

Maine Department of Agriculture, Food and Rural Resources

ARBORIST TESTING INFORMATION BROCHURE

GENERAL INFORMATION

“Arborist” means a person who, for compensation, takes down or fells, diagnoses or evaluates the condition of shade or ornamental trees; solicits, recommends or supervises the treatment of those trees; or in any manner or for any purpose treats or cares for those trees.

“Takes down or fells” means the cutting for removal of any part of a tree by topping of sections or felling the tree whole.

“Treats or cares for” means the pruning, trimming and shaping of trees when the care requires the person to leave the ground. “Treats or cares for” also includes installing lightning protections, cabling or bracing of trees.

Laws established by the Maine Department of Agriculture require anyone practicing arboriculture in Maine to first obtain either an Arborist Apprentice Permit or an Arborist License.

The *Arborist Apprentice Permit* provides an opportunity for on-the-job training of new arborists. **It is a training permit only and not a license to practice independently.** The Department will issue an Apprentice Permit to the applicant following a satisfactory review of the information submitted on the Arborist Apprentice Application.

Obtaining a First Class Arborist License in the category pertaining to the work being performed (Utility or Landscape) is the basic requirement for an individual to work independently in the field of arboriculture in Maine.

Testing the knowledge and skills of a prospective arborist in either or both of these categories demonstrates a person’s capabilities to safely and professionally provide services to the public.

DEFINITIONS

Apprentice: an unlicensed individual working under the supervision of a licensed arborist.

First Class Landscape Arborist: an individual licensed as an arborist, who is primarily concerned with the planting and care of shade or ornamental trees.

First Class Utility Arborist: an individual licensed as an arborist who performs arboricultural procedures primarily in the proximity of electrical transmission, distribution and/or other utility lines.

Master Landscape or Master Utility Arborist: an individual who has a minimum of five years of experience as a First Class Arborist, has successfully completed the Master Arborist examination and holds a valid Maine Pesticide Applicator License in category 3A – Outdoor Ornamentals.

Your application for examination must be submitted to the Maine Department of Agriculture with a check made payable to the “Treasurer, State of Maine” for the application and examination fee as well as the fee for the study guide.

APPLICATION AND FEES

Fees set by the Department are as follows:

Study Guide:	\$45.00
Application & Exam Fees:	
First Class Landscape or Utility	\$ 60.00
First Class Landscape <u>and</u> Utility	\$ 85.00
Master Landscape or Utility	\$ 85.00
Master Landscape <u>and</u> Utility	\$110.00

EXAM DATES and DEADLINES

Exams often fill up before the deadline date listed below. Do not delay submitting your application.

<u>EXAMINATION DATE</u>	<u>DEADLINE DATE</u>
January 18, 2012	December 31, 2011
March 14, 2012	February 25, 2012
June 13, 2012	May 25, 2012
September 12, 2012	August 2, 2012
December 5, 2012	November 12, 2012

DESCRIPTION OF EXAMINATIONS

There are two parts to the exam; written and oral. The written portion of the First Class exams is open book. Books are not permitted during the practical/oral portion of the First Class exams. Master exams are closed book for all parts. The written exams include true or false, multiple-choice questions. The practical/oral portion of the exams covers the applicant's knowledge of the safe use of arborist tools and equipment and approved arboricultural techniques.

Exam sessions are 3 hours long.

SCORE INFORMATION

Your score is based on the number of questions you answer correctly. You will not be given credit for any question that has been answered incorrectly, left blank or has more than one answer marked. Be sure to mark an answer for each question. There is no penalty for guessing.

Your score will be mailed within 2 weeks after the test date. All scores are mailed at the same time. The minimum score required to pass the First Class exam is 70%. The minimum score required to pass the Master exam is 75%.

Applicants receiving passing scores will also be sent an insurance affidavit and a letter describing the necessary license fee.

LICENSE ISSUANCE

YOUR LICENSE WILL NOT BE ISSUED IMMEDIATELY AFTER PASSING THE EXAM. It could take several weeks before you are licensed to work.

To receive your license as quickly as possible return your insurance affidavit and appropriate fees ASAP. Your license will be issued only after receipt of the requested form and payment.

BACKGROUND CHECKS

The State of Maine has the authority to consider an applicant's criminal history record prior to issuing an occupational license. This is important because the general public relies on the state to verify that individuals who receive occupational licenses warrant the public's trust and are not a threat to their well-being. The Department of Agriculture will conduct random criminal history records checks prior to issuing the license.

STEPS IN THE EXAM PROCESS

1. The candidate completes and submits the application with the appropriate fees to the Department for eligibility to take the exam. **Exams often fill up before the deadline date listed in this brochure.** When the test sessions fill up names will be placed on a waiting list.
2. The Department mails the candidate an examination admission letter approximately 2 weeks before the exam.
3. The candidate takes the exam.
4. The Department notifies the candidates of scores, licensing and re-take information.

ADMISSION TO THE EXAM

The Department will send an admission letter to each approved candidate who has paid the correct exam fees prior to the deadline. The admission letter will show the name of the exam registered for and the specific date, time and location of the exam.

Only pre-registered candidates will be admitted to the exam. No walk-in applicants will be admitted.

THOSE CANDIDATES NOT APPEARING FOR THEIR SCHEDULED EXAM WILL FORFEIT THEIR EXAM FEES.

If you lose your admission letter, or have not received an admission letter 3 days before the exam date, contact the Department immediately at (207) 287-3891.

Candidates must bring their admission letter and one official photo identification (such as a driver's license). You will NOT be admitted to the examination without official identification.

Please bring two #2 pencils to mark your answer sheet.

QUESTIONS

If you have questions regarding the arborist licensing process please contact the Maine Department of Agriculture, Division of Animal and Plant Health at 28 State House Station Augusta Maine 04333 or by phone at (207) 287-3891.