



OSUE – County
Educator
Address
City, State, Zip

10/13/2021

Dear Educator,

We have received your request for Ohio pesticide and/or fertilizer recertification credits for an upcoming **Online Live Recert Program**. Any licensed pesticide or fertilizer applicator in Ohio who attends this program is eligible for credit. (Note: Commercial applicators will only receive credit for commercial programs.)

Attached to your confirmation email are the program credit codes and an “ODA Recert Credit Template”. Educators are responsible for supplying the class ID, session date, and appropriate session codes to the attendees. Please make note of the following:

1. A verification of attendance mechanism **must** be in place for the live online/virtual program. (video or camera utilization, polling, response features, chat boxes, etc.)
2. Program session codes **must** be provided throughout the online program.
3. Educators **must** collect attendee data and submit the ODA Recert Credit Template to ODA **within 2 weeks of their program completion**. The template **must** be returned to ODA by the educator via email: AGRPestRecert@agri.ohio.gov
4. If the online program has no attendees or doesn’t take place, ODA **must** still be notified via email.
5. Incorrectly completed ODA Recert Credit Templates will not receive credit. Missing data from the sponsor’s template submission to ODA will not be accepted later.
6. Templates returned to ODA by an attendee **will not** be accepted.
7. **Hybrid “In-Person/Online programs” will not** be approved.
8. Fertilizer recertification credits **do not** count towards the attendee’s pesticide credit hours.
9. Live Online 3-hour Fertilizer Agricultural Certification Trainings (FACT) will be handled differently. Educators will receive (via email) a separate FACT letter from ODA for 3-hour Live Online FACT Programs. Data submission for a 3-hour FACT will be via the ODA FACT Template.

Difference between Recert and Renew:

Recert – Once licensed, private applicators are certified for 3 years. Applicators must attend training sessions before the recertification expiration date listed on their license. If applicators fail to meet the minimum hours of training, retesting will be required. There is not a grace period for recertification.

Renew – Once licensed, private applicators must submit a renewal application form and fee by the expiration date listed on the license. The license is renewed every 3 years by the end of March. The grace period to renew a license is 180 days after the date of expiration (September 30th). If the license is not renewed within 180 days, retesting will be required.

Ohio Recertification Requirements		
Type	Hours	Details
Commercial	5	Minimum 1 hour of core; ½ hour each category
Private	3	Minimum 1 hour of core; ½ hour each category
Fertilizer	1	Minimum 1 hour of fertilizer training

Thank you,
Matt Cochran - Ag Inspection Manager