

How to Obtain a Private Applicator License

STEPS TO BECOMING A PRIVATE PESTICIDE APPLICATOR

Step 1: Attend a Private Pesticide Applicator training session **FIRST**. Contact your county Texas A&M AgriLife Extension office for training opportunities.

- o You may purchase training materials from certain County Extension Offices, via [mail in order form](#) at www-aes.tamu.edu, or call (979) 845-1099 and we can take your order over the phone with a Master Card or Visa.

Step 2: Upon completion of the training, a Training Verification form (D-1411) will be provided to the applicant (form provided by County Extension Agent or trainer).

- o Applicants should keep the yellow copy for their records.
- o The white copy (original) should be mailed to the Texas Department of Agriculture (TDA) with the Private Pesticide Applicator license application form ([PA-400P](#)).

Step 3: The applicant needs to obtain a hard copy of the Private Pesticide Applicator license application form ([PA-400P](#)) from TDA, or by clicking the link. (Website: www.TexasAgriculture.gov or Phone: 1-800-835-5832 or 512-463-7622).

Step 4: Submit the completed Private Pesticide Applicator application form ([PA-400P](#)), license fee of \$60, and the white (original) copy of the Training Verification form (D-1411) to TDA for processing.

Step 5: When the license application is accepted, TDA will send the applicant a letter in the mail with their Account Number. This Account Number is the number the applicator will use to register and schedule the Private applicator exam with PSI

Step 6: Applicants can go to PSIexams.com or call 1-800-733-9267 to schedule an exam at one of 22 locations around the state. PSI staff cannot provide licensing advice or information.

- o A Pesticide Licensing Examination Candidate Information Bulletin is provided at the PSI website to assist the applicant with the exam scheduling process.
- o A private applicator exam is free for the first attempt.
- o If the applicant fails the first attempt, the second (or subsequent) attempts will require a payment of \$52.00 each time to PSI. There is a 24 hour waiting period to take a repeat exam.
- o PSI will provide a confirmation number and testing location information.

Step 7: Upon completion of the exam, the testing center will provide test results immediately. A passing grade is 70% or higher.

Step 8: PSI will send exam scores to TDA daily. If all licensing criteria are met, TDA will issue the license.

Important: If an applicant has any questions about licensing or exam categories, please contact TDA at 1-800-835-5832 or 512-463-7622. Texas Department of Agriculture – Agriculture Pesticide Program | P.O. Box 12847, Austin, TX 78711 | phone 800-TELL-TDA.

