# Certified Professional Soil Scientist Application



Certified Professional Soil Scientist

In order to qualify for certification, one of the two points below must be met (for full CPSS certification, not APSS):

1. Hold a Bachelor's degree in Soil Science or closely related Agricultural, Earth, or Environmental Science (e.g., a named option in Soil Science, minor in Soil Science) and 5 years of work experience.

## Or

2. Hold a MS or PhD degree in Soil Science or closely related Agricultural, Earth, or Environmental Science (e.g., a named option in Soil Science, minor in Soil Science) and 3 years of work experience.

If you are applying for the APSS, you must meet the education requirements above and be working toward the work experience requirement.

*Note:* Incomplete applications will be returned to the applicant without review.

As of February 1, 2012, all new applications received must be on the new application and meet the new requirements.



# **Application for Professional Certification**

5585 Guilford Road • Madison, WI 53711-5801 • (608) 268-4955 • FAX (608) 273-2081 • www.soils.org/certifications

# 1. APPLICANT'S NAME AND ADDRESS

Ple	ease print or type:				
	Dr. □ Mr. □ Ms.			Г	Office Use Only
				Certification No.	
La	st Name/Surname			—	
Fiı	rst Name/Given Name	Middle N	ame		
Ac	ldress				
Αc	ldress		County (U.S. only)		
Ci	ty State/Provin	ince	Postal Code	Country	
	· · · · · · · · · · · · · · · · · · ·				
Of	ffice Phone Home Phone		FAX		
Ce	ell Phone Email				
	ave you ever been charged, indicated or convicted of a felony, mis				
or	crime for which circumstances relate to being a soil scientist or s	soil classifier?	☐ No If yes, attach an explai	nation.	
2.	<b>PERSONAL DATA</b> (Completion of this section is optional. garding specific individual members will not be released.)	Information re-	5. FEES:		
			Application Fee \$100.00		
Biı	rthdate Race				
Cit	tizenship Gender		FEE ENCLOSED \$		
			(Fee is non-refundable)		
			NAME OF THE OWN PARTY OF THE OWN		
_			MAKE CHECK PAYABLE TO: SOIL SCIENCE SOCIETY OF A	MERICA	
	AREA OF CERTIFICATION APPLYING FOR		(Payment must be in U.S. funds)		
	Currently certified as and apply	ying for:			
	(CCA, CCA-CPAg, APSS, or N/A)				
	Area of Certification		The following credit cards are acc	epted:	
	Certified Professional Soil Scientist, CPSS		☐ MasterCard ☐ Visa	☐ Discover ☐ AMX	
	Associate Professional Soil Scientist, APSS		Card Number		
			Expiration Date		
			Cardholder's Name		I
4.	DOCUMENTATION REQUIRED:		Please Print Name		
a.	Completed Core Requirement Form documenting educational				
h	cluding: institution, degree(s), major, and minor areas, and cours An Official Transcript of all academic credits and including		6. NAME TO BE PRINTED (	ON CERTIFICATE:	
υ.	degree(s).	verification of	Degree following name: (choose onl	v. ana) antional	
c.	Completed Professional Experience Form. List all professional				
	professional activities, and membership and offices held in property societies.	rofessional and	□BS □BA □MS □PhD	Other	
d	ž				
	Completed Core Summary Form. Resume.		Last Name/Surname		
	Signed and dated Code of Ethics				
	References:		First Name/Given Name		
	<ol> <li>For Certified Professional Applications refer to I.B.3.</li> </ol>		THSt Name/Olven Name		
	2. For Associate Professional Applications refer to II.C.1.(3).				
			Middle Name		

### 7. PROFESSIONAL EXPERTISE:

Please choose one or more categories in which you can substantiate that you are technically and professionally qualified to practice. Place the category code that you feel the most technically and professionally qualified to practice in the first choice and the next most qualified in the second choice and so on up to four choices.

1 2	3	4
Acid-Sulfate Soils—S2		Land Resource Development—V7
Agricultural Administration-	-P3	Land Use—D2
Agricultural Climatology—El		Land Use Planning—D5
Agricultural Development—F	2	Molecular Cytogenetics—C4
Agro-forestry—X0 Agronomic Education—P1		Molecular Genetics—C3 Nursery Management—I8
Agronomic Management—Fl		Nutrient Management—N3
Agronomy (general)—Al		Olericulture—H6
Best Management Practices—	F4	Organic—O3
Biometrics—A3		Ornamental Horticulture—H9
Biotechnology—Cl		Pedology—U6
Cell Biology—C2	25	Pest Management—L7
Computer Assisted Design—I Computer Modeling—B4	33	Pesticide Use—L8 Plant Breeding—J2
Computer Uses—Bl		Plant Chemistry—K6
Conservation Education—P2		Plant Ecology—L2
Conservation Planning, Food	Security	Plant Cytogenetics—J6
Act 1985—F5		Plant Cytology—J4
Comprehensive Nutrient		Plant Genetics—J8
Management—N4 Conservation Tillage—D6		Plant Metabolism—K2 Plant Nutrition—Ul
Crop Breeding—Jl		Plant Pathology—I5
Crop Chemistry—K5		Plant Physiology—K4
Crop Cytogenetics—J5		Plant Propagation—K7
Crop Ecology—L1		Plant Taxonomy—K8
Crop Genetics—J7		Pollution Control—G6
Crop Marketing—L3		Pomology—H5
Crop Metabolism—Kl Crop Physiology—K3		Post-Harvest Physiology—H7 Product R&D—W3
Crop Production—L4		Range Management—X6
Crop Protection—L6		Range Soil Science—X3
Crop Quality—O1		Reclamation—W8
Crop Science—I1		Regulatory Admin./Enforcement—Es
Crop Specialization-Cannery		Regulatory Compliance—E6
Crops—P4	5	Resource Conservation—D4 Saline Soils—R5
Crop Specialization—Corn—P Crop Specialization—Cotton—		Seed Production—Ml
Crop Specialization—Grazing—		Seed Technology—M3
Crop Specialization–Rice—Pa		Small Fruit Culture—I9
Crop Specialization-Small Gr		Soil Biochemistry—Tl
Crop Specialization–Soybean-		Soil Chemistry—Sl
Crop Specialization—Tobacco-		Soil Erosion Sediment Control—W5
Crop Specialization—Tree Frui Crop Specialization—Vegetable		Soil Fertility—U2 Soil Genesis—VI
Crop Specialization–Wheat—		Soil Interpretations—V2
Crop Utilization—O2		Soil Management—W7
Cytology—J3		Soil Microbiology—T2
Digitized Mapping—B3		Soil Mineralogy—Z1
Edaphology—U3		Soil Morphology/Classification—V3
Entomology—L9 Environmental Protection—E	3	Soil Physics—R3 Soil Plant Analysis—U4
Environmental Regulation—E		Soil-Plant Correlation—U7
Ethics—E9		Soil Science—Q1
Farm Management—F6		Soil-Water-Plant Relation—U5
Farmland Preservation—F3		Soil Resource Inventory—V4
Fertilizer Technology—Y1 Fertilizer Use—Y3		Soil Survey—V5 Soil and Waste Management—Gl
Floriculture—H3		Soil and Water Conservation—W1
Floristry—H4		Soil and Water Management—W2
Forages—N2		Statistical Analysis—B6
Forest Soils—Xl		Streambank Stabilization—W6
Garden Center Management—	–I7	Surface Mine Reclamation—W4
Genetics—J9 Greenhouse Production—H2		Tissue Culture—C5
Ground Water Quality—G7		Tropical Agriculture—I3 Tropical Crops—I2
Hazardous Waste Managemen	ıt—G2	Turfgrass Management—Nl
Horticulture (General)—H1		Viticulture—H8
Hydric Soils—R4		Waste Disposal, On-site—G3
Impact Assessment—E4		Waste, Land Treatment/Applic.—G5
Information Systems—B2		Waste Management—G4
International Agronomy—I4 International Horticulture—I6	;	Water Diversion and Control—W9 Weed Control—LO
Irrigation—Rl	•	Weed Science—L5
Irrigation and Drainage—R2		Wetlands Identification—WO
Labor Management—F7		Wildlife Management—X2
Land Classification—V8		Undefined, Other—Z9
Land Management—Dl		
Land Resource Analysis—V6		

8. PLEASE LIST NAME PRESENT EMPLOYI	
9. DIRECTORY OF O	
A directory of certified ind http://www.soils.org/certifi	lividuals is located on the web at: ication/directory/
Would you like to be included	ded?
□ Y	es □ No
10. SIGNATURE	
is correct and true to the be	formation submitted in support of this application est of my knowledge and that all information re- ill remain confidential. I have read and signed the
Date	Signature of Applicant

If you have questions on completing this application, please contact Marta Krist at mkrist@sciencesocietes.org or at 608-268-4955



# SSSA Soils Certifying Board Code of Ethics ————

### Article I. Preamble

- 1. The privilege of professional practice imposes obligations of responsibility as well as professional knowledge. The Soil Science Society of America (SSSA) certifies the credentials of individuals through the Soils Certifying Board, which is the national soil science certification board. Individuals who meet the requirements for soil science certification will receive the designation of Certified Professional Soil Scientist (CPSS) or Certified Professional Soil Classifier (CPSC). The soil science certification program will only award the title of CPSS/CPSC to individuals who have met the examination, education, experience and ethics requirements as set forth by the SSSA Soils Certifying Board.
- The Soils Certifying Board will award the title of CPSS to individuals who meet the college education, experience, testing requirements, ethics and the continuing education requirements of the Soils Certifying Board. CPSC was no longer issued after 2011. Existing CPSC still apply.
- 3. A CPSS/CPSC, at the request of a client or employer, must disclose the information used to gain certification. CPSS/CPSC who knowingly misrepresents their credentials will face disciplinary action.

### Article II. Relation of Professional to the Public

- 1 A CPSS/CPSC shall avoid and discourage sensational, exaggerated, and/or unwarranted statements that might induce participation in unsound enterprises.
- 2 A CPSS/CPSC shall not give professional opinion or make a recommendation without being as thoroughly informed as might reasonably be expected considering the purpose for which the opinion or recommendation is desired, and the degree of completeness of information upon which the opinion is based should be made clear.
- 3 A CPSS/CPSC shall not issue a false statement or false information even though directed to do so by employer or client.

# Article III. Relation of Professional to Employer and Client

- 1. A CPSS/CPSC shall protect, to the fullest extent possible, the interest of his/her employer or client insofar as such interest is consistent with the law and professional obligations and ethics.
- A CPSS/CPSC who finds that obligations to their employer or client conflict with their professional obligation or ethics should work to have such objectionable conditions corrected.
- A CPSS/CPSC shall not use, directly or indirectly, an employer's or client's information in any way that would violate the confidence of the employer or client.

- 4. CPSS/CPSC retained by one client shall not accept, without the client's written consent, an engagement by another if the interests of the two are in any manner conflicting.
- 5. A CPSS/CPSC who has made an investigation for any employer or client shall not seek to profit economically from the information gained, unless written permission to do so is granted or until it is clear that there can no longer be a conflict of interest with the original employer or client.
- 6. A CPSS/CPSC shall not divulge information given in confidence.
- A CPSS/CPSC shall engage, or advise employer or client to engage, and cooperate with other experts and specialists.
- A CPSS/CPSC protects the interests of a client by recommending only products and services that are in the best interest of the client and public.
- A CPSS/CPSC protects his/her credibility by disclosing to clients how he/she will be compensated for providing recommendations to the client.

### Article IV. Relation of Professionals to Each Other

- 1. A CPSS/CPSC shall not falsely or maliciously attempt to injure the reputation of another.
- A CPSS/CPSC shall freely give credit for work done by others, to whom the credit is due, and shall refrain from plagiarism of oral and written communications and shall not knowingly accept credit rightfully due another person.
- 3. A CPSS/CPSC shall not use the advantage of public employment (i.e., university, government) to compete unfairly with other certified professions.
- A CPSS/CPSC shall endeavor to cooperate with others in the profession and encourage the ethical dissemination of technical knowledge.

### **Article V. Duty to the Profession**

- A CPSS/CPSC shall aid in exclusion from certification those who have not followed this Code of Ethics or who do not have the required education and experience.
- A CPSS/CPSC shall uphold this Code of Ethics by precept and example and encourage, by counsel and advice, other Registrants to do the same.
- A CPSS/CPSC having positive knowledge of deviation from this Code by another Registrant shall bring such deviation to the attention of the Soils Certifying Board.

Soils Certifying Board 8/11

I, the undersigned, agree to adhere to the above Code of Ethics.	
Signature:	Date
Please Print Name	

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FOR OFFICE USE

CPSS	Soil Science Core Requirements This form does not substitute for transcripts, official transcripts are required.	ments scripts are required.	FOR OF
Certified Professional	Certified Professional Soil Scientist, 5585 Guilford Road, Madison, WI 53711-5801 • (608) 268-4955	VI 53711-5801 • (608) 268-4955	
Soil Scientist			
First Name/Given Name			Г
Last Name/Surname	<b>Professional Core Requirements include:</b> • $\geq 15$ semester credits total of which $\geq 9$ s	Professional Core Requirements include:  • ≥ 15 semester credits total of which ≥ 9 semester credits must be upper division	
	Lower division=Freshman and sophomore level courses.     Ilmer division=Imior senior and oraduate level courses.	nomore level courses. oradijate level courses	
Degree	In the component column, put an course	• In the component column, put an X in either the laboratory or field column that <u>best</u> describes the course	
University	Laboratory and/or Field coursewo Science Core classes. Examples ir cises, field courses.	<ul> <li>Laboratory and/or Field coursework is a required component in   2 of the soil Science Core classes. Examples including soil judging, undergraduate research, laboratory exercises, field courses.</li> </ul>	
Major	A minimum grade point average (GPA) of 2.5 is required in the requirement. This does not include the supporting core courses.	• A minimum grade point average (GPA) of 2.5 is required in the total professional core course requirement. This does not include the supporting core courses.	
Minor	• In the credit hours column, indicat (ex 3 Sem or 3 Qtr).	• In the credit hours column, indicate if they are semester or quarter hours (ex 3 Sem or 3 Qtr).	

		ı				C		,		
I. Protessional Core	Course no.	Dept.	litle	Lower Div. Upp	Upper Div.	Laboratory	Field	Grade	Grade   University   SSSA Use	SSSA Use
Soil Genesis,										
Morphology, & Classification										
Soil Chemistry &										
Mineralogy										

Last Name/Surname\_\_\_\_

Contact of Captain   Contact	Professional Core	Course no	Dent	o]+;.L	Credi	Credit Hours	Component	onent	Grade	I Iniversity	SSSA He
Soil Persiting & Nutrient Management         6			doc		Lower Div.	Upper Div.	Laboratory		O Trace	Omversity	
Nutrical Management	Soil Fertility &										
Soil Physics   Soil Blokey, & Soil Ecology & Soil Control.   Soil Reverse Soils.   Soil Section   Soil Control.   Soil Contr	Nutrient Management										
Soil Physics   Soil Biology & Soil Ecology   Soil Concavation Evokand & Soil Concavation Evokand & Soil Science   Soil Scien											
Soil Physics   Soil Bology & Soil Ecology   Soil Bology & Soil Ecology   Soil E											
Soil Physics         Soil Biology & Soil Ecology           Soil Scolesy         Soil Ecology           Soil Scolesy         Soil Conservation Ecology           Management         Management           For conservation Ecology         Soil Conservation Ecology           Soil Conservation Ecology         Soil Conservation Ecology           Management         Environmental Soil Science, Soils, Conservation Ecology           Medland Soils, Urban Soils)         Medland Soils, Urban Soils)											
Soil Physics   Soil Biology & Soil Biology & Soil Biology & Soil Biology & Soil Sculegy   Sculegy   Soil Scul											
Soil Biology & Soil Biology & Soil Biology & Soil Ecology         Soil & Land Use         Soil & Land Use         Soil & Land Use         Soil Conservation, Haviston & Scilinear Control, Exclusion. Haviston & Scilinear Control & Scilinear											
Soil Biology & Soil Ecology         Soil Biology & Soil Ecology           Soil Ecology         Soil Ecology           Soil School         Soil Conservation, Environ & Soil Conservation, Environ & Soil Conservation, Environ & Soil Conservation, Environ & Soil Conservation, Environ Conservation, Environ Conservation, Environ Conservation, Environ Environ Conservation, Environ Environ Conservation, Environ Conservation, Environ Environ	Soil Physics										
Soil Biology & Soil Ecology Soil Ecology Soil Ecology Soils & Land Use Management (Forest Soils. Soil Conservation, Eroxion & Soil Conservation, Enotion and Soils Givenee, Wetland Soils, Urban Soils) Wetland Soils, Urban Soils)											
Soil Biology & Soil Ecology         Soil Biology & Soil Ecology           Soil Ecology         Soil Ecology           Soils & Land Use Management         Soil Conservation, Erosion & Science, Environmental Soil Science, Environmental Soil Science, Environmental Soils, Urban Soils)         Soil Conservation, Erosion & Science, Environmental Soils, Urban Soils)											
Soil Biology & Soil Ecology         Soil Biology & Soil Ecology           Soil Ecology         Soil Ecology           Management (Forest Soils, Soil Conservation, Erosion & Soil Conser											
Soil Biology & Soil Ecology         Soil Ecology           Soils & Land Use Management (Forest Soils, Soil Concervation, Erosion & Soil Concervation, Evolution & Soil Concervation & Soil											
Soil Biology & Soil Ecology         Soil Ecology         Color & Land Use         Color & La											
Soil Biology & Soil Ecology         Soil Biology & Soil Ecology           Soil Ecology         Soils & Land Use Management           Forest Soils.         Soil Conservation, Erosion & Sediment Control, Environmental Soil Science, Wetland Soils, Urban Soils)											
Soils & Land Use         Soils & Land Use         Soil & Land Use         Soil & Land Use         Soil Conservation.         Soil Conservation	Soil Biology &										
Soils & Land Use         Management           (Forest Soils, Soil Conservation, Erosion & Sediment Control, Environmental Soil Science, Wetland Soils, Urban Soils)         6	Soil Ecology										
Soils & Land Use  Management (Forest Soils, Soil Conservation, Erosion & Sediment Control, Environmental Soil Science, Wetland Soils, Urban Soils)											
Soils & Land Use         Management         Control         Control <td></td>											
Soils & Land Use         Management         Constraints											
Soils & Land Use       Management         (Forest Soils, Soil Conservation, Erosion & Sediment Control, Environmental Soil Science, Wetland Soils, Urban Soils)       8											
Soils & Land Use         Management         Consert Soils, Soil Conservation, Erosion & Sediment Control, Environmental Soil Science, Wetland Soils, Urban Soils)         Conservation of the control of the contro											
(Forest Soils, Soil Conservation, Erosion & Sediment Control, Environmental Soil Science, Wetland Soils, Urban Soils)	Soils & Land Use										
(Forest Soils, Soil Conservation, Erosion & Sediment Control, Environmental Soil Science, Wetland Soils, Urban Soils)	Management										
Soli Conservation, Erosion & Sediment Control, Environmental Soil Science, Wetland Soils, Urban Soils)	(Forest Soils,										
Environmental Soil Science, Wetland Soils, Urban Soils)	Soll Conservation, Erosion & Sediment Control,										
Actual Solls, Cloud Solls)	Environmental Soil Science, Westland Soils Treban Soils										
	Totalia Dolls, Cloan Dolls)										

SSSA Use University Grade Upper Div. Credit Hours Lower Div. Title Dept. Course no. Range Science, Turf Science, Weed Science) (Biology, Botany, Ecology, Forestry, Microbiology, Range Science, Wetland Science) (Speech, Technical Writing) Agricultural Science (Agronomy, Crop Science, Agroforesty, Horticulture, Biological & Ecological Chemistry, Mathematics, Physics, Statistics Sustainable Agriculture, II. Supporting Core Precision Agriculture, Communications Sciences

· If you are short credits, your application will be rejected unless you provide a written explana-

tion of other courses/experience to fulfill the missing credit requirement(s).

• Lower division=Freshman and sophomore level courses. Upper division=Junior, Senior, and

• 4 of the following 8 areas must have  $\geq$  5 credits.

graduate courses.

· Examples are provided for each category

•  $\geq$  45 semester credits total of which  $\geq$  15 semester credits must be upper division.

Supporting Core Requirements Include:

Last Name/Surname\_

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II. Supporting Core	Course no.	Dept.	Title	Credit Hours	Hours	Grade	University	SSSA Use
		: 1		Lower Div.	Upper Div.		Corona	
Geoscience Science								
(Archeology, Physical Geog-								
tion Systems, Meteorology,								
Remote Sensing, Terrain Analysis, & Atmospheric								
Science)								
Human Health &								
Land Use (Environmental Law &								
Policy, Environmental Ethics								
& Philosophy, Environmental Quality, Hazards, Land Use								
Planning, Site Assessment,								
Sustainability, 10x10010gy, Waste Management,								
HAZWOPER)								
Technology &								
<b>Engineering</b> (Agricultural Engineering.								
Bioengineering Soil, Civil,								
Construction & Geotechnical Engineering,								
Environmental Engineering,								
Computer Aided Drafting)								
Water Sciences								
(Hydrology, Hydrogeology, Limnology, Water Resources.								
Vadose Zone, Wetland								
Science)								

# EXAMPLE



# Professional Work Experience Form SOIL SCIENCE CERTIFICATION

# INSTRUCTIONS

- 1. List full-time positions in sequential order, ending with current position.
- 2. List only professional-level positions in the area of soil science beyond the baccalaureate degree. Work experience while obtaining an advanced degree should not be included.
- 3. List beginning and ending month and year for all positions.

  4. If you have worked in two positions concurrently, indicate under the percent time category the yearly percentage time you worked in each position.

- Show the percent time on an annual basis for each work activity (should total 100%).
   Under reference, list the reference(s) most familiar with each work experience.
   Duties and responsibilities should be specific and detailed.
   Be sure to total months of experience.
- Remember work experience gained while seeking a degree does not count toward the CPSS/SC work experience requirement.
  - 9. Copy/print additional pages if needed.

# EXAMPLE

# **Employment Information**

Length From To	Degree Level	Employer Name, Location	Professional Title	% Time	Duties and Responsibilities	% Time/ Activity	Reference
06/6-88/6	BS	Davis Engineering Culpeper, VA	Soil Scientist	100	Delineate hydric soils on potential highway right of ways Describe soils on archaeology sites to meet environmental impact requirements Manage equipment for site investigations Coordinate GIS land use interpretation	50 10 35	Polly Pedon John Mudd David Auger William Profile
9/90-present	BS	Soil Pro's York, PA	Soils Investigator	001	Soil characterization for drain fields Development reports for county and state agencies for site suitability, permits for septic fields, landfills, and secondary road construction Workshops for clients on regulatory requirements and permits for construction	50 40 10	Steve Pitts

Months of experience this page

100



# Professional Work Experience Form SOIL SCIENCE CERTIFICATION

			Da	ate of Degre	Date of Degree: Bachelors	 PhD	
Last Name/Surname_	ıme		Fin	rst Name/(	First Name/Given Name		
Employment Infor	rmation—	Employment Information—Please see example page for instructions.	tctions.				
Length From To	Degree Level	Employer Name, Location	Professional Title	% Time	Duties and Responsibilities	% Time/ Activity	Reference

Months of experience this page

	Reference		
	% Time/ Activity		
First Name/Given Name	Duties and Responsibilities		
Firs	% Time		
.ctions.	Professional Title		
Last Name/Surname	Employer Name, Location		
ne	Degree Level		
Last Name/Surname_ Employment Informa	Length From To		



Certified Professional Soil Scientist sponsored by the Soil Science Society of America www.soils.org/certifications

# **Reference Request**

From:	To:
Applicant's Name	Reference's Name
Applicant's Address	Reference's Address
Applicant's phone number	Reference's Phone Number
	Check if reference is:
	□ CPSS □ CPAg
	☐ Licensed Soil Scientist (State)
AREA OF CERTIFICATION APPLYING FOR:	☐ Soil Science Faculty
☐ Certified Professional Soil Scientist (CPSS)	
☐ Associate Professional Soil Scientist (APSS)	

**Note to Applicant:** Please complete the above information and give this form to the reference. The reference needs to complete the questions on the reverse side and forward to the SSSA Offices (see below).

**Note to Reference:** The above-named individual is applying for certification and has requested that you act as a reference. An applicant must provide at least five references (including at least one that is a CPSS or CPAg, a licensed soil scientist, or a faculty member familiar with the applicants work experience in soil science, as referenced in I.B.3 of the CPSS Policy Document), and others who are familiar with her/his experience. By completing this form you will be acting as a reference for the applicant named above.

Please answer the questions on the back of this form, and include any additional comments that you feel may be helpful. This form will be reviewed by the Certifying Board to ensure that the applicant has the necessary education and experience to be certified.

Prospective applicants must meet rigorous educational, experience, and ethical standards. They must have a minimum of a Bachelor's level degree, meet certain course requirements, and adhere to the code of ethics. **No experience is required for Associate Professional (AP) status.** 

Because we want to certify only individuals who meet the professional standards, we solicit your confidential and frank opinion of this applicant.

**Experience:** Applicants for Certified Professional status (**no experience is needed for Associate Professional status**) must have at least five years of professional experience beyond the baccalaureate degree in each area of certification. An advanced degree will substitute for two years professional experience; for example three years of professional experience at both the MS and/or PhD level.

**Please sign and return this form (2 pages) directly to:** Marta Krist at mkrist@sciencesocieties.org or mail to SSSA Certification Department, 5585 Guilford Road, Madison, WI 53711-5801 or fax to 608-273-2081

1.	In what capacity have I am (was) the applic		with the applicant(fa	amily members/	relatives not valid references)	?
	Supervisor		Subordinate	_	Academic Advisor	
	Colleague		Subordinate Classmate	_	Client	
	Other as:					
2.	What length of time	have you known the a	applicant in the above	e capacity?	years	
3.	1	•		ofessional worl	experience?	
	From month/year	to month/y	year			
4.	Knowing the minimus in the area of certification	um requirements for cation as stated on the	eertification, do you freverse side?	feel qualified toYes	recommend this applicant to No	become certified
	If "yes", please proce If "no", please give a			on(s); sign and r	eturn this letter immediately.	
5.	What particular stren	gths do you feel the a	pplicant has that may	y be important i	n the evaluation of a profession	onal?
6.	Do you feel that the a	applicant is <i>fully</i> qualicant overcome a	ified at this time for t ny weaknesses or def	he certification ficiencies?	listed?Yes	No
7.	Please comment on to ness, professionalism making a fair evaluate	, and knowledge in th	sional growth and de e area of application	velopment, abil . Also, please m	ity to analyze and solve proble ake any additional comments	ems, resourceful- which will aid in
8.	Do you recommend t	his applicant to be ce	rtified in the area of c	certification as s	tated on the reverse side?	YesNo
Prir	int Name	Yo	our response will rem	nain confidentio	ıl.	
					Title	
					Telephone	
	nail	_				

**Please sign and return this form (2 pages) directly to:** Marta Krist at mkrist@sciencesocieties.org or mail to SSSA Certification Department, 5585 Guilford Road, Madison, WI 53711-5801 or fax to 608-273-2081



Certified Professional Soil Scientist sponsored by the Soil Science Society of America www.soils.org/certifications

# **Reference Request**

From:		To:		
	Applicant's Name		Reference's Name	
	Applicant's Address		Reference's Address	
	Applicant's phone number		Reference's Phone Number	
			Check if reference is:	
			□ CPSS □ CPAg	
			☐ Licensed Soil Scientist (State)	
AREA	OF CERTIFICATION APPLYING FOR:		☐ Soil Science Faculty	
☐ Cert	tified Professional Soil Scientist (CPSS)			
⊐ Asso	ociate Professional Soil Scientist (APSS)			

**Note to Applicant:** Please complete the above information and give this form to the reference. The reference needs to complete the questions on the reverse side and forward to the SSSA Offices (see below).

**Note to Reference:** The above-named individual is applying for certification and has requested that you act as a reference. An applicant must provide at least five references (including at least one that is a CPSS or CPAg, a licensed soil scientist, or a faculty member familiar with the applicants work experience in soil science, as referenced in I.B.3 of the CPSS Policy Document), and others who are familiar with her/his experience. By completing this form you will be acting as a reference for the applicant named above.

Please answer the questions on the back of this form, and include any additional comments that you feel may be helpful. This form will be reviewed by the Certifying Board to ensure that the applicant has the necessary education and experience to be certified.

Prospective applicants must meet rigorous educational, experience, and ethical standards. They must have a minimum of a Bachelor's level degree, meet certain course requirements, and adhere to the code of ethics. No experience is required for Associate Professional (AP) status.

Because we want to certify only individuals who meet the professional standards, we solicit your confidential and frank opinion of this applicant.

**Experience:** Applicants for Certified Professional status (**no experience is needed for Associate Professional status**) must have at least five years of professional experience beyond the baccalaureate degree in each area of certification. An advanced degree will substitute for two years professional experience; for example three years of professional experience at both the MS and/or PhD level.

**Please sign and return this form (2 pages) directly to:** Marta Krist at mkrist@sciencesocieties.org or mail to SSSA Certification Department, 5585 Guilford Road, Madison, WI 53711-5801 or fax to 608-273-2081

1.	<ol> <li>In what capacity have you had as I am (was) the applicant's:</li> </ol>	sociation with the applicant(fa	amily members/relatives not	valid references)?	
	Supervisor Colleague Other as:	Subordinate	Academ	nic Advisor	
	Colleague	Classmate	Client		
	Other as:				
2.	2. What length of time have you know	own the applicant in the above	e capacity?	years	
3.	3. For what period of time are you f	amiliar with the applicant's pr	rofessional work experience?	?	
	From to				
	month/year	month/year			
4.	4. Knowing the minimum requirem in the area of certification as state	ents for certification, do you ed on the reverse side?	feel qualified to <i>recommend</i> Yes No	this applicant to be	come certified
	If "yes", please proceed and com If "no", please give a brief statem	plete the reference. nent in # 7 below of your reason	on(s); sign and return this let	ter immediately.	
5.	5. What particular strengths do you	feel the applicant has that ma	y be important in the evaluat	ion of a professiona	11?
			d (C ) (1 ) (10		
5.	6. Do you feel that the applicant is <i>f</i> If no, how could the applicant ov			Yes	N0
7.	7. Please comment on the applicant ness, professionalism, and knowle making a fair evaluation of this a	edge in the area of application			
8.	8. Do you <i>recommend</i> this applican	t to be certified in the area of	certification as stated on the	reverse side?	Yes No
Priı	Print Name	Your response will ren	nain confidential.		
	Signature				
	Employer				
	DateLicensed o				
	Email				

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Certified Professional Soil Scientist sponsored by the Soil Science Society of America www.soils.org/certifications

# Reference Request

From:		To:		
	Applicant's Name		Reference's Name	
	Applicant's Address		Reference's Address	
	Applicant's phone number		Reference's Phone Number	
	Applicant's phone number		Reference's Phone Number	
			Check if reference is:	
			□ CPSS □ CPAg	
			☐ Licensed Soil Scientist (State)	
AREA	OF CERTIFICATION APPLYING FOR:		☐ Soil Science Faculty	
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	Supervisor		Subordinate	_	Academic Advisor	
	Colleague Other as:	_	Classmate	_	Client	
	Other as:					
2.	. What length of time ha	ve you known the	applicant in the above	ve capacity?	years	
3.	· · · · · · · · · · · · · · · · · · ·	•		orofessional work	experience?	
	From month/year	to month	/year			
4.	. Knowing the minimum in the area of certificati	requirements for on as stated on the	certification, do you e reverse side?	feel qualified to Yes	recommend this applica	ant to become certified
	If "yes", please proceed If "no", please give a bi			son(s); sign and re	eturn this letter immedia	ately.
5.	. What particular strength	hs do you feel the	applicant has that ma	ay be important in	n the evaluation of a pro	ofessional?
6.	Do you feel that the app If no, how could the app	olicant is <i>fully</i> qual	lified at this time for any weaknesses or de	the certification eficiencies?	listed?Yes	No
7.	Please comment on the ness, professionalism, a making a fair evaluation	ind knowledge in ti	he area of application	evelopment, abili n. Also, please m	ity to analyze and solve ake any additional com	problems, resourceful- nents which will aid in
8.	. Do you recommend this	s applicant to be co	ertified in the area of	certification as s	tated on the reverse side	e? Yes No
Prii	rint Name	Y	our response will re	main confidentia	ıl.	
	ignature				Title	
	mployer					
Dat	Date I	Licensed or Certifi	ied as		Telephone	
Em	mail					

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8.	8. Do you <i>recommend</i> this applican	t to be certified in the area of	certification as stated on the	reverse side?	Yes No
Priı	Print Name	Your response will ren	nain confidential.		
	Signature				
	Employer				
	DateLicensed o				
	Email				

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8.	8. Do you <i>recommend</i> this applican	t to be certified in the area of	certification as stated on the	reverse side?	Yes No
Priı	Print Name	Your response will ren	nain confidential.		
	Signature				
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	DateLicensed o				
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