

THINGS TO KEEP IN MIND

- Every year you will be asked how many credits you obtained during the year.
- Enter the number of credits and upload them into your account.
- If you did not obtain any credits then you can put in “0” in the field.
- The system keeps track of the number of credits you earned.
- Monitor your email. If we are not able to read the credit or if there is an issue with the credit, the system will notify you of this.

THINGS TO KEEP IN MIND

- As long as you have the appropriate number of credit by the end of your 3-year cycle then you will be able to renew.
- If you do not have the appropriate number of credits by the end of your 3- year cycle then you will **NOT** be able to renew and will need to retake the test.
- Your 3-year cycle end date will be shown on the paperwork you receive with your new license.

Reporting Your Training Credits Earned

Step 1: Renewal Information > Page 2 of 3

Licensing and / or Category Information and Earned Credit Updates

CATEGORY INFORMATION

The below listed records or categories are associated with your license. The addition of new categories or removal of unwanted categories is not part of the renewal or amendment process. Please review the below list for accuracy and contact the Pesticide Operations Coordinator if you have any questions or concerns for missing categories.

Otherwise please complete the updates to indicate the number of New Continuing Education Credits you claim. For each of the below listed License Types or Categories, click Edit from the Actions drop down menu and indicate the number of Credits you claim. Enter zero (0) if no credits are claimed. You must enter a number. Do NOT leave blank.

Please note that for all training credits claimed, you will be required to upload copies of the Official Training Certificates issued to you as proof of such training—in Step 2 Required Documents.



Required forms have not been completed in the section below. For each of the indicated rows, please click Edit from the Actions drop-down menu to complete the form.

Showing 1-4 of 4

<input type="checkbox"/>	License Type	License Category	Re-Certification Date	Your Total Approved Credits	New Continuing Education Credits Claimed	
<input type="checkbox"/>	Commercial Certification	General Pest Control (41)	12/31/2021*	0		Actions ▾
<input type="checkbox"/>	Commercial Certification	Termite and Structural Pest Control (43)	12/31/2021*	0		Edit Actions ▾
<input type="checkbox"/>	Commercial Certification	Food Processing (50)	12/31/2022	0		Actions ▾
<input type="checkbox"/>	Commercial Certification	Vertebrate Pest Control (44)	12/31/2021*	0		Actions ▾

Edit Selected

Continue Application »

Save and resume later

Click on "Actions" for each row and "Edit" to enter the number of Credits or CEU's that you earned and will upload with this renewal application.

* Note that if the "Re-Certification" date falls within the current calendar year, you will need all of the required credits to renew this category or license type.

Report Training Credits Earned and Click Submit



CATEGORY INFORMATION

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Otherwise please complete the updates to indicate the number of New Continuing Education Credits you claim. For each of the below listed License Types or Categories, click Edit from the Actions drop down menu and indicate the number of Credits you claim. Enter zero (0) if no credits are claimed. You must enter a number. Do NOT leave blank.

Please note that for all training credits claimed, you will be required to upload copies of the Official Training Certificates issued to you as proof of such training—in Step 2 Required Documents.



License Type: Commercial Certification	License Category: General Pest Control (41)	*Re-Certification Date: 12/31/2021
Your Total Approved Credits: 0	*New Continuing Education Credits Claimed: 12	Current year? You must claim any outstanding training credits.
 Zero credits previously approved	 Enter the number of outstanding training credits. You will later be required to upload these credits in the "Required Documents" section of this renewal application.	
<input type="button" value="Submit"/>	<input type="button" value="Cancel"/>	

Enter (0) Credits if You Did Not Obtain Any Credits During The Year

CATEGORY INFORMATION

The below listed records or categories are associated with your license. The addition of new categories or removal of unwanted categories is not part of the renewal or amendment process. Please review the below list for accuracy and contact the Pesticide Operations Coordinator if you have any questions or concerns for missing categories.

Otherwise please complete the updates to indicate the number of New Continuing Education Credits you claim. For each of the below listed License Types or Categories, click Edit from the Actions drop down menu and indicate the number of Credits you claim. Enter zero (0) if no credits are claimed. You must enter a number. Do NOT leave blank.


Please note that for all training credits claimed, you will be required to upload copies of the Official Training Certificates issued to you as proof of such training—in Step 2 Required Documents.



The screenshot shows a form for license renewal with the following fields and annotations:

- License Type:** Commercial Certification
- License Category:** Food Processing (50)
- * Re-Certification Date:** 12/31/2022 (highlighted with a yellow box and a red arrow pointing to it with the text "Future year Re-Certification Date")
- Your Total Approved Credits:** 0
- * New Continuing Education Credits Claimed:** 0 (highlighted with a red arrow pointing to it with the text "Claiming Zero (0) Credits -- since they're NOT due until 12/31/2022")
- Buttons:** Submit (blue), Cancel (light blue)

Two red arrows on the right side of the text blocks point towards the form fields.

Do NOT Enter Partial Credits – Whole Numbers Only e.g. $\frac{1}{2} + \frac{1}{2} = 1$ Credit

**An error has occurred.**
Do not enter Partial credits. All credits must be entered as whole numbers—no partial credits. If you have partial credits they must have sum equal to one or more credits e.g. $\frac{1}{2} + \frac{1}{2} = 1$ credit.

License Type: Commercial Certification	License Category: General Pest Control (41)	* Re-Certification Date: 12/31/2021 
Your Total Approved Credits: 0	* New Continuing Education Credits Claimed: Please enter as whole numbers <div><div>13.5</div></div>	
<input type="button" value="Submit"/>	<input type="button" value="Cancel"/>	

Enter whole numbers only. If you attended workshops where partial ($\frac{1}{2}$) credits were awarded, be sure to claim and upload them only when their sum is a whole credit -- not partial credits. The online system does NOT accept partial credit.

See List of Required Documents and Directions for Uploading

Step 2: Documents > Page 1 of 1

Please find below a list of documents that are required to process your application.

Click the "Add" button to begin uploading your documents. Select the documents from your computer and then click continue. Select the specific document type from the drop-down list. Add a brief description and click the "Save" button to save your updates. Repeat these steps for all required documents.

After all documents are uploaded and saved, click "Continue Application."



* indicates a required field.

List of Documents

Documents:

Please upload Required Document(s) which are mandatory to submit this Application: ?

- 1. Proof of Credits
- 2. Proof of Insurance




These are the documents
that will be uploaded into
the Application

Certificates of Credit Must Be Submitted as PDF Files or JPEG Image Format

[illegible]

**Training Certificate of Credit from UMASS
Pesticide Education Program**

 **UMCSS**
University of Mississippi

Pesticide Recertification Training
Certificate of Attendance

Workshop Title: Green Industry and Mosquitoes Response to the Spotted Lanternfly in Pennsylvania
Lecturer(s): Jon Walcott
Date: 5/23/23 Time: 9:00 AM - 12:00 PM
Session Number: UMSS23-31

The following individual information is provided:

Certification Number: 66-000767 is included in the above program.

The participant is eligible for (1) pesticide contact hour in one of the following categories if you have a record in more than one category, use the one you wish to apply this credit to one of those categories.

Category:

00. Commercial (Pest) Applicator's License in
01. Field
06. Shade Trees and Ornamentals

Signature: _____

DATE: _____

23 - Tree Plant
29 - Mosquito Control
29 - Nursery

ELLEN WICKS
State Director of Agricultural Insecticide Management

Ellen Wicks

(Signature of Agricultural Insecticide)


Please return both sides along with your 23 or 29 category receipt.

This certificate is valid for one year. All participants must receive a minimum of 0.25 CEU per category. CEUs are earned by completing the course and passing the exam. CEUs are earned by completing the course and passing the exam. CEUs are earned by completing the course and passing the exam.

UMass Extension Landscape, Nursery and Urban Forestry Program

[illegible]

Training Credits from New England Pest Management Association - Annual Conference



PESTICIDE MANAGEMENT PROGRAM
75 Rex Ct., Montclair, NJ
PESTICIDE APPLICATION REGISTRATION CERTIFICATE

SEMINAR NAME: **HELINA - 2015 LEOTUR FPK ACADEMY** 3A, 3B & 3C/2
SEMINAR # 19-035 DATE: 01/17/2015 CAT. / CR. HRS. 3A, 3B & 3C/2
Total Hrs. for 3A-3C/2: **4**

PRINT: Norman Levan NI 437-77
Last Name First Name MI Cell #

Address: 411 Levan Dr
Covered by 437-77

X Don G 117-77
Applicant's Signature Sponsor's Signature Date

(THIS COPY MUST BE KEPT BY YOU FOR SUBMISSION AT TIME OF YOUR LICENSE RENEWAL)

PESTICIDE MANAGEMENT PROGRAM
75 Rex Ct., Montclair, NJ 07042
PESTICIDE APPLICATION REGISTRATION CERTIFICATE

SEMINAR NAME: **HELINA - 2015 LEOTUR FPK ACADEMY**
SEMINAR # 19-035 DATE: 01/17/2015 CAT. / CR. HRS. 3A, 3B & 3C/2
Total Hrs. for 3A-3C/2: **4**

PRINT: Norman Levan NI 437-77
Last Name First Name MI Cell #


Address: 411 Levan Dr
Covered by 437-77

X Don G 117-77
Applicant's Signature Sponsor's Signature Date


(RETAIN THIS COPY FOR YOUR RECORDS)
DISSEMINATION LETTER AND APPLICATION TO:

Training Credits from Connecticut Department of Energy and Environmental Protection

Select Type and Enter Description

***Type:**
Proof of Insurance 

File:
Proof of Government Employee.pdf
100%

***Description (Maximum 50 characters):**
Proof of insurance 

Save **Add** **Remove All**

Continue Application »

Remove

Save and resume later

After you "Add" a required document, you must indicate the document "Type" and enter a very brief "Description". When all is done, you must click "Save" before you "Continue Application".

Click the Add Button

Documents:



Please upload Required Document(s) which are mandatory to submit this Application:

1. Proof of Credits
2. Proof of Insurance

Attestation:

I hereby acknowledge and understand that my application shall not be considered complete unless and until an attestation by an insurance broker certifying that insurance policy coverage in force and issued on my behalf meets or exceeds the standards set forth in 333 CMR 10.13, unless otherwise exempt or waived in accordance with M.G.L. c. 132B and 333 CMR 10.00 et seq.

*I have read and agree with the above attestation:



Date:

09/10/2020



Attachment

When uploading file document(s) the maximum file size allowed is 50 MB.

The 'File Name' (including file extension) MUST NOT exceed 75 characters in length.

The document 'Description' MUST NOT exceed 50 characters in length.

Documents that exceed any of these limits will be removed by the system, and cannot be retrieved, which may delay the review process.

.exe;.dll;.js;.msi;.bat;.vbs;.bin;.sql are disallowed file types to upload.

Name	Type	Size	Latest Update	Action
No records found.				

Add

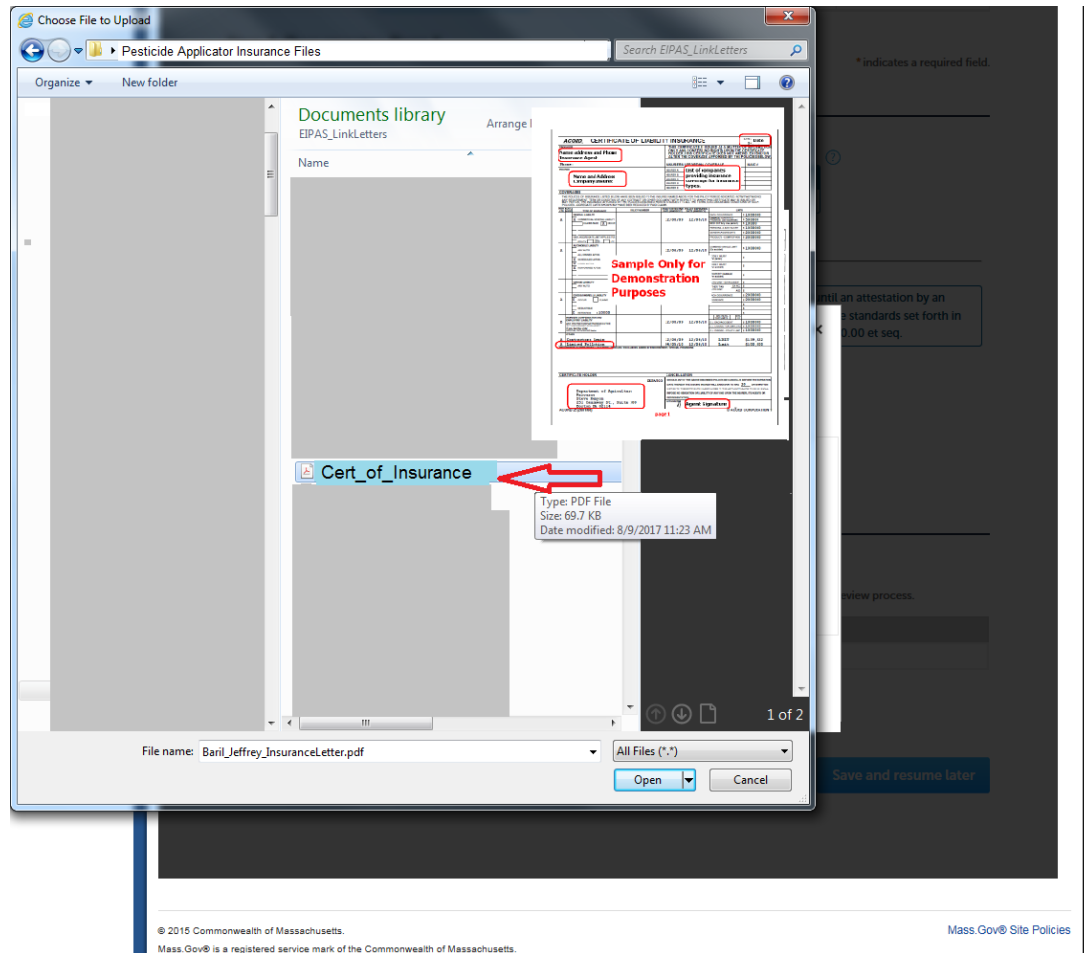


Click Here to Begin
Adding Required
Documents

Continue Application »

Save and resume later

Locate File on Computer



Select Add

Step 2: Documents > Page 1 * indicates a required field.

List of Documents

Documents: ?

Please upload Required Document(s) which are mandatory to submit this Application:

1. Proof of Insurance

Attestation: *

I hereby acknowledge and understand that my application shall not be considered complete unless and until an attestation by an insurance broker certifies that the application meets the standards set forth in 333 CMR 10.00 et seq.

*I have read and agree to the terms and conditions of the application. ☒

Date: *
09/26/2017

Attachment

When uploading file document(s) the maximum file size allowed is 50 MB.
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Name	Type
No records found.	

[Add](#)

[Continue Application »](#) [Save and resume later](#)

File Upload ×

When uploading file document(s) the maximum file size allowed is 50 MB.
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Click Add

[Continue](#) [Add](#) [Remove All](#) [Cancel](#)

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Continue

File Upload



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.exe;.dll;.js;.msi;.bat;.vbs;.bin;.sql are disallowed file types to upload.

CEU - Credits.pdf

100%

Proof Insurance.jpg

100%

After adding the required documents, click the Continue button!



Continue

Add

Remove All

Cancel

Success! Now Continue Application



The attachment(s) has/have been successfully uploaded.

It may take a few minutes before changes are reflected.



All documents
successfully uploaded!

MDAR - Massachusetts Pesticide License Renewal

1 Renewal Information	2 Documents	3 Review	4 Record Submitted
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.exe;.dll;.js;.msi;.bat;.vbs;.bin;.sql are disallowed file types to upload.

Name	Type	Size	Latest Update	Action
Credits_Test_photo.jpg	Proof of Credits	784.83 KB	10/02/2020	Actions ▼
Ins_Test_Photo.jpg	Proof of Insurance	759.71 KB	10/02/2020	Actions ▼
Proof_of_Insurance_Generic.pdf	Proof of Credits	156.76 KB	10/02/2020	Actions ▼
Proof_of_Credits-2.pdf	Proof of Credits	160.99 KB	10/02/2020	Actions ▼
Proof_of_Credits-3.pdf	Proof of Credits	157.28 KB	10/02/2020	Actions ▼

< Prev 1 2 Next >

To be sure your application and uploaded documents can be reviewed without delays, please use standard document or image files e.g. pdf or jpg.