Commonwealth of Virginia Department of Professional and Occupational Regulation 9960 Mayland Drive, Suite 400 Richmond, Virginia 23233-1485 (804) 367-8595 www.dpor.virginia.gov



Board for Waterworks and Wastewater Works Operators and Onsite Sewage System Professionals PROVISIONAL WATERWORKS OPERATOR LICENSE APPLICATION Fee \$100.00

PROVISIONAL WATERWORKS OPERATOR APPLICANTS ONLY

A check or money order payable to the <u>TREASURER OF VIRGINIA</u>, or a completed <u>credit card insert</u> must be mailed with your application package. APPLICATION FEES ARE NOT REFUNDABLE.

Select the <u>one</u> class type you are requesting:

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			License	Туре		Initial	Trans	Upgrade	Trans			
		Provisio		operator - Cla	ss 6		1005					
		Provisio	Provisional Waterworks Operator - Class 5				1006		5006			
		Provisio	Provisional Waterworks Operator - Class 4				1007		5007			
		Provisio	Provisional Waterworks Operator - Class 3				1008		5008			
				Operator - Cla			1009		5009			
		Provisio	nal Waterworks	S Operator - Cla	ss 1		1010		5010			
1.	Provide your cu	rrent* or expired** Virginia Provisional Waterworks Operator license (if applicable):										
	Virginia Licen	e Number 1 9 5 5 Expiration Date										
	* Per the re	gulations <u>18 VA</u>	<u>C 160-30-90.B</u> no	o licensee shall h	old two	licenses	of differe	nt classific	ations in	the sam	e categor	у.
	** Any licens requireme		reinstatement th	eir license within	a 12 m	nonths pe	riod mus	t reapply a	as a new	applica	nt and me	eet the current
2.	Full Legal Name	e (As it appe	ars on your gov	vernment issued	l ID or	other leg	al docu	mentatior	n.)			
	Last (required)		First	(required)			Mic	Idle				Generation
3.	Provide at least	t <u>one</u> of the fo	llowing identi	fication numbe	ers [*] :							
		curity Numbe	•	[
	🗌 Virginia D	MV Control Nu	umber	[<u> </u>							
				ا xamination, previou	s annlic:	ations or liv		file with the	denartme			
	* State law requ	uires every applica	nt for a license, ce	rtificate, registration number or a control	or othe	r authoriza	tion to eng	gage in a bu	isiness, tra	ade, profe	ssion or or	ccupation issued
4.	Date of Birth		()	/lust be at least	18 vea	ars of aq	e.)					
		MM/DD/Y	·		,							
5.	Maiden or Form	ner Name(s)										
6.	Mailing Address	s (PO Box ac	cepted)									
	•	g address will be	. ,									
	printed of	on the license.		City						State		Zip Code
7.	Street Address	(PO Box not	Check he	re if Stre	et Address	s is the <u>sa</u>	<u>me</u> as the N	lailing Add	dress liste	d above.		
••	Street Address (PO Box <u>not</u> accepted) Check here if Street Address is the <u>same</u> as the Mailing Address listed above.											
				City						State		Zip Code
OFFICE USE ONLY	DATE	FEE	TRANS CODE	ENTITY #		1955	5	FILE #/LICEN	SE #			ISSUE DATE

Board for Waterworks & Wastewater Works Operators & Onsite Sewage System Professionals/PROV WATER LIC APP Page 1 of 4 8. Contact Numbers

Primary Telephone	Alternate Telephone	Fax

9. Email Address

Email address is considered a public record and will be disclosed upon request from a third party.

- 10. Which of the following education and experience requirements are you using to qualify for the examination? All experience shall be from a **NON-CLASSIFIED** facility.
 - A. Class 6 Provisional Waterworks Operator applicants only:
 - Have a high school diploma or GED <u>and</u> 3 months of experience working as an operator or operator-intraining of a non-classified facility that is comparable in size and treatment process as a Class 6 facility or higher.

Required Attachments: Attach a completed Experience Verification Form.

Have no high school diploma or GED <u>and</u> 6 months of experience working as an operator or operator-intraining of a non-classified facility that is comparable in size and treatment process as a Class 6 facility or higher.

Required Attachments: Attach a completed Experience Verification Form.

- B. Class 5 Provisional Waterworks Operator applicants only:
 - Have a high school diploma or GED <u>and</u> 3 months of experience working as an operator or operator-intraining of a non-classified facility that is comparable in size and treatment process as a Class 5 facility or higher.

Required Attachments: Attach a completed Experience Verification Form.

Have no high school diploma or GED <u>and</u> 6 months of experience working as an operator or operator-intraining of a non-classified facility that is comparable in size and treatment process as a in a Class 5 facility or higher.

Required Attachments: Attach a completed Experience Verification Form.

- C. Class 4 Provisional Waterworks Operator applicants only:
 - Have a high school diploma or GED <u>and</u> 3 months of experience of experience working as an operator or operator-in-training of a non-classified facility that is comparable in size and treatment process as a Class 4 facility or higher.

Required Attachments: Attach a completed Experience Verification Form.

Have no high school diploma or GED <u>and</u> 6 months of experience working as an operator or operator-intraining of a non-classified facility that is comparable in size and treatment process as a Class 4 facility or higher.

Required Attachments: Attach a completed Experience Verification Form.

- D. Class 3 Provisional Waterworks Operator applicants only:
 - Have a bachelor's or master's degree <u>and</u> 3 months of experience working as an operator or operator-intraining of a non-classified facility that is comparable in size and treatment process as a Class 4 facility or higher.

Required Attachments: Attach a completed Experience Verification Form and an official college transcript.

Have an associate's degree <u>and</u> 4-1/2 months of experience (with 1-1/2 months allowed for substitutions) working as an operator or operator-in-training of a non-classified facility that is comparable in size and treatment process as a Class 4 facility or higher.

Required Attachments: Attach a completed Experience Verification Form and an official college transcript.

Have a high school diploma or GED **and** 6 months of experience (with 3 months allowed for substitutions) working as an operator or operator-in-training of a non-classified facility that is comparable in size and treatment process as a Class 4 facility or higher.

Required Attachments: Attach a completed Experience Verification Form.

Have no high school diploma or GED, a Provisional Class 4 license, <u>and</u> 1-1/2 years of experience (with 9 months allowed for substitutions) working as an operator or operator-in-training of a non-classified facility that is comparable in size and treatment process as a Class 3 facility or higher. *Required Attachments: Attach a completed Experience Verification Form.*

- E. Class 2 Provisional Waterworks Operator applicants only:
 - Have a bachelor's or master's degree **and** 6 months of experience (with 3 months allowed for substitutions) working as an operator or operator-in-training of a non-classified facility that is comparable in size and treatment process as a Class 3 facility or higher.

Required Attachments: Attach a completed Experience Verification Form and an official college transcript.

Have an associate's degree **and** 9 months of experience (with 4-1/2 months allowed for substitutions) working as an operator or operator-in-training of a non-classified facility that is comparable in size and treatment process as a Class 3 facility or higher.

Required Attachments: Attach a completed Experience Verification Form and an official college transcript.

Have a high school diploma or GED <u>and</u> 1 year of experience (with 6 months allowed for substitutions) working as an operator or operator-in-training of a non-classified facility that is comparable in size and treatment process as a Class 3 facility or higher.

Required Attachments: Attach a completed Experience Verification Form.

Have no high school diploma or GED, a Provisional Class 3 license, <u>and</u> 2-1/2 years of experience (with 9 months allowed for substitutions) working as an operator or operator-in-training of a non-classified facility that is comparable in size and treatment process as a Class 2 facility or higher.

Virginia Class 3 Waterworks Operator License 1

Required Attachments: Attach a completed Experience Verification Form.

- F. Class 1 Provisional Waterworks Operator applicants only:
 - Have a bachelor's or master's degree, a Provisional Class 2 license, <u>and</u> 1 year of experience (with 6 months allowed for substitutions) working as an operator or operator-in-training of a non-classified facility that is comparable in size and treatment process as a Class 2 facility or higher.

Required Attachments: Attach a completed Experience Verification Form and attach an official college transcript.

9 5 5

Have an associate's degree, a Provisional Class 2 license, <u>and</u> 1-1/2 years of experience (with 9 months are allowed for substitutions) working as an operator or operator-in-training of a non-classified facility that is comparable in size and treatment process as a Class 2 facility or higher.

Required Attachments: Attach a completed Experience Verification Form and attach an official college transcript.

Have a high school diploma or GED, a Provisional Class 2 license, <u>and</u> 2 years of experience (with 1 year allowed for substitutions) working as an operator or operator-in-training of a non-classified facility that is comparable in size and treatment process as a Class 2 facility or higher.

Required Attachments: Attach a completed Experience Verification Form.

Have no high school diploma or GED, a Provisional Class 2 license, <u>and</u> 4-1/2 years of experience (with 2 years and 3 months allowed for substitutions) working as an operator or operator-in-training of a non-classified facility that is comparable in size and treatment process as a Class 2 facility or higher. *Required Attachments:* Attach a completed <u>Experience Verification Form</u>.

11. For Class 3, Class 2, or Class 1 applicants only:

A. Have you completed any board approved <u>training</u> courses, seminars, workshops or similar training relevant to the category and classification of the license being applied for? (Exceptions noted in the Boards regulations 18 VAC 160-30-280.)

No 🗌

- Yes If yes, please complete an *Education & Training Substitution Form*.
- B. Have you completed any <u>education</u> courses at a post-secondary level in a related physical, biological, environmental, or chemical science; engineering or engineering technology; waterworks or wastewater works operation?

No

Yes If yes, please complete an *Education & Training Substitution Form*.

- C. Are you requesting any **experience substitution** to qualify for licensure in accordance with <u>18 VAC 160-30-130</u> of the regulations?
 - No 🗌
 - Yes If yes, please complete an *Experience Verification Form*.
- 12. Have you ever been subject to a <u>disciplinary action</u> taken by <u>any</u> (including Virginia) local, state or national regulatory body?
 - No 🗌
 - Yes If yes, complete the Disciplinary Action Reporting Form.
- 13. A. Have you ever been convicted or found guilty, regardless of the manner of adjudication, in any jurisdiction of the United States of any **felony**? Any plea of nolo contendere shall be considered a conviction.

No 🗌

Yes If yes, complete the <u>Criminal Conviction Reporting Form</u>.

- B. Have you been convicted or found guilty, regardless of the manner of adjudication, in any jurisdiction of the United States of any <u>misdemeanor</u> within the last three years (except marijuana convictions)? Any plea of nolo contendere shall be considered a conviction.
 - No 🗌
 - Yes If yes, complete the Criminal Conviction Reporting Form.
- 14. By signing this application, I certify the following statements:
 - I am aware that submitting false information or omitting pertinent or material information in connection with this application will delay processing and may lead to license revocation or denial of license.
 - I will notify the Board of any changes to the information provided in this application prior to receiving the requested license, certification, or registration including, but not limited to any disciplinary action or conviction of a felony or misdemeanor (in any jurisdiction).
 - I authorize the Department to verify information concerning me or any statement in this application from any person, or any source the department may contact. I also agree to present any credentials or documents required or requested by the Department.
 - I authorize any federal, state or local government agency, current or former employer, or other individual or business to release information which may be required for a background investigation.
 - I have read, understand and complied with all the laws of Virginia related to this profession under the provisions of Title 54.1, Chapter 23, of the Code of Virginia and the Waterworks and Wastewater Works Operators Licensing Regulations of the Virginia Board for Waterworks and Wastewater Works Operators and Onsite Sewage System Professionals.

Signature

Date