COMMERCIAL STRUCTURAL PEST CONTROL EXAMINATION APPLICATION

DATE: __________________, 20____

Mail to:
Department of Agriculture
Division of Environmental Services
107 Corporate Drive
Frankfort, KY 40601

Check which test
_____LPCO (May or Nov.) or _____Manager (monthly)

Check one or both
_____General Pest & Termite _____Fumigation

NAME: 
__________________________________________________________________________________

(LAST) (FIRST) (MIDDLE)

HOME ADDRESS: Street____________________________________________County________________

CITY: __________________________________________ STATE: __________ ZIP: __________________

HOME PHONE # Area code (______) - _______ - ____________, S.S. # ________ - ______ - __________

BUSINESS PHONE # (______) - _______ - ___________, CELL PHONE # (______) - ______ - __________

BUSINESS ADDRESS: (Managers test) ______________________________________________________

CITY: __________________________________________ STATE: ______________ ZIP: ______________

PLACE OF BIRTH __________________________________________ DATE OF BIRTH _______________

EXPERIENCE: List the names and addresses of all employers for which you have worked in the field of structural pest control, giving exact dates. Start with the most recent place of your employment.

Company Name: __________________________ Address: __________________________

City: ______________________ State: ______ ZIP: _______ From: ______________ To: ___________

Company Name: __________________________ Address: __________________________

City: ______________________ State: ______ ZIP: _______ From: ______________ To: ___________

Company Name: __________________________ Address: __________________________

City: ______________________ State: ______ ZIP: _______ From: ______________ To: ___________

Company Name: __________________________ Address: __________________________

City: ______________________ State: ______ ZIP: _______ From: ______________ To: ___________
EDUCATION: Name of High School: _________________________________________________________
Address: _______________________________________ City: ______________________ State: _______
Did you graduate? ______YES ______NO ______GED

COLLEGE: Name of school: _______________________________________________________________
Address: _______________________________________ City: ______________________ State: _______
Major Subject: _______________________________________________ Years Attended: _____________
Did you graduate? ______YES ______NO, Degree(s): __________________________________________
Have you ever failed a Structural Pest Control Examination? ______NO ______YES
If YES, when and where: __________________________________________________________________
Have you ever been convicted of a felony or misdemeanor, in any state? ______NO ______YES
If yes, when and where: ___________________________________________________________________

NOTARY: Please impress your seal on BOTH the signature and edge of photo. Do not deface the photo.

STATE OF KENTUCKY or (_______________________)

COUNTY OF ________________________________,
Subscribed and sworn to before me this ____day of ___________ 20__.  
Notary Public 
Expiration Date

By signing this application I affirm that the statements and answers contained herein are true and correct.

(Applicant’s Signature) ________________ Date

As part of your application you must submit a comprehensive state wide criminal record check which must be obtained from the Kentucky State Police. (See below for details on how to obtain the background check). You must also obtain a letter signed by the license holder of the pest control company, on letterhead stationary, which verifies that you have at least two (2) year’s experience for the Applicators Examination or at least one (1) year experience for the Manager’s Examination. (If letterhead stationary is unavailable, the letter must be notarized). If your verification is from a license holder from a state other than Kentucky, the KDA will contact that state’s licensing agency and verify the license holder.

IS YOUR APPLICATION COMPLETE?
All information must be submitted. Incomplete applications will not be considered and will be returned.

ONLY COMPLETE APPLICATIONS POSTMARKED THIRTY (30) DAYS PRIOR TO THE TESTING DATE WILL BE PRESENTED TO THE PEST CONTROL ADVISORY BOARD FOR CONSIDERATION.
Notice To All Structural Pest Control Operator applicants & Branch Manager License applicants

In order to be eligible to take the commercial structural License Pest Control Operators (LPCO) exam or Branch Manager License examination in Kentucky, you must meet the following four requirements:

I. AGE – You must be at least 18 years of age.

II. RESIDENCE – You must be a legal resident of the United States.

III. WORK EXPERIENCE/COLLEGE DEGREE

A. WORK EXPERIENCE - with a licensed pest control company and must be verified in a letter signed by the company license holder, on company letterhead.

- LPCO test 2-years
- Manager test 1-year as technician or salesman

Experience with an out of state company requires the following:
1. A letter signed by the company license holder on company letterhead verifying your employment; and
2. A letter from the state licensing agency verifying a) the company is/was licensed in that state and b) the name of the responsible license holder.

If you hold/held an LPCO license in another state, you will need the following:
1. A letter signed by the company license holder on company letterhead verifying your employment; and
2. A letter from the state licensing agency verifying that you are/were licensed in structural pest control for the required length of time.

B. COLLEGE DEGREE

College Degree in Entomology
A person holding a B.S., M.S., or Ph. D. degree in entomology from an accredited college or university will qualify with no work experience. You must submit an official transcript from that institution which verifies 1) a degree was awarded and 2) the degree is in entomology.

IV. CRIMINAL BACKGROUND CHECK
You must submit as part of your application a comprehensive STATEWIDE criminal record check. This record check must be from the Kentucky State Police. *If you have been convicted of a crime of fraud or misrepresentation or a felony, you may not be eligible to take the exam.*

IF YOU LIVE IN KENTUCKY:
Go to: [http://www.kentuckystatepolice.org](http://www.kentuckystatepolice.org) - go to Forms - Employment
Complete the form as indicated and mail to the address on the form
The cost is $20.00 and process time is about 14-21 days.

Kentucky State Police ph. 502-227-8700 14-21 days
IF YOU LIVE IN ANOTHER STATE
You must submit as part of your application a comprehensive STATEWIDE criminal record check from the Kentucky State Police AND a STATEWIDE background check from your home state.

Illinois  www.isp.state.il.us         ph. 815-740-5160  14-21 days
Indiana   ph. 317-233-5424  14-21 days
Missouri  ph. 573-526-6160  35-42 days
web site  https://www.machs.mshp.dps.mo.gov/MocchWebInterface/home.html
Ohio  www.webcheck.ag.st.oh.us  ph.740-845-2000  14-30 days
Tennessee  www.tbi.state.tn.us  ph.615-744-4057  14-21 days
Virginia  www.vsp.state.va.us  Ph. 804-674-6718  7-14 days
West Virginia No web site  ph. 855-766-7746  14-21 days

ALL APPLICATIONS MUST BE SWORN TO AND NOTARIZED. FALSE OR MISLEADING INFORMATION SHALL BE GROUNDS TO DENY OR REVOKE A LICENSE.

EXAMINATIONS
The LPCO examination is given the second Tuesday in May and the second Tuesday in November unless these dates fall on a holiday, in which case it will be given on the following Tuesday.

The Manager examination is given the second Tuesday of each month unless these dates fall on a holiday or a scheduling conflict in which case it will be given on the following Tuesday.

All applications must be complete or it will not be considered. Applications must be postmarked at least thirty (30) days prior to the date of the examination.

An examination fee of $50.00 per test is due and must be payed at the time of the examination. Payment must be in the form of a check or money order. No cash will be accepted. Checks should be made payable to “Kentucky State Treasurer”.

Approved applications entitle the applicant to take one or both of the following examinations:
• Structural Pest Control
• Structural Fumigation

The applicant must pass a separate examination for each category. Only written examination will be given. The examinations are timed and are constructed as follows:
Structural Pest Control (Applicator) – 260 written questions, 40 identifications, 5 hours allowed
Structural Fumigation (Applicator) – 80 written questions, 20 identifications, 2 hours allowed
Structural Pest Control (Manager) – 90 written questions, 10 identifications, 2 hours allowed
Structural Fumigation (Manager) – 90 written questions, 10 identifications, 2 hours allowed

The identification sections of both exams include pest specimens, examples of damage and other signs used to identify infestations. The written sections cover such subjects as general pests, wood-destroying organisms, environment, application techniques, safety, equipment, labeling, laws and regulations. A score of 70% or better is required on both the written and identification examination sections in order to pass the exam. Failure of either section of the exam will require you to retake the entire exam.
The applicant will be notified within (10) days of the examination date as to passage or failure of the examination. All LPCO examinations are monitored scored and verified by the Pest Control Advisory Board and will be final.
Upon passage of the exam the applicant may also obtain certification in category 7-A with the payment of a $25.00 fee and category 7-B certification with an additional $10.00 fee.

An applicant shall be allowed to take two (2) consecutive licensing examinations but if the applicant has not passed the licensing examination after two (2) attempts he must then wait one (1) year and must complete and pass a training course approved by the department before reapplying to take the examination one (1) more time. If the applicant does not pass the examination the third or subsequent time, he shall have to wait two (2) years and complete and pass an additional training course approved by the department before reapplying to take the examination.

**MATERIALS**

Copies of the statutes and regulations pertaining to structural pest control in Kentucky are available online at [http://www.kyagr.com/consumer/envsvs/testing/index.htm](http://www.kyagr.com/consumer/envsvs/testing/index.htm). Click on “Kentucky Pesticide Laws” (emphasis on KRS 217B.500-990) or “Kentucky Pesticide Regulations” (emphasis on 29). If you have additional questions regarding the licensing procedures, please call our office 502-573-0282 and ask for the Structural Branch manager.