

MISSISSIPPI DEPARTMENT OF AGRICULTURE & COMMERCE
BUREAU OF PLANT INDUSTRY
P.O. BOX 5207, MISSISSIPPI STATE, MS 39762
PHONE: (662) 325-3390 FAX: (662) 325-0397

LICENSE EXAM APPLICATION
LANDSCAPE HORTICULTURIST AND TREE SURGERY

Please complete this application form accurately and legibly, with all required documents (diplomas, transcripts, proof of commercial certification (if certified), licenses, etc.) attached. Incomplete applications will not be processed.

Landscape Horticulturists – Persons that advertise or solicit business to receive fees or contracts for landscaping and setting of plants.

Tree Surgeons – Persons who advertise in a local phone book, newspaper, newsletter, bulletin, or other prominently displayed sign as a licensed or bonded or insured tree surgeon and receive compensation for any work or consultation relative to the care, pruning, cabling, bracing, topping, trimming, fertilizing, cavity work and removal of ornamental trees and shrubs in any manner. Nothing shall prevent any person from performing such services as long as their advertising does not include the description licensed or insured.

No person shall advertise in any manner to render professional services or solicit business or receive a fee for performing the services listed below without first obtaining a license. Persons must secure a license from the Bureau of Plant Industry, Mississippi Department of Agriculture and Commerce in accordance with Sections 69-19-1 through 69-19-11, Mississippi Code 1972. Failure to secure a license could result in a civil penalty up to \$5,000.

There are no fees for taking examinations or for the issuance of a license.

This application must be reviewed, processed, and approved at least ten (10) days prior to the examination. Once approved, applicant will be notified by email of the location and date of the examination.

License examinations are given at Mississippi State University, Starkville, Mississippi on the second Tuesday of January, April, July, and October. Alternatively, applicants may request to take the examinations at the Bureau of Plant Industry office with 24 hours' advance notice.

Application may be submitted by one of the methods below:

- Via email at treeandlandscape@mdac.ms.gov
- Via mail at P.O. Box 5207, Mississippi State, MS 39762
- Via in-person visit/drop-off

EXAM QUALIFICATIONS

Please check applicable box(es)

Qualifying based on education:

- Graduate from a recognized college or university** and have at least 15 semester hours or the equivalent in the category for which applicant is requesting a license, OR 2 years of college with special training equivalent to 15 semester hours in the category for which applicant is requesting a license. You **MUST** attach a copy of official transcript.

Qualifying courses for *Landscape Horticulturist Exam* include: 15 semester hours of plant related courses such as, but not limited to, plant materials, botany, plant science, soil, and other advanced level related courses.

Qualifying courses for *Tree Surgery Exam* include: 15 semester hours of plant related courses such as, but not limited to, arboriculture, dendrology, botany, and other advanced level related courses.

Qualifying based on education and work experience:

- High school graduate or equivalent** and have had at least 1 years' experience with a licensed operator within the past 2 years. In special cases where an applicant can submit proof of education, experience and training equal to or exceeding these requirements applicant shall be allowed to take the required examinations. You **MUST** attach a copy of High School Diploma or GED and provide written documentation and verifiable proof of work experience.

Qualifying based on work experience only:

- Applicants without High School Diploma or its equivalency** may qualify to take license examinations in Landscape horticulture or Tree surgery, provided that applicant has had at least 2 years' experience within the past 3 years with a licensed operator in the categories where a license is requested. You **MUST** provide written documentation and verifiable proof of work experience.

Qualifying based on valid license(s):

- Applicants with proof of a valid Landscaping License from another State, in which an exam was passed to acquire the license, qualify for testing in Landscape Horticulture.
- Applicants with proof of a valid Tree Surgery License from another State, in which an exam was passed to acquire the license, qualify for testing in Tree Surgery.
- Applicants with proof of a valid Arborist Certification issued by the International Society of Arboriculture qualify for testing in Tree Surgery.
- Applicants with proof of a valid Landscape Architect License issued in Mississippi are exempt from testing in Landscape Horticulture.

Select the Examination Category(ies) qualified for:

- LSL** Landscape horticulturist (Parts 1 & 2)
Applicants should also be aware that the [Mississippi State Board of Contractors](#) may also require landscapers to acquire a license in Landscaping, Grading & Beautification. The Board of Contractors phone number is (800) 880-6161 or (601) 354-6161; Email is info@msboc.us.
- TSL** Tree Surgery

Applicant Information (Must be legible)

Full Name (including prefix & suffix): _____

Address: _____

City: _____ St: _____ ZIP: _____

Phone: _____

E-MAIL (required) _____

Signature: _____

Date: _____

Document Checklist:

- For Applicant who wishes to qualify based on college coursework or training that is related to the category(ies) to be licensed:
Copy of official College Transcript Attached
- For Applicant who wishes to qualify based on education and work experience:
Copy of High School Diploma or GED Attached
Employment History Attached
- For Applicant who wishes to qualify based on work experience only:
Employment History Attached
- For Applicant with other license or certification, e.g., licenses from other states, Arborist Certification, etc.
Copy of valid license or certificate Attached

EMPLOYMENT HISTORY

Applicants who wish to qualify based on work experience **MUST** complete this form. Relevant employment history (employment with licensees) only. Employment information provided must be verifiable through State regulatory agency. List most recent employment first. Attach additional pages if necessary.

Company Name: _____

Address: _____

City: _____ ST _____ ZIP _____

Phone: _____

Dates of Employment (mm/dd/yyyy): _____ to _____

Job Title: _____

ID Card Number of Applicant (*Specify issuing State*): _____

Categories listed on ID card of applicant: _____

Supervisor (License holder): _____

ID Card Number of Supervisor: _____

Company Name: _____

Address: _____

City: _____ ST _____ ZIP _____

Phone: _____

Dates of Employment (mm/dd/yyyy): _____ to _____

Job Title: _____

ID Card Number of Applicant (*Specify issuing State*): _____

Categories listed on ID card of applicant: _____

Supervisor (License holder): _____

ID Card Number of Supervisor: _____

Company Name: _____

Address: _____

City: _____ ST _____ ZIP _____

Phone: _____

Dates of Employment (mm/dd/yyyy): _____ to _____

Job Title: _____

ID Card Number of Applicant (*Specify issuing State*): _____

Categories listed on ID card of applicant: _____

Supervisor (License holder): _____

ID Card Number of Supervisor: _____