**On-Line Certified Applicator Exam Instructions (updated 4/13/2020)**

The Illinois Department of Ag has an on-line testing option for persons to become newly certified applicators in 2020 for those who did not have the opportunity to test before the testing was cancelled.  There is no fee for this on-line exam and most applicator exam categories are available (i.e. field crops, seed treatment, right of way, vegetables & ornamental, etc.) **The instructions for contacting IDA to request an on-line exam are below.**

 For our industry, persons needing only to become operators (pass general standards) **DO NOT** need to test in general standards this year, they are automatically allowed in 2020 to work under the supervision of a certified applicator at your company.

The on-line test IDA is offering for commercial applicators has general standards incorporated into the category exam.  Even if your employee is current on the general standards, they will still have to answer the GS questions that are part of the on-line exam.  It will help if you can print out the attachments that will accompany the email from IDA (a label and formulations sheet) for use during the exam.

**Please remember that to apply dicamba or paraquat in 2020, you must be a certified applicator.** Operators can apply all other pesticides including other restricted use pesticides, under the supervision of a certified applicator.

**For farmers needing to become private certified applicators, they too can email IDA and request a private certified applicator on-line test as outlined in the instructions below.**

Please contact Jean Payne at (309) 826.3236 or email jeanp@ifca.com if you need assistance.

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Thank you for your patience as the Illinois Department of Agriculture developed an effective and realistic plan for private and commercial pesticide applicator testing.  After consultation with US EPA, the Department will release on-line testing on Monday, April 6, 2020.  Only a limited number of exam categories are currently available online.  Please follow the instructions below to request and register for an exam.

1. Email agr.clm@illinois.gov with the following information: first and last name of the person taking the exam, an email, phone number and which test(s) are needed.

**Note: It would help IDA if you could submit your email request to IDA per company or at least per location.  In your email you should list the names of the employees and which tests each person needs (i.e. field crops, seed treatment, etc.)  This will help IDA administer the tests in a timely manner.  If any of your employees do not have an individual email address, you can use a supervisor’s email.**
2. The Department will contact you within 1-2 business days at the email address you provided. The email will contain instructions and a secure link to the exam.  You should try to take the exam within one week of requesting the link to the on-line exam.
3. Upon completion of the exam, the Department will notify you via email with your score.   For individuals who pass the exam the email will include a printable temporary license.  Individuals who do not pass the exam will receive instructions on how to re-test (please remember it is only allowable to test 3 times in a 6-month period).

Any questions about the exam process or unique situations can be emailed to agr.clm@illinois.gov. Please note that if technology is an issue, testing can be done on a mobile device.

 As a reminder, these exams are being offered in response to the COVID-19 pandemic. Therefore, all individuals who took an on-line exam and received a temporary license will be required to re-test in 2021.

 The Department relies on the integrity of the agricultural community and industry to safeguard the examination. Cheating, copying, theft of the exam or any other activity compromising the examination is grounds for license revocation.