

How to Search for Pesticide Continuing Education (CE) Courses

Overview

This guide explains how to search for available pesticide Continuing Education (CE) courses using the MDA's Continuing Education Course Search tool. It helps pesticide applicators locate approved training courses to maintain or renew their licenses.

Step 1: Access the Course Search Page

1. Go to the Montana Department of Agriculture's Pesticide Course Locator webpage here: https://ebizws.mt.gov/AGR_PUBLICPORTAL/searchform?mylist=courses
2. Ensure your internet connection is stable and use a supported web browser such as Chrome, Edge, or Firefox.
3. The search form will appear on the screen with various filters and options.

Step 2: Review Available Search Filters

You can search for CE courses using one or more of the following fields:

- Course Name
- Course Type (onsite, in person or webinar)
- Classification
- Location
- Date Range (start and end dates)

These filters allow users to refine searches based on course details, providers, or schedules.

Step 3: Run a Basic Search

- To see all available courses, leave all fields blank and click Search.
- The system will display a full list of pesticide CE courses. Each listing includes:
 - Course name
 - Course type
 - Course sponsor
 - Location
 - Date(s)
 - Credit hours
- You can combine filters (for example, Classification + County + Date Range) to find more precise results.

- After setting filters, click Search.
- The results should display only the courses that match all selected criteria.

Step 4: View Course Details

- Click on a course number in the results to view its detailed information.
- You can download or print the course details page.
- The course detail page includes:
 - Description and objectives
 - Instructor name and contact information
 - Class location and schedule
 - Credit hours and category type
 - Registration instructions

Step 5: Clear or Reset Your Search

- Click the Clear (or Reset) button to remove all current filters.
- This allows you to start a new search with fresh criteria.

Step 6: Troubleshooting

If you experience difficulty loading or viewing course results:

- Refresh the page or try a different browser.
- Confirm that your internet connection is active.
- Contact support if errors or missing data persist.