If the candidate is having a hard time scheduling online, please access his record in atlas and assist with scheduling. Do not forward to the Board unless the import is not in Atlas.	
Full Client Name	Texas Department of Agriculture
Acronym	TDA
File Type	Import
ID Type	TDA ID Number
	First query on the ID# (Example: 0847950). If that doesn't work, remove the leading zero from ID# (Example: 847950).
Address	Not available
Telephone	(800) 835-5832 or (512) 463-7622
Fax	Not available
Web address	http://texasagriculture.gov/LicensesRegistrations/TDALicensesRegistrations/PesticideLicenses.aspx
PSI Candidate Service #	**(855) 807-3998**
Note:	**If any file has an expired eligibility with the year as 2009, please refer CD to the Board as CD is no longer eligible. If there is an eligibility date other than 2009 in the file, email SFO to have the file fixed.**
Notes	**If a candidate has tested and wants to take another portion on that same Atlas eligibility record, select "Retest". Do NOT have the candidate contact the Board for a new eligibility.** ***If you have previously scheduled an exam with PSI and have not yet taken that exam, you will not be able to schedule additional exams until the currently scheduled exam is taken. If you wish to schedule multiple exams, you are best served to schedule all of them during the same scheduling session**. Any candidate that is eligible for the Private Applicator exam is also eligible to take the Private Recertification Exam if they ask for it. 1. CSR will contact the lead 2. Lead will use new test to create a Private Recertification Exam 3. Lead will override eligibility 4. Lead will select specify payment details later and approve registration 5. CSR will collect payment and schedule for the Private Recertification Exam
Exam Titles/Testing Time/# of items	*If you are not currently licensed as an Agriculture Pesticide Applicator, you must take the General Standards exam for a Commercial or Noncommercial license. You will not be issued a license unless you take and pass the General Standards exam and at least one category exam. *If you are just adding a category and already have a current Pesticide Applicator license, do not take the General Standards exam. **General Standards /120 minutes/100 questions** •Commercial/Non Commercial Agriculture Applicator - Aerial/75 minutes/50 questions - Animal Health/75 minutes/50 questions - Aquatic Pest/75 minutes/50 questions - Citrus Pest/75 minutes/50 questions - Demonstration and Research/75 minutes/50 questions - Farm Commodity Pest Control/75 minutes/50 questions - Field Crop/75 minutes/50 questions - Forest Pest Control/75 minutes/50 questions - Fruit, Nut and Vegetable Control/75 minutes/50 questions - Landscape Maintenance/75 minutes/50 questions - Livestock Protection Collar (LPC)/75 minutes/50 questions - M-44 Device/75 minutes/50 questions - Nursery Plant Production/75 minutes/50 questions
	- Pasture and Rangeland/75 minutes/50 questions - Public Health (Vector)/75 minutes/50 questions - Regulatory Pest Control/75 minutes/50 questions - Seed Treatment/75 minutes/50 questions - Soil Fumigation/75 minutes/50 questions - Vegetation Management/75 minutes/50 questions - Vertebrate Pest Control/60 minutes/25 questions •Noncommercial (Political) Pesticide Applicator - See General Standards exams •Private Applicator/120 minutes •Private Recertification/250 minutes
Pretest Items	In addition to the number of examination items specified, a small number of 5 to 10 "pretest" questions may be administered during the examinations. These questions will not be scored and the time taken to answer them will not count against examination time.
Splitting Portions	Allowed

Exam Type	TDA Agriculture Pesticide Applicator
Application Processing	Application Processor applies exam payments if they are mailed or faxed in. CD must be approved with the state board FIRST.
Processing Time	Mail – up to 10 business days; Fax – up to 4 business days
Application Processor	TX. ApplicationProcessor@psionline.com
Name/Address Changes	Candidate must contact the state department.
Languages Available	English
Eligibility Criteria	Candidate must contact the state department.
Eligibility Period	N/A
Payment Payable to	PSI
Fee	$64 each exam portion
Payment Type	You may pay by credit card, money order, cashier's check or company check only. Cash and personal checks are not accepted.
Reschedule Rules	You may cancel and reschedule an examination appointment without forfeiting your fee if your cancellation notice is received two days prior to the scheduled examination date.
ADA/Exam Accommodation Approval	A candidate with a disability or a candidate who would otherwise have difficulty taking the examination must follow the instructions and link on the Exam Accommodations Request Form at the end of the Candidate Information Bulletin. You are required to submit documentation from the medical authority or learning institution that rendered a diagnosis. Verification must be uploaded to PSI on the letterhead stationery of the authority or specialist and include the following: • Description of the disability and limitations related to testing • Recommended accommodation/modification • Name, title and telephone number of the medical authority or specialist • Original signature of the medical authority or specialist Make sure you are eligible for the axamination before requesting examination accommodations.
Out of State Testing	PSI has examination centers in many other regions across the United States. You may take this examination at any of these locations. Once you have paid for the examination, enter your zip code and a list of the testing sites closest to you will appear.
Paper/Pencil	Yes
Bring to test center	Candidates must register for the exam with their LEGAL first and last name as it appears on their government issued identification. Required identification below must match the first and last name under which the candidate is registered. Candidates are required to bring one (1) form of valid (non-expired) signature bearing identification to the test site. If the candidate fails to bring proper identification or the candidate names do not match, the candidate will not be allowed to test and their examination fee will not be refunded. **IDENTIFICATION** – Choose One • US Government issued driver's license • US Government issued identification card • US Government Issued Passport • US Government Issued Military Identification Card • US Government Issued Alien Registration Card
Open Book Exam	No
Calculator Allowed	You will have access to an online calculator.
Reference Materials Given at Site	Some exams may have handouts.
Passing Score	**For information on the examination content outlines and reference material please contact the Texas A&M AgriLife Extension Service at http://agrilife.org/aes/manual-order-forms/ or call 979-845-1099.**
Cut score	N/A
Veteran's Preference Points	N/A
Score reports	Your score will be given to you immediately following completion of the examination. The following summary describes the score reporting process: ▪ <u>On screen</u> – your score will appear immediately on the computer screen. This will happen automatically at the end of the time allowed for the examination; - If you **pass**, you will immediately receive a successful notification. - If you **do not pass**, you will receive a diagnostic report indicating your strengths and weaknesses by examination type with the score report. - <u>On paper</u> – a score report will be printed at the examination site. Your score will be sent electronically to the state.
Dup Score Report Fee	Free by mail (5 to 7 business days), $40 expedited fee (2 - 3 business days)
Fingerprint Info	N/A
Licensing instructions	Candidate must contact the state department.
Retest fee	$64 each exam portion

Retest procedure	If you fail the examination, you must wait one business day before paying and scheduling to re-take the examination. There is no limit to the number of attempts to take examinations, but a separate fee will apply for each examination.
Exam review	PSI, in cooperation with the Texas Department of Agriculture, will be consistently evaluating the examinations being administered to ensure that the examinations accurately measure competency in the required knowledge areas. Comments may be entered by clicking the Comments link on the function bar of the test question screen. Comments will be analyzed by PSI examination development staff. While PSI does not respond to individuals regarding these comments, all substantive comments are reviewed. If a discrepancy is found during the comment review, PSI and the department may re-evaluate candidates' results and adjust them accordingly. This is the only review of the examination available to candidates.
Practice Exams Offered	None
Support modes	N/A
Support email	examschedule@psionline.com
Email Response Time	Up to 48 hrs
Scheduling modes	Phone, PSI website
Information Links	None
Created Date	5/6/2019
Modified Date	12/21/2020 rp