

Mail to:

C&T Program

350 Capitol Street Room 313

Charleston, WV 25301

www.wvdhhr.org/oehs/eed/swap/training&certification

C&T Use Only

Date Reviewed: ___/___/___

Staff Lead: _____

Approved as requested

Not a complete submission & returned

Request for Wastewater Operator Certification

Print legibly and fill out completely. Incomplete applications will not be processed.

Use NA if not applicable or not available.

Application Date (mm/dd/yy): ___/___/___ Date of Birth (mm/dd/yy): ___/___/___

First Name: _____ Last Name: _____

Middle Initial: _____ Home Phone: _____

Home Address: _____

City: _____ State: _____ Zip: _____ County: _____

Is this a new address? Yes No

Note: This is the address C&T will use to mail all your certification correspondence.

If your home address changes, you are responsible for notifying C&T.

Email: _____ WVOP# if applicable: _____

1. Are you 18 years of age or older? Yes No

• If not, are you 16 years of age? Yes No

2. Have you completed the education requirements of Section 7:

• Do you have a High school diploma or GED?

If not, have you completed 10th grade with at least a 2.0 GPA? Yes No

If not, are you a Class HR applicant? Yes No

3. Please check the classification being requested below and complete the related section.

Class HR - Restricted to operating own system (homeowner)

• Did you take the required Class H course? Yes on: ___/___/___ No

• Did you pass the Class H exam? Yes on: ___/___/___ No

• No fee

Class H

• Did you take the required Class H course? Yes on: ___/___/___ No

• Did you pass the Class H exam? Yes on: ___/___/___ No

• \$100 fee, include individual check or money order payable to WV BPH

Class S

• Did you take the required Class S course? Yes on: ___/___/___ No

• Did you pass the Class S exam? Yes on: ___/___/___ No

• \$100 fee, include individual check or money order payable to WV BPH

Class C

• Did you take the required Class C course? Yes on: ___/___/___ No

• Did you pass the Class C exam? Yes on: ___/___/___ No

• \$100 fee, include individual check or money order payable to WV BPH

Form ES-53 Continued

Operator in Training (OIT)

- Wastewater System Name: _____ Permit#: _____
- Chief Operator Name: _____ Chief Operator Phone: _____
- Chief Operator Signature: _____ Date: _____
- No fee

Class I

- Did you take the required Class I course? Yes on: ____/____/____ No
- Did you pass the Class I exam? Yes on: ____/____/____ No
- Do you have 2,000 hours certified experience at a WWS? Yes No
- \$125 fee, include individual check or money order payable to WV BPH

Class II

- Did you take the required Class II course? Yes on: ____/____/____ No
- Did you pass the Class II exam? Yes on: ____/____/____ No
- Do you have 4,000 hours certified experience at a Class I or higher WWS? Yes No
 - If not, do you have additional education to substitute for up to ½ of the above experience? Yes No
- \$150 fee, include individual check or money order payable to WV BPH

Class III

- Did you pass the Class III exam? Yes on: ____/____/____ No
- Do you have 8,000 hours certified experience at a WWS? Yes No
 - If not, do you have additional education to substitute for up to ½ of the above experience? Yes No
 - Are 2,000 of those hours at a Class II or higher WWS? Yes No
- Do you have 90 CEUs? Yes No
 - If not, do you have additional experience to substitute for up to ½ of the above education? Yes No
- \$175 fee, include individual check or money order payable to WV BPH

Class IV

- Did you pass the Class IV exam? Yes on: ____/____/____ No
- Do you have 10,000 hours certified experience at a WWS? Yes No
 - If not, do you have additional education to substitute for up to ½ of the above experience?
 - Are 4,000 of those hours at a Class III or higher WWS? Yes No
- Do you have 180 CEUs? Yes No
 - If not, do you have additional experience to substitute for up to ½ of the above education?
- \$200 fee, include individual check or money order payable to WV BPH

Advanced Designation

- Did you take the required Advanced course? Yes on: ____/____/____ No
- No fee

Form ES-53 Continued

4. **Attach supportive documents of all requirements noted above**, such as but not limited to:
- Driver's license or birth certificate to document age;
 - School transcript(s) or diploma(s) to document education;
 - Course completion certificates;
 - Written request to substitute additional education for experience requirements of vice versa;
 - Written letter from your chief operator if you're an OIT to document experience; or
 - Fee in the form of an individual check or money order payable to WV BPH.
5. Background:
- Have you ever had any WV operator certifications suspended or revoked? Yes No
 - Have you had a certificate suspended or revoked in any other state? Yes No
6. Are you currently employed by a public wastewater system in WV? Yes No
If yes, what is the System Name: _____ Permit#: _____

I certify to the best of my knowledge, all information provided on this form is true and accurate. I certify I have read, understood and complied with all the laws of WV under the provisions of 64CSR05 *Wastewater Systems and Operators*.

Signature: _____ Date: _____

All C&T applications are processed in order of receipt. If you do not hear from the C&T program within 2-3 weeks, please follow up via email dawn.a.newell@wv.gov or call (304) 558-2981 to confirm status.