

Certified Professional (CP) Application Overview

Minimum qualifications:

- Bachelor's degree from a recognized educational institution in one of these disciplines: biology; chemistry; environmental sciences; geology; hydrogeology; toxicology; scientific subdisciplines of public health or hazardous waste management; or appropriate areas of engineering. Note: If your degree is not in one of these fields, check with the VAP to make sure your bachelor's degree qualifies before you apply for certification.
- Eight years (working at least an average of 20 hours per week) of professional experience obtained through conducting or supervising voluntary actions or projects similar in type and scope to voluntary actions, such as site assessments and remedial actions involving hazardous substances and petroleum products (seven years if the applicant documents a relevant master's degree, or six years if applicant documents a relevant doctorate degree).
- Three of the eight years must be supervisory or project management related.
- Possesses good moral character (e.g., no felonious acts or acts involving dishonesty, fraud or deceit).
- CP Initial Training taken less than one year prior to submitting application.

Please note: By applying for certification, applicants who are or become located outside the State of Ohio consent to service of process and personal jurisdiction of any Ohio court or the Ohio Environmental Review Appeals Commission in proceedings which adjudicate any rights or obligations under Chapter 3746 of the Ohio Revised Code. Out-of-state applicants also consent to the right of entry for inspection and investigation by the Director, or his authorized representative, and to the service of warrants, for any purpose permitted under Chapter 3746 of the Ohio Revised Code.

Checklist

Attachments to application:

- Certificate of attendance at CP Initial Training.
- Check in amount of \$2,500 made payable to "Treasurer, State of Ohio - VAP Administration Fund"

- Official transcripts (or copy of request to educational institution to submit official transcript directly to Ohio EPA).
- Four professional and two personal references (in sealed envelopes which have been signed on the sealed flap by the referents).
- One technical writing sample that best reflects your qualifications (e.g. risk assessment, sampling plan, remedial plan, or any other technical document). The writing sample can be included in paper or electronic form; remove client-sensitive confidential information, if needed.
- Optional: In 250 words or less, you may provide additional information to demonstrate that you meet the requirements for relevant professional experience.