Please join us at the 2020 ACE Test Prep hosted by the Ohio Pest Management Association in conjunction with the 2020 Winter Meeting, Training and Trade Show. The ACE Test Prep will be held Tuesday, December 1, 2020, with testing on Wednesday, December 2, 2020, at the OSU Marriott in Columbus, Ohio.

OPMA is pleased to announce our second annual ACE Test Prep to help pest management professionals achieve the Associate Certified Entomologist Certification through the Entomological Society of America. Have you been thinking about getting your ACE? Sign up today!

**Why get ACE Certification?**
Certification can lead to better visibility, opportunities, and jobs. In today's increasingly complex and highly-specialized economy, credentials are so important. Obtaining your ACE is a great way to impress potential customers and employers. For many career-minded professionals, certification is often the answer. Learn more at [http://www.entocert.org/ace-certification](http://www.entocert.org/ace-certification)

**Why is the ACE Test Prep for me?**
OPMA is offering a FULL DAY of review and test preparation. We have approved instructors that will spend the day helping you be prepared for the test the next morning. You do not need to take the test to participate in the ACE Test Prep Class.

See the timeline on the next page to get started today!
Step-by-step ACE Test Prep Preparation Timeline

**Summer 2020 - Determine if you qualify & Enroll in Test Prep**
1) Determine if you’re eligible to apply for the ACE Certification
   a) Without a Bachelor’s degree in Entomology (or a related life science), you will need 5 years pest management experience
   b) With a Bachelor’s degree in Entomology (or a related life science), you will need 3 years pest management experience
   c) With a Master’s degree in Entomology (or a related life science), you will need 2 years pest management experience
   d) With a PhD in Entomology (or a related life science), you will need 1 year pest management experience
2) Email OPMA ACE Test Prep enrollment form to info@ohiopma.org
3) Begin gathering your documents for the ACE Application to ESA
   a) Work history/CV/resume indicating at least 5 years of experience in the pest control industry. Resume must include your job title, job description, company address, supervisors’ contact information, and employment dates – sample work history document is attached
   b) 2 professional reference letters – sample professional letter is attached

**Late Summer 2020 - Complete Application Process**
1) Complete and submit the application to ESA
   a. The application is online at http://www.entocert.org/ace-application process
   b. An application is also included in this packet
2) Include your work history document
3) Include your 2 professional reference letters
4) Include a copy of your current pesticide applicator’s license
5) Include the license fee of $355 for ESA members, $395 for non-ESA members
6) Remember to order the Study Guide (IPM for the Urban Environment) for $49
7) OPMA will be your proctor and the ACE Test Prep is approved as a testing date. Please use these as your selections for the exam. (It’s already filled out in the attached application for your convenience.)
8) You will get an email back from ESA letting you know if you have been approved or not.

**September 2020 through December 1, 2020 - Review study materials**
1) Thoroughly study and review both study guides – IPM for the Urban Professional: A Study Guide for the Associate Certified Entomologist and NPMA Field Guide to Household Pests
2) More study material, along with a sample ACE exam can be found at http://www.entocert.org/studying-ace-exams
3) We encourage you to study, study, study.
The ACE Test Prep will be held Tuesday, December 1, 2020 at the OSU Marriott, 3100 Olentangy River Road, Columbus, Ohio 43202. A room block has been set aside for the OPMA event.

Dale Hodgson of Rose Pest Solutions, Patrick Boland of Scherzinger Pest Control and Heather King of Target Specialty Products will be the instructors and proctors.

The ACE Test Prep starts at 8:30 am on Tuesday 12/1/2020. There will be a 45 minute break for lunch at 12:00 pm. The proctored exam will begin the next morning 12/2/2020 at 8:00 am. Fees include breaks and lunch on Tuesday and coffee and pastries on Wednesday.

The exam is online and exams are graded instantly. You must bring your own laptop to complete the exam.

**PLEASE MAIL OR FAX YOUR REGISTRATION IN TO HOLD YOUR SEAT**

**SPACE IS LIMITED TO THE FIRST 12 REGISTRANTS**

**Fees:** OPMA Members $175 Non-Members $215
Includes full day of instruction and test preparation, breaks and lunch on Tuesday and coffee and pastries on Wednesday.

**Mail** completed form and check made payable to:
OPMA
485 N Stanbery Avenue
Columbus, OH 43209

**Fax** 614-454-1736

Deadline to apply for OPMA ACE Test Prep is November 1, 2020.

Applications received November 1 to December 1, will be charged an additional $30 per person. No applications will be accepted after December 1.

We recommend you apply for your ACE application at ESA as soon as possible to begin the study process.
OPMA ACE Test Prep Application

**Fees:** OPMA Members $175 Non-Members $215

**Applicant Information**

Name ____________________________________________________________________________
Company __________________________________________________________________________
Address_________________________________ City____________________ State_____ Zip_____
Email address____________________________________________________________________

**Company Information**

Company Name ________________________________________________________________
Address_________________________________ City____________________ State_____ Zip_____
Supervisor Name___________________________ Supervisor Contact___________________
Employed from _________ to ___________
Addl pest control experience dates ____________________________________________
Job Title___________________________________________________________
Job Description_______________________________________________________________
________________________________________________________________________
________________________________________________________________________
List any special training, additional courses, certification
________________________________________________________________________
________________________________________________________________________
List any other pest control industry employers here ___________________________
________________________________________________________________________
________________________________________________________________________

**Total Fees**
OPMA Members $175.00 Non-Members $215.00
Total Participants: ____________ = $ ______________

Payment Method: ___ Check ___ Credit Card
(Visa or MasterCard)
Card #: ____________________________
Exp Date ____________________________ CVS Code
Signature: ____________________________

**Payment Information and Questions:**
Make Checks Payable to: Ohio Pest Management Association
Check, money order or credit card Mail to: 485 N. Stanbery Avenue Columbus, OH 43209
Fax Credit Card Payments to: 614.454.1736
Phone: 614.453.5776
Scan to e-mail: info@ohiopma.org
Professional Reference Letter
(Print on company letterhead where possible)

Date
ESA Certification Corporation
3 Park Place
Suite 307
Annapolis, MD 21401-3722

Re: Professional Reference Letter for (Name of applicant)

To Whom It May Concern:

Please accept my recommendation (Name of applicant) for the Associate Certified Entomologist certification. (Name of applicant) has demonstrated skill, knowledge, and good judgement throughout his work in the pest control industry. They would be a valuable asset to the program.

I have known (Name of applicant) for (xxx amount of time) and have been impressed with his/her desire to further their career in pest management. Achieving ACE accreditation is the next step in that process and I’m happy to offer my assistance.

Please let me know if you have any questions or need further assistance.

Sincerely,

(Name of individual making recommendation)
These three letters can change your life... **ACE**

- Increase your visibility
- Attain industry-leading credentials
- Find more job opportunities
- Set yourself apart from the competition
- Be part of a globally-recognized professional community

Structural pest management is a complex and highly specialized market. Pest introductions and migrations, changing regulations, new technologies — a pest management professional needs to be an expert in a wide variety of areas. How do you communicate your education, expertise, and training to employers and customers? Consider ACE certification.

Becoming an ACE or an ACE-I identifies you as an Associate Certified Entomologist. While ACE certification is not equivalent to an entomology degree, it is the U.S. standard for pest management professionalism. ACE is the most respected indicator of professional achievement in the pest management industry and is rapidly becoming the benchmark for pest management professionalism around the world.

**Becoming an ACE can help you achieve:**

- Increased credibility
- Increased performance satisfaction
- High professional standards
- Professional growth
- Prestige and recognition
- Recognized leadership

**The benefits of ACE certification include:**

- Inclusion on the online roster of ACEs
- Online subscription to American Entomologist
- ACE wallet card and certificate
- Ability to purchase ACE-branded merchandise
- Certified Science, an e-newsletter that highlights the latest urban entomological research
- Limited license to use ACE or ACE-I logo
- Discounts on ESA membership dues
- Registration discounts on ESA meetings
- ACE uniform patch, lapel pin, and truck decals

**What do I need to know to become an ACE?**

The ACE exam is designed to test pest management professionals on the practical aspects of applied entomology in urban settings. The major categories of competency covered by the exam are below (additional information can be found online and on page 9):

- **Monitoring** (12% of exam)
- **Inspection and Identification** (45% of exam)
- **Selection/Implementation of Control Methods** (23% of exam)
- **Evaluation** (15% of exam)

You will need knowledge of the most prevalent insects and related arthropods found in urban settings around the world. You can find a detailed list of the specific pests online at www.pesto.org/ace-certification:

- **Biting and Stinging Pests**
- **Ants** (family Formicidae)
- **Stored Product and Fabric Pests**
- **Occasional Invaders/General Household Pests**
- **Flies**
- **Cockroaches**
- **Wood Destroying Insects**
- **Common Commensal Pests (Non-arthropod)**

*Non-arthropod pests are only covered by the ACE and ACE-I exams to the extent that they harbor arthropod pests.*
Which ACE is right for you ... ACE or ACE-I?

The ACE program started in the U.S. in 2004 as a credentialing program exclusively for U.S.A. pest professionals. In 2014 an international program was added and ACE is now available to pest management professionals worldwide. Read below to determine which program is right for you. Both programs certify your basic knowledge of urban entomology and both certify your knowledge of pesticide safety. The U.S.A. ACE program is designed for pest management professionals living and working in the United States. For this program, pesticide safety training is validated largely by requiring a current pesticide applicators license. For ACE-International, pesticide safety training is validated by requiring an additional examination that focuses entirely on pesticide safety.

ACE is right for you if you...

- Hold a current U.S.A.-based pesticide applicators license that allows you to apply pesticides without supervision (or the highest license in your state), and
- Have at least five years’ pest management experience in the United States

ACE-International is the bet for you if you...

- Have at least five years’ pest management experience,
- Are not a permanent resident of the United States at the time of application to ACE-I, and
- Do not possess a U.S.A.-based pesticide applicators license

If you apply for the U.S.A. version of ACE, you will need to...

- Complete and submit this application,
- Submit two professional reference letters,
- Submit a copy of your state, tribal, or military applicator’s license that allows you to apply pesticides without supervision (or the highest license allowed in your state),
- Document at least a 5 year work history,
- Abide by the ACE Code of Ethics,
- Take and pass one ACE examination on your knowledge of urban entomology.

How do I get started?

Start by completing the attached application. Once your ACE application is approved, it is valid for a three year period. During this period you are permitted to take the ACE exam(s) as many times as needed, waiting from 3 to 12 months between any unsuccessful attempts. As soon as you pass the exam(s) you are ACE certified until 3 years from your ACE application approval date. Applications must include:

- Applicant contact information
- Adherence to the ACE Code of Ethics
- Payment of the application fee
- Copy of any past control licenses
- 2 professional reference letters
- Work history/CV/resume

*All U.S.A. applicants are required to submit a copy of at least one state, federal, or tribal pest control applicator license. International applicants should provide a copy of any type of pest control or business certification or license held.

What do I study?

IPM for the Urban Professional is the official ACE study guide and it may be purchased at a discounted rate of $49 with this application. Applicants are encouraged to thoroughly read and understand the guide or similar reference materials, especially the NPMA Field Guide to Structural Pests. The ESA Certification Board recommends a minimum of 40 hours of self-study prior to attempting the exam. Some state and national pest control associations offer ACE review courses. Consult the certification websites to find if one will be held near you soon (www.entocert.org). As soon as you are ready, choose a proctor and schedule your test with ESA. For more information on ACE certification visit www.entocert.org or email ace@entocert.org.
Application for ACE and ACE-International
ESA Certification Corporation
3 Park Place, Suite 307; Annapolis, MD 21401-8722 U.S.A.
+1 301-731-4535 x3013 (Phone) I +1 301-731-4538 (Fax)
sasa@entocart.org I www.entocart.org

Applicant Contact Information

Full name of applicant: ____________________________________________
Prefix (Mr., Mrs., etc.): ___________________________ First name: ___________________________ Last name (surname): ___________________________
Suffix (Dr., PhD, etc.): ___________________________ Informal or nickname: ___________________________
Employer/company name: ____________________________________________
Work mailing address: ____________________________________________
City: ___________________________ Province/Postal: ____________________________ State: ___________ Zipcode: ___________ Country: ___________

Home address: ____________________________________________
City: ___________________________ Province/Postal: ____________________________ State: ___________ Zipcode: ___________ Country: ___________

Check one preferred phone number below: 
☐ Work phone: ___________________________ ☐ Mobile phone: ____________________________
☐ Home phone: ___________________________ Country dialing code (non-US only): ____________________________
Primary email: ___________________________ Secondary email: ____________________________

Are you an ESA member? ☐ Yes ☐ No I would like to join ESA. ☐ Yes ☐ No (For more information visit www.entsoc.org/join)
Where did you learn about the ACE program? ____________________________________________
Is there anyone we should notify when you pass your ACE exam (e.g., local media and/or employer)?
Name(s): ____________________________________________
Email(s): ____________________________________________

Type of Application (ACE or ACE-I): Check which application you are submitting
☐ ACE Application Requirements (U.S.A. residents only)
☐ ACE-I Application Requirements (non-U.S.A. residents only)
☒ I am a permanent resident of the United States.
☒ I have 5+ years pest management experience (see resume).
☒ I possess and will supply a current pesticide applicators license.
☒ I have attached two letters of reference.
☒ I have signed the ACE Code of Ethics (below).
☒ I am not a permanent resident of the United States.
☒ I have 5+ years pest management experience (see resume).
☒ I have attached two letters of reference.
☒ I have signed the ACE Code of Ethics (below).

ACE Code of Ethics

By signing your name below you are certifying that you will adhere to the ACE Code of Ethics (see www.entsoc.org.)
Signature: ___________________________ Date: ____________________________

Professional References

You must submit two professional reference letters with your application. Your references should be able to acknowledge your (a) professionalism, (b) ethics, and (c) knowledge of structural pest control. Please also list your references’ contact information below:
Reference 1 name: ___________________________ Email: ____________________________
Reference 2 name: ___________________________ Email: ____________________________
Application and Exam Details

An ACE application is valid for 3 years from acceptance. Your first attempt at the exam must occur within 1 year of application. If successful, you will be immediately ACE-certified until the end of the 3-year period. If you need to re-test you must wait between 3 and 12 months to re-test and fee will be required to re-test. If you have not passed the exam(s) within 3 years the application expires.

All exams are to be proctored by someone with whom you have no conflict of interest. See www.ento.cert.org/select_proctor for details. Many applicants take the exam as part of a prep course. If you will take part in an ACE Prep Course and exam, list the course organizer or sponsoring group here:

☐ I will find a proctor on my own (see www.ento.cert.org/proctors)
☐ I need assistance finding a proctor
☐ I intend to use a remote proctor via the Internet (additional fee applies - contact ESA for details)
☐ I have a proctor (fill in the responses below):

Proctor’s full name: __________________________________________

How do you know this proctor?: __________________________________

Expected test date: ________________

Proctor’s email: __________________________ Proctor’s mobile phone number: ______________________

Your name as it should appear on your ACE certificate: ______________________ (Please print/type clearly)

License and Certificate Information

States or countries in which you are a licensed pesticide applicator: ____________________________

Attach copies of your license(s). This is required for ACE applicants and encouraged for ACE-I applicants. ACE-I applicants should also attach any business licenses held.

Payment Information

Payment: Please provide your credit card information or mail a check payable to ESA Certification Corporation with this form. All payments must be provided in US funds.

Please check one:
☐ Check (check #___________)
☐ American Express
☐ Discover
☐ MasterCard
☐ Visa
☐ Wire Transfer ($20 additional fee and contact ace@ento.cert.org for instructions)

Mail to:
ESA Certification Corporation
ACE Program
P.O. Wells Fargo Bank
Lackland 75309-5
Baltimore, MD 21275-554 USA

New Application/Examination Fee
(Good for 3 yrs. & includes 1 examination attempt)
☐ $355/ESA member*
☐ $395/Non-ESA member

Study Guide (IPM for the Urban Professional) Special offer while supplies last – all orders include a free copy of the Handbook of Household and Structural Insect Pests (a $59 value).
☐ $49
☐ $0 shipping (delivered in person)
☐ $10 shipping (US residents)
☐ $15 shipping (Canadian residents)
☐ $33 shipping (all other countries)
☐ $144 (Calendar year 2016)

ESA Membership—Calendar year membership (Current dues rate online at www.amtec.org/membership/categories)
* Membership in ESA is a personal affiliation, not a company membership. YOU must be a member to get member discounts.

Mail to:
ESA Certification Corporation
ACE Program
P.O. Wells Fargo Bank
Lackland 75309-5
Baltimore, MD 21275-554 USA

Credit card number: __________________________ Exp. date: ____________ Security code: ____________

Name on credit card: __________________________ Total amount charged: $ ____________

Billing address: __________________________ State/Province: __________ Postal code: __________ Country: __________________________

Signature of cardholder: __________________________
5 Easy Steps to Get Certified!

1) Apply
Submit this application. Details online at www.entocert.org/ACEapplication.

2) Get approved via email
Once approved, you have up to one year to sit for your exam(s) and up to three years to pass the exam(s).

3) Study for your exam(s)
Study on your own or with a prep course. Find resources online at www.entocert.org/ACEstudy. Prepare for a minimum of 40 hours of self-study.

4) Take exams with a proctor
Coordinate your exam date with ESA HQ and your proctor. Take your exam(s) online and your unofficial score will display on the screen. Official scores will follow via email within approximately one week.

5) Maintain your certification
Renewals are for three years and must include documentation of continuing education units (CEUs) earned.

ACE Exam Content Outline *
Knowledge Domains and Skills Needed to Become ACE or ACE-I

- Inspection & Identification 49% of exam
  - Inspect for evidence of pests
  - Inspect for conditions conducive to pests
  - Identify pests
  - Document and communicate findings of pest inspection and identification

- Monitoring 12% of exam
  - Identify and select appropriate monitoring tools
  - Place monitoring tools properly
  - Document and communicate findings of monitoring and recommendations

- Selection/Implementation of Control Methods 28% of exam
  - Choose the appropriate control method(s) for pest management
  - Select the appropriate tool(s) for use with the pest management method(s) for pest scenarios
  - Communicate which pesticides are or are not currently allowed for use by the U.S. Environmental Protection Agency
  - Follow the label instructions and precautions
  - Educate the customer on their role in pest management
  - Perform selected pest control method(s)
  - Document and communicate the pest control method(s) applied and tool(s) used for application

- Evaluation 15% of exam
  - Look for reduction in pests
  - Analyze pre- and post-treatment effects
  - Determine next steps
  - Document and communicate evaluation findings

* Outline for ACE-I is slightly different. See details online.

Get recognition as an Associate Certified Entomologist!
Give yourself the edge — get certified today!
Visit www.entocert.org for more details or email ace@entocert.org
certifiedentomologist.blogspot.com

Checklist of Documents Needed for Application

- Work history/CV/resume indicating at least 5 years of experience in the pest control industry. Resume must include your job title, job description, company address, supervisors’ contact information, and employment dates.
- Copy of current pest management applicator license(s) for ACE certification
- 2 professional reference letters
- Sign the ACE Code of Ethics
- Application fees