

Certified Nursery &
Landscape Professional

C N L P



Training Manual

**New York State Nursery &
Landscape Association**

2022

INTRO

New York State Nursery & Landscape Association

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ABOUT THIS MANUAL

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BECOMING A CNLP

As a CNLP in New York state, you will become one of many green industry professionals who share a common desire to continue their education and grow as professionals.

In order to qualify for the CNLP Program, you must have graduated from a recognized two- or four-year college with a degree in a horticulture related field, OR have at least three years experience working in the horticulture industry.

OUR HISTORY

Originally formed as the New York State Nurserymen's Association in 1913, the New York State Nursery and Landscape Association (NYSNLA) was created as a non-profit organization to advance the interests of green industry professionals in New York State. Out of a need for even higher professional standards a subcommittee of the NYSNLA, the Certified Nursery Professional program (CNP) was established in 1975 to fulfill that need. This program was renamed the Certified Nursery & Landscape Professional (CNLP) in 2006.

Since the very first certification exam in 1977, the program has evolved as one collective group of over 600 trained green industry professionals who share the common desire to further education, professional growth, and ethical standards for themselves and other CNLPs across New York State. These trained professionals have included horticultural educators and researchers from Cornell Cooperative Extension and various colleges/universities, wholesale growers, retail garden centers, landscape design/build contractors, licensed Landscape Architects, landscape designers, New York State horticultural inspectors and individuals in allied trades.

The CNLP program has established solid standards upon which the Green Industry continues to grow.

OUR MISSION

It is the purpose of the New York State Certified Nursery & Landscape Professional Program to raise and improve the professional standards of the nursery, landscape and garden center industries. The title of Certified Nursery & Landscape (CNLP) will be given to individuals who have demonstrated a high level of competence in the principles and practices of the green industry. The CNLP program is designed to promote and encourage the education and training of employees. It encourages and promotes continuing education and training of all nursery, landscape, and garden center staff, including owners and managers. Most importantly, as one collective group, we strive to have this high level of attainment recognized by the gardening public as well as within the industry.

WHO WE ARE

Garden Retail Centers:

As trained owners and employees, CNLPs in garden retail centers are often the most visible and accessible source of reliable information for the gardening public. From horticultural pests and diseases to specific plant characteristics and providing appropriate maintenance advice; CNLPs are the experts customers can rely on for long lasting results.

Landscape Design/Build Contractors:

As educated field technicians, CNLPs who own or are employed by landscape design/build companies ensure that specified industry standards for installation and maintenance are adhered to. From early design phases of a project right into final installation and maintenance, these individuals are the eyes and ears of the green industry. They observe and report issues from the field as well as possess the competence to administer corrective measures, be it soils, vegetation, hardscape or overall site improvements.

Landscape Architects and Designers:

As communicators, CNLPs who may be licensed Landscape Architects or landscape designers, possess the varied knowledge and skill levels necessary to effectively meld industry standards, climatological, social and technical aspects of the green industry with creative processes.

Educators and Researchers:

As the green industry's source of knowledge, CNLPs who are high school, college, or university educators are teaching horticultural sciences to the next generation of professionals. They are research specialists who identify and monitor the impacts of potentially harmful pests and diseases. Most importantly, CNLPs who work in institutions such as Cornell Cooperative Extension, the Department of Environmental Conservation, and the NYS Department of Agriculture & Markets play a vital role in communicating with and educating the commercial horticulture industry as to appropriate wholesale production, landscape management, and pest control options.



Wholesale Nursery Growers:

As the producers of large volume plant materials, CNLPs who own or are employed by wholesale nursery growers, play a key role in the production and distribution of high-quality, healthy plants to retail garden centers, and landscape design/build contractors. As growers, CNLPs also participate in the research, development, and introduction of new plant cultivars and removal of those species which may be considered invasive.

Green Industry Suppliers

Our wholesale suppliers are more than vendors and service providers. They are our partners, supporters and often times, educators. This relationship is mutually beneficial and a vital part of our success.

Community Participation:

As environmental stewards of the community landscape, CNLPs believe in community involvement. With convenient access to landscape materials and volunteer help, they have and will continue to play an instrumental role in improving the environment, public open spaces/greenways and the overall quality of life in communities across New York State.

RAISING THE STANDARD

As the green industry has evolved to meet continuously changing market demands, advances in horticultural research, new technologies and social attitudes; so have the standards under which New York State Certified Nursery & Landscape Professionals work. CNLPs across New York State are committed to working closely with each other, green industry professionals, vendors, communities and the State of New York to continue improving professional standards of the green industry and the services they provide to the gardening public.

ABOUT THIS MANUAL

The original Certification Training Manual was nothing more than a collection of Extension brochures and fact sheets. After six years of fine tuning by members of the CNLP Committee and Extension agent Scott Clark, a revised and updated Certification Manual was released for use in 1998. Upon completion of that update process the State CNLP Committee decided that the manual would be reviewed every five years to ensure that advances in technology, cultural practices, research, and general updates in the green industry are accurately presented. Chapter 6 was added in 2007; Chapter 7 was added in 2009 and Chapters 8 and 9 were added in 2013. In 2013, the Manual was converted to a full electronic version and is only distributed on a thumb drive. In 2022, the CNLP Certification Training Manual completed a review and update. The CNLP committee reviewed and reorganized the content of each chapter and this manual was turned into a digital document with updated images and live links to web information.

Using this Manual to Prepare for the Exam

A thorough reading of the manual and self-study is the best and perhaps most effective way to prepare to pass the exam. Use the tips below to help determine where you may need to put your focus and what areas you have a firm base of knowledge. Many of you have some formal education or training in some of the topics and maybe even have college level training in horticulture. Unless you are fresh out of a university or school you may need to read the manual to refresh your memory. Attending the review classes and interacting with instructors and others will be helpful and will provide you the opportunity to ask questions. You should prepare yourself for each review class by reading the chapters covered before the class so you will be familiar with the topic and can ask questions if needed to help you better grasp and understand the material.

The CNLP Training Manual has reference material, charts and lists that do not directly apply to the test, but are included for context and as a "continual source of reference" for future use as a professional. This is not to say that you shouldn't review this information, but don't be overwhelmed by the volume of material.

End of Chapter Review Questions

At the end of most chapters you will find **Chapter Review Questions and Glossaries**. Look these over before reading each chapter and then revisit the review questions afterward. The questions focus on the most important subject matter to know for passing the exam. Again, please be aware that you will not be able to pass the exam by just attending the review classes without reading the manual and working on the review questions. The review classes are designed to supplement your self-study of the manual.

THE EXAM

This is a closed book exam so you will not be able to use this manual or your phone. The only things you need for the exam are a couple of pens/pencils, Photo I.D. (N.Y.S. Driver's License, or other photo I.D.) and a small calculator, if you think you need it for calculations.

The Exam in Two Parts

Written Portion is comprised of 125 questions including; True / False, Multiple Choice, Labeling diagrams, Matching Terms from a list.

Passing Score is 75%

Plant ID Portion is comprised of 25 woody plant cuttings which will be labeled with a number and a color photo of the plant. The answer sheet requires you to provide the two-word scientific name and the two-word common name.

For example: Acer rubrum - Red Maple.

Each answer will be scored in 1/4 point increments. So if you were to write: Acer platanoides - Red Maple, you would get 3/4 point.

Passing Score is 68%



MAINTAINING CERTIFICATION

One of the objectives of the program is to encourage and promote continuing education and training of all nursery, landscape and garden center staff; including business owners and managers. Therefore, on a triennial cycle starting in the year of passing the certification exam, a CNLP must re-certify. The expiration date for each CNLP can be found on the bottom right-hand corner of the CNLP Identification card or on their Certificate.

There are two ways in which a CNLP may re-certify:

1. Submit a list of at least 30 credits (CEUs) which you have earned throughout the three-year time period with your payment to Association headquarters for the required recertification fee. Candidates must have a minimum of 20 educational credits with a maximum of 10 volunteer/networking credits. All credits must be green-industry related. For the educational credits, one hour spent in nursery-related training or educational sessions is equal to one credit. For the volunteer/networking credits, one event is equal to one credit.
2. Take and pass the recertification test. The test is open-book and is based upon the certification manual. The exam consists of approximately 125 multiple choice, true/false, and matching questions. A score of 75% is passing. A CNLP can request an open-book exam through Association headquarters. Each October, CNLPs whose status will expire at the end of the year are notified and their options explained.

Senior CNLP

After nine years of certification, each CNLP is eligible to become a Senior CNLP. This exam is offered during the normal certification test schedules. Candidates must have been an active CNLP for a minimum of nine years and use the new manual (2022 version) to prepare for the exam. The exam is to have the same content and be administered at the same time as the new certification exams. Senior CNLP candidates will not lose their CNLP status if they fail the exam. Senior CNLPs will receive a certificate similar to their existing one but will have Senior Certified Nursery & Landscape Professional on the parchment. Senior CNLPs

will be listed in the Membership Directory under the heading Senior Certified Nursery & Landscape Professionals.

The 25-Year Club

Candidates must have been actively certified for 25 years and will automatically become a member.

Lifetime CNLP

Members of the 25-Year Club can pay a one-time fee of \$100 dollars for a Lifetime Membership. This would exempt them from recertification fees and credits and allow them to continue to receive mailings. Lifetime members can also order a plaque for an additional \$100

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