



**New York State Department of Environmental Conservation
and New York Water Environment Association, Inc.
Application for Approval of Qualifications for
Wastewater Treatment Plant Operator 10/2024**



Mail application packet and \$195 exam application fee to: NYWEA, 525 Plum Street, Suite 102, Syracuse, NY 13204

Personal Information - To be completed by applicant. Please **print clearly**.

First Name and MI																
Last Name, Suffix (Jr, Sr, III, etc.)																
Postal Address													Apt #			
City						State						Zip				
DEC Region for WWTP Location						County						Work Phone				
Current SPDES						Grade Sought						If certified in NY, list grade and cert number				
E-Mail																
Cell Phone																

The table below is for NYWEA use only

Certification Grade				Approval Letter Sent				Approval Letter Date				
Assigned Identification Number				N	Y	W	W					
Reviewer Signature						Exam Score			DD/MM/YY			
								Exam Date				
New Certification Number				Status			First	Upgrade	Vacate Old Number			
First Expiration Date												

Wastewater Treatment Plant Operating Experience (list most recent first)

Please note:

- (1) Each **job title** at a facility must be listed **separately**. For example, if your title or position at one facility was “Maintenance Staff” and later “Operator Trainee” and later “Assistant Operator,” then there would be three different entries for those positions on this form, even though work for all three titles took place at the same facility.
- (2) Use additional sheets as necessary.

From	To	Your Title or Position	Supervisor’s Name and Title
Employer		Employer’s Address	
Facility Name		Facility Point Score	Facility SPDES #
Facility Telephone Number ()	Secondary Treatment Process (i.e. Activated Sludge, Trickling Filter, etc.)		

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Education and Wastewater Training Courses

ATTACH Copy of Diploma, Transcript, or Completion Notice		Graduated?		Graduation or Completion Date	Type of Degree	Column for DEC or NYWEA Use Only
Name of School	School Location	Yes	No			
High School or GED						
College (highest degree)						
Basic Operations Course						
Laboratory Proficiency (or test)						
Activated Sludge Course						
Grade 3 Combined Supervision & Technical Operations Course						
Grade 3	Supervision Course; and					
	Technical Operations (1 day)					
Grade 4 Management Course						

CERTIFICATION: I understand that Environmental Conservation Law (ECL) §17-3-0301(1)(bb),3-0301(2)(m) and 17-0303 and Section 650 of the Title 6 of the New York Code of Rules and Regulations (NYCRR) require that WWTPs be under the responsible supervision of an appropriately certified operator and that ECL § 71-1933 provides that any person who, having any of the culpable mental states defined at Section 15.05 of the New York Penal Law, willfully violates any provision of ECL Article 17 or any regulation promulgated thereto, any permits or any order of the Commissioner issued pursuant to ECL Article 17, is punishable as a misdemeanor.

Furthermore, I understand that, pursuant to ECL §71-1933(7) that any person who, with intent to deceive, makes any false material statement, representation or certification in any application, record, report, plan or other document filed or required to be maintained pursuant to Title 7 or 8 of Article 17 of the ECL, shall be guilty of a Class E Felony.

I affirm, under penalty of perjury, that the information I have entered on this application and on all supplemental material (including any application supplements, operational logs, and other application-related material requested by DEC or NYWEA) is true to the best of my knowledge and belief.

Attesting to Education, Training, or Experience which the Applicant knows is false, can lead to civil and/or criminal action including, but not limited to, revocation of the Applicant's wastewater treatment plant operator's certificate.

Applicant's Signature:

Date:

Mail your completed Application and Statement of Experience documents, high school/college diploma or transcript or GED, copies of pre-certification course completion certificates/letters and \$195 exam application fee to: NYWEA, 525 Plum Street, Suite 102, Syracuse, NY 13204.