



2013 OPERATOR CERTIFICATION 2013 Examination Dates and Deadlines

Announcement of Examinations for Certification of Class I, II, and III Personnel

USE APPLICATION FORM EPA 4220 (Rev. 9/12). **Applications must be completed in full and returned to the Operator Certification Unit by the deadline listed below.** Only applications with original signatures will be accepted. Education and experience requirements for each exam are listed on the other side. **Failure to properly complete the application may result in rejection.**

Applications may be obtained from our Web page at <http://www.epa.ohio.gov/ddagw/opcert.aspx> or by mail at Certification Unit, Ohio EPA, Lazarus Government Center, P. O. Box 1049, Columbus, Ohio 43216-1049, or by phone at (614) 644-2752 or (866) 411-6728.

Completed applications and a check or money order for the appropriate fee, payable to "TREASURER, STATE OF OHIO," must be returned to Ohio EPA, Lazarus Government Center, Office of Fiscal Administration, P. O. Box 1049, Columbus, Ohio 43216-1049.

Any person applying for examination for certification as an operator shall pay a fee at the same time their application is submitted. **All fees are non-refundable.**

Applications must be postmarked by the application deadline noted below. Applications postmarked after the deadline will be rejected.

Courses and college experience may only be used to reduce the amount of operating experience required after an applicant has documented 12 months of hands on "operating experience".

Exam Dates	Application Deadlines	Exam Fees	Approval Letters
Wastewater May 7	February 6	WD, WC, WS and WW Class I - \$105	Mid-April
Water May 8	February 7		
Wastewater November 6	August 8	WD, WC WS and WW Class II - \$120	Mid-October
Water November 7	August 9		
		WS & WW Class III - \$130	

Please see other side for exam day guidelines.

LOCATION: Lausche Building, Ohio Expo Center and State Fair, Columbus, Ohio. Take I-71 to exit 111, 17th Avenue. Go west two blocks. Turn right into fairgrounds. The Lausche Building is the second building on the left.

A list of courses which can be used to substitute for a portion of the required operating experience for Class II and III certification may be found on the following Web site:

http://www.epa.ohio.gov/portals/28/documents/opcert/courses_substituted_for_experience.pdf

Education and Experience Requirements

Education (in years) Each year past high school <i>must</i> be a full year of education.	Months of Experience Required		
	Class I	Class II	Class III**
High School Graduate or GED (REQUIRED)	12	36	60
13 *	12	24	48
14 or Associate's Degree *	12	12	36
15 or more with no degree *	12	12	24
Associate's Degree in Water or Wastewater (ex: Zane State College (Muskingum Tech) or Owens Community College) or a BS or BA from any accredited four-year college *	12	12	12

* Post High School education shall be obtained in a physical or natural science or chemical, civil or environmental engineering.

** Must hold a valid Class II Certificate for 12 months and meet experience requirement by the exam date.

Operating Experience Criteria (see OAC Rule 3745-7-01 for the definition of operating experience)

Counts	Doesn't Count
Daily Plant Operations/Maintenance	Clerical duties
Laboratory work at the lab of an owner of a public water system or treatment works	Commercial lab work
Military experience (potable water/wastewater)	Sludge handling and hauling if <i>not</i> part of a treatment works
On-site investigations/inspections or construction inspection/engineering design that require coordination of work with the active treatment processes, sewerage or distribution systems (hours must be documented).	Investigations/inspections or construction inspection/engineering design that <i>do not</i> require coordination of work with the active treatment processes, collection or distribution systems.
Troubleshooting plant operations at a public water system or treatment works.	Academic Research
Industrial wastewater treatment	Meter Reading only
Onsite SCADA system monitoring sludge handling and sludge hauling if part of a public water system or treatment works will count for no more than 25 percent of the required experience	Off-site monitoring of SCADA
	Laborers, even at plant, if only duties are mowing grass, painting, etc.
	Septage hauling
Experience for drinking water related examinations may only be obtained at public water systems. Applicants may be accepted to take a (Class I and II) exam without the required experience in accordance with criteria established in Ohio Administrative Code 3745-7. Experience credit for training courses is not counted until 12 months of actual operational experience has been obtained.	

Exam Day Guidelines

Do NOT Bring:	Do Bring:
Cell Phones, pagers, PDA's Headphones Programmable or Scientific Calculators Adding machines with tape Backpacks, briefcases, purses, etc. Books, paper Hats	Your entrance letter Your picture ID No. 2 pencils Canned or bottled drinks Snacks (in clear bags only) Money for parking Basic calculators (should only perform the most basic functions)