



## **Utility Management Certification Application Instruction**

The Utility Management Certification is designed to take into account education, experience and training. The minimum requirement for eligibility is 100 points.

### **Application information:**

A phone number and e-mail address is required. Other information is required to facilitate news releases upon your successful completion and award of the "Utility Management Certification" designation.

A minimum of 100 points is required for eligibility in this program.

Education: 10 points are awarded for each item in the left hand column. Include required information and tabulate to the right hand column.

Direct management/operations of a water and/or wastewater utility: 10 points are awarded for each year of direct management/operation of a water and/or wastewater utility. A maximum of 60 points is allowable for this category.

Water University "UMC" specific training course: 10 points are awarded if you attended a "Utility Management Certification" specific training course sponsored by your State Rural Water Association.

Training received in last 2 years: 1 point per hour of training received is awarded in this category. The training is required to be specific to water and wastewater utility operations.


Water and/or Wastewater Certifications: 10 points for each state issued water and/or wastewater certification is awarded in this category.

Fees: The application and exam fee is \$250.00 and must be received prior to authorization for testing. Mail the application and fees to Your State Association office address. Addresses may be accessed at [www.wateruniversity.org](http://www.wateruniversity.org).

We strongly encourage the use of the Water Utility Management Training Guide. Include an additional \$55.00 for this option.

# Water University Utility Management Certification Application

PLEASE TYPE OR PRINT. Complete the entire application and sign at the bottom. Mark N/A if a questions does not apply.

		Name (Last, First, Middle):				
Street Address:						
City		State	Zip Code	E-mail address		
Contact Phone Number:		Name of Utility you are employed by		Population served		
Position with Utility		Primary responsibility <input type="checkbox"/> Water <input type="checkbox"/> Wastewater <input type="checkbox"/> both		Years employed by this Utility		
<b>A minimum of 100 points is required</b>		<b>Information</b>		<b>Multiplier 1 if yes</b>	<b>Point Factors</b>	<b>Total Points</b>
High School or GED	Graduated <input type="checkbox"/> Yes <input type="checkbox"/> No	Name of High School			X 10	
AA Degree:	Name of Degree	Received from:			X 10	
Bachelors degree	Name of Degree	Received from:			X 10	
Masters or higher	Name of Degree	Received from:			X 10	
Direct management/operation of a water and/or wastewater utility	Year from: To:	Name of Utility		_____years	X 10	
Water University "UMC" specific Training Course	Date of course	Location of course			X 10	
Training received in last 2 years	Date Received	Location		_____hours	X 1	
Water and/or wastewater certifications	Type of certifications	Water or wastewater		_____ (number Of certifications)	X 10	
Total Points						

I certify the above is correct and true to the best of my knowledge: \_\_\_\_\_  
Signature
Date