



## How to Obtain a Voucher from FDACS and Schedule Your Pesticide Certification Examination

### 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. Register and pay for the class online at Eventbrite.com

### STEP #3

Visit the website <https://pesticideexam.ifas.ufl.edu> and follow the steps to apply for the pesticide applicator's license and exam. You will be redirected to an FDACS website to complete this process. 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 personal or corporate check or credit card.

Once you have complete 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 or the extension office will not have your exam ready for you on the day you wish to take the test.

## 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.