

9. Do you have a current or expired onsite soil evaluator certificate or license in any state or jurisdiction within the United States or its territories (excluding Virginia)?

No

Yes If yes, please list the licenses, certifications and registrations in the following table. ◆

State/Jurisdiction	License, Certification or Registration Number	Expiration Date

◆ If you are seeking to meet the Board's requirements established in 18VAC160-20-80, you are required to submit an original Certification of Licensure/Letter of Good Standing from each state, territory, jurisdiction, or possession of the United States where you are currently licensed. Certifications/Letters must include: 1).The license/certification/registration number; 2). The initial date of licensure; 3). The expiration date of the license; 4). method of licensure (i.e. exam, reciprocity, experience). Please skip to question #13.

10. Qualification for **conventional and alternative onsite soil evaluator** licensure:

Applicants for conventional onsite soil evaluator, please complete Section 10A only. Applicants for alternative onsite soil evaluator, please complete Section 10B only.

A. Conventional Onsite Soil Evaluator.

Please select **one** of the following requirements you are using to apply for licensure:

- Hold a valid interim onsite soil evaluator license.
Required Documentation: Provide documentation of compliance with the continuing professional education (CPE) requirements established in 18VAC160-20-109.
- Possess a valid certificate as a Virginia certified professional soil scientist from the Board for Professional Soil Scientists and Wetland Professionals and one year of full-time onsite soil evaluation and conventional onsite sewage system design experience.
Required Documentation: Attach a completed **Experience Verification Form**
- Possess a bachelor's degree with a major in soil science, biology, chemistry, engineering, environmental science, geology, agronomy, earth science, or environmental health and have two years of full-time experience evaluating site and soil conditions and designing conventional onsite sewage systems under the direct supervision of an authorized onsite soil evaluator (certified by VDH prior to July 1, 2009), an Interim, a Conventional, or an Alternative licensed onsite soil evaluator.
Required Documentation: Provide copies of all college transcripts and completed **Experience Verification Form**
- Possess a bachelor's degree with a major in soil science, biology, chemistry, engineering, environmental science, geology, agronomy, earth science, or environmental health and have two years of full-time experience evaluating site and soil conditions and designing conventional onsite sewage systems as a VDH employee prior to July 1, 2009.
Required Documentation: Provide copies of all college transcripts and completed **Experience Verification Form**
- Possess an associate's degree in waterworks, wastewater works, environmental science, or engineering technology and have three years of full-time experience evaluating site and soil conditions and designing conventional onsite sewage systems under the direct supervision of an authorized onsite soil evaluator (certified by VDH prior to July 1, 2009), an Interim, a Conventional, or an Alternative licensed onsite soil evaluator.
Required Documentation: Provide copies of all college transcripts and completed **Experience Verification Form**
- Possess an associate's degree in waterworks, wastewater works, environmental science, or engineering technology and have three years of full-time experience evaluating site and soil conditions and designing conventional onsite sewage systems as a VDH employee prior to July 1, 2009.
Required Documentation: Provide copies of all college transcripts and completed **Experience Verification Form**

- Have satisfactorily completed the VDH onsite sewage system training program and have four years of full-time experience evaluating site and soil conditions and designing conventional onsite sewage systems under the direct supervision of an authorized onsite soil evaluator (certified by VDH prior to July 1, 2009), an Interim, a Conventional, or an Alternative licensed onsite soil evaluator.
Required Documentation: Provide a copy of the completion certificate for the VDH onsite sewage system program and completed **Experience Verification Form**
- Have eight years of full-time experience evaluating site and soil conditions and designing conventional onsite sewage systems under the direct supervision of an authorized onsite soil evaluator (certified by VDH prior to July 1, 2009), an Interim, a Conventional, or an Alternative licensed onsite soil evaluator.
Required Documentation: Attach a completed **Experience Verification Form**
- Have eight years of full-time experience evaluating site and soil conditions and designing conventional onsite sewage systems as a VDH employee prior to July 1, 2009.
Required Documentation: Attach a completed **Experience Verification Form**

B. Alternative Onsite Soil Evaluator:

1. Please select the **one** license type which you currently hold:
 - Hold a valid interim onsite soil evaluator license.
Required Documentation: Provide documentation of compliance with the continuing professional education (CPE) requirements established in 18VAC160-20-109.
 - Hold a valid conventional onsite soil evaluator license.
2. Please select one of the following requirements for licensure:
 - Have two years of full-time experience in evaluating soils and designing alternative onsite sewage systems obtained during the last four years under the direct supervision of either an authorized onsite soil evaluator (certified by VDH before July 1, 2009), a currently licensed interim onsite soil evaluator, or a currently licensed alternative onsite soil evaluator.
Required Documentation: Attach a completed **Experience Verification Form**
 - Have two years of full-time experience in evaluating soils and designing onsite sewage systems, including the review of alternative onsite sewage system designs, as either an employee of VDH or a local government.
Required Documentation: Attach a completed **Experience Verification Form**
 - Have three years of full-time experience as an authorized onsite soil evaluator certified by the Virginia Department of Health (VDH), (regardless of the date of certification expiration), and evidence of completing the soil evaluation and system design work on a total of at least 36 onsite sewage systems (12 of which must be alternative systems approved by the VDH through the issuance of a permit or a certification).
Required Documentation: Attach a completed **Experience Verification Form**
 - Have four years of full-time experience as an authorized onsite soil evaluator certified by VDH (regardless of the date of expiration), an interim onsite soil evaluator licensee, a conventional onsite soil evaluator licensee, an employee of VDH (whose duties included onsite soil evaluation and onsite septic system design prior to July 1, 2009), or any combination thereof.
Required Documentation: Attach a completed **Experience Verification Form**

11. Are you requesting education and training substitution to qualify for licensure in accordance with 18VAC160-20-96.D of the regulations?

No

Yes If yes, please complete an **Education & Training Substitution Form** and submit with this application.

12. Have you ever been subject to a disciplinary action taken by any (including Virginia) local, state or national regulatory body?

No

Yes If yes, please provide a certified copy of the final order, decree or case decision by a court or regulatory agency with lawful authority to issue such order, decree or case decision.

13. Have you ever been convicted in any jurisdiction of any misdemeanor or felony? *Any guilty plea or plea of nolo contendere must be disclosed on this application.*

No

Yes If yes, list the misdemeanor and/or felony conviction(s). Attach your original criminal history record; a certified copy of the final order, decree, or case decision by a court or regulatory agency with lawful authority to issue such order, decree, or case decision; **and** any other information you wish to have considered with this application (e.g., information on the status of incarceration, parole or probation; reference letters; documentation of rehabilitation). If additional space is needed, attach a separate sheet of paper.

Certified copies of court records may be obtained by writing to the Clerk of the Court in the jurisdiction in which you were convicted. The address is available from your local police department.

Original criminal history records may be obtained by contacting the state police in the jurisdiction in which you were convicted. Virginia residents must complete a criminal history record request form in the presence of a notary public and mail it to the Department of State Police, Central Criminal Records Exchange, Post Office Box 27472, Richmond, VA 23261-7472.

14. I, the undersigned, certify that the foregoing statements and answers are true, and I have not suppressed any information that might affect the decision to approve this application. I certify that I will notify the Department if I am subject to any disciplinary action or convicted of any felony or misdemeanor (in any jurisdiction) prior to receiving the requested license. I certify that I have read, understood and complied with all the laws of Virginia under the provisions of Title 54.1, Chapter 23 of the *Code of Virginia* and the *Virginia Board for Waterworks and Wastewater Works Operators and Onsite Sewage System Professionals Regulations*.

Signature _____

Date _____