State of Maine
Wastewater Operator Certification Program
WASTEWATER TREATMENT PLANT CERTIFICATION APPLICATION

Date of Application ____________________________, 20____________

I, ________________________________________________________________, do hereby apply for certification as a
(First Name)  (Middle Initial)  (Last Name)  (Jr. Sr., etc.)
Wastewater Treatment Plant Operator in the State of Maine under Title 32, Chapter 62, Public Laws of 1969.

GENERAL INFORMATION:

1. Home Mailing Address: ________________________________
   (Number)  (Street)  (City or Town)  (State)  (Zip)

2. Home Telephone: ___________________________ Email Address: ________________________________

3. Employer: ________________________________________

4. Employer Address: ________________________________________

5. Employer Telephone: ________________________________

6. Driver’s License or State I.D. #: ___________________________ State Issued (ME, MA, NH, etc.)

7. Are you currently certified as a wastewater treatment plant operator?    ☐ No    ☐ Yes
   If yes, please list state, type, and grade level for all wastewater certifications:

8. Wastewater Exam you are applying for (see instruction page for grade qualifications):
   a) Biological (check one): ☐ Grade 1 ☐ Grade 2 ☐ Grade 3 ☐ Grade 4 ☐ Grade 5
   b) Physical Chemical ☐ Grade 1
      • All Biological and Physical/Chemical exams are administered using a Computer-Based Test (CBT).
      • $125 Application Fee must accompany this application. Additional exam fee payable to PSI/AMP when scheduling.
      • CBT Assessment Centers: Visit www.GoAMP.com or www.jetcc.org for a current list of local Assessment Centers.

9. Spray Irrigation Treatment Systems (SITS) $125 (Paper exam only)    ☐ Grade 1 ☐ Grade 2
   a) Check preferred SITS exam location: ☐ Portland ☐ Augusta ☐ Bangor ☐ Presque Isle

10. Reciprocity $250 – Fill out the application and attach a copy of your current Certificate.

11. Provisional Certification $125 - Biological Grade ______  (See instruction page for details)

An application fee of $125 for CBT Exam and SITS Exams or $250 Reciprocity Application must accompany each application.

Mail completed application and check or money order payable to:
NEIWPCC/JETCC
584 Main Street
South Portland, ME  04106
I understand that the correctness and truth of my statements in this application are material to the issuance of the certificate for which I am applying. I also understand that any willful falsification of this document, if later discovered, could lead to revocation of the certificate.

(Signature of Applicant)
Instructions – Please read carefully before completing this form.

GENERAL INSTRUCTIONS:
1. Please be sure all requested information is neatly completed. Incomplete forms will be returned.
2. Maine Registered Professional Engineers are not required to be certified in order to operate a wastewater treatment facility.
3. Any person holding a valid certification in another state or country which grants reciprocity to Maine operators may be issued Maine certification in a comparable grade without examination. The education and experience requirements must still be met. The certificate issued by the other state or country must have been obtained by written examination.
4. Refer to Chapter 531: Regulations for Wastewater Operator Certification for general information and specific requirements for each grade level. Use the following chart to assist you in determining the Biological grade level exam you qualify for:

<table>
<thead>
<tr>
<th>What is your Highest Level of Education?</th>
<th>Experience needed at a WW Treatment Plant</th>
<th>To Qualify for a Biological Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>HS Diploma or GED</td>
<td>None</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>2 years</td>
<td>2</td>
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<tr>
<td></td>
<td>3 years</td>
<td>3</td>
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<tr>
<td></td>
<td>4 years, of which 3 years must be in a Grade 2 or higher plant</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td>6 years, of which 4 years must be in a Grade 3 or higher plant</td>
<td>5</td>
</tr>
<tr>
<td>1 year post High School</td>
<td>None</td>
<td>1</td>
</tr>
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<td>1 year</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td>2 years</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>3 years in a Grade 2 or higher plant</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td>5 years, of which 4 years must be in a Grade 3 or higher plant</td>
<td>5</td>
</tr>
<tr>
<td>2+ years post High School</td>
<td>None</td>
<td>1</td>
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<td></td>
<td>1 years</td>
<td>2</td>
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<td>2 years</td>
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<tr>
<td></td>
<td>3 years in a Grade 2 or higher plant</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td>4 years in a Grade 3 or higher plant</td>
<td>5</td>
</tr>
</tbody>
</table>

5. Provisional Certification – Graduates from a Maine community college wastewater treatment program or equivalent are eligible for a Grade 3 Biological exam. The certification shall be provisional pending successful completion of one year of work experience in a Grade 2 or higher treatment facility under the direct supervision of a certified operator.

6. Education – Show high school education and all other education which is related to wastewater treatment. If applicable, include transcripts of courses completed in related areas. All dates should be shown as month and year (ex: 2/19)

7. Experience – List most recent employment first. Be sure to describe exactly what your duties were in each position. If only part of the duties for a given employer related to wastewater treatment, affix percentages to show the amount of time spent in each area. All dates should be shown as month and year (ex: 2/19)

8. All exam applications are subject to Maine Department of Environmental Protection review and approval.

ADDITIONAL INSTRUCTIONS FOR COMPUTER-BASED TESTS (CBT):
1. Computer-Based Testing is available for Biological and Physical Chemical exams only.
2. A fee of $125 must accompany your CBT application. Make check payable to: NEIWPCC/JETCC.
3. After your application is approved, you will receive an email confirmation from AMP Customer Service with a unique ID#. Be sure to check your spam folder. The approval is valid for two years.
4. Once you have received your confirmation, visit www.goamp.com or call 800-345-6559 to schedule and pay for your exam. There will be a CBT exam fee to cover the AMP testing services.
5. You can schedule the CBT at any AMP Assessment Center in the United States. There are several testing sites in Maine, New Hampshire and Massachusetts. A current listing of Assessment Centers in Maine can be found on the NEIWPCC-JETCC website at www.jetcc.org or visit www.goAMP.com for a list of all testing locations.
6. CBT may be scheduled Monday through Friday at most locations. Some locations may have schedule limitations.
7. You may retake the same grade level exam as many times as needed during your two-year approval period and pay only the AMP fee for each attempt. It is not necessary to reapply to NEIWPCC/JETCC or pay another application fee unless you are applying for a different grade level or the two-year approval period has expired.

ADDITIONAL INSTRUCTIONS FOR SPRAY IRRIGATION TREATMENT SYSTEM EXAMINATIONS (SITS):
1. SITS exams will be offered on an as-needed basis at four testing locations: Portland, Augusta, Bangor, or Presque Isle.
2. A fee of $125 must accompany your application. Make check or money order payable to NEIWPCC/JETCC.
3. After your application is approved, you will receive a confirmation letter with instructions on how to schedule an exam.