

AGRICULTURAL PEST CONTROL ADVISER LICENSE PACKET

Contains the following documents:

- Application & Instructions
- Core Course And/Or Work Experience Requirements Form
- Study Materials
- Exam Schedule
- Fact Sheet
- Licensing Requirements
- Minimum Education Requirement
- Visa/Mastercard Transaction Form
- Customer Service Survey Form

AGRICULTURAL PEST CONTROL ADVISER LICENSE APPLICATION

The mailing address you indicate on this application is your address of record for your license/certificate. Therefore it is public information. You may wish to use a post office box in lieu of the physical address as an address of record.

A. Application Type. Check the appropriate box(es).

- NEW APPLICATION - FIRST TIME APPLICATION
All new applicants must meet the minimum education requirements.
- REEXAMINATION - FAIL OR NO SHOW ON PREVIOUS EXAMS
- DUPLICATE/REPLACEMENT LICENSE
- PEST CONTROL CATEGORY EXAMINATION
- NAME/ADDRESS CHANGE
- OTHER - Specify _____

B. Applicant Information. Please print or type.

NAME (Last)	(First)	(Middle Initial)	ADVISER NUMBER/EXAM ID NUMBER	HOME TELEPHONE NUMBER ()
MAILING ADDRESS (Number and Street)			SOCIAL SECURITY NUMBER (Optional)	WORK TELEPHONE NUMBER ()
(City)	(County)	(State)	(ZIP Code)	CELL TELEPHONE NUMBER ()
EMPLOYER NAME AND MAILING ADDRESS (If Applicable) (Name, Number and Street, City, State, Zip Code)				EMAIL ADDRESS

C. Laws, Regulations and Basic Principles Examination (Includes Integrated Pest Management Principles). No Exemption. See instructions on reverse.

D. Examinations. Indicate the examination(s) you want to take by checking the appropriate boxes. See instructions on reverse.

- (R) Laws, Regulations and Basic Principles Examination (200 questions)
- (D) Vertebrate Pests (100 questions)
- (A) Insects, Mites, and Other Invertebrates (100 questions)
- (E) Weed Control (100 questions)
- (B) Plant Pathogens (100 questions)
- (F) Defoliation (50 questions)
- (C) Nematodes (100 questions)
- (G) Plant Growth Regulators (100 questions)

E. Examination Schedule. To complete this section, see attached Examination Schedule for the month, date, and location.

EXAMINATION MONTH	EXAMINATION SITE LOCATION
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F. Reasonable Accommodation.

- Check if you need reasonable accommodation to take a written exam.

G. Fees. All fees are non-transferable and non-refundable.

	Amount	# of Exams	Total Amount
New Applicant Fee	\$80	---	\$ _____
Examination Fee	\$50	X	= \$ _____
Name/Address Change, Duplicate/Replacement Fee	\$20	---	\$ _____
Total Fees Due/Enclosed			\$ _____

H. Read Before Signing. During the last three years have you had any administrative, civil, or criminal action taken against you for violation of any State or federal laws or regulations relating to the application or use of pesticides that resulted in disciplinary or in which any disciplinary action is pending?

- YES (State explanation below.)
- NO

I. I declare under penalty of perjury, under laws of the State of California, that the above information is true and correct.

APPLICANT SIGNATURE	DATE SIGNED
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FOR OFFICIAL USE ONLY	LICENSE NUMBER	COMPUTER ENTRY DATE	RC RECEIVED AND DATE
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AGRICULTURAL PEST CONTROL ADVISER LICENSE APPLICATION INSTRUCTIONS

PR-PML-084 (REV. 9/04)

Page 2 of 2

A. Application Type. Check the appropriate box(es). **New Application:** If you:

- ✓ Are applying for an Agricultural Pest Control Adviser (PCA) license for the first time.
- ✓ Failed to obtain your license within 12 months from the first date you scheduled your examination.
- ✓ Failed to meet the renewal requirements by the expiration of your license.

Minimum education requirements must be met. You must submit a copy of your official college/university transcripts, along with the completed Core Course Requirements form.

- Add Pest Control Category(ies):** Requesting to take pest control category examinations not yet taken. If passed, the category(ies) will be added to your existing license.
- Reexamination:** Scheduling an examination on which you failed to obtain a passing score or failed to appear for a previously-scheduled examination.
- Duplicate/Replacement License:** Requesting a duplicate or replacement license.
- Name/Address Change:** Requesting a name and/or address change. Submit a copy of the legal document substantiating the name change. Address changes may be made directly on the application form.
- Other:** Any other change, please specify the change.

B. Applicant Information: Enter your name, Adviser License or Exam Identification Number if applicable, address, email address, home, work, and cell telephone numbers, Social Security number (optional) and current employer (if applicable). **NOTE:** Providing your Social Security number is strictly voluntary in accordance with the Federal Privacy Act of 1974 (PL-93-579). The Department of Pesticide Regulation (DPR) utilizes your Social Security number as an alternate source of applicant identification, as many names are similar. This is not public information and will not appear on any publication, etc. produced or distributed by DPR.**C. Laws, Regulations and Basic Principles Examination (includes Integrated Pest Management Principles).** *This examination is required of all new PCA applicants.* The passage of the Laws, Regulations and Basic Principles examination in any other DPR licensing program does not exempt you from this exam.**D. Examinations.** Indicate the examinations you want to take by checking the appropriate boxes. In addition to the Laws, Regulations and Basic Principles Examination, each new applicant must successfully pass at least one of the pest control categories (A-G) before an Agricultural Pest Control Adviser License is issued. A maximum of four (4) examinations may be scheduled per location (testing may occur at only one location per month). If you are requesting the Laws, Regulations, and Basic Principles exam, a maximum of three (3) examinations may be scheduled per location.**E. Examination Schedule.** Indicate the exam month and location in the appropriate boxes. This information may be obtained from the Exam Schedule provided with the General Information Packet or from DPR's web site at <www.cdpr.ca.gov>. The exam schedule gives the location, schedule, and final filing dates. If you are requesting to take the examination(s) at a specific location and date, your application must be *postmarked* by the final filing date for that location.**F. Reasonable Accommodation.** Reasonable Accommodation will be provided to applicants who need assistance to take a written exam. If you check "Yes", you will be contacted via telephone or mail to make specific testing arrangements.**G. Fees. All fees are non-transferable and non-refundable.**

New Applicant Fee: \$80

Name/Address Change Fee: \$20 (see below)

Examination Fee: \$50

Duplicate/Replacement Fee: \$20 (see below)

A new applicant fee is only required if you meet the criteria for a "New Application" as stated above in Section A, Application Type.

An examination fee of \$50 is required for each examination (including Laws, Regulations and Basic Principles) you are requesting to schedule. A fee for an address change is only required when the licensee requests a new license be issued (printed and mailed). A maximum fee of \$20 is due for all name/address changes and requests for a duplicate/replacement license submitted on a single application. The \$20 fee is waived when a license is printed to add a category after successfully passing the examination.

H. Read Before Signing. Check appropriate box.**I. Declaration/Signature Block.** Sign and date your application. Enclose a check, money order or credit card payable to "Cashier, DPR" and mail to: Cashier, Department of Pesticide Regulation, P.O. Box 4015, Sacramento, California 95812-4015.

Failure to complete or provide the requested information may delay the processing of your application.

**AGRICULTURAL PEST CONTROL ADVISER
CORE COURSE AND/OR WORK EXPERIENCE REQUIREMENTS
FOR NEW LICENSE APPLICANTS**

PR-PML-085 (REV. 11/07)

This form must be completed and submitted with your application and official transcripts. To assist in determining which courses fit in the proper core areas, refer to DPR's web site at <<http://www.cdpr.ca.gov/docs/license/pcacoursreq.htm>>. For any course that does not clearly fit in a core area designated below, please submit an official college/university catalog class description, a signed official document from the college/university explaining what you accomplished in the class, or a copy of the paper that was submitted. Nontraditional course titles (e.g., Senior Project, Internship, Cooperative Work Experience, Independent Study, Dissertation, Thesis, Enterprise Project) and work experience require documentation (see Title 3 of the California Code of Regulations, Code section 6550). Without these official documents, DPR cannot evaluate whether you meet the core course and/or work experience requirements.

PHYSICAL AND BIOLOGICAL SCIENCES (minimum of 12 semester or 18 quarter units) includes courses such as introduction to inorganic chemistry, organic chemistry, biochemistry, plant biology or botany, general ecology, biology, genetics, plant physiology, and zoology.

Course Code / No.	Course Title	Course Grade	Quarter Units	Semester Units
Total Units				

CROP HEALTH (minimum of 9 semester or 13.5 quarter units) includes introductory courses such as vegetative management or weeds, plant pathology, agricultural/economic entomology, plant nutrition or fertility, nematology, and vertebrate management; and courses in soils and irrigation. The director may grant 3 semester or 4.5 quarter units credit for a current crop adviser certificate accredited by the American Society of Agronomy. Additional credit may also be given for nontraditional courses.*

Course Code / No.	Course Title	Course Grade	Quarter Units	Semester Units
Total Units				

PEST MANAGEMENT SYSTEMS AND METHODS (minimum of 6 semester or 9 quarter units) includes at least one course emphasizing Integrated Pest Management principles; applied courses in entomology, plant pathology, vegetation management or weed science, and other pest management disciplines; and courses related to biological control, pesticides, pest control equipment systems, the use of pesticides, alternative cropping systems, and sustainable or organic agricultural systems. The director may grant 3 semester or 4.5 quarter units credit for one year of full-time related work experience. Please refer to the TECHNICAL EXPERIENCE table. Additional credit may also be given for nontraditional courses*.

Course Code / No.	Course Title	Course Grade	Quarter Units	Semester Units
Total Units				

PRODUCTION SYSTEMS (minimum of 6 semester or 9 quarter units) includes courses such as horticulture; viticulture; forestry; agronomy; crop, vegetable, fruit, or animal sciences; or other production systems. The director may grant 3 semester or 4.5 quarter units credit for one year of full-time related work experience. Please refer to the TECHNICAL EXPERIENCE table. Additional credit may also be given for nontraditional courses.*

Course Code / No.	Course Title	Course Grade	Quarter Units	Semester Units
Total Units				

ELECTIVES (minimum of 9 semester or 13.5 quarter units) include courses listed in Crop Health, Pest Management Systems and Methods, and Production Systems.

Course Code / No.	Course Title	Course Grade	Quarter Units	Semester Units
Total Units				

TECHNICAL EXPERIENCE (24 months) is required if you do not meet the bachelor's degree or doctoral degree requirement in agricultural sciences, biological sciences, natural sciences, or pest management. Work experience may also be used to fulfill part of the core course requirements for Pest Management Systems and Methods, and Production Systems. Documentation verifying work experience is required (e.g., letter from employer, pay stub).

Description of Technical Experience	Length of Time (Number of Months and/or Years)

*The director may grant 3 semester or 4.5 quarter units for nontraditional courses such as Senior Project, Internship, Cooperative Work Experience, Independent Study, Dissertation, Thesis, and Enterprise Project in each core area of Crop Health, Pest Management Systems and Methods, and Production Systems. Documentation verifying these courses is required (i.e., course description and justification for the course category).

College/Universities Attended (submit official transcripts):

College Degree(s) _____ Date Granted _____
 _____ Date Granted _____
 _____ Date Granted _____

Major: _____

Minimum Core Course and/or Work Experience Requirements Exemption

If you previously possessed a valid California Agricultural Pest Control Adviser License, you are exempt from meeting the minimum core course and/or work experience requirements. However, you must still pass the required examinations. Please submit the application, appropriate fee, and a copy of your expired license. If an expired license is unavailable, provide the following information:

Adviser License No: _____ License Issuance Date: _____

State of California
AGRICULTURAL PEST CONTROL ADVISER LICENSE
SUGGESTED STUDY MATERIAL SOURCE LIST

REV. 06/08

DEPARTMENT OF PESTICIDE REGULATION
PEST MANAGEMENT AND LICENSING BRANCH
1001 I Street
P.O. Box 4015
Sacramento, California 95812-4015
Phone: (916) 445-4038 Fax: (916) 445-4033
Web site at <<http://www.cdpr.ca.gov/>>

Retain for your information

This list provides reference materials to help prepare for the Agricultural Pest Control Adviser License examination. Suggested study material for the laws, regulations, and basic principles examination, and each Pest Control Category examination is listed below. Instructions on how to order the publications can be found in the footnotes at the end of this source list. Knowledge expectations list all areas of study for specific examinations.

Disclaimer

You are not required to purchase any of the suggested study materials. Some materials may be available to borrow from local libraries. Prices listed are subject to change and should be verified with the vendor. DPR does not endorse any product or company mentioned.

- **Laws, Regulations, and Basic Principles, and Integrated Pest Management Principles**
 1. Knowledge Expectations at <<http://www.cdpr.ca.gov/docs/license/ipm.pdf>>.
 2. Laws and Regulations Study Guide (2001). This publication is available from the Department of Pesticide Regulation. Sale publication code #626. The cost is \$15.00². The publication is available online at <http://www.cdpr.ca.gov/docs/license/L&R_Study_Guide_2001.pdf>.
 3. IPM in Practice Principles and Methods of Integrated Pest Management. M.L. Flint and Patricia Gouveia, 2001. University of California Agriculture and National Resources sale publication #3418. The cost is \$30.00¹.

- A. Insects, Mites and Other Invertebrates (Plant)**
 1. Knowledge expectations at <<http://www.cdpr.ca.gov/docs/license/arthropod.pdf>>.
 2. Entomology and Pest Management (3rd or higher Edition). Larry P. Pedigo, Prentice-Hall, Upper Saddle River, N.J. This publication can be ordered online at <<http://www.amazon.com/>>, or through bookstores. It may also be available at public libraries.
 3. IPM in Practice Principles and Methods of Integrated Pest Management. M.L. Flint and Patricia Gouveia, 2001. University of California Agriculture and National Resources sale publication #3418. The cost is \$30.00¹.
 4. For specific insects/mites you will be required to identify see: <<http://www.ipm.ucdavis.edu/PCA/>>.

- B. Plant Pathogens**
 1. Knowledge expectations at <<http://www.cdpr.ca.gov/docs/license/plntpath.pdf>>.
 2. Plant Pathology (4th or higher Edition). G.N. Agrios. Elsevier <<http://www.elsevier.com/>>. This publication can be purchased online at <<http://www.amazon.com/>> or through bookstores. It may also be available at public libraries.
 3. IPM in Practice Principles and Methods of Integrated Pest Management. M.L. Flint and Patricia Gouveia, 2001. University of California Agriculture and National Resources sale publication #3418. The cost is \$30.00¹.
 4. For damage symptoms and information associated with plant pathogens you are required to be knowledgeable about see: <<http://www.ipm.ucdavis.edu/PCA/>>.

C. Nematodes

1. Knowledge expectations at <<http://www.cdpr.ca.gov/docs/license/nematode.pdf>>.
2. Knowledge Expectations for Pest Control Advisors: Nematodes. Available online at <<http://ucdnema.ucdavis.edu/imagemap/nemmap/Ent156html/kenem/kenem.html>>.
3. IPM in Practice Principles and Methods of Integrated Pest Management. M.L. Flint and Patricia Gouveia, 2001. University of California Agriculture and Natural Resources sale publication #3418. The cost is \$30.00¹.

D. Vertebrate Pests

1. Knowledge expectations at <<http://www.cdpr.ca.gov/docs/license/vertebrate.pdf>>.
2. Prevention and Control of Wildlife Damage. Scott E. Hygnstrom, Robert M. Timm, and Gary E. Larson. University of Nebraska Cooperative Extension. 1994. It can be found at <<http://wildlifedamage.unl.edu/>>.
3. Wildlife Pest Control Around Gardens and Homes Second Edition. Terrell P. Salmon, Desley A. Whisson, and Rex E. Marsh. 2006. University of California Agriculture and National Resources sale publication #21385. The cost is \$25.00¹.
4. IPM in Practice Principles and Methods of Integrated Pest Management. M.L. Flint and Patricia Gouveia, 2001. University of California Agriculture and Natural Resources sale publication #3418. The cost is \$30.00¹.

E. Weed Control

1. Knowledge expectations at <<http://www.cdpr.ca.gov/docs/license/weeds.pdf>>.
Principles of Weed Control. Third Edition. University of California Agriculture and National Resources sale publication # 3504. The cost is \$85.00¹.
2. Specific weed identification at <<http://www.ipm.ucdavis.edu/PCA/>>.
3. Weeds of California and Other Western States. Joseph M. DiTomaso and Evelyn A. Healy, 2007. University of California Agriculture and National Resources sale publication #3488. The cost is \$100.00¹.
4. IPM in Practice Principles and Methods of Integrated Pest Management. M.L. Flint and Patricia Gouveia, 2001. University of California Agriculture and National Resources sale publication #3418. The cost is \$30.00¹.

F. Defoliation

1. Knowledge expectations at <<http://www.cdpr.ca.gov/docs/license/defoliate.pdf>>.
2. Harvest Aid Materials and Practices for California Cotton. University of California Agriculture and National Resources sale publication #4043. The cost is \$5.00¹.

G. Plant Growth Regulators

1. Knowledge expectations at <<http://www.cdpr.ca.gov/docs/license/grthreg.pdf>>.
2. Plant Growth Regulators. University of California Agriculture and National Resources sale publication #4047. The cost is \$7.00¹.

Supplemental Reading

Although the examinations are constructed using information primarily from the sources cited above, the publications listed below may provide supplemental information for persons preparing to take the Pest Control Adviser examinations.

1. The Safe and Effective Use of Pesticides. Second Edition. Patrick J. O'Connor-Marer, 2000. University of California Statewide Integrated Pest Management Program, Division of Agriculture and Natural Resources sale publication #3324. The cost is \$35.00¹.
2. Weeds of the West. 2000. University of California Agriculture and Natural Resources sale publication #3350. The cost is \$35.00¹.
3. Natural Enemies Handbook. The Illustrated Guide to Biological Pest Control, 1998. University of California sale publication #3386. The cost is \$35.00¹.

Footnotes - How to Obtain Study Materials

1. This publication can be ordered by writing or calling one of the following locations: Communication Services - Publications, Agriculture and Natural Resources, University of California, 6701 San Pablo Avenue, 2nd floor, Oakland, California 94608-1239, or by telephone at 1 (800) 994-8849 (within California) or by telephone at 1 (510) 642-2431 or online at <<http://www.anrcatalog.ucdavis.edu/>>; or the local county farm advisor's office (University of California Cooperative Extension).
2. This publication can be ordered from the Department of Pesticide Regulation, P.O. Box 4015, Sacramento, California 95812-4015. Please make check or money order payable to: Cashier, Department of Pesticide Regulation. State sales tax is already included.

This schedule is for Agricultural Pest Control Adviser, Pest Control Aircraft Pilot, Designated Agent, Qualified Applicator License, and Qualified Applicator Certificate.

INSTRUCTIONS - IMPORTANT - PLEASE READ
EXAMINATION SCHEDULING

- 1 You must submit your completed application with appropriate fees **POSTMARKED** by the **FINAL FILING DATE** for the examination(s) and date that you have requested. If the application is **POSTMARKED after the final filing date**, you will be contacted by mail to reschedule the examinations.
- 2 Please complete the section on the application asking for the **Location and Month** in which you have selected to take your examination(s). For example, to take an examination in San Diego on April 21,22 or 23 you would write "San Diego" for the Examination Site Location and "April" for the Examination Month.
- 3 Incomplete applications and fees will delay the processing of your application. It may result in you not being scheduled for the examination date and location that you requested.

EXAMINATION SCHEDULE IN SACRAMENTO

- 1 Examinations are being provided more frequently in Sacramento and will be given in the months of January, March, May, July, August and October.
- 2 **No examinations will be given in November and December due to the processing of license and certificate renewal applications.**
- 3 Examination seating is limited; scheduling is on a first-come, first-served basis. Therefore, even if you meet the final filing date for the examination, you may not be scheduled. Please submit the application and fees as soon as possible.

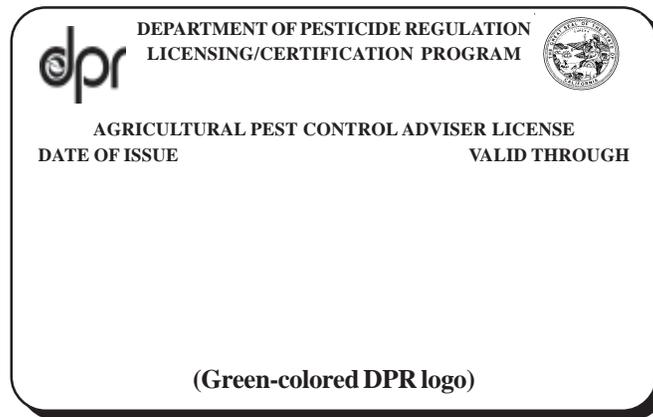
EXAMINATION NOTICE

- 1 At least two weeks prior to the examination date, you will be notified by mail of the examination location, address, date, and time. If you do not receive an Examination Notice one week prior to the examination date, please call (916) 445-4038.
- 2 Once you receive your Examination Notice, please review it for any errors such as wrong license type, category, examination location and date, name, etc. as **no changes will be made at the testing site**. Immediately notify our office by calling (916) 445-4038.
- 3 To change the Date, Examination(s) or Location you originally requested on your application: call (916) 445-4038 or fax your written request to (916) 445-4033 by the final filing date.

NOTE: The Department assigns examination locations and dates. The Department will not conduct examinations during all of the days reserved for the examination location, unless the number of persons scheduled for the location warrants it. Therefore, you will be scheduled for only one of the days reserved for the location. We are unable to accommodate exam and location changes after the **FINAL FILING DATE**.

Exam Dates - 2009

	January	February	March	April	May	June	July	August	September	October	
Exam Locations	Arcadia (LA area) Final filing date:		24, 25, 26 1/26/2009						22, 23, 24 8/26/2009	27, 28, 29 9/29/2009	
	Bakersfield Final filing date:									20, 21, 22 9/23/2009	
	Dublin Final filing date:								1, 2, 3 8/3/2009		
	Fresno Final filing date:				7, 8, 9 3/9/2009				15, 16, 17 8/17/2009		
	Modesto Final filing date:		3, 4, 5 1/5/2009				9, 10, 11 5/11/2009				
	Red Bluff Final filing date:		18, 19 1/20//09				16, 17, 18 5/18/2009				
	Sacramento Final filing date:	27, 28, 29, 30 1/2/2009		17, 18, 19 2/23/2009		12, 13, 14 4/16/09		21, 22, 23, 24 6/24/2009	25, 26, 27, 28 7/29/2009		20, 21, 22, 23 9/25/2009
	Salinas Final filing date:		3, 4, 5 1/5/2009				2, 3, 4 5/1/09				
	San Diego Final filing date:				21, 22, 23 3/24/2009		23, 24, 25 5/26/2009				
	San Jose Final filing date:				28, 29, 30 3/30/2009						
	Santa Rosa Final filing date:				14, 15, 16 3/16/2009						



Who Needs It?

An Agricultural Pest Control Adviser (PCA) License is required by any person who offers a recommendation on any agricultural use, who holds himself/herself forth as an authority on any agricultural use, or who solicits services or sales for any agricultural use (FAC sections 11410, 11411).

Exemptions:

1. The following are exempted from this licensing requirement if the recommendation is put in writing (FAC section 12001):
 - Officials of federal, state, and county departments of agriculture
 - University of California personnel engaged in duties relating to agricultural use
 - Public agency employees are required to be licensed as PCAs when making decisions except those that are exempted (ENF 05-28)
2. Operator of the property (i.e., growers, firms, or corporations) and their employees are not required to be licensed when making decisions in regards to pesticides used for agricultural use on property under their control.

What's Required?

A PCA License is obtained by passing the Laws, Regulations, and Basic Principles (includes Integrated Pest Management Principles) examination and at least one category examination (for a list of categories, refer to FAC section 12022). In order to qualify for this examination, the applicant must meet the following requirements:

- Option 1: Bachelors degree in agricultural sciences, biological sciences, natural sciences, or pest management and meet the core course requirements; Option 2: Doctoral degree (i.e., PhD.) in agricultural sciences, biological sciences, natural sciences, or pest management; or Option 3: Meet the core course requirements plus 24 months of technical experience. The core course requirements are 42 semester units or 63 quarter units of college-level curricula in the physical and biological sciences, crop health, pest management systems and methods, and production systems course areas (3 CCR section 6550). 2.0 grade point average in all core courses.
- Submit a copy of official college transcripts with the APCA application (3 CCR section 6550)
- Submit examination fee of \$50.00 for each exam to be taken (FAC section 11502.5[b])
- Submit an initial application fee of \$80.00 (FAC section 12021)

Note: Examinations are based on the knowledge expectations found on DPR's website at <www.cdpr.ca.gov/docs/license/adviserke.htm>.

Additional Requirements!

- Accumulate at least 40 hours of approved continuing education every two years before license renewal. Four of the 40 hours of continuing education must cover the topic of pesticide and pest control laws and regulations (3 CCR section 6511)
- Register with the county agricultural commissioner in "home" county (address on the PCA license) and in each county where recommendations are made (FAC section 12031)
- Retain one copy of each written recommendation for one year following the date of such recommendation (FAC section 12004)
- Provide the operator of the property with a copy of the written recommendation prior to the application (FAC section 12003)
- Where a pesticide use is recommended, a copy of the written recommendation must be provided to the pest control dealer and the applicator prior to the application (FAC section 12003)

State of California
AGRICULTURAL PEST CONTROL ADVISER
LICENSING REQUIREMENTS

Rev. 6/08

DEPARTMENT OF PESTICIDE REGULATION
PEST MANAGEMENT AND LICENSING BRANCH
1001 I Street
P.O. Box 4015
Sacramento, California 95812-4015
Phone: (916) 445-4038 Fax: (916) 445-4033
Web site: <<http://www.cdpr.ca.gov>>

Do you need this license?

You must possess an agricultural pest control adviser (PCA) if you do any of the following:

- Offer a recommendation on any agricultural use
- Act as an authority on any agricultural use
- Solicit services or sales for any agricultural use

Licensing exemption

You are exempt from this licensing requirement if you make any recommendation of a specific application on a specific parcel in writing, **and** are a(n)

- Official of a federal, state, or county department of agriculture
- University of California personnel worker engaged in official duties relating to agricultural use
- You are the “operator of the property” (ie: growers farms, or corporations) and their employees when making decisions in regards to pesticides used for agricultural use on property under their control (ENF 2003-034) agency public employees are required to be licensed as PCAs when making decisions except those that are exempted (ENF05-28)

Minimum qualifications

You must meet the minimum educational requirements to take the *Agricultural Pest Control Adviser license*. See the minimum qualifications for PCA license (est. 06/08) in this packet. Please complete and submit the *Core Course Requirements* form (PR-PML-085) in the PCA license application packet.

Institutions offering core courses

Institutions offering core courses that partially or completely meet the educational requirements for this license are listed on our Web site at <www.cdpr.ca.gov/docs/license/pcacoursreq.htm>. We only included institutions that responded to a DPR survey in this list; other universities and colleges may offer comparable courses.

Examinations

You must pass the Laws, Regulations, Basic Principles, which includes Integrated Pest Management examination and one category examination to obtain this license (FAC section 12022). The pest control categories available for this license are as follows:

- | | | | |
|---|--|---|-------------------------|
| A | Insects, Mites and Other Invertebrates | E | Weed Control |
| B | Plant Pathogens | F | Defoliation |
| C | Nematodes | G | Plant Growth Regulators |
| D | Vertebrate Pests | | |

Knowledge expectations

We developed knowledge expectations for every PCA examination, refer to the Web site address <<http://www.cdpr.ca.gov/docs/license/adviserke.htm>>.

Continued on next page

Study material The following table illustrates some DPR Web sites to help you prepare for the examinations.

For the ...	Go to ...
Suggested Study Material List	< http://www.cdpr.ca.gov/docs/licensing/adviser.htm >
<i>Laws and Regulations Study Guide</i>	< http://www.cdpr.ca.gov/docs/licensing/lcpubs.htm >
Current information on pests and pest management (available through the University of California IPM Project)	< www.ipm.ucdavis.edu/PCA/ >
California Food and Agricultural Code (Divisions 6, 7, and 13)	< http://www.cdpr.ca.gov/docs/legbills/opramenu.htm >
California Code of Regulations (Title 3)	< http://www.cdpr.ca.gov/docs/inhouse/calcode/chapter_.htm >
General Standards for Certification of Commercial Applicators	< http://www.cdpr.ca.gov/docs/licensing/ccomaplgrstnim.htm >

Valid licenses A list of valid licensees can be viewed at <www.cdpr.ca.gov/docs/license/currlic.htm>.

General requirements Once you obtain your license, you must do all of the following:

- Register with the county agricultural commissioner in your "home" county and in each county where you make recommendations (FAC section 12031).
- Retain one copy of each written recommendation for one year (FAC section 12004).
- Provide the operator of the property with a copy of the written recommendation prior to the application (FAC section 12003).
- Where a pesticide use is recommended, provide a copy of the written recommendation to the pesticide dealer and to the applicator prior to application (FAC section 12003).

Application fee If you are applying for a new PCA license, application fee is \$80 (FAC section 12021 and 3 CCR section 6502). This fee is only required once, provided you become licensed within a year.

Examination fee An examination fee of \$50 is required (3 CCR section 6505) for each examination that you take. It includes the laws Regulation, and basic principles examination. Also if you reexamine due to late rescheduling, no show or failure will require you to pay the examination fee. Require examinations in order to receive a license:

- Laws, Regulations, and Basic Principles examination includes Integrated Pest Management
- At least one pest control category examination (listed under "Examinations on page 4)

Second-year fee notice If you pass the required examinations for the license, you may receive a Second-year Fee Notice. This notice will inform you that you are in the first year of a 2-year cycle; an additional second-year fee of \$70 will be required in order to issue your license. The 2-year license cycles are illustrated in the table below.

If your last name begins with ...	Then your license will ...
A through L	Expire on December 31 of even-numbered years (e.g., 2008, 2010, 2012, etc.)
M through Z	Expire on December 31 of odd-numbered years (e.g., 2009, 2011, 2013, etc.)

New Applicant Continuing education You may be required to obtain continued education hours (CE) as a new license. Our office will notify you when you first receive your license on how many CE hours you will need to obtain to renew your license. The CE hours must be obtained during the valid period of your license.

Your renewal notice will include the number of approved CE hours required to renew your license. DPR approved CE courses can be viewed at DPR approved CE courses <www.cdpr.ca.gov/docs/license/classes.htm>.

Continuing Education requirement after first expiration of license. You will be required to accumulate at least 40 hours of approved continuing education (CE) every two years before the expiration of the license. A minimum of four (4) of the 40 hours must include the topic of pest control laws and regulations (3CCR Section 6511). Any additional laws and regulations can be used for your total hours. The CE hours must be obtained during the valid period of your license.

Renewal fee The renewal fee is \$140 for the 2-year cycle (3 CCR section 6502). We do not prorate your fee if you renew your license late.

Late renewal fee A late fee of 50 percent of the total renewal fee will be assessed for each license postmarked after December 31 of the expiration year.

Continued on next page

Miscellaneous fees

The following chart lists the miscellaneous fees for this license. We charge a maximum fee of \$20 for **all** changes/requests that are submitted on the address and/or name change form (PR-PML-002 (Rev. 12/03)). We waive this fee when a license is reprinted to add a pest control category.

Type	Amount	Details
Name change	\$20	<ul style="list-style-type: none"> You must immediately notify the Licensing and Certification Office in writing (3 CCR section 6508). You must submit legal documents certifying the name change. A new license will be automatically issued for all name changes. The <i>Address and/or Name Change Form</i> is available on our Web site at www.cdpr.ca.gov/docs/license/lcforms.htm.
Address change	\$20	<ul style="list-style-type: none"> You must immediately notify the Licensing and Certification Office in writing (3 CCR section 6508). This fee is only required if you request a new license. The <i>Address and/or Name Change Form</i> is available on our Web site at www.cdpr.ca.gov/docs/license/lcforms.htm.
Duplicate	\$20	<ul style="list-style-type: none"> This fee applies to requests for a duplicate or replacement license.

Timelines for processing applications

DPR has established time periods for processing permit applications, in compliance with Government Code sections 15374-15378. **DPR may take up to 130 days to complete the processing of this application.** Failure to comply with these time periods may be appealed to the Agency Secretary, California Environmental Protection Agency, P.O. Box 2815, 1001 I Street, Sacramento, California 95814, pursuant to regulations set forth in 3 CCR section 301. Under certain circumstances, the Agency Secretary may order that the applicant receive a reimbursement of filing fees.

Timelines for applications/examinations

Every year, DPR schedules examinations in various locations throughout the state. The examination schedule is posted on our Web site at www.cdpr.ca.gov/docs/license/liccert.htm. Your application must be postmarked by the final filing date in order for your requested month, location, and type of examination(s) to be processed. If you do not show up on the scheduled examination date, your examination fee(s) will be forfeited.

License duration

Renewed license is valid for two years unless you renew late. Continued Education hours will always remain 40 hours, even if renewed late.

Most common mistakes and how to avoid them

The most common application errors made are

- Incorrect fees
- Missing the final examination filing date
- Not specifying your preferred month, location, and type of examination(s)

You can avoid these errors by reading the application instructions carefully and by mailing your application **before** the final filing date.

Our physical address

Department of Pesticide Regulation
Pest Management and Licensing Branch
Licensing and Certification Program
1001 I Street
Sacramento, CA 95814-2828

Our mailing address

Department of Pesticide Regulation
Pest Management and Licensing Branch
Licensing and Certification Program
P.O. Box 4015
Sacramento, CA 95812-4015

For more information

You can contact us between the hours of 8 a.m. to 5 p.m. at (916) 445-4038, or e-mail us at <licenseemail@cdpr.ca.gov>.

**MINIMUM EDUCATION QUALIFICATIONS FOR
AGRICULTURAL PEST CONTROL ADVISERS**

(EST. 06/08)

You must meet the minimum qualifications listed below before you can take the agricultural pest control adviser (PCA) licensing examinations. Please submit the *Agricultural Pest Control Adviser Core Course Requirements for New License Applicants* form (PR-PML-085) to ensure you meet these requirements.

Options to fulfill minimum qualifications

You must meet **one** of the following options in order to qualify for this license.

Option	College degree	Core courses	Work experience	Grade point average
Option 1	Bachelor's degree (i.e., B.A. or B.S.) in one of the following areas: <ul style="list-style-type: none"> • Agricultural sciences • Biological sciences • Natural sciences • Pest management 	42 semester or 63 quarter units in the following areas: <ul style="list-style-type: none"> • Physical and biological sciences • Crop health • Pest management systems and methods • Production systems 	Letter	2.0 grade point average in all core courses

Option 1 Required Documents:

- Official college/university transcript(s) verifying Bachelor's Degree in Agricultural Sciences, Biological Sciences, Natural Sciences or Pest Management.
- Letter(s) from your employer(s) verifying your technical experience and time employed if applicable for college course credit.
- Valid Certified Crop Adviser License copy.
- Agricultural Pest Control Adviser Core Course Requirements for New License Applicants, form (PR-PML-085), completion to show applicant meets minimum qualifications for the license.
- Agricultural Pest Control Adviser License Application form (PR-PML-084).
- Payment for the application and examination fees.

Option	College degree	Core courses	Work experience	Grade point average
Option 2	Doctoral degree (i.e., Ph.D.) in one of the following areas: <ul style="list-style-type: none"> • Agricultural sciences • Biological sciences • Natural sciences • Pest management 	None required	None required	None required

Option 2 Required Documents:

- Official college /university transcript(s) verifying PhD. in the Agricultural Sciences, Biological Sciences, Natural Sciences or Pest Management.
- Agricultural Pest Control Adviser License Application form (PR-PML-084).
- Payment for the application and examination fees.

Option	College degree	Core courses	Work experience	Grade point average
Option 3	None required	42 semester or 63 quarter units in the following areas: <ul style="list-style-type: none"> • Physical and biological sciences • Crop health • Pest management systems and methods • Production systems 	24 months combined	2.0 grade point average in all core courses

Option 3 Required Documents:

- Official college/university transcript(s) to verify the core courses completed meets the 42 semester or 63 quarter units requirement.
- Letter(s) from your employer verifying your technical experience and time employed as meeting the 24 months requirement.
- Letter(s) from your employer(s) verifying your technical experience and time employed if applicable for college course credit. The technical experience used to fulfill the 24 months requirement, can not be used to meet the college credit requirement.
- Valid Certified Crop Adviser License copy for college credit if applicable.
- Agricultural Pest Control Adviser License form (PR-PML-084).
- Agricultural Pest Control Adviser Core Course Requirements for new License Applicants form (PR-PML-085) – completion to show applicant meets the minimum qualifications for the license.
- Payment of the application and examination fees.

Work experience

The following table lists the 24 months of work experience required by Option 3.

Required time	Working as a(n) ...
24 months combined	<ul style="list-style-type: none"> • Assistant to a licensed agricultural pest control adviser • Assistant to a pest management specialist (e.g., farm adviser, certified commercial applicator, certified private applicator, or licensed pest control dealer) • Field sweeper, field checker, or scout • Participant in field or laboratory research activities relating to pest control • Participant in agricultural pest control/management activities for a federal, state, or county entity • Qualified applicator licensee in category A, C-J, or L-Q for a licensed pest control business • Farm operator involved in agricultural pest control/management activities • Assistant to or as a certified crop adviser accredited by the American Society of Agronomy
12 months only (the other 12 months must come from above)	<ul style="list-style-type: none"> • Qualified applicator licensee in category B or K for a licensed pest control business • Structural pest control operator or field representative for a registered structural pest control company

Continued on next page

Core courses

The following table lists the core courses required by Options 1 and 3.

Core area	Examples of acceptable courses	Required units	
		Sem	Qtr
Physical, biological sciences and natural sciences	<ul style="list-style-type: none"> • Inorganic chemistry • Organic chemistry • Biochemistry • Plant biology or botany • General ecology • Biology • Genetics • Plant physiology • Zoology 	12	18
Crop health	<ul style="list-style-type: none"> • Soils and irrigation • Vegetative management or weed science • Plant pathology • Entomology • Plant nutrition or fertility • Nematology • Vertebrate management • Senior project, internship, cooperative work experience, independent study, dissertation, or thesis (for a total of only 3 semester or 4.5 quarter units) <p>Note: A current crop adviser certificate may count towards 3 semester or 4.5 quarter units of this requirement.</p>	9	13.5
Pest management systems and methods (with at least one course emphasizing integrated pest management principles)	<p>Applied courses in ...</p> <ul style="list-style-type: none"> • Entomology • Plant pathology • Vegetation management or weed science • Other pest management disciplines <p>Courses related to ...</p> <ul style="list-style-type: none"> • Pesticides or use of pesticides • Pest control equipment systems • Alternative cropping systems • Sustainable or organic agricultural systems <p>Or ...</p> <ul style="list-style-type: none"> • Biological control • Senior project, internship, cooperative work experience, independent study, dissertation, or thesis (for a total of only 3 semester or 4.5 quarter units) <p>Note: Related work experience may count towards 3 semester or 4.5 quarter units of this requirement.</p>	6	9
Production systems	<ul style="list-style-type: none"> • Horticulture • Viticulture • Forestry • Agronomy • Crop, vegetable, fruit, or animal sciences • Other production systems (e.g., wildlife production, cattle production) • Senior project, internship, cooperative work experience, independent study, dissertation, thesis, or enterprise project (for a total of only 3 semester or 4.5 quarter units) <p>Note: Related work experience may count towards 3 semester or 4.5 quarter units of this requirement.</p>	6	9
Electives	May be any course listed in the crop health, pest management systems and methods, and production systems core areas	9	13.5
Total units required		42	63

VISA / MASTERCARD TRANSACTION



INSTRUCTIONS:

1. For conducting transactions using VISA or MasterCard only. No other cards are accepted.
2. Complete **ALL** cardholder information.
3. If you have any questions, please call the Licensing and Certification Program at (916) 445-4038.
4. Mail your completed application with this form to the appropriate address below:

Licensees:

Continuing Education Sponsors:

ATTN: Cashier
 Department of Pesticide Regulation
 P.O. Box 4015
 Sacramento, CA 95812-4015

Cashier
 ATTN: CE
 Department of Pesticide Regulation
 P.O. Box 4015
 Sacramento, CA 95812-4015

5. **DO NOT FAX** this form to DPR

NAME OF CARDHOLDER (NAME APPEARING ON THE BANK CARD)											CHECK ONE <input type="checkbox"/> VISA <input type="checkbox"/> MasterCard		TODAY'S DATE		
BANK CARD NUMBER (16 DIGITS)												BANK CARD EXPIRATION DATE		TOTAL AMOUNT OF PAYMENT	
													\$.		
													TELEPHONE NUMBER		
													()		

 SIGNATURE OF CARDHOLDER (NAME APPEARING ON THE BANK CARD)

 FOR PAYMENT OF:

 NAME OF LICENSEE OR SPONSOR

 MAILING ADDRESS (Street or P.O. Box Number)

 (City, State, and ZIP Code)

(DEPARTMENT USE ONLY) - ENTERED ON POS BY:	TODAY'S DATE	DATE MAILED	BY

California Environmental Protection Agency

Customer Service Survey

Our goal is to provide you with the best possible customer service. Your feedback telling us what is going well and what needs improvement is essential to our success to better serve you. We ask that you take a moment to complete the electronic customer service survey form at www.calepa.ca.gov/Customer/CSForm.asp. To assure that we receive your comments, please select “Department of Pesticide Regulation” and “Division of Pest Mgmt, Environmental Monitoring, Enforcement & Licensing” on the survey form. If you do not have access to the Internet and our electronic Customer Service Survey form, please feel free to write us at:

California Department of Pesticide Regulation
Pest Management and Licensing Branch
P.O. Box 4015
Sacramento, CA 95812-4015

Thank you for your feedback.

California Environmental Protection Agency

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California Department of Pesticide Regulation
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Thank you for your feedback.