

RPF EXAM READINESS CHECKLIST



Five steps for RPF Exam applicants

Follow these recommended procedures to prepare and qualify for the Registered Professional Foresters (RPF) Exam.



State of California Board of Forestry and Fire Protection Office of Professional Foresters Registration

1. Plan ahead

To qualify for the RPF exam requires commitment to a 7 year schedule. The requirement:

- 7 years forestry experience, OR
- 7 years forestry experience combined with forestry or forestry related education.
- 3 of the 7 years must be under an RPF supervisor or a qualified exempt forestry supervisor.

Education can substitute for forestry work experience. See the linked [diagram](#) with the six (6) possible combinations of forestry work experience and education to qualify for the RPF exam.

2. Get forestry experience or education now, but watch out for some pitfalls

Forestry work experiences must demonstrate increasing complexity and responsibility. Strive to increase your forestry experiences as you follow the 7-year schedule.

Things to consider and avoid:

- Non-qualifying forestry-related work experiences ([14 CCR 1621.2](#)). Some work including Arboriculture does not count.
- Work experience obtained while in a degree program ([14 CCR 1621.3](#)). There are Limits to the work experience you can claim when enrolled in an education program you plan to substitute for experience.

3. Find an RPF Supervisor

This requirement is intended to enhance the RPF applicants overall understanding of forestry by working under the supervision of a registrant ([14 CCR 1622](#)).

([3. Cont'd](#)), 14 CCR 1622 allows for a qualified exempt supervisor in place of an RPF supervisor in certain situations. Exempt supervisors include:

- Instructors of college level forestry courses.
- Out of state Foresters who are supervising the applicant outside of California.
- Federal foresters.

Exempt supervisors must be qualified as evidenced by having obtained seven years of forestry work experience or combined forestry work experience with educational substitution and must be qualified at the time of the applicant's employment.

4. Follow instructions when you fill out your application to take the RPF exam

The application shall be type written and provide all the information requested on the application form.

- Provide **Month, Day, Year** on your work engagement timelines.
- It is law that you provide a social security number if you have one, to comply with Family Code (FAM) § 17250.
- You must sign and date your application. An electronic signature with date is acceptable.

5. Submit your application on time

Your completed application shall include application, application check or proof of online payment, and transcripts (if required). All must either be received or postmarked by the application deadline listed on the exam notice for each exam. Exam Notices can be found [HERE](#).

Call or email Dan Stapleton, Executive Officer for Professional Foresters Licensing with any questions. 916.653.8031, dan.stapleton@bof.ca.gov.