



South Carolina Department of Labor, Licensing and Regulation
South Carolina Soil Classifiers Advisory Council
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SOIL CLASSIFIER-IN-TRAINING CERTIFICATION REQUIREMENTS AND APPLICATION PROCESS OVERVIEW

*Before calling in to the Council Office – You may check your application status online at:
<https://eservice.llr.sc.gov/SSO/Login/LoginPage>.*

All individuals must pass the Fundamentals of Soil Science Examination, administered by the Soil Science Society of America (SSSA), prior to applying for certification with the Council. Please contact [SSSA](#) for additional information about scheduling examinations.

Certification as a Soil Classifier-In-Training is valid for a period of two (2) years. Once the certification expires, applicants must pass the Professional Practice of Soil Science Examination.

Certification Requirements:

The following is required to apply for certification as a Soil-Classifier-In-Training:

1. Submit a completed application and application fee
2. Submit proof of completion of one of the following:
 - A bachelor's degree or equivalent in a [curriculum](#) approved by the Council, **or**
 - Completion of curriculum not approved by the Council, which includes 15 hours in soils courses and four (4) years of soil classification experience, of which two (2) years are under the supervision of a registered or licensed soil classifier.
3. Successfully pass the Fundamentals of Soil Science Examinations administered by the Soil Science Society of America (SSSA).

Application Process:

Your application is good for one (1) year from the date of receipt. If all required information is not received within this one (1) year period; you must begin the application process from the beginning. This includes, but is not limited to, the application fee, transcripts, license verifications, etc.

1. **Application** – In addition to a completed application, the following must also be sent:
 - **Application Fee:** \$40 application fee made out to SC Soil Classifiers Advisory Council. (Fees are non-refundable and non-transferable) *A returned check fee of up to \$30, or an amount specified by law, may be assessed on all returned funds.*
 - **Identification:**
 - Copy of your valid driver's license, state issued ID, or passport
 - Copy of Social Security card
 - **[Notarized Verification of Lawful Presence Form](#)**
 - **Legal documentation of name change** (marriage certificate, divorce decree, etc.)
 - **Examination:** Contact the [SSSA](#) to request a copy of passing scores on the Fundamentals of Soil Science Examination.
 - **Personal History Questions:** For each "Yes" answers in the Personal History Information, a completed [Explanation of "Yes" Answer form](#) must be completed. Copies of legal documentation should also be included. Additional information may be requested by the Council Office or an appearance before the Council may be necessary.

2. Documents should be sent directly to the Council from the issuing agency/institution.

- **Soil Employment Verification:** For documentation of soil classifying experience only. Each company attesting to work experience should send the completed form directly to the Council office via email at contact.soil@llr.sc.gov or mail.
- **Education Verification:** Contact your college/university to request an official transcript be sent directly to the Council office. Transcripts may be emailed to contact.soil@llr.sc.gov or mailed to the Council office. Only the highest level of completed education needs to be submitted. If the school is no longer in existence, contact the State Education Department for records.

3. Licensure: Once the Council is in receipt of your application, it will be reviewed. If additional information is required, you will be contacted by the Council office