

**LICENSE EXAM APPLICATION FOR
PEST AND WEED CONTROL CATEGORIES, LANDSCAPE HORTICULTURIST AND TREE SURGERY
BUREAU OF PLANT INDUSTRY
P. O. BOX 5207, MISSISSIPPI STATE, MS 39762
PHONE: 662-325-3390; FAX: 662-325-0397**

No person shall advertise in any manner to render professional services or solicit business, or receive a fee, for performing these services until obtaining the appropriate license.

License examinations (paper-based) are given at Mississippi State University (Starkville, Mississippi) on the second Tuesday of January, April, July, and October, or daily at the Bureau of Plant Industry office, provided this completed form has been submitted and approved and this office has been notified at least 24 hours prior to testing. An application must be reviewed, processed, and approved at least ten (10) days prior to the examination. AFTER YOUR APPLICATION HAS BEEN APPROVED YOU WILL BE NOTIFIED IN WRITING OF THE LOCATION AND DATE OF THE EXAMINATION. If an applicant fails a pest and/or weed control category licensing exam twice, the applicant shall wait a full year before taking the examination again (applies to exams taken after July 27, 2008).

If I receive your license exam application by one of the methods below, I will process your information for a paper-based exam.

- Via email at RussellK@mdac.ms.gov
- Via fax at (662) 325-8397 or (662) 325-0397
- Via mail at 705 Stone Blvd./P.O. Box 5207, Mississippi State, MS 39762
- Via in-person visit/drop-off

License examinations (computer-based) can be taken at different testing centers located throughout Mississippi and do not adhere to the second Tuesday of January, April, July, and October. *The Landscape Horticulturist license exam is the only exam that can't be taken as computer-based due to its testing format.* To submit an application, please click on the following link www.metrosignup.com/Mississippi or enter the link into your web browser. All correspondence for computer-based exams is via email. An application must be reviewed, processed, and approved to schedule a date and time with a testing center. This form of testing is fee-based and the fees do not come to the Bureau of Plant Industry. The fee is \$55.00/exam, and a time limit is associated with each exam depending on the number of questions associated with each exam. If an applicant fails a pest and/or weed control category licensing exam twice, the applicant shall wait a full year before taking the examination again (applies to exams taken after July 27, 2008).

If I receive your license exam application through Metro Institute, the email address will be bpitesting@mdac.ms.gov.

There are 5 testing centers confirmed right now:

- Ellisville – Jones County Community College
- Meridian – Meridian Community College
- Oxford – University of Mississippi
- Raymond – Hinds Community College
- Starkville – Mississippi State University

QUALIFICATIONS: MARK WITH X HOW YOU ARE QUALIFIED

- *ALL applicants*: qualify if they are a graduate from a recognized college or university and have at least 15 semester hours or the equivalent in the category for which applicant is requesting a license, or two years of college with special training equivalent to 15 semester hours in the category for which applicant is requesting a license. ATTACH A COPY OF OFFICIAL TRANSCRIPT.

QUALIFYING COURSES FOR PEST (DEFINED AS INSECT AND PLANT DISEASE CONTROL) EXAMS INCLUDE: 3 semester hours of entomology and 7 hours in advanced entomology and or advanced zoology; 5 semester hours in at least two additional courses including ecology, microbiology, organic chemistry, plant pathology, and other advanced level related courses.

QUALIFYING COURSES FOR WEED CONTROL EXAMS INCLUDE: 3 semester hours of weed science or turf management and 7 hours in advanced weed science, turf management, botany, or forestry management courses; 5 semester hours in at least two additional courses including general soils, microbiology, organic chemistry, and other advanced level related courses.

QUALIFYING COURSES FOR LANDSCAPE HORTICULTURIST EXAM INCLUDES: 15 semester hours of plant related courses such as, but not limited to plant materials, botany, plant science, soils and other advanced level related courses

QUALIFYING COURSES FOR TREE SURGERY EXAM INCLUDES: 15 semester hours of plant related courses such as, but not limited to arboriculture, dendrology, botany and other advanced level related courses

- *Applicants for Wood destroying insect control, General pest and rodent control and Fumigation pest control (All other applicants go to next qualification)*: must be at least high school graduate or equivalent and have had, in addition, at least four years experience with a licensed operator within the past six years; PROVIDED that in special cases where an applicant can submit proof of education, experience and training equal to or exceeding these requirements applicant shall be allowed to take the required examinations. ATTACH A COPY OF HIGH SCHOOL DIPLOMA OR GED AND PROVIDE WRITTEN DOCUMENTATION AND VERIFIABLE PROOF OF WORK EXPERIENCE.
- *Applicants for all other exams*: must be at least a high school graduate, and having had, in addition, at least one year's experience with a licensed operator within the past two years; PROVIDED that in special cases where an applicant can submit proof of education, experience and training equal to or exceeding these requirements applicant shall be allowed to take the required examinations. ATTACH A COPY OF HIGH SCHOOL DIPLOMA OR GED AND PROVIDE WRITTEN DOCUMENTATION AND VERIFIABLE PROOF OF WORK EXPERIENCE.
- *Applicants without a high school degree or its equivalency*: may qualify to take license examinations in *Agricultural weed control, Aquatic weed control, Right-of-way weed control, Horticultural weed control, Landscape horticulture and Tree surgery* provided proof is provided that applicant has had at least two years experience within the past three years with a licensed operator in the categories where a license is desired. PROVIDE WRITTEN DOCUMENTATION AND VERIFIABLE PROOF OF WORK EXPERIENCE.
- *Applicants providing proof of a valid license in landscaping from another State, in which an exam was passed to acquire the license*: qualify for testing in Landscape horticulture.
- *Applicants providing proof of a valid landscape architect license issued by Mississippi*: are exempt from testing in Landscape horticulture.
- *Applicants providing proof of a valid license in tree surgery from another State, in which an exam was passed to acquire the license*: qualify for testing in Tree surgery.
- *Applicants providing proof of a valid arborist certification issued by the International Society of Arboriculture*: qualify for testing in Tree surgery.

IF QUALIFIED, PROCEED TO PAGE 3

TYPE OR LEGIBLY PRINT

APPLICANTS ARE REQUIRED TO MEET ALL STANDARDS FOR COMMERCIAL CERTIFICATION

APPLICANTS FOR EXAMS FOR ALL LICENSE CATEGORIES EXCEPT LANDSCAPE HORTICULTURIST AND TREE SURGERY MUST PROVIDE PROOF OF COMMERCIAL CERTIFICATION, IN MISSISSIPPI, OR A STATE WHERE MISSISSIPPI HAS A RECIPROCAL AGREEMENT, OR MUST TAKE THE GENERAL STANDARDS CORE EXAMINATION. IF COMMERCIALY CERTIFIED, YOU MUST PROVIDE LEGIBLE COPY OF FRONT AND BACK OF VALID COMMERCIAL CERTIFICATION CARD.

I AM COMMERCIALY CERTIFIED IN MISSISSIPPI OR ANOTHER STATE IN THE APPROPRIATE CATEGORY:

YES NO

IF YES, PROVIDE PROOF OF COMMERCIAL CERTIFICATION ON PAGE 5

IF NO, YOU MUST REGISTER TO TAKE THE GENERAL STANDARDS CORE EXAMINATION. SEE EXAMINATION CATEGORY TABLE AND DENOTE GS CATEGORY.

PLEASE NOTE: IF APPLYING TO TAKE LICENSE EXAM(S):

**- ATTACH COPIES OF REQUESTED INFORMATION [DIPLOMAS, TRANSCRIPTS, PROOF OF COMMERCIAL CERTIFICATION (IF CERTIFIED) AND LICENSING, ETC.]
LACK OF DOCUMENTATION DELAYS APPLICATION PROCESS**

**MARK WITH AN X IN THE CATEGORY BOX(ES)
WHERE YOU MEET QUALIFICATIONS TO TAKE EXAMINATION(S)**

EXAMINATION CATEGORY AND DESCRIPTION		LICENSE
GS	General standards core exam (see above to determine if needed)	
WDI	Wood destroying insect control	
UPL	Control of pests of utility poles	
GRC	General pest and rodent control	
MBF	Mosquito and biting fly control	
HCP	Horticultural pest control	
ORP	Orchard pest control	
DAP	Domestic animal pest control	
FUM	Fumigation pest control	
AGP	Agricultural pest control	
AGW	Agricultural weed control	
AQW	Aquatic weed control	
ROW	Right-of-way weed control	
HCW	Horticultural weed control	
LSL	Landscape horticulturist (Parts 1 & 2) <i>Applicants should also be made aware that the Mississippi State Board of Contractors may also require landscapers to acquire a license in Landscaping, Grading & Beautification. The Board of Contractors phone number is (800) 880-6161 or (601) 354-6161; by email is info@msboc.us.</i>	
TS	Tree surgery	

PROVIDE YOUR:

FULL NAME (including prefix & suffix) _____

HOME MAILING ADDRESS _____

CITY _____ ST _____ ZIP _____

DAYTIME TELEPHONE NUMBER _____ CELL PHONE _____

E-MAIL ADDRESS _____ TODAY'S DATE _____

TO BE COMPLETED BY APPLICANT IF QUALIFYING BASED ON EXPERIENCE

**RELEVANT EMPLOYMENT INFORMATION (EMPLOYMENT WITH LICENSEES ONLY)
BEGIN WITH MOST RECENT EXPERIENCE - ATTACH ADDITIONAL PAGES IF NEEDED**

EMPLOYER COMPANY NAME _____

ADDRESS _____

CITY _____ ST _____ ZIP _____ PHONE _____

DATES OF EMPLOYMENT: FROM _____ TO _____
MONTH DAY YEAR MONTH DAY YEAR

TITLE OF APPLICANT _____

IDENTIFICATION CARD NUMBER OF APPLICANT (SPECIFY STATE) _____

CATEGORIES LISTED ON IDENTIFICATION CARD OF APPLICANT _____

NAME OF LICENSE HOLDER WHO SUPERVISED YOU _____

ID NUMBER OF LICENSE HOLDER WHO SUPERVISED YOU _____

**EMPLOYMENT INFORMATION PROVIDED MUST BE VERIFIABLE THROUGH STATE REGULATORY AGENCY
IF APPLICANT DESIRES, SUPERVISORY LICENSE HOLDER MAY SIGN BELOW
(SIGNATURE IS NOT MANDATORY)**

By signing this application, I _____ affirm the documented work experience for this applicant is correct and the applicant has worked for the above company under my direct supervision for the following category(s): _____

(As listed on page 3 of application). My ID number is _____

SIGNATURE OF LICENSE HOLDER _____

EMPLOYER COMPANY NAME _____

ADDRESS _____

CITY _____ ST _____ ZIP _____ PHONE _____

DATES OF EMPLOYMENT: FROM _____ TO _____
MONTH DAY YEAR MONTH DAY YEAR

TITLE OF APPLICANT _____

IDENTIFICATION CARD NUMBER OF APPLICANT (SPECIFY STATE) _____

CATEGORIES LISTED ON IDENTIFICATION CARD OF APPLICANT _____

NAME OF LICENSE HOLDER WHO SUPERVISED YOU _____

ID NUMBER OF LICENSE HOLDER WHO SUPERVISED YOU _____

**EMPLOYMENT INFORMATION PROVIDED MUST BE VERIFIABLE THROUGH STATE REGULATORY AGENCY
IF APPLICANT DESIRES, SUPERVISORY LICENSE HOLDER MAY SIGN BELOW
(SIGNATURE IS NOT MANDATORY)**

By signing this application, I _____ affirm the documented work experience for this applicant is correct and the applicant has worked for the above company under my direct supervision for the following category(s): _____

(As listed on page 3 of application). My ID number is _____

SIGNATURE OF LICENSE HOLDER _____

EDUCATIONAL INFORMATION

- COPY OF HIGH SCHOOL DIPLOMA OR GED IS ATTACHED? YES NO
- I WISH TO QUALIFY BASED ON MY COLLEGE COURSEWORK OR TRAINING THAT IS RELATED TO THE CATEGORY(S) FOR WHICH I WISH TO BECOME LICENSED. A COPY OF MY OFFICIAL COLLEGE TRANSCRIPTS IS ATTACHED. YES NO

COMMERCIAL CERTIFICATION INFORMATION (IF REQUIRED)

- I AM COMMERCIALY CERTIFIED IN THE STATE OF _____
- MY COMMERCIAL CERTIFICATION NUMBER IS _____
- PROOF OF COMMERCIAL CERTIFICATION IS ATTACHED: YES NO

SIGNATURE OF LICENSE EXAM APPLICANT _____

HOW TO BECOME COMMERCIALY CERTIFIED

The Mississippi State University Extension Service publishes self-study materials for those individuals who are seeking to become commercially certified. To prepare for taking the commercial certification exam, all applicants may purchase the general standards core manual, entitled National Pesticide Applicator Certification Core Manual, 2nd ed. (2014). The manual, its price, and the order form may be found at <http://extension.msstate.edu/category-manuals>. **The manual is not available from the Bureau of Plant Industry.** License applicants, who are not commercially certified, must pass the general standards core examination. Mississippi license exams meet the standards of competency for specific commercial certification category exams as outlined in Environmental Protection Agency Code of Federal Regulations, Title 40, § 171.4. Therefore, it is not necessary to take commercial certification category exams if license exam is passed.

The applicant should study the general standards core manual and plan to take the exam at either the office of the Bureau of Plant Industry on any week day, except holidays, as long as the applicant notifies the Bureau 24 hours in advance at 662-325-3390 and receives approval, or at any of the six locations within the state where recertification sessions are conducted during the year. A list of these locations can be found at <http://extension.msstate.edu/commercial-applicator-recertification-schedules>. The general standards core exam may also be taken by license applicants at the license and permit examination sessions on the second Tuesday of January, April, July, and October once approval is received.

The Bureau of Plant Industry, which is the regulatory agency in the State of Mississippi, conducts and administers all certification, license, and permit exams. For additional information, please contact Gene Merkl by phone at 662-325-5829 or by email at gm53@msstate.edu.

INCOMPLETE LICENSE APPLICATIONS WILL BE DENIED

**PLEASE BE SURE TO INCLUDE ALL REQUIRED DOCUMENTATION. YOU WILL BE PROVIDED WITH A STUDY REFERENCE LIST AFTER YOUR APPLICATION HAS BEEN APPROVED
THERE ARE NO FEES FOR TAKING EXAMINATIONS OR FOR THE ISSUANCE OF A LICENSE**

**MISSISSIPPI DEPARTMENT OF AGRICULTURE AND COMMERCE
PROFESSIONAL SERVICES LICENSES**

No person shall advertise in any manner to render professional services or solicit business, or receive a fee for performing the services listed below without first obtaining a license. Persons must secure a license from the Bureau of Plant Industry, Mississippi Department of Agriculture and Commerce in accordance with Sections 69-19-1 through 69-19-11, Mississippi Code 1972. Failure to secure a license could result in a civil penalty up to \$5,000.

Exam Applications can be found at <http://www.mdac.ms.gov/publications-forms/forms/bpi-regulation-professional-services-forms/> or under Bureau of Plant Industry, Regulation of Professional Services, and then Forms.

LICENSE TYPE	DESCRIPTION
Wood destroying insect control	Control of termites, beetles, or other wood destroying insects in buildings and other structures, including homes, warehouses, stores, docks and/or other structures. Control of Formosan termites attacking trees is included in this category.
Control of pests of utility poles	Control of insect pests of utility poles.
Orchard pest control	Control of insect pests, plant diseases or pest animals of various fruit and nut trees, brambles, vineyards and all plants normally classed as nut trees or fruit orchards.
General pest and rodent control	Control of insect pests or pest animals which may invade homes, restaurants, stores and other buildings, attacking their contents or furnishings or being a general nuisance, but do not normally attack the building itself, as for example: roaches, silverfish, ants, flies, mosquitoes, carpet beetles, clothes moths, fleas, ticks, stored food insects, rats, mice, centipedes, etc. Includes services in the mosquito and biting fly category. Individuals issued the general pest and rodent control license may request MBFL as a separate license without taking the exam, PROVIDED, that the licensee submits an application that the license is needed to operate a company solely for performing mosquito and biting fly control services.
Mosquito and biting fly control	Control of mosquitoes and biting flies including mosquito misting systems and back pack applications.
Horticultural pest control	Control of insect pests, plant diseases or pest animals of ornamental plants, shade trees (which may include nut or fruit trees if used as ornamental plants or shade trees) and lawns in residential, commercial, public, industrial and manufacturing areas.
Domestic animal pest control	Control of insect pests of domestic animals.
Fumigation pest control	Control of pests by fumigation. A person holding a license or permit shall be present at the time fumigant is released.
Agricultural pest control	Control of insect pests, plant diseases, or animal pests of agricultural crops during production. This category includes anyone soliciting and/or receiving a fee for these services who utilize ground application equipment.
Agricultural weed control	Control of weeds in field crops, vegetable crops, pastures and rangeland. This category includes anyone soliciting and/or receiving a fee for these services who utilize ground application equipment.
Aquatic weed control	Control of weeds in and around edges of lakes, ponds and streams.
Right-of-way weed Control	Control of weeds of rights-of-way, forest lands and drainage ditches.
Horticultural weed control	Control of weeds in ornamental plants and turf in residential, commercial, public, industrial and manufacturing areas.
Landscape horticulturist	Persons that advertise or solicit business to receive fees or contracts for landscaping and setting of plants.
Tree surgery	Persons who advertise in a local phone book, newspaper, newsletter, bulletin or other prominently displayed sign as a licensed or bonded or insured tree surgeon and receive compensation for any work or consultation relative to the care, pruning, cabling, bracing, topping, trimming, fertilizing, cavity work and removal of ornamental trees and shrubs in any manner. Nothing shall prevent any person from performing such services as long as their advertising does not include the description licensed or insured.
LISTED BELOW ARE EXAMPLES OF WHAT IS NOT A PROFESSIONAL SERVICES LICENSE	
Private Applicator Certification Card	City or County Privilege License / Permits
Commercial Applicator Certification Card	MS Tax Commission License
MSU Master Gardener Certification	MS Board of Contractors License
MS Landscape Architecture License	MS Nursery and Landscape Association Membership
International Society of Arboriculture Certification	MS Secretary of State Business Registration
Nursery Certification	Nursery Dealer Certification

For more information contact the Bureau of Plant Industry at: 662-325-3390

Revised June 24, 2019