

## Student Policies for GI-BMP Online or DVD Training

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1. The student can download the [GI-BMP manual](#), or obtain a printed copy from his/her local Extension office.
2. The training program consists of multiple sections or "modules". The entire content of all modules must be viewed. In addition:
  - **For online training**, the student must pass a review quiz at the end of each module with a score of 75% or higher. The review quiz can be repeated until a passing score is achieved.
  - **For DVD training**, the student must sign an affidavit of completion indicating that all modules have been completed.
3. **To receive a GI-BMP Certificate of Training, the student must pass a certification post-test with a score of 75% or higher.** The post-test covers material from all training modules. **The student cannot take the post-test until all modules are completed.**
4. The certification post-test must be taken within 6 months of completing the training. The student has the option to take the test online, or to print a voucher to take the test in person at a county Extension office. A GI-BMP Instructor or FDACS CPCO/L&O license holder may also arrange to proctor a test for the student.
  - **For online tests**, the student must accept an oath stating that he/she is doing his/her own work without help. **The online test must be taken in one session, with a one-hour time limit.**
  - **For in-person tests**, the student must present the testing voucher and personal identification at an Extension office, either by appointment or at a designated testing time. Or, arrangements may be made with another authorized proctor.
5. **The student has the option to re-take the post-test one time**, either online or in person, if a passing score is not achieved on the first attempt. There is no "wait time" requirement; however, the student is encouraged to review the modules and study the manual before retaking the test.
6. **If a passing score (75%) is achieved** on the first or second certification post-test **a GI-BMP certificate of training will be mailed** to the address indicated in the student profile. Certificates are usually mailed on the following business day after the online test is completed or the in-person test is received by mail. An email copy can be requested by contacting [gi.bmp@ifas.ufl.edu](mailto:gi.bmp@ifas.ufl.edu) or 352-273-4517.
7. **If a passing score is NOT achieved on the second certification test, no certificate of training will be issued for the online or DVD training.** To receive a certificate, the student must attend in-person training, including paying the required class fee, attending the entire training, and taking and passing the post-test.
8. **FDACS CEU's are not available for the online or DVD versions of the GI-BMP training.**