



State of ALABAMA  
DEPARTMENT OF AGRICULTURE AND INDUSTRIES  
Pesticide Management Division

1445 Federal Drive • Montgomery, Alabama 36107-1123  
(334) 240-7243 • 1-800-642-7761, Ext. 7243



**John McMillan**  
*Commissioner*

## TESTING INFORMATION FOR CUSTOM PESTICIDE APPLICATOR EXAMINATIONS

Thank you for your interest in taking custom pesticide applicator exams administered by the Alabama Department of Agriculture (ADAI).

There are two ways to test for a custom exam:

- (1) The most convenient way to test is to take a computer-based exam at one of our testing sites. Tests are given on a weekly basis, and we have testing centers in Athens, Auburn, Birmingham, Hanceville, Headland, Millbrook, Mobile, and Pelham. The fee for a computer-based exam is \$125 per exam (\$75 state fee plus \$50 administrative fee). To sign up for an exam, please visit <http://apply.adaitesting.com> to submit your application. Once ADAI has approved your application, you will receive an approval email; please *save this email and follow the instructions therein*. It is during this second phase that you will pay for and schedule your exam.
- (2) You may take a paper-based exam at the ADAI facility in Montgomery; the fee is \$75 per exam. Custom pesticide applicator exams are given four times a year on the third Tuesday in February, May, August, and November. Preregistration is not required. Exams are administered in the auditorium of the Beard Building, located at the address above. Please arrive by 8:30 a.m.; testing begins promptly at 9 a.m. No cell phones or study materials are allowed; pencils and simple calculators will be provided, although you may bring your own if you wish.

Please note that many custom categories involve the passage of more than one exam and certification cannot be issued until all required exams are passed. Exam scores expire after one year; therefore, you must apply for certification prior to the expiration of your exam(s).

For questions related to testing, please contact the Certification & Training Unit at (334)240-7243.



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## WHAT TO DO ONCE YOU HAVE PASSED YOUR TEST(S)

Once you have passed your custom pesticide applicator exam(s) administered by the Alabama Department of Agriculture (ADAI), you must apply for your Commercial Applicator Permit in order to be certified; the fee for certification is \$45 per category. The Application for Commercial Pesticide Applicator Permit is located under the Certification & Testing tab of our website: <http://agi.alabama.gov/divisions/pesticide-management/>. *Please note that if you do not apply for your certification within one year of passing the exam, your exam will be void and you will be required to retest in order to apply for certification.*

Once you are certified as a custom pesticide applicator, in order to be eligible to apply for renewal, you must obtain a minimum of 30 continuing education points during your three-year renewal cycle; if you do not obtain the required number of points, you will be required to take a recertification exam prior to applying for renewal. A list of recertification meetings and CEU guidelines is maintained on our website under the Certification & Training tab.

Renewal notices are mailed out the first week of each month to all applicators whose certification expires that month. Please note that it is the applicator's responsibility to notify ADAI of any change in his/her mailing address. A Change of Information Form for Pesticide Applicators can be found on our website under the Certification & Testing tab.

If you will be starting a business, in addition to applying for certification, you need to apply for an annual Custom Pesticide Applicators License and obtain the appropriate insurance. Applications can be found on the same website listed above, under the Custom Applicators tab. This annual permit covers the period of January 1 – December 31; late payments must be postmarked on or before February 15 in order to avoid a 10% penalty. If for any reason the permit holder decides to not renew the annual permit, the holder is required to notify the department (in writing) of that decision. Please mail such correspondence to the above address.

For questions related to certification, please contact the Certification & Training Unit at (334)240-7240. For questions related to insurance requirements, it may be helpful to refer to the insurance form under the Custom Applicators tab of our website; if you still have questions, please contact the Custom License unit at 334-240-7286.