

2012 CLASS A EXAMINATION SCHEDULE Dates and Deadlines

Announcement of Examinations for Certification of Class A Water and Wastewater Personnel

Beginning in 2012, the Ohio EPA will be offering Class A water supply and wastewater treatment examinations in our District Offices (See Locations below). Space in each District Office is limited. Therefore, we are asking applicants to contact the Operator Certification Unit to make a reservation for a seat on the date and at the office an examinee would like to take the examination. **Reservations can be made by contacting the Ohio EPA Operator Certification Unit at (866) 411-6728 or (614) 644-2752.**

Once a reservation is made an application will be mailed, emailed or faxed to the applicant. **Applications must be completed in full and returned to the Operator Certification Unit by the deadline listed below.** Only original signed applications will be accepted. Education and experience requirements for the exams are listed on the other side of this announcement. **Failure to properly complete the application may result in disapproval. Applications that are received after the due date will be transferred to the next exam date at the location specified.**

Completed applications must be returned to **Ohio EPA, Operator Certification Unit, P. O. Box 1049, Columbus, Ohio 43216-1049.** Class A Wastewater Treatment applications shall include a check or money order for the application fee, payable to "TREASURER, STATE OF OHIO". Class A Water Treatment examinations will be free in 2012.

Upon notification of approval that the applicant is eligible to take the Class A Wastewater Treatment examination, the applicant must pay an examination fee. **All fees are non-refundable.**

In order to streamline the application and acceptance process, Ohio EPA encourages applicants to pay both the application and examination fee when submitting the exam application.

FREE Class A Water Supply examinations

In 2012, Ohio EPA will be using a portion of it's US EPA expense reimbursement grant to offer FREE exams to operators taking the Class A Water Supply examinations. The purpose of the expense reimbursement grant is to assist in the training and certification of operators for small public water systems.

During the 2012 exam cycle, individuals with a high school diploma or the equivalent may apply to take the Class A Water Supply examinations **free** of charge. Application and examination fees will be waived, but **exam applications are required** to be submitted by the posted application deadlines.

All drinking water related applications must include a completed Declaration of Material Assistance (DMA) form. Forms will be sent to the applicant with the exam application.

Exam Date	Application Deadline	Application Fee	Notification of Application Review	Exam Fees	Exam Entrance Letters
May 30 (Wednesday)	March 1 (Thursday)	WW Class A - \$45	Late March	Class A WW - \$35	Early May
July 25, (Wednesday)	April 27 (Friday)		Late May		Early July
September 25 (Tuesday)	June 27 (Wednesday)	WS Class A - Free	Late July	Class A WS - Free	Early Sept

LOCATIONS:

- NEDO** - 2110 East Aurora Road, Twinsburg, Ohio 44087
 - NWDO** - 347 North Dunbridge Road, Bowling Green, Ohio 43402
 - CDO** - 50 West Town Street, Suite 700, Columbus, Ohio 43215
 - SEDO**- 2195 Front Street, Logan, Ohio 43138
 - SWDO** - 401 East Fifth Street, Dayton, Ohio 45402
- Please see other side for exam day guidelines.**

Education and Experience Requirements

Education	Hours/Months of Experience Required	
	Operating Experience	Working Experience*
High School Graduate or GED (REQUIRED)	1040 hours **	3 years **
Associate's Degree	780 hours **	2 years **
Bachelor's Degree *	520 hours	1 year

* Work experience means time spent at a job where a portion of duties involve dealing with a public water system or treatment works.

** Successful completion of one or more of the OTCO (operator training committee of Ohio) "Basic Water" or "Basic Wastewater" course, the California State University at Sacramento "Small Water System Operation and Maintenance" or "Small Wastewater System Operation and Maintenance, Volume I" course, or the equivalent shall reduce the experience requirement to one year of work experience or five hundred twenty hours of operating experience.

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 A exam without the required experience in accordance with criteria established in Ohio Administrative Code 3745-7.	

Exam Day Guidelines

Do <u>NOT</u> 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)