

## SECTION .0500 - CERTIFICATION BY EXAMINATION

### 15A NCAC 08G .0501 APPLYING FOR EXAMINATION

- (a) All applications for examination submitted to the Commission shall be:
- (1) submitted on a Examination Application found at <https://deq.nc.gov/about/divisions/water-resources/operator-certification/wastewater-operator-certification/wastewater-operator-certification-downloads>. The Application Form shall include the following:
    - (A) the applicant's name, mailing address, and contact information;
    - (B) the applicant's Social Security number (if a first-time applicant) or certification number;
    - (C) the type and grade of certification sought;
    - (D) the date and location of exam requested;
    - (E) approved training and educational information;
    - (F) employment information;
    - (G) operational experience;
    - (H) the applicant's supervisor's signature; and
    - (I) the applicant's signature.
  - (2) accompanied by the eighty-five dollar (\$85.00) application fee per G.S. 90A-42(a)(1);
  - (3) completed with all required information, documentation, and signatures provided; and
  - (4) postmarked at least 30 days prior to the scheduled date of the examination, as indicated on the Commission website.
- (b) Upon receipt by the Commission, the application shall be reviewed for completeness and a determination as to the eligibility of the applicant to sit for the requested examination shall be made based on eligibility requirements set forth in Rules .0401 through .0408 of this Subchapter. Incomplete applications shall be returned to the applicant.
- (c) Each applicant shall be notified, in writing, of the applicant's eligibility to sit for the requested examination. Individuals determined to be eligible for an examination shall be sent written notification containing information concerning the date, time, and location of the examination. This written notification shall be considered a receipt from the Commission to the applicant for the examination fee. Applicants found to be ineligible for an examination shall be sent written notification of the ineligibility determination.
- (d) Any applicant who obtains certification by supplying false information to the Commission shall be subject to disciplinary action as set forth in Section .0800 of this Subchapter.

*History Note:* Authority G.S. 90A-39; 90A-41; 90A-42;  
Eff. April 1, 1999;  
Amended Eff. December 1, 2006;  
Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. July 26, 2015;  
Amended Eff. September 1, 2018.