

Certification Exam Procedures

Wisconsin Department of Agriculture,
Trade and Consumer Protection (WDATCP)
Pesticide Certification Program • 608-224-4548

Exams are scheduled
and administered by

→ SELF-STUDY APPLICATORS

- You must schedule exams in advance with WDATCP (see above) regardless of the test-only site you're attending.
 - ☞ Directions to the test-only locations are given on the back of this sheet.
- Exams taken at WDATCP headquarters in Madison are graded immediately. Exams taken at other locations are graded within two weeks from the date of the exam.

→ TRAINING SESSION ATTENDANTS

- You do not need to contact WDATCP in advance when registered to attend a training session.
- The exam is given at the end of the training session and graded within two weeks.

→ ALL COMMERCIAL APPLICATORS

- You must have a photo I.D. (e.g., driver's license) **and** your Social Security Number (not your Social Security card) before WDATCP will issue you an exam.
- Bring your training manual to the test-only/training site. Complete the Training Registration Form that immediately follows the front cover of the manual.
 - ☞ DO NOT remove the Form until instructed to do so by the exam proctor.
 - ☞ WDATCP cannot grade your exam or grant you certification until they collect the Form.
- The minimum passing score is 70%. You may use a calculator but not your training materials or notes.
- If you pass the exam, WDATCP will mail you your exam score, certification card, and license application.
- If you are renewing your certification and already licensed, you may discard the license application.
- Read the license application carefully; you must be certified and licensed to mix, load, apply, or direct the use of:
 - restricted-use pesticides or any pesticide that contains metam sodium as a commercial applicator, or
 - any pesticide as a commercial applicator for-hire.
- If you fail the exam, WDATCP will mail you your exam score and instructions for scheduling a date to retake the exam. (Waiting periods: 1st failure — 24 hours; 2nd and 3rd failure — 30 days; 4th failure in any 6-month period — 6 months.)
- If you cheat or compromise exam integrity, WDATCP will invalidate your exam and they won't allow you to retake the exam for one year.
- If you do not receive your exam results within 30 days after taking your exam, call WDATCP.

→ CHECKING YOUR EXAM SCORE

Pesticide Applicator Certification System (PACS)

The WDATCP operates the PACS service where you can obtain your exam score, listing of categories in which you are certified, or your certification expiration date. You will need your certification number or, if not yet certified, your exam answer sheet number.

You can access PACS at WDATCP's website (www.datcp.state.wi.us). Type "PACS" in the search bar at the top of the page and click on the first link in the search results page.

You may also access PACS by calling their 24-hour automated telephone service at 608-224-4560.

Directions To Test-Only Locations

You must schedule exams in advance with WDATCP (608-224-4548) regardless of the test-only location you're attending (except Spooner, see phone # below).

No training is given at test-only sites

→ Eau Claire

WDATCP
Eau Claire Regional Office
3610 Oakwood Hills Parkway
Eau Claire, WI 54701

From I-94, take Exit 68 to Hwy 93 north
Turn right onto Golf Road
Turn left onto Oakwood Hills Parkway and go about ½ mile
The Regional office is on your left

From US 53, take the Hwy 93 south exit
Turn left onto Hamilton
Turn right onto Oakwood Mall Drive (becomes Oakwood Hills Pkwy)
The Regional office is on your right

→ Green Bay

WDATCP
Green Bay Regional Office
200 N. Jefferson Street
Suite 125A
Green Bay, WI 54301

From US 41, take Exit 164 to Oneida St north
Go about 2 ½ miles to Mason
Turn right onto Mason and go 1 ½ miles (crosses Tilleman Bridge)
Take the "Downtown" exit which becomes Madison (one-way north)
Turn left onto Pine (one-way west)
Park in the Port Plaza Ramp (located on your right)
The building is behind a bank on the corner of Pine & Jefferson

→ Madison

WDATCP Headquarters
Prairie Oak State Office Building
World Dairy Center
2811 Agricultural Drive
Madison, WI 53718

From I-90, take Exit 142A-B to US 12/18 west (Beltline)
Take Exit 266 (US 51 Stoughton Road) and go north
At the 2nd light, turn right onto Pflaum Road
Proceed on Pflaum Road (becomes Agricultural Dr.) 1 mile
Turn left at the WDATCP sign and proceed up the hill
Check in at the receptionist's desk on the 2nd floor

→ Waukesha

Waukesha Co. Extension Office
Administration Center
515 W. Moreland Blvd.
Waukesha, WI 53188
☞ (you must use the main courthouse entrance and go through security screening)

From I-94, take Exit 294 to Hwy J south (Pewaukee Road)
Proceed 2 miles and turn right onto Moreland Blvd
The visitor parking lot is on your right

From I-43, take Exit 50 to Hwy 164 north (East Ave.)
Proceed to College Ave. and turn left, go one block, right onto Barstow St
Turn right onto Buena Vista, left onto Pewaukee Road.
Go ¼ mile and turn left onto Moreland Blvd
The visitor parking lot is on your right

→ Spooner

Agricultural Research Station
W6646 Highway 70
Spooner, WI 54801
715-635-3506

From US 53, take the Hwy 70 Spooner exit
Proceed west on Hwy 70 about 1 mile
The Station is on your right

→ Wausau

Northcentral Technical College
1000 Campus Drive
Wausau, WI 54401

From US 51, take Exit 194
Proceed to Business 51 (CTH K) [parallels Fleet Farm]
Turn left onto Campus Drive
The NCTC is on your right