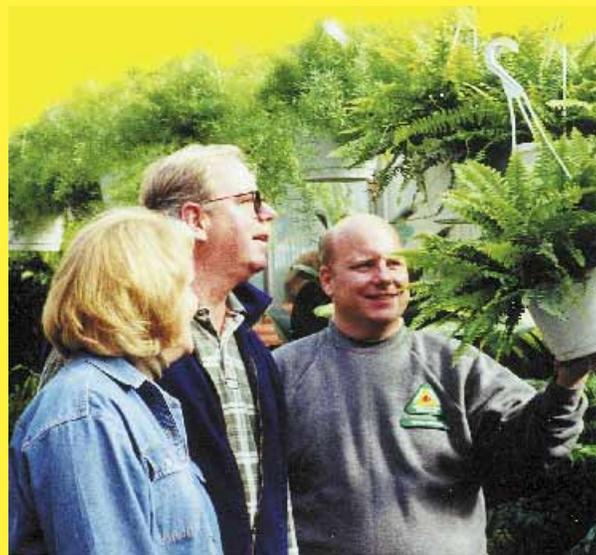




What you  
need  
to  
know.



## CERTIFICATION INSTALLATION RETAIL • MAINTENANCE

Set yourself *apart* with

### CCHT DESIGNATION

The Canadian Certified Horticultural Technician (CCHT) designation provides an individual employed in the lawn and garden industry with a means of proving a minimum standard of expertise in tasks typically required within the horticultural industry. It's a *national* designation, with recognition across Canada.

### INDUSTRY SECTORS

Currently, CCHT testing and designation is available for the following horticultural sectors:

- Landscape installation
- Landscape maintenance
- Retail garden centre

Am I *eligible*?

### HOW TO QUALIFY

The only requirement to participate is two seasons (2,000 hours) of landscape industry experience. Half of this time may come from education in a post-secondary school diploma program.

How do I *earn* certification?

### THE TESTING PROCESS

The certification of an individual's competency is accomplished through a series of written and practical tests. Written tests are designed to measure an overall comprehension of the trade. The practical tests measure an individual's level of competence through a series of timed, hands-on exercises.

The written portion of the test is usually taken just prior to the practical test and generally lasts up to one-half day. A pre-testing orientation process is also available in most provinces.

The practical portion of the test is accomplished through a series of testing stations. The applicant is required to successfully perform a specific task within a specified period of time in the presence of a qualified industry judge. Depending on the industry sector, a total of up to 17 stations must be passed. A minimum grade of 70 per cent is required at all stations or tasks before certification status can be obtained.

### HOW TO PROCEED:

- 1** Contact one of the regional certification committees listed below to request an application form.
- 2** You will receive a study guide, plant list and descriptions of the testing stations.
- 3** When you feel you are ready, book your test date with your regional certification committee. Tests are normally offered in the summer and fall. Written tests are scheduled on Friday afternoons and practical stations are generally done on Saturday.
- 4** Once you are certified, you can plan your recertification credits to continue your horticultural training and development.
- 5** Permanent records are maintained for certification and recertification.

### PARTICIPATING ASSOCIATIONS

Tests are delivered through these regional certification committees, where you can get full details on test specifics, costs of study materials, application fees and dates. Contact your local association for more details.

**British Columbia Landscape and Nursery Association**  
(604) 574-7772, fax (604) 574-7773

**Landscape Alberta**  
(780) 489-1991, fax (780) 444-2152

**Landscape Ontario**  
(905) 875-1805, fax (905) 875-3942

Atlantic region: (902) 899-6535

No surprises!

## TESTING TOPICS

### MAINTENANCE AND INSTALLATION WRITTEN COMPONENT:

30 min.	First aid and safety
30 min.	Plan reading
30 min.	Plant sensitivity and use

### MAINTENANCE AND INSTALLATION PRACTICAL STATIONS:

30 min.	Plant identification
30 min.	Grading and sodding; Work orders
15 min.	Program controller
15 min.	Irrigation identification
30 min.	Lateral repair and head adjustment
30 min.	Truck and trailer
30 min.	Tree planting, staking and guying
15 min.	Chainsaw

### ADDITIONAL MAINTENANCE PRACTICAL STATIONS:

30 min.	Written general comprehensive
30 min.	Pruning
15 min.	21-inch mower
15 min.	36-inch mower
15 min.	Aerator
15 min.	Edging and trimming
15 min.	Riding mower
30 min.	Pesticides
30 min.	Fertilizers
15 min.	Power blower

### ADDITIONAL INSTALLATION PRACTICAL STATIONS:

30 min.	Plant layout
30 min.	Grading and drainage
30 min.	Instruments
60 min.	Paver installation
15 min.	Rototiller
30 min.	Tractor operation

### RETAIL WRITTEN COMPONENT: (2.5 hours total)

Plant sensitivity  
General comprehension  
Plant identification: Matching section  
Plant identification, use and maintenance  
Pest identification and control  
Plant grading, handling and shipping  
Equipment and facility operation and safety  
Display and customer service

### RETAIL PRACTICAL STATIONS:

#### Customer service:

15 min.	Cash handling
15 min.	Phone etiquette
30 min.	Customer etiquette
30 min.	Display and merchandising
30 min.	Nursery stock display

#### Plant installation and management:

30 min.	Plant identification
30 min.	Tree planting
30 min.	Pruning
30 min.	Plant grading and handling
15 min.	Forklift operation

#### Chemical applications:

15 min.	Pesticide application
15 min.	Fertilizer application
15 min.	Pest identification

## THE NEXT STEP

You will be notified of your test results within 30 days. Because of the wide diversity of tasks involved, some applicants may not be successful at all stations on their first testing attempt. Retesting is only necessary at those stations that have not originally been passed. Applicants are allowed to retest as many times as necessary in order to complete all stations required to obtain designation.

Upon successful completion of test requirements, you will receive a designation certificate (suitable for framing) and the opportunity to purchase CCHT logo crests for your work wardrobe. In addition, you will have earned the right to use the CCHT logo on your business cards and other professional materials.

### How do I stay current?

## RECERTIFICATION

A successful candidate requires 24 recertification credits over a three-year period to maintain certification. Credits are tracked through CNLA, and can be obtained by attending industry seminars, volunteering for approved industry events, internet work and judging on certification test day. Certified technicians can confirm credit suitability of any activity through regional certification committees.

### What's in it for me?

## REAL-LIFE BENEFITS

National certification is a win-win opportunity, whatever your role in the industry.

#### Individuals win:

- Skills are recognized at a national level
- Certification is recognized across Canada and in the United States
- CCHT designation belongs to *you*, and is a tangible asset when you seek future positions

#### Companies win:

- Certified employees give your firm a promotional advantage
- Certified employees help companies gain access to qualified bids in government projects
- Certification elevates our trades' level of professionalism

#### The industry wins:

- CCHT designation is a nationally recognized program, establishing minimum standards of competency and helping to raise the level of professionalism

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This national program is sponsored by CNLA

and your provincial  
trade association



Canadian Nursery  
Landscape Association

Canadian Nursery Landscape Association (CNLA)

(905) 875-1399, 1-888-446-3499

[cnla@canadanursery.com](mailto:cnla@canadanursery.com)

**Make the decision *today* to build a brighter  
professional future — through CCHT designation!**