

# COMMON PEST CONTROL ADVISER LICENSE APPLICATION MISTAKES

- ▶ **Application was not signed**
- ▶ **Incorrect payment was mailed with application**
  - Check was not signed
  - Credit card number or expiration date was incorrect
  - Credit card payment sheet was not signed
- ▶ **Using a single course in multiple areas**
- ▶ **Using a course that did not meet the PCA Minimum Qualifications**
- ▶ **No transcript or unofficial transcript submitted** – Transcripts *need* to be an official transcript from each school the individual attended
- ▶ **Insufficient documentation of work experience** – this documentation needs to include detailed information of tasks performed with time frames to show that the individual received the appropriate experience/education for the category they are requesting for credit