



State of New Hampshire
OFFICE OF PROFESSIONAL LICENSURE AND CERTIFICATION
DIVISION OF LICENSING AND BOARD ADMINISTRATION
7 Eagle Square, Concord, NH 03301
Phone: 603-271-2152

APPLICATION FOR LICENSURE AS A FORESTER
\$60.00 Application Fee (A Balance of \$60.00 is required upon licensure)
Check Payable to "Treasurer, State of NH" (Non-Refundable Fee)

1. General Information

Name _____
Last First Middle

Names Previously Used (if applicable) _____ SS# _____

Residence Address _____

Business Name & Position _____

Business Address _____
Indicate mailing address by check box

Business Phone _____ Home Phone _____

Email: _____ Date of Birth _____

Citizenship Birth or Naturalized

2. Registration/Licensure Information

State in which First Licensed/ Certified/
Registered as a Forester _____ License/Certification/
Registration Number _____

Date of Licensure _____ Expiration Date _____ Is License now in
force? _____

If License is not in force, why? _____
Licensed by Exam? _____ If not, how? _____

Location of Exam _____ Date _____ Grade Awarded _____

Have you previously applied for a Foresters license in New Hampshire? _____ Status? _____

Professional Licenses: List all states where you hold or have held registration/certification/licensure. Use a separate sheet if necessary.

License #	State	Year Licensed	# Hours Written Exam?	Reciprocity or Grandfather	Active or Lapsed?

3. General Information Questions

CHECK ONE:

YES NO

a. Have you ever been convicted of any felony or any misdemeanor, or a violation associated with forestry or the practice of forestry including timber harvesting and incidental pursuant to RSA 310-A:98, IV? If so, name the court, the details of the offense and the date of conviction and the sentence imposed.

b. Have you ever lost or been denied registration/licensure as a forester or been disciplined by this board or another forester licensing board in any other state? if so, provide an explanation of the circumstances

If the answer is yes to any of the above questions, submit a written explanation with your application

4. Education - Official transcripts are required and must be sent directly to the board office from the college or university.

Institution	Location	From	To	Major	Degree Awarded	Date Awarded
Secondary School						
Colleges and/or Universities						

5. Membership in Professional or Scientific Associations

Name Of Organization	Location	Grade Or Membership	Date

6. Practical Experience - This information described below must be in detail and should start with your first forestry work experience. Use this page as a summary and place detailed information pertaining to your forestry experience on the supplemental experience portion of the application. Experience listed on your supplemental experience page must correspond with the experience requirements of Fors 302.02.

Date of Employment Indicate month & year	1. Name of Employer- Title of Position	Name and present address of someone familiar with each position, preferably a person to whom applicant reported or with whom he/she was associated.
Total time employed	2. Location and Character of Each Position	
	3. Degree of Responsibility	

7. SUPPLEMENTARY EXPERIENCE RECORD IN DETAIL

- ✓ **Read instructions carefully.** The Supplementary Experience Record is vital to the Board's evaluation of your forestry experience.
- ✓ **Affix** your signature and date to all sheets. Use plain white pages and number consecutively.
- ✓ **List and identify** your projects and/or assignments in chronological order, starting with your first work experience as a forester, identifying at least **50%** of your specific experience in **core forestry areas** per **Fors 302.02(f)(1)** and an additional **50%** of your experience in other areas outlined per **Fors 302.02 (f)(2)&(3)** and earned in the appropriate time frame per **Fors 302.02 (b) (1)-(5)**.
- ✓ **Read** your first draft critically. Does it show a reviewer, who is not familiar with you or your experience, the degree of forestry expertise you applied?
- ✓ **Ensure that you verify timewise the Forestry experience claimed in your application.**

8. Reference of Character and Qualifications - Each applicant for licensure shall provide the board with the names and addresses of not fewer than 5 individuals, as references, not related to the applicant, of whom 3 or more shall be individuals having personal or professional knowledge of the applicant's forestry experience and 2 of these being foresters as defined by RSA 310-A:99, and one forester reference shall be an individual not connected with the applicant's current place of employment. No member of the Board will be accepted as a reference. The board shall use as references any individuals, companies, or institutions whose names appear in any part of the completed application. Written references will be submitted to the Board on forms supplied by the Board and are part of this application packet.

Name	Address including zip code	Occupation	Business Relationship to applicant

9. Affidavits

I have read the contents hereof and clearly understand that the correctness and truth of my statements as recorded in this application are material, not only to the issuance of the certificate of licensure, as applied for, but also to the retention of said certificate, if issued.

Signature: _____

Date: _____

**STATE OF NEW HAMPSHIRE BOARD OF LICENSURE
FOR FORESTERS**

CANDIDATE REQUIREMENTS 302.02 (c)-(f) Re-Adopted 8/24/06

Fors 302.02 Experience Requirements.

(a) Experience in the practice of forestry shall be of a grade and character that indicates to the board that the applicant is competent to practice as a forester. If experience is claimed under Fors 302.02, an affidavit stating the dates of said employment, the types of work performed and the names and address of employers shall be provided.

(b) Experience shall be determined as follows:

(1) Applicants possessing a 4-year forestry degree shall have 2 years experience which is equivalent to 4000 hours within not less than 24 months and not more than 60 months of the date of application.

(2) Applicants possessing a 2-year forestry degree shall have 4 years experience pursuant to Fors 302.02 which is equivalent to 8000 hours within not less than 48 months and not more than 72 months of date of application.

(3) Applicants possessing a 4-year degree in a related field shall have 4 years experience pursuant to Fors 302.02 which is equivalent to 8000 hours within not less than 48 months and not more than 72 months of the date of application.

(4) Applicants possessing a 2-year degree in a related field shall have 6 years experience pursuant to Fors 302.02 which is equivalent to 12000 hours within not less than 72 months and not more than 120 months preceding the date of application.

(5) Applicants possessing no forestry or related degree shall have 8 years experience pursuant to Fors 302.02 which is equivalent to 16000 hours within the 10-year period preceding the date of application.

(c) Experience shall be gained under the supervision of a licensed forester or if not, written explanation shall be included with the application describing why the experience should be considered satisfactory to the board.

(d) Experience not gained under the direction of a licensed forester shall be considered satisfactory by the board if:

(1) Experience in the practice of forestry was earned in accordance with Fors 302.02 (f) (1), (2) and (3);

(2) Experience in the practice of forestry was earned without violating Fors 501.03; and

(3) The candidate committed no misconduct pursuant to RSA 310-A:112.

(e) Failure of candidates whose experience is not gained under the direction of a licensed forester to meet the experience requirements of Fors 302.02 (f) (1),(2) and (3) shall, after notice and opportunity for a hearing, result in denial of the application.

(f) Experience in the practice of forestry shall be determined pursuant to RSA 310-A:104 as follows:

(1) A minimum of 50% of required experience shall demonstrate competency in all of the following core areas:

- a. Preparation of comprehensive forest management plans;
- b. Land use and forest type mapping;
- c. Development and implementation of silvicultural prescriptions which means a planned series of treatments designed to change current stand structure to one that meets management goals;
- d. Timber cruise and inventory;
- e. Boundary line location and maintenance pursuant to RSA 310-A:54, IV;
- f. Timber harvesting supervision;
- g. Marketing of timber products;
- h. Timber sale administration;
- i. Road and harvest layout; and
- j. Knowledge of New Hampshire forestry laws;

(2) In addition to experience in core areas required per Fors 302.02 (f) (1), satisfactory experience shall be in one or more of the following areas:

- a. Land surveying;
- b. Wildlife management;
- c. Natural resource research or education;
- d. Timber stand improvement;
- e. Logging;
- f. Timber law enforcement;

- g. Log scaling;
- h. Saw milling;
- i. Forest fire control;
- j. Soil science pursuant to RSA 310:A-76, II;
- k. Arboriculture;
- l. Urban forestry;
- m. Land use planning;
- n. Conservation biology;
- o. Wetland delineation pursuant to RSA 310-A:76, II-a or;
- p. Wood procurement.

(3) Applicants who do not meet the experience required pursuant to Fors 302.02 (f) (1) and (2) shall demonstrate experience and competency in specialty areas such as:

- a. Timberland appraisal;
- b. Teaching of forestry at a college or university level;
- c. Teaching natural resource science at a college or university level;
- d. Public extension forestry and natural resource education work, or
- e. Forest policy in a governmental or management position.

(g) Experience shall be in accordance with the rules of professional conduct set forth in Fors 501. Conduct proscribed by the rules of professional conduct, when performed by an unlicensed person or during a prior period of licensure, shall result in denying a license application or issuing a restricted license.

APPLICATION INSTRUCTIONS AND CHECKLIST FOR FORESTER APPLICANTS

General- Provide all the information requested on the application form. **Do Not** substitute a resume or other synopsis of your experience and/or education for any part of the application form. Please refer to Administrative Rules Fors 302.02 (a) – (g) and explain your experience in each of the areas listed including your core forestry and other pertinent experience in detail.

Although not required, to facilitate review of your application it is advised that candidates for licensure submit a stewardship plan for a forestland parcel of a minimum of 100 acres that qualifies as a US Forest Service Stewardship Program Management Plan. Pursuant to Fors 302.02 (f, 1, a,b, and c). The stewardship plan must be prepared under the direction of a licensed forester or as otherwise allowed by law. The applicant is responsible for the collection of information and drafting of the plan.

References- Make a sufficient number of copies of our **Reference Form** to send one to each of your references. Keep a blank one for your future use, in the event a reference does not respond. Reference forms received from applicants are **not** acceptable, forms must come directly from the reference. One Forester reference must not relate to your current place of employment.

Transcripts- Transcripts received from the applicant are not accepted. Transcripts must come directly from the college/university to our office.



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RETURN THIS CHECKLIST WITH YOUR APPLICATION

APPLICATION CHECKLIST

Candidate Name

Before you mail your application to the Board, please check the following items carefully. Your attention to these details will make it possible for the Board Staff to process your application without delay.

Have you:

- Marked the box on the application form indicating which address you want us to use?
- Requested your college/university to send us your transcript directly?
- Completed the "References" portion of the application, sent reference forms to each of your references, and kept a blank copy of the form for yourself?
- Included detailed experience summary sheets detailing your experience in accordance with Administrative Rule Fors 302.02?
- Included a 100 Acre Management Plan that Qualifies as a US Forest Service Stewardship Program Management Plan?
- Signed the application and supplemental experience sheets?
- Included the correct fee with the check made payable to **Treasurer, State of NH**?
- Included this Checklist with your application?

State of New Hampshire
OFFICE OF PROFESSIONAL LICENSURE AND CERTIFICATION
DIVISION OF LICENSING AND BOARD ADMINISTRATION

Board of Foresters
7 Eagle Square, Concord, NH 03301
Phone 603-271-2152

LINDSEY B. COURTNEY
Executive Director

JOSEPH G. SHOEMAKER
Director



Dear Reference:

An individual has applied to this board for licensure in the State of New Hampshire as a Forester and either has given your name as a reference or has stated that he/she has worked for you or with you. The Board would appreciate your sending the information requested on the reference form on the following page and assure you that such information as you give will be treated in the strictest confidence. You may attach additional pages as needed.

This Board is required by law to obtain evidence of the good character of the applicant and his/her qualifications as a professional forester before issuing a certificate of licensure. Statements made on this form by responsible persons with actual knowledge of the applicant's character and qualifications will be considered by the Board as evidence and filed as part of the application.

The Board urges that evidence submitted on this form is not perfunctory but be considered carefully. The Board, in making its decisions, must rely to a great extent on the evidence submitted by references. Since these decisions may affect the life, health, property, and welfare of the public, you have a grave responsibility to provide the Board with a fair and honest appraisal of the applicant.

Since the Board cannot license the applicant until the references are returned, a prompt reply will expedite consideration of the applicant's request for licensure. Please make certain that you enter the applicant's name on the reference form.

Very truly yours,

Bobbie Mayo

Bobbie Mayo
Board Administrator III

THIS IS CONFIDENTIAL INFORMATION - FOR USE OF BOARD MEMBERS ONLY

1. What is your full name? _____
(To be typewritten or printed)
2. What is your Address? _____
3. What is your present business or profession? _____

RSA 310-A:99 I. "Forester" means a person who practices forestry.

RSA 310-A:99 II. "Forestry" means the science of silviculture and the practice and art of managing and using for human benefit forestlands and the natural resources that occur in association with forestlands, including trees, other plants, animals, soil, water, and related air and climate.

4. Are you a Forester as defined above? ___Yes ___No
5. Are you a licensed Forester? Yes No If yes, in what State? _____
6. How long have you known the applicant? Years: _____ Months: _____
7. Are you in any way related to the applicant? ___Yes ___No
8. Are you connected with the applicants place of employment? ___Yes ___No
9. What has been your association with the applicant? _____
10. Do you know anything reflecting adversely on the integrity or general good character of the applicant? _____

11. Please describe in detail the applicant's skills as a forester: _____

12. Would you employ the applicant in a position of trust? ___Yes ___No
13. Remarks concerning the applicant _____

I make the above statements with full knowledge that the person referred to is making application for licensure to the State of New Hampshire as a Forester.

Date _____

Written Signature _____

**OPTIONAL INFORMATIONAL QUESTION
REGARDING MILITARY EXPERIENCE AND/OR RELATIONSHIP TO MILITARY
PERSONNEL TRANSFERRED TO NEW HAMPSHIRE**

Dear Applicant,

Pursuant to New Hampshire RSA 332-G:7, each board supported by the New Hampshire Office of Professional Licensure and Certification (OPLC) shall:

1. "upon presentation of satisfactory evidence with an application for licensure, certification, or registration, accept education, training, or service completed by an individual as a member of the armed forces, as defined in RSA 21:50, II, toward the qualifications required to receive the license, certificate, or registration in question."

RSA 21:50, II - "Armed forces" means the United States Army, Army Reserve, Navy, Naval Reserve, Marine Corps, Marine Corps Reserve, Air Force, Air Force Reserve, Coast Guard, Coast Guard Reserve, Army National Guard, and the Air National Guard. "Armed forces" also includes other components, but is limited to those components and active duty periods described in 38 C.F.R. 3.7.

OR

2. "Notwithstanding any general or special law to the contrary, each of the boards or commissions under this title authorized to conduct licensure, certification, or registration, and examinations therefor, shall upon the presentation of satisfactory evidence by an applicant before the board or commission, facilitate the issuance of a license or certification for a person: (i) who is certified or licensed in a state other than New Hampshire; (ii) whose spouse is a member of the armed forces in the United States; (iii) whose spouse is the subject of a military transfer to New Hampshire; and (iv) who left employment to accompany a spouse to New Hampshire. The procedure shall include, but not be limited to, facilitating the issuance of a license, certificate, or registration if, in the opinion of the board or commission, the requirements for licensure, certification, or registration of such other state are substantially equivalent to the requirements for licensure, certification, or registration in New Hampshire."

Please place a check mark in all that apply below:

- I **am** eligible for consideration as defined in paragraph #1 above.
- I **am not** eligible for consideration as defined in paragraph #1 above.
- I **am** eligible for consideration as defined in paragraph #2 above.
- I **am not** eligible for consideration as defined in paragraph #2 above