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
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☐ 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.