, February 26, 2020 (March 17, 2020 - STCC)</td>
<td>February 19, 2020</td>
</tr>
<tr>
<td>June 24, 2020 (No Snow Date)</td>
<td>June 17, 2020</td>
<td>Tuesday, March 17, 2020 (April 14, 2020 - STCC)</td>
<td>March 10, 2020</td>
</tr>
<tr>
<td>June 24, 2020 (No Snow Date)</td>
<td>June 17, 2020</td>
<td>Tuesday, April 14, 2020 (No Snow Date)</td>
<td>April 7, 2020</td>
</tr>
<tr>
<td>May 19, 2020 (No Snow Date)</td>
<td>May 12, 2020</td>
<td>Wednesday, June 17, 2020 (No Snow Date)</td>
<td>June 10, 2020</td>
</tr>
</tbody>
</table>

*Snow dates only if the Pesticide Program reschedules exam due to inclement weather.

#### SPRINGFIELD
Springfield Technical Community College  
Building 2 – Scibelli Hall  
One Armory Square, Springfield, MA 01102

<table>
<thead>
<tr>
<th>EXAM DATE (SNOW DATE)*</th>
<th>PAYMENT PROCESSING DEADLINE†</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wednesday, January 15, 2020 (February 26, 2020 - STCC)</td>
<td>January 8, 2020</td>
</tr>
<tr>
<td>Wednesday, February 26, 2020 (March 17, 2020 - STCC)</td>
<td>February 19, 2020</td>
</tr>
<tr>
<td>Tuesday, March 17, 2020 (April 14, 2020 - STCC)</td>
<td>March 10, 2020</td>
</tr>
<tr>
<td>Tuesday, April 14, 2020 (No Snow Date)</td>
<td>April 7, 2020</td>
</tr>
<tr>
<td>May 19, 2020 (No Snow Date)</td>
<td>May 12, 2020</td>
</tr>
<tr>
<td>Wednesday, June 17, 2020 (No Snow Date)</td>
<td>June 10, 2020</td>
</tr>
</tbody>
</table>

#### RANDOLPH
The Lantana  
43 Scanlon Dr  
Randolph, MA 02368

<table>
<thead>
<tr>
<th>EXAM DATE (SNOW DATE)*</th>
<th>PAYMENT PROCESSING DEADLINE†</th>
</tr>
</thead>
<tbody>
<tr>
<td>February 7, 2020 (Feb. 21, 2020)</td>
<td>January 31, 2020</td>
</tr>
<tr>
<td>February 14, 2020 (Feb. 21, 2020)</td>
<td>February 7, 2020</td>
</tr>
<tr>
<td>March 6, 2020 (March 27, 2020)</td>
<td>February 28, 2020</td>
</tr>
<tr>
<td>March 13, 2020 (March 27, 2020)</td>
<td>March 6, 2020</td>
</tr>
<tr>
<td>March 20, 2020 (March 27, 2020)</td>
<td>March 13, 2020</td>
</tr>
<tr>
<td>April 3, 2020</td>
<td>March 27, 2020</td>
</tr>
<tr>
<td>April 10, 2020</td>
<td>April 3, 2020</td>
</tr>
<tr>
<td>April 17, 2020</td>
<td>April 10, 2020</td>
</tr>
<tr>
<td>Friday, April 24, 2020</td>
<td>April 17, 2020</td>
</tr>
<tr>
<td>May 1, 2020 (No Snow Date)</td>
<td>April 24, 2020</td>
</tr>
<tr>
<td>May 8, 2020 (No Snow Date)</td>
<td>May 1, 2020</td>
</tr>
<tr>
<td>May 22, 2020 (No Snow Date)</td>
<td>May 15, 2020</td>
</tr>
<tr>
<td>May 29, 2020 (No Snow Date)</td>
<td>May 22, 2020</td>
</tr>
<tr>
<td>June 12, 2020 (No Snow Date)</td>
<td>June 5, 2020</td>
</tr>
<tr>
<td>June 26, 2020 (No Snow Date)</td>
<td>June 19, 2020</td>
</tr>
<tr>
<td>July 10, 2020 (No Snow Date)</td>
<td>July 3, 2020</td>
</tr>
<tr>
<td>July 24, 2020 (No Snow Date)</td>
<td>July 17, 2020</td>
</tr>
<tr>
<td>August 7, 2020 (No Snow Date)</td>
<td>July 31, 2020</td>
</tr>
<tr>
<td>August 21, 2020 (No Snow Date)</td>
<td>August 14, 2020</td>
</tr>
<tr>
<td>September 11, 2020 (No Snow Date)</td>
<td>September 4, 2020</td>
</tr>
<tr>
<td>October 2, 2020 (No Snow Date)</td>
<td>September 25, 2020</td>
</tr>
<tr>
<td>November 6, 2020 (November 13, 2020)</td>
<td>October 30, 2020</td>
</tr>
<tr>
<td>December 4, 2020 (December 11, 2020)</td>
<td>November 27, 2020</td>
</tr>
</tbody>
</table>

*Snow dates only if the Pesticide Program reschedules exam due to inclement weather.

---

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

Exam Times: Private Certification and Commercial Certification Exams start promptly at 9:00 AM. Applicator License (core) and Dealer License 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.

† Visit the ePLACE Portal and make your online payment! [https://permitting.state.ma.us/CitizenAccess/](https://permitting.state.ma.us/CitizenAccess/)

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

---

**REVISION DATE: 12/30/2019**
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. Electronic directions are also found on the below Pesticide Exam Rosters and Results page.

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 5th 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 5th 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 right toward Sandwich Road. School is on the left.

SPRINGFIELD TECHNICAL COMMUNITY COLLEGE (STCC)
(One Armory Square, Springfield, MA 01102)

**Important: Exam Attendees Must Park Off Campus on Pearl Street in Lots 1 & 2**

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. Campus security is present and usually can direct you.

TELEPHONE ALERT!!!

Exam facilities do not have staff that can answer your exam and license questions. Call the Pesticide Program main line in Boston if you have exam and/or license questions (617) 626-1720.

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.
MODEL RESUME FORM

Are you seeking to register for a Commercial Certification Exam? Please note that you must pass the Applicator (core) License Exam prior to seeking a Commercial Certification Exam! When applying for Commercial Certification exams, the system requires that you provide your pesticide license number and that you upload an electronic copy (pdf) of your resume – proving 2 or more years or applicable experience. See below model resume for your use.

NAME: _____________________________________________________________________________

LAST     FIRST     MI
STREET ADDRESS: _________________________________________________________________

STREET     APT #

CITY      STATE      ZIP
COMPANY/EMPLOYER: ____________________________________________________________
(If Any)

License History
(Attach additional sheets if necessary)
List or write in the years and categories you have held a certification or license in Massachusetts or another state.

<table>
<thead>
<tr>
<th>Years Certified/Licensed</th>
<th>State(s)</th>
<th>Categories of Certification</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Education History

Name of College(s) or Technical school(s) attended_______________________________________________________________

☐ one year  ☐ four year  ☐ certificate program  ☐ Other________________________________________________________

Year graduated___________  Degree_________________  Major_________________

Please Enclose verification (i.e. copy of diploma, transcripts, etc.)

♦ Additional educational credit may be given for seminars, short courses, correspondence courses, conferences or training meetings that are pertinent to the category(ies) for which you are applying providing attendance is verified. Enclose copies of course descriptions and Certificates of Attendance.

Pesticide Related Work History Experience
(Attach additional sheets if necessary)

Company/Employer___________________________________Dates Employed__________________________
Address_____________________________________________________________________________________

Supervisor’s Name and Address___________________________________________________________________________________________
(if different from above)

Licensed in Category(ies)_____________________________________________________________________________________________
This optional two-day workshop helps individuals prepare for the pesticide applicator license exam. Topics covered: 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 or email Natalia Clifton nclifton@umass.edu

Time
1st day  8:45 AM – 4:30 PM, 2nd day 8:45 AM – 4:30 PM

Registration Information & Fee
$170.00/person (This covers the cost of the workshop only. Study manuals and exam fees are not included.) Pre-registration is required.

Study Manuals Needed & Other Information
Please purchase your study manuals separately using the order form enclosed. The 3rd edition of the Core Manual, 2014 MA Core Supplement, MA Pesticide Law and Regulations are required for the workshop. This workshop gives you an opportunity to discuss questions 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. Individuals who participated in this workshop in 2019 had a higher exam-passing rate compared to individuals who did not take the workshop.

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

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. Please notify the Pesticide Education office two days prior to the workshop to make a change.

Cancellations
To determine whether a workshop is canceled 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. Registration fees returned if workshop is canceled.

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.

Your Name: __________________________
Company Name: ______________________
Address: 
No.           Street
________________________
Town  State        Zip code
________________________
Daytime/ work phone number
________________________
Email address (optional)

Select a workshop that is approximately 1 week before your scheduled exam. There are three workshop locations.

**Doubletree by Hilton, Milford, MA**
- January 30 & 31
- February 6 & 7
- February 26 & 27
- March 12 & 13
- March 26 & 27
- April 9 & 10
- April 15 & 16
- April 23 & 24
- April 30 & May 1
- May 11 & 12
- June 17 & 18
- July 15 & 16
- August 12 & 13
- Sept. 2 & 3
- Sept. 21 & 22
- October 23 & 25
- November 18 & 19

**UMass Cranberry Station, E. Wareham, MA**
- February 13 & 14
- March 10 & 11
- March 26 & 27
- June 17 & 18
- July 15 & 16
- August 22 & 23
- September 19 & 20
- October 17 & 18
- November 14 & 15

**MDAR office, West Springfield, MA**
- February 20 & 21
- April 7 & 8
- April 23 & 24
- May 11 & 12
- June 17 & 18
- July 15 & 16
- August 22 & 23
- September 19 & 20
- October 17 & 18
- November 14 & 15
- December 12 & 13

**Please list your exam date: ___/___/20**

United States Department of Agriculture cooperating. UMass Extension provides equal opportunity in programs and employment.
FREQUENTLY ASKED QUESTIONS (Q & A)

Q1 Are all exam registration and license applications now completed online?
A Yes. The Department has now transitioned to an online examination and licensing data system that uses the ePLACE Portal. https://permitting.state.ma.us/CitizenAccess/

Q2 What do I need to get started?
A In order to access the system for any of the services you will need to create an account on the ePLACE Portal. To create an account you will need an email address, phone number and location/address to apply. If obtaining a pesticide license you will need an electronic copy of the proof of insurance as required by the regulations.

Q3 Can I pay for examination and my license online?
A Yes. You will need to pay with a credit/debit card or via online check (ACH). There is nominal convenience fee of $0.35 (cents) for checking account (ACH) payments and 2.35% for credit cards. Paying online provides the fastest service and immediate confirmation and receipt sent to you by email. If you choose the “Pay by Mail” option, there will be a significant delay in processing your application and you may miss the payment deadline for exam registrations—thus losing your desired exam date.

Q4 Are examination or license fees refundable or can someone else go in my place if am unable to take the test on the date I requested?
A No. There are no refunds, cancellations, or substitutions! You may use the new online system to reschedule your exam up to 7-days prior to the exam date. The system provides immediate confirmation of all exam date changes. Each registration and payment is unique and applies to only one date! The system will NOT allow you to reschedule after a week before the exam date. If you cannot reschedule, you must register again and make another payment.

Q5 What will happen if I am late arriving to the exam site?
A If you do not show-up for the exam, than you will lose the exam registration, corresponding fee and be required to reapply online. The exam starts promptly at the designated time. Individuals that show up late, will not be allowed to take the exam and you will be required to reapply online.

Q6 Are there any deadlines for submitting exam registration applications?
A Yes. The registration and scheduling deadlines are listed on the exam schedule. All payments must be made online or entered into the new data system at least 7-calendar days before the exam date.

Q7 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 security purposes, the Pesticide Program and the new online system will close the examination date after reaching maximum capacity.

Q8 How long do I have to wait before my examination and license applications are completed?
A. The application process begins as soon as the application is submitted and the fee has been paid. The Pesticide Program will notify you within ten (10) business days of your pesticide exam results. Note: If you do not receive your exam results within (10) business days, please email or fax a request to the Pesticide Operations Coordinator, Steven Antunes-Kenyon, so that we can send you a duplicate notification. You may also check on our web site (https://www.mass.gov/pesticide-examination-and-licensing) for the names of candidates that have passed pesticide exams. This information is organized by the date of the examination.

Q9 Will my license look different?
A. Yes. Your license will now be sent in a letter as an email attachment. It will look a little different and you will need to print and sign the attached license. Please save the email with attached license for future reference. It is suggested that you laminate the license so that it will be protected from the elements and daily use. As required by regulations, please keep this license with you, “on your person”, whenever making pesticide applications.

Q10 What is the examination weather emergency 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.
Please visit the below website to begin your online application.

Please check our web site for informational updates. The Pesticide Program web site has the latest information on ALL Pesticide Program activities and other important programs related to obtaining and maintaining your pesticide credential.

Exam Times:  
Commercial and Private Certification Exams: Begin at 9:00 AM and End at 11:30 AM. 
Applicator License (Core) and Dealer License Exams: Begin at 12:30 PM and End 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 an emergency weather event, call (617) 626-1841 after 6:30 AM for a pre-recorded message with the exam dates, location and cancellation information. The message will provide any exam cancellation information and applicable “snow” dates to make-up the exam (see p. 11 of this Information Bulletin).

Licensing and Certification Questions:  
Steven Antunes-Kenyon (617) 626-1784  
Pesticide Operations Coordinator