
Certified Professional Soil Scientist --- Soil Classifier

a program of the
Soil Science Society of America



677 South Segoe Rd. • Madison, WI 53711
(608) 268-4957 • Fax (608) 273-2081 • www.agronomy.org/certification

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CSSE Soil Science Examination Information

Certification as a Certified Professional Soil Scientist (CPSS) requires passing both the Fundamentals of Soil Science and Professional Practice Examinations. Complete requirements for certification for both CPSS and Associate Professional Soil Scientist (APSS) are below—the associate status is targeted for soil scientists in training after graduation who have not gained the required work experience.

	Exam to Pass	Education	Experience
Associate Professional (APSS)	Fundamentals	Minimum B.S. degree in soils or related area	Upon graduation
Certified Professional Soil Scientist (CPSS)	Fundamentals Professional Practice	Minimum B.S. degree in soils or related area (15 credit hours)	5 yrs post B.S. 3 yrs post M.S./Ph.D.

PLEASE NOTE: Applicants that have passed the Professional Practice Exam must submit certification application forms within one year of notification of passing.

Cost and Eligibility for Examinations

Exam	Eligibility	Cost
Fundamentals	Junior standing	\$125
Professional Practice	B.S.—4 yrs of soils or related experience M.S.—2 yrs of soils experience Pass the Fundamentals Exam	\$125

Examinations are offered each March and October, and registration is necessary. Registration materials are available prior to each examination, and will be sent at the proper time for those who have made request. Registration materials are also on the web: www.soils.org/csse/; email: knardi@agronomy.org; phone: (608) 268-4957.

Soil Science Certification

Introduction

If you consider yourself a professional in soils and you teach, are a consultant, or conduct research, you should consider certification. Certification in soils is based on measuring your qualifications against standards determined by the Soil Science of America's (SSSA) Soils Certifying Board. Anyone can call themselves a soil scientist or soil classifier. Only those that have had their credentials reviewed and approved by SSSA's Soil Certifying Board can distinguish themselves to their clients as a Certified Professional Soil Scientist (CPSS) or Certified Professional Soil Classifier (CPSC).

Registrants are certified by a board made up of certified professionals in the certification area. These board members are nominated by the certifying board and appointed by SSSA.

Purpose

Professional standards are needed for those whose activities affect the well-being of the general public. Professional standards have been recognized in such professions as medicine, law, engineering, and accounting. Problem solving in land use, crop production, waste management, and the use of agricultural chemicals create a need for the services of professionals. Such professionals must be able to show evidence of their qualifications. A certification program that identifies professionals for educational, scientific, and service activities with public and private agencies is in the public interest.

Soil Science Society of American maintains a registry of certified professionals in soils who met these standards.

Determining Eligibility

Certification is based on scholarly preparation and work experience supported by references. Individuals certified by SSSA have met the educational and practical experience standards, subscribe to the Code of Ethics, and qualify for identification and recognition as professionals. Credentials of applicants are reviewed by the soils certifying board.

Certification is for individuals only. The designation of CPSS/SC may not be used in such a manner as to indicate that a business, firm, or agency is a certified entity. Further, the professional designation(s) may not be used in any way to connote SSSA endorsement of a business, firm, agency, consulting service, product, or program.

Benefits

The CPSS/SC Registry identifies trained professionals who are required to participate in continuing education programs in their field of specialization. Certified Professionals are frequently called on to provide information on issues pertaining to their area of expertise and public concern. For example:

- consulting for industry and commercial agriculture
- advising agencies of government
- giving legal testimony
- providing valid information to the media

Reasons for Certification

- to promote and encourage professional development, growth, and renewal
- to enhance the visibility of the profession
- to maintain and promote high standards of performance by all members of the profession
- to publicize and exemplify the Code of Ethics
- to meet state and national requirements regarding individuals making recommendations to the public.

Certifications

Certifications available through ASA and SSSA follow:

Certified Professional (CP)	Associate Professional (AP)
Agronomist, CPAg	Agronomist, APAg
Soil Scientist, CPSS	Soil Scientist, APSS
Soil Classifier, CPSC	Soil Classifier, APSC
Certified Crop Adviser (CCA)	

For further information or application forms on any other certification, contact ASA Headquarters, Member Services Dept., Attn. Certification Programs, 677 S. Segoe Road, Madison, WI 53711; phone (608) 268-4957.

Soil Science

Certification Procedures and Standards

I. Certified Professional Status

A. General

1. Registration
 - a. Certification and inclusion in CPSS/SC Professional Registry is limited to individuals who are deemed qualified professionals in soils.
 - b. Registrants must subscribe to the Code of Ethics.
2. Certificate
 - a. A certificate is provided to each individual registered as a Certified Professional.
3. Renewal
 - a. Certification is valid through the current calendar year.
 - (1) Certification is renewable annually in accordance with recertification regulations (see I.E.1).

B. Area of Certification in Soil Science

1. Certified Professional Soil Scientist (CPSS)
2. Certified Professional Soil Classifier (CPSC)
 - a. The practice of soil surveying shall mean the practice of a professional soil classifier in any service, work, or educational endeavor, the adequate performance of which requires the use and understanding of the physical, chemical, mineralogical, and biological properties that apply to pedology. Pedology is the science of soils, their origin, character, and utilization.
 - b. This practice shall include proficiency in the application of the principles of pedology to soil classification, investigation, education, and consultation, on the effect of measured, observed, and inferred soil properties and their use. It shall include the preparation of soil descriptions, maps, reports, and interpretations, any of which apply to either private or public work.
 - c. A person shall be construed to practice or offer to practice pedology when they advertise their proficiency and willingness to practice either verbally, in writing by job classification, or by some other title that represents a professional soil classifier. This does not include the work performed by persons who sample and test the soil only for agricultural purposes, engineering activities, or environmental interpretations.

C. Minimum Requirements for Eligibility

1. Education Requirements
 - a. Possess a bachelor's degree from a U.S. or Canadian institution with a major in the area for which application is made or a closely allied field of science, meet the minimum core requirements, and have five years of professional experience, subsequent to the bachelor's degree, working in the area of certification requested. Experience while working toward an advanced degree does not qualify.
 - b. Possess a master's or doctoral degree from a U.S. or Canadian institution with a major in the area for which application is made or closely allied field of science, meet the minimum core requirements, and have three

years of professional experience, subsequent to the bachelor's degree, working in the area of certification requested. Experience while working toward an advanced degree does not qualify.

2. Work Experience
 - a. Applicants are required to demonstrate the percentage of work experience in the certification area.
 - (1) Activities such as farm management, consulting, research, extension, and teaching require a minimum of 70% of the applicant's time working directly with area of certification for any time period to count fully as work experience.
 - (2) Work experience less than 70% will be prorated.
 - (3) Work experience must be in the area of application. A work experience summary will be attached to any other applications submitted by the applicant.
 - b. Soil classifier applicants shall have not less than five years of cumulative professional experience in the practice of soil survey and classification and a portion of these five years must be in a position that indicates to the Board that the applicant is competent to practice soil classification without direct supervision.
3. References
 - a. You must submit five references that are familiar with your work and professional experience. References must be familiar with work experience used to meet certification requirements and knowledgeable of agronomy, crops, and soils. The applicant will need to designate the time period for which the reference has personal knowledge of his or her work experience history.
 - (1) At least one individual must be associated with your employment; an immediate supervisor, client, or coworker.
4. Core Requirements
 - a. Soils applicants must meet the minimum core requirements as outlined within this document.
 - b. A Soil Classifier must include 5 semester hours in soil genesis, morphology, classification, interpretation, or mapping within the 15 semester hours of soil science courses.
5. Exam Requirements
 - a. Soils certifications are exam based and all applicants for Soil Scientist or Soil Classifier are required to pass the *Fundamentals and Professional Practice Soil Science Examinations*. An individual must pass the Fundamentals Examination before they can take the Professional Practice Examination. Examinations are offered each March and October, and registration is necessary. Registration materials are available prior to each examination, and will be sent at the proper time for those who have made request. Registration materials are also on the web: www.soils.org/csse/; email: knardi@agronomy.org; phone: (608) 268-4957. Exam participants must provide a #2 pencil to mark their answers on the answer sheet. NO exam materials are allowed in the exam site except calculators that perform simple math functions. No hand held computers of any type are allowed including but not limited to laptops, palm pilots, advanced memory function calculators, etc.

D. Application

1. Documentation

- a. Application is made by submitting the completed application forms and providing the following information.
 - (1) An official transcript of all academic credits including verification of degree(s).
 - (a) If you have previously provided an official transcript for other Certifications, state for which certification. Another transcript is not required.
 - (2) A professional resume or personal biographical information, which includes educational background, a list of all professional positions held, a list of significant professional activities, and a list of memberships in professional and honorary organizations.
 - (3) The names and addresses of at least five individuals familiar with your work and professional experience. References should be selected from two or more agencies or organizations (refer to I.C.3).
 - (4) Completed Summary of Core Requirements form.
 - (5) Completed Professional Experiences form.
 - (6) Signed and dated Code of Ethics
 - (7) Those certified in one area who desire to apply for an additional area of certification may do so by completing the following:
 - (a) Submit completed application form, list of references, Core Requirements Form, and updated Professional Experiences form.
 - (b) Submit the appropriate fee for a second area as listed on the application form.
 - (c) Information pertinent to this application that is not already on file with the Certification Office should be included.
2. Have you ever been charged, indicted or convicted of a felony, misdemeanor, or crime for which circumstances relate to being a soil scientist or soil classifier? The applicant should provide information if the reply is yes to allow the board to review the case.
3. Fees
 - a. An Application for Certification must be accompanied by the appropriate non-refundable fee as indicated on a current application.

E. Renewal

1. Annual Renewal

- a. Certification may be renewed by earning the required Continuing Education Units (CEUs) and paying the appropriate annual fee.
- b. Renewal is due annually on 31 December and is considered delinquent if not paid within 30 days after this due date. After 31 January, certification will be reinstated with payment of the annual fee plus a late fee. The registrant's name will be dropped from the active Registry if the fee is not paid by 1 April. After 12 months, reapplication is required.
 - (1) After recertification has lapsed for 12 months, the individual must reapply following the current rules of application.
 - (2) For lapsed Certified Professional Soil Scientist and Certified Professional Soil Classifier this includes
 - (a) Taking and passing the Council of Soil Science Examiners' Fundamentals of Soil Science Examination and Council of Soil Science Examiners' Professional Practice of Soil Science Examination.

ence Examination and Council of Soil Science Examiners' Professional Practice of Soil Science Examination.

- (b) Meeting the education requirements.
- (c) Submitting appropriate references.
- (d) Meeting experience requirements.

- c. Continual training and education is required of all Certified Professionals to keep abreast of rapidly changing conditions, techniques, and requirements in their field. Therefore, to ensure the validity and integrity of certification, Certified Professionals must submit evidence of continuing education to maintain their Certified Professional (CP) status. During each 2-year period of certification, a minimum of 40 CEUs must be accumulated. Details of the recertification program are provided at the time one becomes certified.

F. Denial, Revocation, or Suspension of Certification

1. Rights and Responsibilities

- a. The right to deny, revoke, or suspend certification is vested in the certifying board.
- b. Since the certification program is entirely voluntary, ASA assumes no responsibility for any loss or disadvantage, real or imagined, that may be alleged to have resulted from denial of certification or revocation or suspension of an existing certification.

2. Reasons for Denial, Revocation, or Suspension of Certification.

- a. Certification may be denied, revoked, or suspended for any of the following reasons:
 - (1) If the Soils Certifying Board determines that the applicant does not meet the minimum requirements as stated.
 - (2) Violation of rules, regulations, or the Code of Ethics established by SSSA.
 - (3) Misrepresentation on an application, willful submission of incorrect information, or failure to include relevant information in any communication to the Member Services Dept.
 - (4) Substantial proven charges of incompetence in the area of certification.

3. Appeal

- a. Any applicant denied certification has the right of appeal.
- b. Any action to revoke or suspend certification shall be preceded by a copy of the complaint to the individual.
 - (1) Registrants will be given the opportunity to appeal any such disciplinary action.

4. If an applicant has been denied certification or certification has been revoked due to a cause relevant to the Code of Ethics, the individual must wait three years for reapplication. (The reapplication procedure described in section I.D. applies.) Certification may be approved at the discretion of the board. During the ensuing three years the individual must complete one professional ethics course each year. The first year begins at the initial date of application or at the initial date of revocation and the second and third years begin on that anniversary date. In order for the courses to satisfy this requirement, the board must approve the courses. The applicant may submit course information to the board for the board to determine approval or rejection prior to the individual's enrolling in the courses. During the first year, a course of at least 24 contact hours must be successfully completed. During the second and third years, the course must include at least 8 contact hours. Adequate documentation of successful com-

pletion must be provided to the board which may include a copy of the certificate or transcript and course outline. At its discretion, the board may request additional course information. At the conclusion of the three years (time starts at the initial date of application or at the initial date of revocation), the applicant may reapply under the rules in effect at the time of the reapplication. Two or more ethics violations, as determined by the board, which occur after the initial application or date of revocation will result in permanent revocation of the certificant.

II. Associate Professional Status

A. General

1. Registration
 - a. It is acknowledged that individuals training in one of the certification areas may want to become professionally recognized through a professional certification program. There is a time lapse between completion of the degree and attainment of the minimum work experience required to be eligible for full certification. For such cases, the classification of Associate Professional (AP) is available.
2. Certificate
 - a. A certificate is provided to each qualified individual registered as an Associate Professional.
3. Renewal
 - a. Registration is valid for the current calendar year, renewable annually, and cannot exceed the number of years specified under time limit requirements.
 - b. The Associate Professional does not participate in the recertification program until the Certified Professional status is acquired.

B. Area of Certification

1. Associate Professional Soil Scientist (APSS)
2. Associate Professional Soil Classifier (APSC)
 - a. See definition under I.B.3.a,b,c

C. Minimum Requirements for Eligibility

1. It is expected that those persons applying for the Associate Professional status will be recent graduates who have not met the experience requirements for a fully Certified Professional. These graduates must meet degree requirements as stated for Certified Professional Status (I.C.1.a–b).
2. The Associate Professional must subscribe to the Code of Ethics and is subject to the same standards of ethics and professionalism as stated for Certified Professionals in all sections of Certified Professional status.
3. The Associate Professional applicant must take and pass the Fundamentals of Soil Science Examination.

D. Application

1. Documentation
 - a. A request for registration is made by submitting a completed application form including the Summary of Core Requirements form and providing the following information:
 - (1) An official transcript of all academic credits including verification of the degree(s).

- (2) A professional resume, or personal biographical information, that includes educational background, a list of all professional positions held, a list of significant professional activities, and a list of memberships in professional and honorary organizations. If the applicant has held one or more professional positions, information about these experiences should be included on the Professional Experiences form.
- (3) You must submit five references familiar with your work and academic record.
 - (a) One reference must be from the degree-granting institution or an immediate supervisor.
 - (b) If the applicant has held one or more professional positions, references from these positions are also requested.

2. Fees

- a. An application for certification must be accompanied by the appropriate non-refundable fee as indicated on a current application. The fee schedule is briefly outlined below:
 - (1) Graduating students (bachelor, masters, or doctorate) qualify for a discount on the application fee if they apply and pay the required fee before graduation.
 - (a) The application will be processed when transcripts verifying receipt of the degree and other necessary documents are received.

E. Renewals

1. Registration is renewed annually by payment of a fee.
2. For lapsed Associate Professional Soil Scientist and Associate Professional Soil Classifier, this includes
 - a. Taking and passing the Council of Soil Science Examiners' Fundamentals of Soil Science Examination.
 - b. Submitting appropriate references.
 - c. Meeting the educational requirements.

F. Associate Time-Limit Requirement

1. Degree Requirement
 - a. The length of time a person may hold the Associate Professional status before applying for Certified Professional depends on the degree held. All requirements are exclusive of resident, full-time, graduate school work beyond the bachelor's degree.
 - b. The individual holding a bachelor's degree is limited to six years as an Associate Professional and is eligible to apply for full certification after five years of professional practice.
 - c. The individual holding a master's or doctorate degree is limited to four years as an Associate Professional and is eligible to apply for full certification after three years of professional practice.
2. Termination
 - a. The Associate Professional status is terminated at the end of the time periods stated above when Certified Professional status is granted.

G. Transition to Certified Professional Status

1. Application
 - a. Transition from the Associate Professional status to Certified Professional status is not automatic; *an application must be made.*

- b. An Associate Professional may apply for Certified Professional status after acquiring the minimum number of years of professional experience.
- 2. Documentation
 - a. To apply for Certified Professional status, the Associate Professional must:
 - (1) Submit a completed application form (p. 7–8).
 - (2) Submit a professional resume or personal biographical information, which includes educational background, a list of all professional positions held, a list of significant professional activities, and a list of memberships in professional and honorary organizations.
 - (3) The names and addresses of at least five individuals familiar with your work and professional experience. References should be selected from two or more agencies or organizations (refer to I.C.3). These references, where possible, should include those who have been previously identified as familiar with the Associate Professional’s professional work experience.
 - (4) Completed Professional Experiences form.

- (5) Remit the correct application fee. If the Associate Professional status is current, the application fee is one-half the amount for Certified Professional. If the Associate Professional status is not current (annual renewal fee not paid), the fees are the same as the Certified Professional application fee.
- (6) Must take and pass the Professional Practice Examination.
- (7) Have you ever been charged, indicted or convicted of a felony, misdemeanor, or crime for which circumstances relate to being a soil scientist or soil classifier? The applicant should provide information if the reply is yes to allow the board to review the case.

H. Denial, Revocation, or Suspension of Associate Professional Status

- 1. The right to deny, revoke, or suspend certification as an Associate Professional is vested in the Soils Certifying Board as stated for Certified Professional status (see I.F).



Application for Professional Certification

677 South Segoe Road • Madison, WI 53711 • (608) 268-4957 • FAX (608) 273-2081 • www.agronomy.org/certification

1. APPLICANT'S NAME AND ADDRESS

Please print or type:

Dr. Mr. Ms. Mrs. Miss

Office Use Only

Certification No.

Last Name _____

First Name _____ Middle Name _____

Address _____

Address _____ County (U.S. only) _____

City _____ State _____ Zip—U.S. & Canada _____ Country _____

Office Phone _____ Home Phone _____ FAX _____

Cell Phone _____ Email _____

Have you ever been charged, indicated or convicted of a felony, misdemeanor, or crime for which circumstances relate to being a soil scientist or soil classifier? Yes No If yes, attach an explanation.

2. PERSONAL DATA (Completion of this section is optional. Information regarding specific individual members will not be released.)

Birthdate _____ Race _____

Citizenship _____ Gender _____

5. FEES:

Certified Professional	\$ 50
Associate Professional	\$ 25
Associate Professional Prior to Graduation	\$ 10

FEE ENCLOSED \$ _____
(Fee is non-refundable)

MAKE CHECK PAYABLE TO:
AMERICAN SOCIETY OF AGRONOMY
(Payment must be in U.S. funds)

The following credit cards are accepted:

MasterCard Visa Discover

Card Number _____

Expiration Date _____

Cardholder's Name _____

Please Print

3. AREA OF CERTIFICATION APPLYING FOR (Each Certification requires a separate application.)

Currently certified as _____ and applying for:

Area of Certification

Certified Professional (CP)	Associate Professional (AP)
<input type="checkbox"/> Agronomist, CPAg	<input type="checkbox"/> Agronomist, APAg
<input type="checkbox"/> Soil Scientist, CPSS	<input type="checkbox"/> Soil Scientist, APSS
<input type="checkbox"/> Soil Classifier, CPSC	<input type="checkbox"/> Soil Classifier, APSC

4. DOCUMENTATION REQUIRED:

- Educational background including: institution, degree(s), major, and minor areas, date degree granted. An official transcript of all academic credits and including verification of degree(s) are required.
- Completed Professional Experience Form. List all professional positions held, professional activities, and membership and offices held in professional and honorary societies.
- References:
 - For Certified Professional Applications refer to I, C, 3.
 - For Associate Professional Applications refer to II, D, 1, (3).
- Completed Core Summary Form.
- Resume.
- Signed and dated Code of Ethics

6. NAME TO BE PRINTED ON CERTIFICATE:

Degree following name: (choose only one)

BS MS PhD Other _____ None

Last Name

First Name

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 Analysis—V6
Agricultural Administration—P3	Land Resource Development—V7
Agricultural Climatology—E1	Land Use—D2
Agricultural Development—F2	Land Use Planning—D5
Agro-forestry—X0	Molecular Cytogenetics—C4
Agronomic Education—P1	Molecular Genetics—C3
Agronomic Management—F1	Nursery Management—I8
Agronomy (general)—A1	Nutrient Management—N3
Best Management Practices—F4	Olericulture—H6
Biometrics—A3	Organic—O3
Biotechnology—C1	Ornamental Horticulture—H9
Cell Biology—C2	Pedology—U6
Computer Assisted Design—B5	Pest Management—L7
Computer Modeling—B4	Pesticide Use—L8
Computer Uses—B1	Plant Breeding—J2
Conservation Education—P2	Plant Chemistry—K6
Conservation Planning, Food Security Act 1985—F5	Plant Ecology—L2
Comprehensive Nutrient Management—N4	Plant Cytogenetics—J6
Conservation Tillage—D6	Plant Cytology—J4
Crop Breeding—J1	Plant Genetics—J8
Crop Chemistry—K5	Plant Metabolism—K2
Crop Cytogenetics—J5	Plant Nutrition—U1
Crop Ecology—L1	Plant Pathology—I5
Crop Genetics—J7	Plant Physiology—K4
Crop Marketing—L3	Plant Propagation—K7
Crop Metabolism—K1	Plant Taxonomy—K8
Crop Physiology—K3	Pollution Control—G6
Crop Production—L4	Pomology—H5
Crop Protection—L6	Post-Harvest Physiology—H7
Crop Quality—O1	Product R&D—W3
Crop Science—I1	Range Management—X6
Crop Specialization—Cannery Crops—P4	Range Soil Science—X3
Crop Specialization—Corn—P5	Reclamation—W8
Crop Specialization—Cotton—P6	Regulatory Admin./Enforcement—E5
Crop Specialization—Grazing—P7	Regulatory Compliance—E6
Crop Specialization—Rice—P8	Resource Conservation—D4
Crop Specialization—Small Grains—P9	Saline Soils—R5
Crop Specialization—Soybean—Q2	Seed Production—M1
Crop Specialization—Tobacco—Q3	Seed Technology—M3
Crop Specialization—Tree Fruit—Q4	Small Fruit Culture—I9
Crop Specialization—Vegetable—Q5	Soil Biochemistry—T1
Crop Specialization—Wheat—Q6	Soil Chemistry—S1
Crop Utilization—O2	Soil Erosion Sediment Control—W5
Cytology—J3	Soil Fertility—U2
Digitized Mapping—B3	Soil Genesis—V1
Edaphology—U3	Soil Interpretations—V2
Entomology—L9	Soil Management—W7
Environmental Protection—E3	Soil Microbiology—T2
Environmental Regulation—E2	Soil Mineralogy—Z1
Ethics—E9	Soil Morphology/Classification—V3
Farm Management—F6	Soil Physics—R3
Farmland Preservation—F3	Soil Plant Analysis—U4
Fertilizer Technology—Y1	Soil-Plant Correlation—U7
Fertilizer Use—Y3	Soil Science—Q1
Floriculture—H3	Soil-Water-Plant Relation—U5
Floristry—H4	Soil Resource Inventory—V4
Forages—N2	Soil Survey—V5
Forest Soils—X1	Soil and Waste Management—G1
Garden Center Management—I7	Soil and Water Conservation—W1
Genetics—J9	Soil and Water Management—W2
Greenhouse Production—H2	Statistical Analysis—B6
Ground Water Quality—G7	Streambank Stabilization—W6
Hazardous Waste Management—G2	Surface Mine Reclamation—W4
Horticulture (General)—H1	Tissue Culture—C5
Hydric Soils—R4	Tropical Agriculture—I3
Impact Assessment—E4	Tropical Crops—I2
Information Systems—B2	Turfgrass Management—N1
International Agronomy—I4	Viticulture—H8
International Horticulture—I6	Waste Disposal, On-site—G3
Irrigation—R1	Waste, Land Treatment/Applic.—G5
Irrigation and Drainage—R2	Waste Management—G4
Labor Management—F7	Water Diversion and Control—W9
Land Classification—V8	Weed Control—LO
Land Management—D1	Weed Science—L5
	Wetlands Identification—WO
	Wildlife Management—X2
	Undefined, Other—Z9

8. PLEASE LIST NAME AND ADDRESS OF PRESENT EMPLOYER:

9. DIRECTORY OF CONSULTANTS

A directory of certified individuals is located on the web at:
<http://www.agronomy.org/certification/directory/>

Would you like to be included?

Yes No

10. SIGNATURE

I hereby certify that all information submitted in support of this application is correct and true to the best of my knowledge and that all information regarding this application will remain confidential. Before Certification is granted, I will read and sign the Code of Ethics.

_____ Date _____ Signature of Applicant



677 S. Segoe Rd.
Madison, WI 53711
(608) 268-4957

Summary of Core Requirements

SOIL SCIENCE CERTIFICATION

This form does not substitute for transcripts, official transcripts are required.

FOR OFFICE USE
No. _____

Last Name

First Name

Areas of Certification Desired

Degree _____

University _____

Major _____

Minor _____

I. Professional Core	Course no.	Dept.	Title	Hours credit		Grade	Univ.	Office use
				Sem.	Qtr.			
Plant and Soil Biology (6 Sem. — 9 Qtr.) (agronomy, horticulture, forestry, crop protection, plant ecology, biology, microbiology, plant physiology)								
				Total				
Soil Classification (5 Sem. — 8 Qtr.) (for Soil Classifier)								
				Total				
Soil Science Soil Scientist (15 Sem. — 23 Qtr.) Soil Classifier (10 Sem. — 15 Qtr.)								
				Total				
Additional— Professional Core Courses (3 Sem. — 5 Qtr.)								
				Total				
Total Prof. Core Required (24 Sem. — 37 Qtr.)			Total					

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.

Last name _____

II. Supporting Core	Course no.	Dept.	Title	Hours credit		Grade	Univ.	Office use
				Sem.	Qtr.			
Chemistry (including 1 course in organic or biochemistry) (12 Sem. — 18 Qtr.)								
				Total				
Physics (3 Sem. — 5 Qtr.)								
				Total				
Mathematics (9 Sem. — 14 Qtr.)								
				Total				
Statistics (3 Sem. — 5 Qtr.)								
				Total				
Communications (include speech and technical writing) (6 Sem. — 9 Qtr.)								
				Total				
Economics (3 Sem. — 5 Qtr.)								
				Total				
Engineering (3 Sem. — 5 Qtr.)								
				Total				
Geology (3 Sem. — 5 Qtr.)								
				Total				
Additional— Supporting Core Courses (3 Sem. — 5 Qtr.)								
				Total				

Document work experience or continuing education that may substitute for any deficiencies. _____



EXAMPLE

Professional 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.
5. Show the percent time on an annual basis for each work activity (should total 100%).
6. Under reference, list the reference(s) most familiar with each work experience.
7. Duties and responsibilities should be specific and detailed.
8. 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.

EXAMPLE

Employment Information

Length From To	Degree Level	Employer Name, Location	Professional Title	% Time	Duties and Responsibilities	% Time/ Activity	Reference
9/88–9/90	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 5 10 35	Polly Pedon John Mudd David Auger William Profile
9/90–present	BS	Soil Pro's York, PA	Soils Investigator	100	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 Experience Form SOIL SCIENCE CERTIFICATION

Last Name

First Name

Date of Degree: BS _____ MS _____ PhD _____

Are you applying for other Certification? Yes No

Cert No. _____

Area of Certification

If yes, list _____

Employment Information—Please see example page for instructions.

Length From To	Degree Level	Employer Name, Location	Professional Title	% Time	Duties and Responsibilities	% Time/ Activity	Reference

13 Months of experience this page _____

Last Name

First Name

Area of Certification

Employment Information—*Please see example page for instructions.*

Length From To	Degree Level	Employer Name, Location	Professional Title	% Time	Duties and Responsibilities	% Time/Activity	Reference

Months of experience this page _____

Total months of experience including all pages _____



Certification Programs

Certified Professional Agronomist
sponsored by the American Society of Agronomy

Certified Professional Soil Scientist
Certified Professional Soil Classifier
sponsored by the Soil Science Society of America

www.agronomy.org/certification
www.soils.org/certification

From: _____

Applicant's Name

Applicant's Address

Applicant's phone number

To: _____

Reference's Name

Reference's Address

AREA OF CERTIFICATION APPLYING FOR:

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<input type="checkbox"/> Supervisor	<input type="checkbox"/> Relative	<input type="checkbox"/> Subordinate
<input type="checkbox"/> Colleague	<input type="checkbox"/> Classmate	<input type="checkbox"/> Client
<input type="checkbox"/> Friend	<input type="checkbox"/> Academic Adv.	<input type="checkbox"/> Other as: _____

2. What length of time have you known the applicant in the above capacity? _____ years

3. For what period of time are you familiar with the applicant's professional work experience?

From _____ to _____

month/year month/year

4. Knowing the minimum requirements for ARCPACS certification, do you feel qualified to *recommend* this applicant to ARCPACS to become certified in the area of certification as stated on the reverse side? _____ Yes _____ No

If "yes", please proceed and complete the reference.

If "no", please give a brief statement of your reason(s); sign and return this letter immediately.

5. What particular strengths do you feel the applicant has that may be important in the evaluation of a professional?

6. Do you feel that the applicant is *fully* qualified at this time for the certification listed? _____ Yes _____ No

If no, how could the applicant overcome any weaknesses or deficiencies?

7. Please comment on the applicant's *professional growth and development, ability to analyze and solve problems, resourcefulness, professionalism, and knowledge in the area of application*. Also, please make any additional comments which will aid in making a fair evaluation of this applicant.

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Your response will remain confidential.

Print Name _____

Signature _____ Professional Title _____

Employer _____ Location _____

Date _____ Licensed or Certified as _____ Telephone _____

Email _____



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Print Name _____

Signature _____ Professional Title _____

Employer _____ Location _____

Date _____ Licensed or Certified as _____ Telephone _____

Email _____



Code of Ethics

Article I. Preamble

1. The privilege of professional practice imposes obligations of responsibility as well as professional knowledge. The ARCPACS program certifies the credentials of individuals through national certification boards and state certification boards. Registrants who enter into ARCPACS via national certification boards will receive the designation of Certified Professional. The ARCPACS program will only award the title of Certified Professional to individuals who have completed a BS, MS, or PhD degree and have met the experience requirements as set forth by the following Certification Boards: Agronomy, Crop Science, Soil Science, Plant Pathology, Horticulture, and Weed Science.
2. The ARCPACS program will award the title of Certified to individuals who meet the experience, testing requirements, and the continuing education requirements of the State Boards participating in the Certified Crop Adviser (CCA) program. The CCA program does not require college level education. However, college education will substitute for part of CCA work experience requirement as provided for in the CCA guidelines.
3. Certified Professionals and Certified Crop Advisers (hereafter called Registrants), at the request of a client or employer, must disclose the information used to gain certification. Registrants who knowingly misrepresent their credentials will face disciplinary action.

Article II. Relation of Professional to the Public

1. A Registrant shall avoid and discourage sensational, exaggerated, and/or unwarranted statements that might induce participation in unsound enterprises.
2. A Registrant 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 Registrant 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 Registrant 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.
2. A Registrant who finds that obligations to their employer or client conflict with their professional obligation or ethics should work to have such objectionable conditions corrected.

3. A Registrant 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. A Registrant 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 Registrant 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 Registrant shall not divulge information given in confidence.
7. A Registrant shall engage, or advise employer or client to engage, and cooperate with other experts and specialists.
8. A Registrant protects the interests of a client by recommending only products and services that are in the best interest of the client and public.
9. A Registrant 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 Registrant shall not falsely or maliciously attempt to injure the reputation of another.
2. A Registrant 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 Registrant shall not use the advantage of public employment (i.e., university, government) to compete unfairly with other certified professions.
4. A Registrant shall endeavor to cooperate with others in the profession and encourage the ethical dissemination of technical knowledge.

Article V. Duty to the Profession

1. A Registrant 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.
2. A Registrant shall uphold this Code of Ethics by precept and example and encourage, by counsel and advice, other Registrants to do the same.
3. A Registrant having positive knowledge of deviation from this Code by another Registrant shall bring such deviation to the attention of the Board.

Approved by
ARCPACS/ASA
11/92

I, the undersigned, agree to adhere to the above Code of Ethics.

Print name _____

Signature _____ Date _____