



## **How to Apply for Your Pesticide License from FDACS , Obtain a Voucher to take Your Pesticide Certification (License) Examination And How to Schedule Your Exam**

### **STEP #1**

To make sure you are applying for the appropriate license, visit the website <http://sfyl.ifas.ufl.edu/hillsborough/professional-horticulture/licensing/>.

**This site will also list the appropriate study material for each exam.**

### **STEP #2**

If your new license requires a training class prior to taking the exam (i.e., LCLM or Fertilizer) contact the extension office to find out when the next class is scheduled. You can also go to FDACS' *Available CEU Class Search* to see if there is a study class for the exam you which to take <http://ceupublicsearch.freshfromflorida.com/AvailableClassSearch.asp>

### **STEP #3**

Visit the website <https://pesticideexam.ifas.ufl.edu> and click on "Apply for Examination" to apply for the pesticide applicator's license and exam. You will be redirected to an FDACS website to complete this process (<https://aesecomm.fdacs.gov/Default.aspx>). For Chapter 482 Licenses (Limited, Pest Control Operators) you will be required to make a payment before the exam and will be able to pay online with a credit card or check (personal or business) .

Once you have completed the process successfully, FDACS will assign a voucher number. Now you are ready to schedule your exam at your local extension office or preferred examination site.

### **STEP #4**

*Schedule* your exam and *Reserve* a seat online by returning to <https://pesticideexam.ifas.ufl.edu>. This step must be completed ahead of time. You cannot take an exam without scheduling it 24 hours in advance of the testing date.

### **STEP #5**

Order appropriate study material for your exam at the UF IFAS Bookstore website <https://ifasbooks.ifas.ufl.edu/c-114-pesticides.aspx>. Manuals and DVDs are for sale.

### **STEP #6**

Bring your FDACS voucher number or receipt and picture ID to the testing facility the day of the exam. Leave cell phone, all electronic devices and materials in your vehicle at the time of the exam. All other necessary materials will be provided by the extension office. Most exams have a 2-hour time limit unless stated otherwise. PCO exams have a 4-hour time limit.