



Water Supply System Operator Exam Application

Please complete the application in ink.

Instructions

1. Answer all questions in full. Incomplete applications will not be processed and will be returned to submitter. Please read the Tennessee Warning on page 3 about your rights regarding the information you provide in this application.
2. Submit the completed application and \$32 exam fee made payable to Minnesota Department of Health (MDH) no later than 15 days prior to the exam. The fee must accompany the completed application and is nonrefundable.
3. Checks returned for nonpayment will be charged a bank processing fee (M.S. 604.113, Subd.2).

Exam Location _____

Exam Date _____

To be eligible to take a certification exam, you **must** have hands-on public potable water system operation experience (see certification qualification rules on back page). All exam application fees are **nonrefundable** even if you are found to be ineligible. If you have any questions about your eligibility, contact the certification office.

Mark Exam You Are Applying For

- | | |
|--|---|
| <input type="checkbox"/> \$32 Water Supply System Operator Class A
<i>(You must attach a copy of your current position description)</i> | <input type="checkbox"/> \$32 Water Supply System Operator Class C |
| <input type="checkbox"/> \$32 Water Supply System Operator Class B | <input type="checkbox"/> \$32 Water Supply System Operator Class D |
| | <input type="checkbox"/> \$40 Reciprocity <i>(You must attach a copy of your current certificate)</i> |

Applicant Information

Applicant Name _____
Last First Middle/Initial

Mailing Address _____
Street City State ZIP

Work Phone _____ Cell Phone _____

Social Security Number _____

Email _____

Current Employer _____

Office use only	
<input type="checkbox"/> Exam approved	
<input type="checkbox"/> Exam rejected	
Deposit Number	_____
Exam Date	_____
Exam Results	Pass Fail
Certification Deposit Date	_____
Certification Deposit Number	_____
Certificate Issued	_____
Certificate Expires	_____
Certificate Number	_____

Experience

List your water operation experience. Give a specific description of the nature of your duties and responsibilities. **List most recent first.**

Employer

System or organization name _____

Position _____

Supervisor name _____

Supervisor's telephone number () _____

Describe water operation job duties _____

Length of Experience

Hours per week _____ From _____ To _____

Month/Year

Month/Year

Employer

System or organization name _____

Position _____

Supervisor name _____

Supervisor's telephone number () _____

Describe water operation job duties _____

Length of Experience

Hours per week _____ From _____ To _____

Month/Year

Month/Year

Employer _____

System or organization name _____

Position _____

Supervisor name _____

Supervisor's telephone number () _____

Describe water operation job duties _____

Length of Experience

Hours per week _____ From _____ To _____

Month/Year

Month/Year

Are any special testing accommodations needed? Yes No

If yes, please specify. (Documentation will be required) _____

Education

Mark last grade completed

Grade 9 -12 Graduated GED (High School Equivalency)

List information about any Degree, Diploma, or Correspondence Course(s) such as Sacramento State, you have completed that are related to water system operation experience. Attach copies of the certificate(s) of completion, degree(s), or diploma(s).

Degree, Diploma, or Correspondence Course(s)

College or University	Dates attended	Major (Coursework description)	Certificate or Degree Received (AA, BS, Diploma, etc.)

Tennessee Warning

Under Minnesota Statutes, section 13.41, information you provide on this application is private data until the time you are licensed. Once you are licensed, the information becomes public data and will be part of the agency's permanent file.

You are not legally required to provide any of the requested information. Failure to provide the information, however, will result in the denial of your application. Submitting false information is grounds for denying your application or suspending, revoking, or taking other disciplinary action against your credential after it is issued.

While your application is pending, the information you submitted, except your name and address, will not be shared outside of the MDH except as authorized or required by law. In such cases, it may then be shared with other, including the Office of the Attorney General, the Minnesota Department of Revenue and persons contacted for purposes of verification or investigation. If the matter of your credentials becomes contested, the information you submitted in this application may become public. When you become credentialed all information in this application becomes public, except your social security number, which remains private.

I declare that all information provided is true and complete. I hereby acknowledge that I have read and I understand the information above.

Signature _____
 (Do not print) _____ Date _____

9400.0700 CERTIFICATION OF SYSTEM AND FACILITY OPERATORS.

This is only a short summary of the Water Supply System Operator qualifications.

The complete Minnesota Water and Wastewater Treatment Operator Certification Rule is available at [Revisor of Statutes \(https://www.revisor.mn.gov/rules/?id=9400\)](https://www.revisor.mn.gov/rules/?id=9400).

Subp. 2. **Certification in particular class.** An applicant who seeks certification must:

- A. meet the qualifications for one of the classes specified in this part and take and pass an exam; or
- B. meet the requirements for reciprocity under part 9400.1350.

Class A certificate. An applicant for a Class A certificate must:

- A. have been certified as a Class B operator for at least two years; and
- B. have:
 1. a high school diploma or equivalent with at least eight years of experience in the operation, including at least two years as a part of the management, of a Class A or B system; or
 2. (2) a bachelor's degree from an accredited institution in chemical, civil, environmental, mechanical, or sanitary engineering or in a physical or biological science, and submit satisfactory evidence of at least four years of experience in the operation, including at least two years as a part of the management, of a Class A or B system.

Class B certificate. An applicant for a Class B certificate must:

- A. have been certified as a Class C operator for at least one year; and
- B. have:
 1. a high school diploma or equivalent with at least six years of experience in the operation of a Class A, B, or C system; or
 2. a bachelor's degree from an accredited institution in chemical, civil, environmental, mechanical or sanitary engineering or in a physical or biological science, and submit satisfactory evidence of at least two years of experience in the operation of a Class A, B, or C system.

Class C certificate. An applicant for a Class C certificate must:

- A. have a high school diploma or equivalent with at least three have years of experience in the operation of a Class A, B, or C system; or
- B. have a bachelor's degree from an accredited institution in chemical, civil, environmental, mechanical, or sanitary engineering or in a physical or biological science, and submit satisfactory evidence of at least on year experience in the operation of a Class A, B, C, or D system.

Class D certificate. An applicant for a Class D certificate must:

- A. have a high school diploma or equivalent with at least one year of experience in the operation of a Class A, B, C, or D system; or
- B. have satisfactorily completed a postsecondary program of courses in water or wastewater technology approved by the respective agency or department at an accredited institution.

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Certification 651-201-4690
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www.health.state.mn.us

2/1/2018

To obtain this information in a different format,
call 651-201-4700. Printed on recycled paper.