In This Catalog

This catalog contains registration materials for current schools, institutes, seminars, and special programs. Please read the information related to each event carefully to make sure that you are signing up for the correct classes and are submitting paperwork by the appropriate deadlines. Class space is limited. Registrations are accepted on a first come, first served basis according to receipt of completed registration (i.e., completed form and full payment). Incomplete forms will delay the processing of your registration. Online registration is available for most events.

CEU/PDH Credits

In an effort to make it easier to know which events are approved for which type of credit, we are now including icons next to each event. If an event is approved for credit, the icon corresponding to the approved credit will appear next to the event title. If an event is approved for multiple credits you will see multiple icons. See the key below:

- Approved for Water Treatment Facility Operators, Distribution Operators, Cross Connection/Backflow Operators by the NCWTFOCB.
- Approved for Wastewater Operators: This training is approved by the WPCSOCC.
- Approved for Professional Engineers.
- Approved for Maintenance Technologist.

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## Calendar of Events

### FEBRUARY 2022

**Monday, February 14 - Friday, February 25, 2022**  
WW Lab Analyst Exams Registration Open

### MARCH 2022

**Tuesday, March 1 - Thursday, March 31, 2022**  
WW Lab Analyst Exams Window

**Monday, March 7, 2022**  
Basic Confined Space Entry Operations Class  
NCSU McKimmon Center  
Raleigh, NC

**Monday, March 7 - Friday, March 11, 2022**  
Central Collection & Distribution School  
NCSU McKimmon Center  
Raleigh, NC

**Monday, March 7 - Friday, March 11, 2022**  
Backflow Prevention Class  
NCSU McKimmon Center  
Raleigh, NC

**Tuesday, March 8, 2022**  
Shoring Class  
NCSU McKimmon Center  
Raleigh, NC

### APRIL 2022

**Monday, April 18 - Friday, April 22, 2022**  
Eastern Biological Wastewater School  
NCSU McKimmon Center  
Raleigh, NC

**Monday, April 18 - Thursday, April 21, 2022**  
Eastern Maintenance Technologist School  
NCSU McKimmon Center  
Raleigh, NC

**Tuesday, April 19 - Friday, April 22, 2022**  
Physical Chemical School  
NCSU McKimmon Center  
Raleigh, NC

### MAY 2022

**Thursday, May 12, 2022**  
RCAP: Small Systems Workshop  
Virtual
Registration FAQs

PROHIBITION OF RECORDING

Recording of any sounds or visual images and use of any recording device or medium now known, or later developed, is prohibited at all NC One Water seminars, schools, conferences, or other training events unless prior written permission has been expressly granted by NC One Water.

EARLY & ON-SITE REGISTRATION RATES

Special Programs, Institutes, and Seminars: The early registration deadline is listed with each event, BUT registrations are accepted on a first-come, first-served basis, therefore submitting your registration and payment before the early registration deadline does not guarantee you a space. If you want to register for an event on the business day before the event, please contact NC One Water.

SPECIAL REGISTRATION TYPES

Student Registration: The student registration type is intended for high school students and individuals enrolled full-time at a community college or university. A student registration rate is not available for all events. If a student rate is available it will be included in the price list or on the registration form. Proof of full-time student status is required when registration form is submitted. A student ID is an acceptable form of proof.

Retired Member Registration: The retired member registration type is intended for members of AWWA, WEF, or NC SLAM who are retired and no longer employed in the water/wastewater industry. If a retired member rate is available it will be included in the price list or on the registration form.

SOCIAL SECURITY NUMBER

NC One Water’s event attendance/contact hour tracking program uses the last four digits of your social security number in conjunction with your professional license number(s) as a unique identifier to verify who you are and to communicate to the appropriate agency when reporting your event attendance/contact hour record. We do NOT use your partial social security number for any other purpose. Your partial social security number will NOT be given out to anyone other than the appropriate reporting agency for your license. If you will not allow us to use the last four digits of your social security number, please indicate “refused” in the social security number blank. While we will still be happy to register you, we cannot guarantee accurate tracking of your attendance at these events.

REFUNDS

Special Programs, Seminars, and Institutes: Requests for refunds must be received in writing by the deadline listed for the event. Refunds will not be issued for attendees that experience technical or equipment failures during a virtual event. Refunds cannot be issued once a course has been started. Refunds will not be issued for learners discovering more than five business days after registering that they do not have the necessary or compatible equipment to participate.

Schools & Conferences: Deadlines vary for each school.

All Events: Refund request forms may be obtained by calling the NC One Water office at 919-784-9030 or downloaded from our website (www.nconewater.org). A $30 administrative fee will be charged for all refunds due to attendee cancellation. All refunds will be made according to the original payment method. Refunds will not be processed until the conclusion of an event. Please allow 2-3 weeks after the event to receive your refund.

CONTINUED ON NEXT PAGE...
EXAM ELIGIBILITY REQUIREMENTS

All schools serve as a REVIEW for examinations and represent the minimum required training. Participants are reminded that success on a certification exam is a combination of education, specialized training, and actual experience in the field. Since all of the relevant material cannot be covered during the school, it is expected that participants will have studied extensively before the schools. All concepts covered on certification exams may NOT be covered at the school. Please note that although successful completion of an approved school is a requirement to sit for any exam, it is not the only requirement. For a complete listing of the eligibility requirements for the exams, contact the appropriate agency.

SUBSTITUTIONS

Special Programs, Seminars, Institutes, Most Schools, and Conferences: Substitutions may be made at any point, including during registration at the event if the event is being held in person. Please inform us as soon as possible so that we may have you complete the correct paperwork and handle any cost differences between members and non-members. Please be aware that if you choose to make substitutions during registration at the event (for in-person events only), you will need to arrive early so that you have enough time to complete the process before the program begins.

For virtual events: Substitutions must be processed two business days before the event. Substitutions cannot be issued once a course has started.

CERTIFICATES OF ATTENDANCE

Special Programs, Institutes, and Seminars: In-person events: Certificates of attendance will be given to attendees who arrive on time and stay until the conclusion of the event. Each participant must pick up their own certificate at the conclusion of the event. NO certificates will be given out early, mailed, or given to another individual.

Virtual events: After the event, staff will verify attendance records and produce a contact hour record for attendees. These records will be emailed to each attendee who has received contact hours approximately one week after the event.

Schools: In-person events: Participants who successfully complete a school will receive a certificate of attendance at the end of the school. This certificate will document attendance for use in demonstrating contact hours for professional growth requirements for certified wastewater operators & drinking water operators and PDHs for professional engineers. Refer each school's description for a definition of “successful completion”. Each participant must pick up their own certificate at the conclusion of the event. NO certificates will be given out early or given to another individual. Certificates will be mailed to persons who successfully complete the school, but are not present at the end to pick up their certificates.

Virtual events: After the event, staff will verify attendance records and produce a contact hour record for attendees. These records will be emailed to each attendee who has received contact hours approximately one week after the event.

Conferences: In-person events: After the conference, staff will verify all scanned information and produce a contact hour record for attendees. These records will be sent to each attendee who has received contact hours approximately four weeks after the conference. Records will be emailed for attendees who provide an email address.

Virtual events: After the event, staff will verify attendance records and produce a contact hour record for attendees. These records will be emailed to each attendee who has received contact hours approximately four-six weeks after the event.
Platinum Partners

Hazen

HDR

HIGHFILL

Thank you for your support!
SUCCESSFUL COMPLETION

After each event, staff will verify attendance records and produce a contact hour record for attendees. These records will be emailed to each attendee who has received contact hours approximately one week after the event.

SCHEDULE OF AVAILABLE EVENTS

Basic Confined Space Entry Operations
March 7, 8:00 a.m.-4:00 p.m.
McKimmon Center, Raleigh, NC

Topics:
• Participants will be able to plan, develop, and safely employ confined space entry measures in accordance with 29 CFR 1910.146.
• Define the terms and general requirements of Confined Space Operations in accordance with OSHA
• Identify the hazards related to the entry of permitted confined spaces
• Defined the duties and responsibilities of critical personnel involved in confined space operations
• Understand the proper inspection, care and employment of related confined space equipment

Contact Hours:
• Water Treatment Facility Operators, Distribution Operators, Cross Connection/Backflow Operators: This training is approved for 6.0 contact hours for continuing education by the NCWTFOCB. Course ID: 208676.
• Wastewater Operators: This seminar is approved by the WPCSOCC for 6.0 contact hours for continuing education Must be present for entire class to receive certificate of attendance. Course ID: CE02221902
• PE: Approved for 6.0 contact hours.
• Maintenance Tech: Approved for 6.0 contact hours.

Registration
• Early Registration - 1/1-2/4:
  • $105 (Member)
  • $145 (Employee of Utility Member)
  • $190 (Non-member)
• Standard Registration - 2/5-2/25:
  • $150 (Member)
  • $190 (Employee of Utility Member)
  • $235 (Non-member)

RCAP: Small Water System Workshop
May 12, 9:00 a.m.-4:00 p.m.
Virtual

Tentative Topics:
• Coliform Sampling Collection on both a routine and repeat frequency and its relevance to other sampling parameters
• Distribution System Components and the impacts on Water Quality & Public Health
• Flushing and its impacts and importance in maintaining Water Quality

Contact Hours (must attend both days to receive credit):
• Approved for up to 6.0 contact hours for continuing education by the NCWTFOCB for Water Treatment Facility Operators, Distribution Operators, and Cross Connection/Backflow Operators. Course IDs pending.

Registration
• Available online Now-5/5:
  • Cost is free for small systems (service under 10,000)
  • Spaces are limited and provided on a 1st come 1st serve basis.
  • Operators, managers and other employees of small water system utilities are invited to join.

Seminars and Special Programs

Register Now!
Registration is available on our website at www.nconewater.org for all seminars, institutes, and special program trainings.

For help registering, please contact our office at admin@nconewater.org or 919-784-9030.
# 2022 Seminars and Special Programs Registration Form

2841 Plaza Place, Suite 130 Raleigh, NC 27612
Phone: 919-784-9030   Fax: 919-784-9032   www.nconewater.org

## Registrant Information

| Name: |  
| Mailing Address (☐ Home  ☐ Business): |  
| City: | State: | Zip Code: | County: |  
| Mobile Phone: | Home Phone: |  
| Email: |  
| Employer: | Last Four of SS#: |  
| If applicable: AWWA Mem # | WEF Mem # | SLAM Mem # |  

**EMAIL PRIVACY:** Registration confirmations are emailed to the registrant's email address provided above.  
☐ Check here if you would like confirmation sent to an alternate email address.

Alternate Email:  

NC Water Treatment Operator ID#: | NC Wastewater Certification ID#: | NC Professional Engineer#: | NC One Water Certified Maintenance Technology #: | Class: |  

## Payment Information

- Cash  
- Check/Money Order  
- Credit Card (☐ MasterCard  ☐ Visa  ☐ Am. Express)

Credit/Debit Card #: | Exp. Date: | CVV: |

Mailing Address:  
City: | State: | Zip Code: |  

Cardholder Name: | Cardholder Phone: |  

Cardholder Signature:  

I AUTHORIZE NC One Water TO CHARGE $ FOR THE EVENTS TO THE CREDIT CARD NUMBER LISTED ABOVE.

*Preferred payment method is via credit/debit card. However, if you need to send a check, be advised that give the current climate there may be a significant delay in processing and registration.

*Checks should be made payable to NC AWWA-WEA*
# 2022 Seminars and Special Programs Registration Form

Please put CHECK THE BOX next to the event you wish to attend and choose the correct price.

<table>
<thead>
<tr>
<th>Event</th>
<th>EARLY Registration (1/1-2/4)</th>
<th>STANDARD Registration (2/5 - 2/25)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Basic Confined Space Entry Operations Class</td>
<td>Price</td>
<td>Price</td>
</tr>
<tr>
<td>May 7, 2022</td>
<td>$105 (Member)</td>
<td>$150 (Member)</td>
</tr>
<tr>
<td>McKimmon Center</td>
<td>$145 (Employee of Utility Member)</td>
<td>$190 (Employee of Utility Member)</td>
</tr>
<tr>
<td>Raleigh, NC</td>
<td>$190 (Non-member)</td>
<td>$235 (Non-member)</td>
</tr>
<tr>
<td>RCAP: Small Water System Workshop</td>
<td>Price</td>
<td>Standard Registration (NOW -5/5)</td>
</tr>
<tr>
<td>May 12, 2022</td>
<td>FREE for Small Systems</td>
<td></td>
</tr>
<tr>
<td>Virtual</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Gold Partners**

- Brown and Caldwell
- Heyward
- WK Dickson

Thank you for your support!
SUCCESSFUL COMPLETION

Successful completion requirements of each course listed below each course in Contact Hours section. After the event, staff will verify attendance records and produce a contact hour record for attendees. These records will be emailed to each attendee who has received contact hours approximately one week after the event.

COLLECTION/DISTRIBUTION COURSE DESCRIPTIONS

The objective of the school is to REVIEW the basic concepts in the proper operation and maintenance of water distribution and wastewater collection systems. The curriculum will provide information that should be helpful in preparing a participant for the mandatory certification exams in Water Distribution, Backflow, and Wastewater Collection. Schools include course programs in: Water Distribution (C, B, & A), Wastewater Collection (I, II, III, and IV), Backflow Prevention/Cross-Connection Control, Shoring.

Backflow

Tentative Schedule
Monday: 8:00 a.m. - 4:00 p.m.
Tuesday: 8:00 a.m. - 4:00 p.m.
Wednesday: 8:00 a.m. - 4:00 p.m.
Thursday: 8:00 a.m. - 4:00 p.m.
Friday: 8:00 a.m. - 12:00 p.m.

Contact Hours
• Wastewater Operators: This seminar is approved by the WPCSOCC for 25.0 contact hours for continuing education. Must be present for entire class to receive certificate of attendance. Course ID: CE11160012 (in person).
• Water Treatment Facility Operators, Distribution Operators, Cross Connection/Backflow Operators: This seminar is approved for 25.0 contact hours for continuing education by the NCWTFOCB. Must be present for 80% of class to receive certificate of attendance. Course ID: 91349 (in person).

Please Note
• Class space is limited.
• Students need to bring several small screwdrivers, a calculator, and should dress for a wet lab environment.

Shoring

Tentative Schedule
Tuesday: 8:00 a.m. - 3:00 p.m.

Contact Hours
• Wastewater Operators: This seminar is approved by the WPCSOCC for 6.0 contact hours for continuing education. Must be present for entire class to receive certificate of attendance. Course ID: CE01310102 (in person).
• Water Treatment Facility Operators, Distribution Operators, Cross Connection/Backflow Operators: This seminar is approved for 6.0 contact hours for continuing education by the NCWTFOCB. Must be present for 80% of class to receive certificate of attendance. Course ID: 91349 (in person).

Distribution C, B, and A

Tentative Schedule
Wednesday 8:00 a.m. - 4:00 p.m.
Thursday 8:00 a.m. - 4:00 p.m.
Friday 8:00 a.m. - 12:00 p.m.

Contact Hours
• Approved for 18.0 contact hours for continuing education for water operators by the NCWTFOCB. Must be present for 80% of class to receive certificate of attendance. See below for course IDs.
  • C-Distribution NCWTFOCB Course ID: 91347 (in person)
  • B-Distribution NCWTFOCB Course ID: 91345 (in person)
  • A-Distribution NCWTFOCB Course ID: 91343 (in person)

• Shoring is required to sit for the B-Distribution exam when the candidate is eligible to skip the C-Distribution exam. Please contact the NCWTFOCB at 919-707-9040 for more information.

Course Materials
Refer to the Course Materials Guide on Registration Form for a list of books suggested for these classes.

Collections I, II, III, and IV

Tentative Schedule
Wednesday 8:00 a.m. - 4:00 p.m.
Thursday 8:00 a.m. - 4:00 p.m.
Friday 8:00 a.m. - 12:00 p.m.

Contact Hours
• Approved for 17.0 contact hours for continuing education for wastewater operators by the NCWPCSOCC. Must be present for 80% of class to receive certificate of attendance. See below for course IDs.
  • CD School: Collection 1 BE03241401 (in person)
  • CD School: Collection 2 BE03241402 (in person)
  • CD School: Collection 3 BE03241404 (in person)
  • CD School: Collection 4 BE03241403 (in person)
Collection & Distribution School

Course Materials
Refer to the Course Materials Guide on Registration Form for a list suggested for these classes.

Meter Technician

Tentative Schedule
Wednesday: Registration 7:30 a.m., Class 8:00 a.m. - 4:30 p.m.
Thursday: 8:00 a.m. - 4:15 p.m.
Friday: 8:00 a.m. - 10:00 a.m., Exam 10:00 a.m. - 12:00 p.m.

Contact Hours
- Approved for 15.0 Contact Hours for continuing education for water operators by the NCWTOCB.

Course Materials
The AWWA M6 Manual is the textbook used in the Meter Technician class. This book should be read in its entirety before attending the school. The manual is required to take the exam.

Voluntary Meter Technician Exams
The exam will be given at the end of the school on Friday, March 11, 2022.

Eligibility Requirements:
- One year of experience related to water meters
- Successful completion of an approved meter school

EXAM INFORMATION
Exams will not be given at the end of the school. For questions about exams, dates, locations, participation requirements, certification qualifications or to obtain an exam application, call 919-807-6353 or visit the NC DEQ website.
At each of these schools we host a Vendor Show on Wednesday to give attendees an opportunity to meet with their fellow students, instructors and vendors. We invite you to display products targeted towards Collection System Operators, Distribution System Operators, Meter Technicians, and Backflow/Cross-Connection Operators. Spaces can be reserved for a fee of $150 (non-refundable) per Collection & Distribution School.

Applications are currently being accepted for exhibiting at the Central Collection & Distribution School in Raleigh, NC. The 2022 Collection and Distribution School Exhibit Rules and Regulations printed on this page should address any questions that you may have. Please complete the application and return it with your fee. Your space cannot be guaranteed until your fee and application have been received.

For questions about this application and payment, contact Erin Carpenter at 919-784-9030 or ecarpenter@nconewater.org.

**General Rules and Regulations**

The North Carolina Section of the American Water Works Association and the North Carolina Water Environment Association (NC One Water) will assign space to exhibitors based on the judgment of the Collection & Distribution School committee.

Exhibit space is being provided with the understanding that NC One Water and/or any hosting location are not liable for any occurrences due to negligence of the exhibitor. Exhibitors agree to maintain such insurance that will fully protect NC One Water from any and all claims of any nature, including claims under the Workers’ Compensation Act and for damages for personal injury, including death, which may arise in connection with the operation of the exhibitor’s display and which is caused by negligence of the exhibitor.

Exhibitors will abide by all other provisions of said rules and regulations, fire regulations and all other regulations of government agencies and/or any hosting location.

Exhibitors will make their own arrangements for delivery and receipt of any shipments related to their exhibit.

Exhibitors will make their own arrangements for any special audio-visual equipment they should require.

NC One Water and its authorized representative(s) reserve the right to request modification of any questionable exhibit.

**Exhibit Space Description and Guidelines**

Each exhibit space will include:
- Covered 6 foot table and 2 chairs
- Electrical service is available upon request (Please indicate on your application if you need electricity.)
- Printed copy of Collection & Distribution School attendance list
- Meal during the show

Exhibit space guidelines:
- Each exhibitor may provide their own sign for their exhibits.
- Exhibitors are reminded that NC AWWA and NC WEA are nonprofit organizations. Therefore, the provision of exhibit space is for product education and training purposes only. Direct sales are strictly prohibited.
- Exhibits must be set-up between 10:30 a.m. - 12:00 p.m. and broken down between 2:00 p.m. - 3:00 p.m.

**Application and Payment**

Receipt of Exhibit Space Application AND complete $150 (non-refundable) fee per school is required to reserve a space. Only one space will be allowed per company.

In the event of a cancellation of an exhibitor, NC One Water will make space available to another party requesting exhibit space based on the order in which the requests were received.

Find the Vendor Show Registration Form on the following page OR Register online at www.nconewater.org
Instructions
To submit a registration complete all requested information on the vendor form and mail to the above address or fax to the number provided above. The form and $150 payment must be submitted together. Faxed registrations must be paid by credit card. Online registration is available at www.nconewater.org. Credit card payment is required for online registration. Spaces will not be reserved until the form and $150 payment are received. At this time exhibit registrations are only being accepted for the March Central Collection & Distribution School.

Event Details
$150 non-refundable fee includes:
- One exhibit booth in the March 9, 2022, Central Collection and Distribution School, 12-1:30 p.m.
- Covered 6 foot table and 2 chairs
- Electrical service is available upon request
- Printed copy of Collection & Distribution School attendance list
- Dinner during the show

Company and Booth Information
Company: __________________________________________________________
Contact Name: ______________________________________________________
Mailing Address (☐ Home ☐ Business):
City: ___________________________ State: ________ Zip Code: ______________ County: _______________________
Mobile Phone: __________________ Home Phone: _______________________
Email: _________________________
Products to be exhibited: ____________________________________________

Do you need electricity in your booth? ___ Yes ___ No
Names of Booth workers for name tags: ________________________________
Item(s) donated for door prizes: ______________________________________

EMAIL PRIVACY: Registration confirmations are emailed to the registrant’s email address provided above.
☐ Check here if you would like confirmation sent to an alternate email address.
Alternate Email: ________________________________

Payment Information
☐ Cash ☐ Check/Money Order ☐ Credit Card (☐ MasterCard ☐ Visa ☐ Am. Express)
Credit/Debit Card #: __________________________ Exp. Date: __________ CVV: _____
Mailing Address: ______________________________________________________
City: ___________________________ State: ________ Zip Code: ______________
Cardholder Name: __________________________ Cardholder Phone: ____________
Cardholder Signature: ________________________________________________
I AUTHORIZE NC ONE WATER TO CHARGE $ _____________ FOR THE EVENTS TO THE CREDIT CARD NUMBER LISTED ABOVE.
*Preferred payment method is via credit/debit card. However, if you need to send a check, be advised that given the current climate there may be a significant delay in processing and registration. Checks should be made payable to NC AWWA-WEA.

Exhibitor Agreement
The North Carolina Section of the American Water Works Association and the North Carolina Water Environment Association (NC One Water) is hereby authorized to reserve one space for the undersigned in the exhibit hall of the 2022 Central Collection & Distribution School Vendor Show on Wednesday, March 9, 2022, in Raleigh, NC. We agree to accept the space assigned by the NC One Water Collection & Distribution School Committee Representative(s). We have read, understand, and agree to comply with the 2022 Collection and Distribution School Exhibits Rules and Regulations that we received along with this application. We have enclosed the non-refundable fee of $150.
Contact Person Signature: ______________________ Date: ________________
SUCCESSFUL COMPLETION

Successful completion constitutes attendance at a minimum of 80% of the school’s total class hours. After the event, staff will verify attendance records and produce a contact hour record for attendees. These records will be emailed to each attendee who has received contact hours approximately two weeks after the event.

BIological Wastewater Course Descriptions

These courses are designed to provide the individual with a general knowledge of the operation of wastewater treatment systems. The courses will provide the individual with knowledge of the laws and regulations related to wastewater treatment systems operation, and equipment usually employed in such plants, and the ability to describe the general operation requirements for such plants. This course is designed to assist the individual in preparation for the North Carolina Water Pollution Control System Operators Certification Commission Examination.

Biological Wastewater - Grade I
WPCSOCC Course ID: BE07110501

Tentative Schedule
Monday: Registration 7:15 a.m., Class 8:00 a.m. - 4:30 p.m.
Tuesday: 8:00 a.m. - 5:15 p.m.
Wednesday: 8:00 a.m. - 5:15 p.m.
Thursday: 8:00 a.m. - 5:15 p.m.
Friday: 8:00 a.m. - 11:15 a.m. (Lunch not included.)

Biological Wastewater - Grade II
WPCSOCC Course ID: BE07110502

Tentative Schedule
Monday: Registration 7:15 a.m., Class 8:00 a.m. - 5:30 p.m.
Tuesday: 8:00 a.m. - 5:15 p.m.
Wednesday: 8:00 a.m. - 5:15 p.m.
Thursday: 8:00 a.m. - 5:15 p.m.
Friday: 8:00 a.m. - 12:15 p.m. (Lunch not included)

Biological Wastewater - Grade III
WPCSOCC Course ID: BE07120501

Tentative Schedule
Monday: Registration 7:15 a.m., Class 8:00 a.m. - 4:30 p.m.
Tuesday: 8:00 a.m. - 5:15 p.m.
Wednesday: 8:00 a.m. - 5:15 p.m.
Thursday: 8:00 a.m. - 5:15 p.m.
Friday: 8:00 a.m. - 12:15 p.m. (Lunch not included)

Biological Wastewater - Grade IV
WPCSOCC Course ID: BE07120502

Tentative Schedule
Monday: Registration 7:15 a.m., Class 8:00 a.m. - 5:30 p.m.
Tuesday: 8:00 a.m. - 5:15 p.m.
Wednesday: 8:00 a.m. - 5:15 p.m.
Thursday: 8:00 a.m. - 5:15 p.m.
Friday: 8:00 a.m. - 4:00 p.m. (Lunch included.)

Physical/Chemical Wastewater Course Descriptions

Physical/Chemical - Grade I
WPCSOCC Course ID: BE06210401

Tentative Schedule
Tuesday: Registration 7:30 a.m., Class 8:00 a.m. - 4:30 p.m.
Wednesday: 8:00 a.m. - 5:30 p.m.
Thursday: 8:00 a.m. - 12:00 p.m. (Lunch not included.)
Friday: 8:00 a.m. - 3:00 p.m. (Lunch included.)

Physical/Chemical - Grade II
BE03110401 (Grade I & II)
WPCSOCC Course ID: BE01190501 (Grade II ONLY),

Tentative Schedule
Thursday: 1:00 p.m. - 4:30 p.m. (Lunch not included.)
Friday: 8:00 a.m. - 3:30 p.m.

Exam Information

Exams will not be given at the end of the school. For questions about exams, dates, locations, participation requirements, certification qualifications or to obtain an exam application call 919-807-6353 or visit the NC DEQ website.
SUCCESSFUL COMPLETION

Participants must successfully complete a minimum of 80% of the approved contact hours (not including the exam). Those who complete 80% of the total contact hours will receive a certificate of attendance. Certificates of attendance will be distributed before the exam and qualify as documentation to receive continuing education units (CEUs).

For information on approved contact hours, refer to the Continuing Education Credits (CEUs) section under each course description. For individuals that pass the exam, Maintenance Tech certificates will be mailed after the certification exams have been graded. Please allow 8-12 weeks to receive your exam results and/or certificate.

MAINTENANCE TECHNOLOGIST

MAINTENANCE TECHNOLOGIST COURSE DESCRIPTIONS

Maintenance Technologist - Class I

Class I instruction covers the basics of maintenance. Subjects covered will include the importance of lubrication and the importance of frequent equipment monitoring followed by routine preventive maintenance (PM). Class I is geared toward the apprentice-level person needing a foundation of terminology and the basic principles of PM. Basic math skills are required. Maintenance mechanics and technicians with experience may consider this level a review and preparation for the Class I exam to validate their knowledge.

Tentative Schedule
Monday: 8:00 a.m. - 4:00 p.m.
Tuesday: 8:00 a.m. - 4:00 p.m.
Wednesday: 8:00 a.m. - 4:00 p.m.
Thursday: 8:00 a.m. - 4:00 p.m.
Friday: 8:00 a.m. - 12:00 p.m.

Contact Hours
- Wastewater Operators: This seminar is approved by the WPCSCOCF for 23.0 contact hours for continuing education Must be present for entire class to receive certificate of attendance. **Course ID:** CE06112001.
- Water Treatment Facility Operators, Distribution Operators, Cross Connection/Backflow Operators: This seminar is approved for 23.0 contact hours for continuing education by the NCWTFOCB. Must be present for 80% of class to receive certificate of attendance. **Course ID:** 209360.

Eligibility Requirements
- High school diploma, GED, or equivalent
- One year of acceptable maintenance experience in a water or wastewater system (acceptable maintenance experience for Class I includes lubricating, performing readings, conducting rounds, and performing routine preventive maintenance).
- No substitution of education for experience shall be permitted.

Maintenance Technologist - Class II

Class II instruction will build on the principles of preventive maintenance covered in Class I by examining routine methods of equipment tear-down, performing repairs, and installing or reinstalling equipment. This level is a little more challenging for both new and more seasoned maintenance personnel. Students preparing for Class II should refer to the Needs to Know and review the suggested readings well in advance of the school. Prior knowledge of intermediate shop math concepts will be helpful for this and subsequent certification levels.

Tentative Schedule
Monday: 8:00 a.m. - 4:00 p.m.
Tuesday: 8:00 a.m. - 4:00 p.m.
Wednesday: 8:00 a.m. - 4:00 p.m.
Thursday: 8:00 a.m. - 4:00 p.m.
Friday: 8:00 a.m. - 12:00 p.m.

Contact Hours
- Wastewater Operators: This seminar is approved by the WPCSCOCF for 23.0 contact hours for continuing education Must be present for entire class to receive certificate of attendance. **Course ID:** CE06112002.
- Water Treatment Facility Operators, Distribution Operators, Cross Connection/Backflow Operators: This seminar is approved for 23.0 contact hours for continuing education by the NCWTFOCB. Must be present for 80% of class to receive certificate of attendance. **Course ID:** 209361.

Eligibility Requirements
- Hold an active Class I Maintenance Tech Certificate,
- Three years of acceptable maintenance experience in a water or wastewater system, with a minimum of two years performing Class II duties (acceptable maintenance experience for Class II includes tearing down equipment, performing repairs, and installing and reinstalling.)
- Substitution of related education for experience shall be permitted but shall not exceed 50% of the stated maintenance experience requirement.

Maintenance Technologist - Class III

Class III is designed to demonstrate competency at the advanced skilled and journey working level. More specifically, Class III certification implies competence in the knowledge, skills, and abilities required to perform the core competencies of an advanced skilled and journey working level maintenance technologist.

Tentative Schedule
Monday: 8:00 a.m. - 4:00 p.m.
Tuesday: 8:00 a.m. - 4:00 p.m.
Wednesday: 8:00 a.m. - 4:00 p.m.
Thursday: 8:00 a.m. - 4:00 p.m.
Friday: 8:00 a.m. - 12:00 p.m.
Maintenance Tech School and Exams

Contact Hours
- Wastewater Operators: This seminar is approved by the WPCSOCC for 23.0 contact hours for continuing education. Must be present for entire class to receive certificate of attendance. **Course ID: CE06112003.**
- Water Treatment Facility Operators, Distribution Operators, Cross Connection/Backflow Operators: This seminar is approved for 23.0 contact hours for continuing education by the NCWTFOCB. Must be present for 80% of class to receive certificate of attendance. **Course ID: 209362.**

Eligibility Requirements
- Hold an active Class II Maintenance Technologist certificate, and
- Successful completion of a NC One Water Class III Maintenance Technologist course, and
- Five years of acceptable maintenance experience in a water or wastewater treatment facility, inspecting and supervising Class I and II duties and analyzing and performing predictive maintenance with a minimum of two years performing Class III duties.
- Substitution of related education for experience shall be permitted but shall not exceed 50% of the stated maintenance experience requirement.

Maintenance Technologist - Class IV

Certified Maintenance Technologist IV Certification is designed to demonstrate competency at the Program Manager level whether as a Supervisor or Lead Person. More specifically, Class IV certification implies competence in the knowledge, skills, and abilities required to perform the job duties of a supervisory working and management level Maintenance Tech.

Tentative Schedule
- Monday: 8:00 a.m. - 4:00 p.m.
- Tuesday: 8:00 a.m. - 4:00 p.m.
- Wednesday: 8:00 a.m. - 4:00 p.m.
- Thursday: 8:00 a.m. - 4:00 p.m.
- Friday: 8:00 a.m. - 12:00 p.m.

Exams

MAINTENANCE TECH EXAMS

All MT Exams will be administered via computer-based testing (CBT). All eligible candidates will receive an email to schedule the exam. Exam costs are reflected in the registration price. No additional fees are required.

If you require any specific testing accommodations due to the Americans with Disabilities Act (ADA), please notify us at least six (6) weeks in advance to ensure arrangements are completed in a timely manner.

Exam Retakes: Participants are eligible to retake the exam a maximum of three (3) times before having to retake the class. It is not necessary to qualify to attend the class again, only register to take the exam. A completed registration form along with payment would need to be received by the registration deadline.

For Class I, II & III: The Needs to Know Manual can be used as a study reference and is located on the MAINTENANCE TECHNOLOGIST CERTIFICATION & EXAM page via our website. It may be downloaded at no additional cost.

For Class IV Exam: In addition to the Needs to Know Manual, candidates eligible for the Class IV exam retake or exam will receive additional study materials attached to the notice to register via email.

MAINTENANCE TECH RENEWALS

NC One Water requires new and current certificate holders to complete a minimum of six (6) credit hours of continuing education every calendar year. Only courses/trainings approved by the NC Department of Environmental Quality for drinking or wastewater are considered. Documentation of the required course completion and applicable fees MUST be submitted along with the renewal application. Renewal applications can be found on our website at www.nconewater.org or by calling 919-784-9030.

Certified Maintenance Tech Renewals are due annually by December 31. A courtesy reminder will be sent 90-120 days prior to the renewal deadline via email. In accordance with our Certified Maintenance Technologist policy, a total of 6 continuing education units must be successfully completed during the renewal year to be eligible to renew.
2022 Schools Registration Form
2841 Plaza Place, Suite 130 Raleigh, NC 27612
Phone: 919-784-9030 • Fax: 919-784-9032
www.nconewater.org

Registrant Information

Name: ____________________________________________
Mailing Address (☐ Home  ☐ Business): ________________________________
City: ___________________________ State: ______ Zip Code: ___________ County: ________________
Mobile Phone: ___________________________ Home Phone: ________________________
Email: ____________________________________________
Employer: ____________________________________________ Last Four of SS#: _____________

If applicable: AWWA Mem # __________ WEF Mem # __________ SLAM Mem # _____________

EMAIL PRIVACY: Registration confirmations are emailed to the registrant’s email address provided above.
☐ Check here if you would like confirmation sent to an alternate email address.
Alternate Email: ____________________________________________

NC Water Treatment Operator ID#: __________ NC Wastewater Certification ID#: __________
NC Professional Engineer#: __________ NC One Water Certified Maintenance
Technologist #: __________ Class: __________

Payment Information*

☐ Cash  ☐ Check/Money Order  ☐ Credit Card (☐ MasterCard  ☐ Visa  ☐ Am. Express)
Credit/Debit Card #: ____________________________________________ Exp. Date: ________ CVV: ________
Mailing Address: ____________________________________________
City: ___________________________ State: __________ Zip Code: _____________
Cardholder Name: ___________________________ Cardholder Phone: _______________
Cardholder Signature: ____________________________________________

I AUTHORIZE NC One Water TO CHARGE $ _____________ FOR THE EVENTS TO THE CREDIT CARD NUMBER
LISTED ABOVE.

I AUTHORIZE NC One Water TO CHARGE $ _____________ FOR BOOKS TO THE CREDIT CARD NUMBER LISTED
ABOVE.

*Preferred payment method is via credit/debit card. However, if you need to send a check, be advised that
give the current climate there may be a significant delay in processing and registration. Checks should be
made payable to NC AWWA-WEA.

Book Order Pickup Information

Contact Name: ____________________________________________
Contact Email: ____________________________________________
Contact Phone: ____________________________________________
## 2022 Schools Registration Form

Please put a CHECK THE BOX next to the event and class you wish to attend and choose the correct price.

<table>
<thead>
<tr>
<th>CLASS</th>
<th>EARLY Registration (1/1-2/4)</th>
<th>STANDARD Registration (2/5 - 2/25)</th>
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<td>$275 (Member)</td>
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<td>$320 (Employee of Utility Member)</td>
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<td></td>
<td>$315 (Non-member)</td>
<td>$360 (Non-member)</td>
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<tr>
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<td>$275 (Member)</td>
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<tr>
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<td>$320 (Employee of Utility Member)</td>
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<td>$360 (Non-member)</td>
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<tr>
<td>A Distribution</td>
<td>$230 (Member)</td>
<td>$275 (Member)</td>
</tr>
<tr>
<td></td>
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<td>$320 (Employee of Utility Member)</td>
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<td>$320 (Employee of Utility Member)</td>
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<tr>
<td></td>
<td>$315 (Non-member)</td>
<td>$360 (Non-member)</td>
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<tr>
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<td>$320 (Employee of Utility Member)</td>
</tr>
<tr>
<td></td>
<td>$315 (Non-member)</td>
<td>$360 (Non-member)</td>
</tr>
<tr>
<td>Collections 3</td>
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<td>$275 (Member)</td>
</tr>
<tr>
<td></td>
<td>$275 (Employee of Utility Member)</td>
<td>$320 (Employee of Utility Member)</td>
</tr>
<tr>
<td></td>
<td>$315 (Non-member)</td>
<td>$360 (Non-member)</td>
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<tr>
<td>Collections 4</td>
<td>$230 (Member)</td>
<td>$275 (Member)</td>
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<td></td>
<td>$275 (Employee of Utility Member)</td>
<td>$320 (Employee of Utility Member)</td>
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<td></td>
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<td>$250 (Member)</td>
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<td>$380 (Non-member)</td>
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<tr>
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<td>$160 (Non-member)</td>
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## Central Collection and Distribution School
March 7-11, 2022
Raleigh, NC

*SPECIAL NOTE: As of January 2022, NCSU is still requiring attendees to social distance and wear a face mask at all times.

## Backflow Prevention Class
March 7-11, 2022
Raleigh, NC

**IMPORTANT NOTES:**
- Class space is limited.
- In accordance with current COVID guidelines, attendees will be required to social distance and wear a face mask at all times.
2022 Schools Registration Form

Please put a CHECK THE BOX next to the event and class you wish to attend and choose the correct price.

### Eastern Biological Wastewater School
April 18-22, 2022
Raleigh, NC

<table>
<thead>
<tr>
<th>Class</th>
<th>Early Registration (1/1 - 3/18)</th>
<th>Standard Registration (3/19 - 4/8)</th>
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<tbody>
<tr>
<td>Grade 1</td>
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<td>$370 (Member)</td>
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<td>$370 (Employee of Utility Member)</td>
<td>$415 (Employee of Utility Member)</td>
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<tr>
<td></td>
<td>$410 (Non-member)</td>
<td>$455 (Non-member)</td>
</tr>
<tr>
<td>Grade 2</td>
<td>$335 (Member)</td>
<td>$380 (Member)</td>
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<td></td>
<td>$380 (Employee of Utility Member)</td>
<td>$425 (Employee of Utility Member)</td>
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<tr>
<td></td>
<td>$420 (Non-member)</td>
<td>$465 (Non-member)</td>
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### Eastern Physical/Chemical School
April 19-22, 2022
Raleigh, NC

<table>
<thead>
<tr>
<th>Class</th>
<th>Early Registration (1/1 - 3/18)</th>
<th>Standard Registration (3/19 - 4/8)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grade 1</td>
<td>$290 (Member)</td>
<td>$335 (Member)</td>
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<tr>
<td></td>
<td>$335 (Employee of Utility Member)</td>
<td>$380 (Employee of Utility Member)</td>
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<tr>
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<td>$375 (Non-member)</td>
<td>$420 (Non-member)</td>
</tr>
<tr>
<td>Grade 2</td>
<td>$165 (Member)</td>
<td>$210 (Member)</td>
</tr>
<tr>
<td></td>
<td>$210 (Employee of Utility Member)</td>
<td>$255 (Employee of Utility Member)</td>
</tr>
<tr>
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<td>$250 (Non-member)</td>
<td>$295 (Non-member)</td>
</tr>
<tr>
<td>Grade 1 AND 2</td>
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<td>$370 (Member)</td>
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<tr>
<td></td>
<td>$370 (Employee of Utility Member)</td>
<td>$415 (Employee of Utility Member)</td>
</tr>
<tr>
<td></td>
<td>$410 (Non-member)</td>
<td>$455 (Non-member)</td>
</tr>
</tbody>
</table>

Need Books?

Order form for suggested books based on the class or classes you are attending is on Page 21.
## 2022 Schools Registration Form

Please put CHECK THE BOX next to the event and class you wish to attend and choose the correct price.

<table>
<thead>
<tr>
<th>CLASS</th>
<th>PRICE</th>
<th>CLASS</th>
<th>PRICE</th>
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<tbody>
<tr>
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<td>Class 1</td>
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<td>$440 (Employee of Utility Member)</td>
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<td>$485 (Employee of Utility Member)</td>
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<td></td>
<td>$480 (Non-member)</td>
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<tr>
<td>Class 2</td>
<td>$400 (Member)</td>
<td>Class 2</td>
<td>$445 (Member)</td>
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<td>$440 (Employee of Utility Member)</td>
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<td>$485 (Employee of Utility Member)</td>
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<tr>
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<td>$480 (Non-member)</td>
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<td>Class 4</td>
<td>$455 (Member)</td>
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<td>$450 (Employee of Utility Member)</td>
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<td>$495 (Employee of Utility Member)</td>
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<tr>
<td></td>
<td>$490 (Non-member)</td>
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<td>$535 (Non-member)</td>
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### Class 1 EXAM ONLY
- $110 (Member)
- $125 (Employee of Utility Member)
- $150 (Non-member)

### Class 2 EXAM ONLY
- $110 (Member)
- $125 (Employee of Utility Member)
- $150 (Non-member)

### Class 3 EXAM ONLY
- $110 (Member)
- $125 (Employee of Utility Member)
- $150 (Non-member)

### Class 4 EXAM ONLY
- $125 (Member)
- $150 (Employee of Utility Member)
- $175 (Non-member)

---

### Take Note...

Exam application must also be completed and submitted with registration form.

All MT Exams will be administered via computer-based testing (CBT). All eligible candidates will receive an email to schedule the exam. Exam costs are reflected in the registration price. No additional fees are required.
### 2022 Schools Book Order Form

Below are the suggested books based on classes. CHECK THE BOX next to the book(s) you wish to purchase, CHECK the correct price, and FILL IN the requested quantity and item subtotal.

**DEADLINES FOR BOOK ORDERS:** C&D Deadline - 2/18/2022, Bio & PC Deadline - 4/1/2022

Any book order forms received after deadline may not be received before the first day of class.

<table>
<thead>
<tr>
<th>Related Class</th>
<th>Book Title</th>
<th>Member Price</th>
<th>Non-Member Price</th>
<th>Quantity</th>
<th>Item Subtotal</th>
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<tr>
<td>Backflow</td>
<td>Backflow Prevention: Theory and Practice</td>
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<tr>
<td></td>
<td>8th edition is currently available. The Needs to Know is based on the 6th edition.</td>
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<td></td>
<td>Wastewater Collection Operation &amp; Maintenance - Vol. 2 (Sacramento Manual)</td>
<td>$110</td>
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<tr>
<td></td>
<td>NEW BOOK</td>
<td></td>
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<tr>
<td></td>
<td>NC Collections System Operator's Needs to Know</td>
<td></td>
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<tr>
<td></td>
<td>Download for FREE at <a href="http://www.nconewater.org">www.nconewater.org</a>.</td>
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<tr>
<td>Distribution C, B, &amp; A</td>
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<tr>
<td></td>
<td>WSO Water Distribution - Grades 3 &amp; 4 (1st edition)</td>
<td>$95</td>
<td>$110</td>
<td>X</td>
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<td>Meter Technician</td>
<td>Water Meter - Selection, Installation, Testing, &amp; Maintenance - AWWA M6 Manual</td>
<td>$135</td>
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<tr>
<td></td>
<td>NC Water Meter Needs to Know Manual</td>
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<td></td>
<td>Download for FREE at <a href="http://www.nconewater.org">www.nconewater.org</a>.</td>
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<tr>
<td>Physical/Chemical</td>
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<td>$60</td>
<td>$75</td>
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<td></td>
<td>Industrial Waste Treatment, Vol. 2 (Sacramento Manual)</td>
<td>$60</td>
<td>$75</td>
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<tr>
<td></td>
<td>Pretreatment Facility Inspection (Sacramento Man.) NEW BOOK</td>
<td>$110</td>
<td>$125</td>
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<tr>
<td></td>
<td>Treatment of Metal Wastestreams (Sacramento Man.) NEW BOOK</td>
<td>$120</td>
<td>$135</td>
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<tr>
<td></td>
<td>Physical/Chemical Wastewater Operator's Needs to Know</td>
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<td></td>
<td>Download for FREE at <a href="http://www.nconewater.org">www.nconewater.org</a>.</td>
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<td>Biological Wastewater I</td>
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<tr>
<td>Biological Wastewater I &amp; II</td>
<td>NC Biological Wastewater Treatment System Operators Training Course Standards - Grades I &amp; II (Also known as Grade I &amp; Needs to Know)</td>
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</tr>
<tr>
<td></td>
<td>Download for FREE at <a href="http://www.nconewater.org">www.nconewater.org</a>.</td>
<td></td>
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</tr>
<tr>
<td>Biological Wastewater II, III, &amp; IV</td>
<td>Operation of Wastewater Treatment Plants - Vol. 1 (Sacramento Manual) NEW BOOK</td>
<td>$110</td>
<td>$125</td>
<td>X</td>
<td>$</td>
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<td>Operation of Wastewater Treatment Plants - Vol. 2 (Sacramento Manual)</td>
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<td>Advanced Waste Treatment (Sacramento Manual)</td>
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<tr>
<td>Biological Wastewater III &amp; IV</td>
<td>NC Biological Wastewater Treatment System Operators Training Course Standards - Grades III &amp; IV (Also known as Grade III &amp; Needs to Know)</td>
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<td>Utility Management - A Field Study Training Guide</td>
<td>$40</td>
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<td>Operation of Municipal Wastewater Treatment Plants</td>
<td>$220</td>
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<td>Water, Wastewater and Stormwater Infrastructure Management</td>
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<td>$200</td>
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<td>Download for FREE from the Bookstore page of <a href="http://www.nconewater.org">www.nconewater.org</a>.</td>
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<td>Download for FREE at <a href="http://www.nconewater.org">www.nconewater.org</a>.</td>
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**Price**

- Member Price
- Non-Member Price

**Quantity**

- X

**Subtotal**

- $
**Name (First, Ml, Last):**
________________________________________________________________________________________________________

Have you previously taken the Maintenance Technologist Exam?  □ Yes - Date__________  □ No

Do you need assistance with testing? (Must provide documentation from a doctor.) □ Yes - Date__________  □ No

**Demographic Information (Federal law requires us to ask for this information.)**

Sex:  □ Male  □ Female  □ Prefer not to answer

What is your ethnicity? □ White □ Black/African American □ American Indian or Alaska Native □ Asian or Pacific Islander □ Hispanic □ Other race □ Prefer not to answer

**Required Education**

High School Graduate (Please include your diploma for Class 1):  □ No  □ Yes □ High School Equivalent/GED

Graduation Year: ____________ High School Name:______________________________________________________________

City & State: ____________________________________________

Please submit a copy of your high school diploma or college transcript.

**Experience** 1800 hours equals 1 year of experience. Attach additional sheets as necessary

<table>
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<th>Employer</th>
<th>Position and Duties</th>
<th>Hours Per Week</th>
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</thead>
<tbody>
<tr>
<td>From (mm/yyyy) / To (mm/yyyy)</td>
<td>Include City, State, &amp; Zip Code Supervisor, &amp; Phone Number</td>
<td>MUST be specific as related to maintenance</td>
<td>of Related Work</td>
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</table>

**License/Certification** List all industry-related certifications. IF YOU CURRENTLY HOLD A PLANT MAINTENANCE CERTIFICATION, ATTACH A COPY OF YOUR CERTIFICATE

<table>
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<tr>
<th>Agency (i.e. State)</th>
<th>Type (include class or grade)</th>
<th>Number</th>
<th>Year</th>
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</table>

**Applicant’s Statement of Certification**
I certify that the information given is correct to the best of my knowledge. I have read the eligibility requirements, and I believe that I am eligible for this level of certification.

Applicant’s Signature: __________________________________________
Date: ______________

**Recommendation by Applicant’s Supervisor**
I have reviewed this application and verify that all statements are true and correct to the best of my knowledge. I also certify that the applicant has performed all the required activities and meets all the eligibility requirements for this certification. Therefore, I recommend this applicant be considered for this certification by the NC One Water Board of Education and Examiners.

Supervisor’s Name: __________________________________________
Job Title: __________________________________________ Phone #: ______________
Supervisor’s Signature: __________________________________________
Date: ______________

**DIGITAL SIGNATURES ALLOWED**
Applicant Information

Full Name (First, Ml, Last):

Mailing Address (☐ Home  ☐ Business):

City: ___________________________ State: ________ Zip Code: ____________ County: ____________

Mobile Phone: ___________________ Home Phone: ___________________

Email:_____________________________ Last Four of SS#: ____________

Employer: ___________________________ Job Title: ____________________

Have you previously taken the Meter Technician Exam?  ☐ No  ☐ Yes (Date: ____________)

Demographic Information (Federal law requires us to ask these questions):

Year of Birth: ____________

Sex: ☐ Male  ☐ Female  ☐ Other gender identity  ☐ Prefer not to answer

What is your ethnicity:

☐ White ☐ Black/African-American ☐ American Indian or Alaska Native
☐ Asian or Pacific Islander ☐ Hispanic ☐ Some other race  ☐ Prefer not to answer

Are you of Hispanic, Latino, or Spanish origin?  ☐ No  ☐ Yes

Work Experience Related to Water Meters

CURRENT EMPLOYER:

Job Title: ___________________________ Dates (From/To): ____________/__________

DUTIES:
☐ Install Meters  ☐ Read Meters  ☐ Repair Meters  ☐ Test Meters  ☐ Change Meters  ☐ Maintain Meters

Describe Other Duties:

PREVIOUS EMPLOYER:

Company Name: _______________________________ Phone: __________________

Job Title: ___________________________ Dates (From/To): ____________/__________

DUTIES:
☐ Install Meters  ☐ Read Meters  ☐ Repair Meters  ☐ Test Meters  ☐ Change Meters  ☐ Maintain Meters

Describe Other Duties:

Applicant Statement and Supervisor Recommendation

APPLICANT STATEMENT: I certify that the information given is correct to the best of my knowledge. I have read the eligibility requirements and I believe that I am eligible for this level of certification.

Applicant Signature: ___________________________ Date: ____________

RECOMMENDATION BY APPLICANT’S SUPERVISOR: I have reviewed this application and verify that all statements are true and correct to the best of my knowledge. I also certify that the applicant has performed all the required activities and meets all the eligibility requirements for this certification. I therefore recommend this applicant be considered for the certification by the NC One Water Board of Education and Examiners.

Supervisor Name/Job Title: _______________________________ Phone: __________________

Supervisor Signature: ___________________________ Date: ____________

APPLICATION REVIEW - DO NOT WRITE IN THIS SECTION

STAFF USE: DATE RECEIVED: ____________ DATE SENT FOR APPROVAL: ____________

☐ Attending/Attended School  ☐ Hold C-Meter Cert (Exam only)  ☐ Job Duties  ☐ Experience

NC One Water BOARD OF EDUCATION AND EXAMINERS USE:

Review Date: ____________ Reviewer Name (PRINT): __________________

Approval Signature: ___________________________ 

Denial Signature: ___________________________ Reason for denial: __________________
Laboratory Analyst Certification

DEFINITIONS

• Acceptable Wastewater Laboratory Experience - The total time spent conducting/supervising wastewater sampling and/or wastewater analyses in a laboratory, which performs wastewater analyses [including municipal, commercial, educational or other governmental laboratories]. One “work year” of acceptable wastewater laboratory experience shall equal 1800 hours of wastewater laboratory experience.

• Recognized Two-Year College or Technical School - Shall mean an accredited two-year institution awarding degrees on the associate level.

• Recognized College or University - Shall mean an accredited four-year institution awarding degrees on the bachelors level.

RECIROCITY

• Only those individuals who are recorded on the Association of Boards of Certification (ABC) Reciprocity Registry are eligible for Consideration for Certification by Reciprocity.

• A copy of the ABC reciprocity registry certification must accompany any request for certification by reciprocity.

CLASS I LABORATORY ANALYST

Eligibility Requirements

• 6 years of acceptable wastewater laboratory experience; or,

• Completion of 8th grade of school and 5 years of acceptable wastewater laboratory experience; or,

• Graduate of high school, or equivalent GED, and one year of acceptable wastewater laboratory experience; or,

• Graduate of a recognized 2-year college or technical school with a major in natural or physical sciences, engineering or related field and one year of acceptable wastewater laboratory experience.

• Graduate of a recognized college or university with a major in natural or physical sciences, engineering or related field and 1.5 years of acceptable wastewater laboratory experience.

CLASS III LABORATORY ANALYST

Eligibility Requirements

An active Class I N.C. Wastewater Laboratory Analyst Certificate and one of the following:

• Graduate of high school, or equivalent GED, and 6 years of acceptable wastewater laboratory experience; or,

• Graduate of a recognized 2-year college or technical school with a major in natural or physical sciences, engineering or related field and 4 years of acceptable wastewater laboratory experience.

• Graduate of a recognized college or university with a major in natural or physical sciences, engineering or related field and 2 years of acceptable wastewater laboratory experience.

CLASS IV LABORATORY ANALYST

Eligibility Requirements

An active Class I N.C. Wastewater Laboratory Analyst Certificate and one of the following:

• Graduate of high school, or equivalent GED, and 10 years of acceptable wastewater laboratory experience; or,

• Graduate of a recognized 2-year college or technical school with a major in natural or physical sciences, engineering or related field and 6 years of acceptable wastewater laboratory experience.

• Graduate of a recognized college or university with a major in natural or physical sciences, engineering or related field and 4 years of acceptable wastewater laboratory experience.

EXAM INFORMATION

We have partnered with our exam administrator ABC; and through their partnership with PSI, a national testing and assessment firm, the Wastewater Laboratory Analyst exams will be administered via computer-based testing or CBT. Please submit a completed exam registration form. Once reviewed and approved, eligible applications will be processed and candidate information will be forwarded to the exam administrator. The exam administrator will contact eligible candidates with instructions on how to schedule the exam at their preferred location.
Applicant Information

Name (As it should appear on certificate): ________________________________

Mailing Address (☐ Home  ☐ Business): ________________________________

City: ______________________  State: ________  Zip Code: __________  County: ______________________

Mobile Phone: ______________________  Home Phone: ______________________

Email: ______________________________

Employer: ______________________________  Job Title: ______________________________

Last Four of SS#: ______________

If applicable: AWWA Mem # ______________  WEF Mem # ______________  SLAM Mem # ______________

NC Water Treatment Operator ID#: ______________  NC Wastewater Certification ID#: ______________

Wastewater Lab Analyst Cert #: ______________  NC One Water Certified Maintenance

NC Professional Engineer#: ______________  Technologist #: ______________  Class: ______________

Demographic Information (Federal law requires us to ask these questions)

Year of Birth: ________  Sex: ☐ Male  ☐ Female  ☐ Other gender identity  ☐ Prefer not to answer

What is your ethnicity: ☐ White  ☐ Black/African-American  ☐ American Indian or Alaska Native

☐ Asian or Pacific Islander  ☐ Hispanic  ☐ Some other race  ☐ Prefer not to answer

Email Privacy Release

EMAIL PRIVACY: Registration confirmations are emailed to the registrant’s email address provided above.

☐ Check here if you would like confirmation sent to an alternate email address.

Alternate Email: ______________________________

Payment Information*

☐ Cash  ☐ Check/Money Order  ☐ Credit Card (☐ MasterCard  ☐ Visa  ☐ Am. Express)

Credit/Debit Card #: __________________________  Exp. Date: __________  CVV: ______

Mailing Address: ______________________________

City: ______________________  State: ________  Zip Code: __________

Cardholder Name: ______________________________

Cardholder Phone: ______________________________

Cardholder Signature: ______________________________

I AUTHORIZE NC One Water TO CHARGE $ ______________ FOR THE EVENTS TO THE CREDIT CARD NUMBER LISTED ABOVE.

*Preferred payment method is via credit/debit card. However, if you need to send a check, be advised that due to the current climate there may be a significant delay in processing and registration.

Checks should be made payable to NC AWWA-WEA
INSTRUCTIONS

1. Read the instructions carefully before filling out application.
2. Application should be typed or printed legibly in ink.
3. Application should be carefully and completely filled out. Each statement must be true and correct. All statements are subject to investigation. Incomplete or incorrect statements on the application may be cause for rejection of the application.
4. Documentation of education [xerox copy of HS/GED or college diploma or college transcript] and all previous experience [laboratory supervisor and phone number] must be submitted as part of this application or the application will be returned as incomplete.
5. Application must be received by the application deadline corresponding to the exam for which you are applying. Applications received after the application due date may be returned to the applicant.
6. FEES: The fee for this certification examination is $135.00 payable by check or credit card. FEES ARE NOT REFUNDABLE unless the applicant is ineligible for the examination.
7. Application must be signed/certified by the applicant and the applicant's current supervisor.

APPLICATION FOR WASTEWATER LABORATORY ANALYST CERTIFICATION

Check Box of Class Applied For:

- [ ] I
- [ ] II
- [ ] III
- [ ] IV

Have you previously taken this level exam?  [ ] YES  [ ] NO

If yes, how many times?__________________ Date(s): __________________

License/Certification (List all industry-related certifications)

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<tr>
<th>Agency (i.e. State)</th>
<th>Type (include class or grade)</th>
<th>Number</th>
<th>Year</th>
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Education

High School Graduate (Please include your diploma for Class 1):  [ ] No  [ ] Yes  [ ] High School Equivalent/GED

Year: ____________ High School Name: _________________________________________ City & State: _________________________________________

Additional Related Education (Attach additional sheets as necessary)

<table>
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<tr>
<th>Actively Enrolled</th>
<th>College or Institution</th>
<th>Degree Earned</th>
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<td>From mm/yyyy to mm/yyyy</td>
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2022 Wastewater Laboratory Analyst Certification Exam Application
2841 Plaza Place, Suite 130 Raleigh, NC 27612
Phone: 919-784-9030  •  Fax: 919-784-9032
www.nconewater.org
### Actual Wastewater Laboratory Experience

List below employment positions held in laboratories that perform wastewater analyses. Please be specific when describing position (chemist, laboratory technician, laboratory assistant, etc.) and duties (list wastewater analyses performed: pH, BOD, cyanide, bioassay tests, etc.) and number of hours per week of wastewater laboratory analyses related tasks. You may attach additional sheets if necessary.

<table>
<thead>
<tr>
<th>Actively Employed</th>
<th>Employer</th>
<th>Position and Duties</th>
<th>Hours Per Week of Related Work</th>
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<tr>
<td>From mm/yyyy to mm/yyyy</td>
<td>Include City, State, &amp; Zip Code</td>
<td>MUST be specific as related to maintenance</td>
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<tr>
<td>Supervisor, &amp; Phone Number</td>
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### Applicant’s Statement of Certification

I certify that the information given is true and correct to the best of my knowledge. I understand that submitting false information may lead to revocation of my certificate. I have read the eligibility requirements in Section C of this application, and I believe that I am eligible for the indicated level of certification.

Applicant’s Signature: ________________________________ Date: ________________

Home Address (Include City, State & Zip): ________________________________________________________________

### Recommendation by Applicant’s Supervisor

I have reviewed this application and hereby verify that all statements are true and correct to the best of my knowledge. I therefore, recommend this applicant be considered for certification in the NC One Water Laboratory Analyst Voluntary Certification Program. I understand that I am responsible for verifying the experience of the applicant.

Name of Supervisor: ________________________________________________

Title: ____________________________________________________________

Phone: __________________________________________________________

Address (Include City, St, & Zip): __________________________________

Supervisor’s Signature: __________________________________________ Date: ________________
NC ONE WATER MEMBERSHIP OFFERS YOU CONNECTION, EDUCATION, & LEADERSHIP:
American Water Works Association (AWWA)  Denver, CO  800.926.7337  www.awwa.org
Contact this national organization for more information regarding cost and how to join.
Water Environment Federation (WEF)  Alexandria, VA  800.666.0206  www.wef.org
Contact this national organization for more information regarding cost and how to join.
NC One Water
Complete the form below to join NC One Water as a state-level (NC SLAM) member. NC SLAM members receive no benefits from AWWA or WEF.

Instructions
To submit a NC SLAM application by fax or mail complete all requested information on this form and mail or fax to NC One Water address or fax number provided above. Form and payment must be submitted together. Faxed applications must be paid by credit card. Applications and renewals may also be submitted online at www.nconewater.org. Online applications must be paid by credit card. Please check ONE of the following options.

- **New Membership** ($85 for 1 year)  NC SLAM #:  
  - All new memberships and renewals are for 1 year (12 months).
  - SLAM memberships may not be shared or transferred.
  - Renewal reminders will be emailed to the member's email address 1 month before the membership expires.

**Member Information**

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<td>Preferred First Name:</td>
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<td>Mailing Address (☑ Home ☐ Business):</td>
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<td>City:</td>
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<td>If applicable: AWWA Mem #:</td>
<td>WEF Mem #:</td>
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**Demographic Information (Federal law requires us to ask these questions)**

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<td>Gender:</td>
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<tr>
<td>What is your ethnicity:</td>
<td>☑ White ☑ Black/African-American ☑ American Indian or Alaska Native ☑ Asian or Pacific Islander</td>
</tr>
<tr>
<td>☑ Hispanic ☑ Some other race ☑ Prefer not to answer</td>
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**Email Privacy Release**

EMAIL PRIVACY: Registration confirmations are emailed to the registrant’s email address provided above.

☐ Check here if you would like confirmation sent to an alternate email address.

Alternate Email:  

**Payment Information**

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<td>Exp. Date: CVV:</td>
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I AUTHORIZE NC One Water TO CHARGE $___________ FOR THE MEMBERSHIP DUES TO THE CREDIT CARD NUMBER LISTED ABOVE.

*Preferred payment method is via credit/debit card. However, if you need to send a check, be advised that there may be a significant delay in processing and registration. Checks should be made payable to NC AWWA-WEA.

Dues are not deductible as charitable contributions for income tax purposes.
Ready for Connection, Education, and Leadership?
Join TODAY! Visit nconewater.org or see the NC SLAM membership application on page 28!

WWW.NCONEWATER.ORG • 919-784-9030 • ADMIN@NCONEWATER.ORG