

## Grade 2 & 2A Wastewater Treatment Plant (WWTP) Operator Certification

**Your certification exam application must be received with a \$150 payment to NYWEA. On September 1, 2023, this fee will increase to \$195.00. Your exam application must contain all of the following:**

1. A completed and signed *Application for Approval of Qualifications for WWTP Operator*.
2. A completed and signed (you and your supervisor) *WWTP Operator Statement of Experience*
  - a) You must have at least one (1) year of approved hands-on operations experience to qualify for Grade 2 or 2A certification.
    - i. Grade 2 - at any Grade 2 or higher WWTP with a SPDES discharge permit and a facility point score of 31 or higher.
    - ii. Grade 2A - at any Grade 2A or higher Activated Sludge WWTP with a SPDES discharge permit and a facility point score of 31 or higher.
  - b) Hands-on Experience defined
    - i. Full Time Operator – Minimum 50% hands-on experience in all processes listed on the Statement of Experience Form
    - ii. Non-Operator Title – 1040 hours in all processes listed on the Statement of Experience Form. These hours do not include maintenance, supervision, Lab work (unless analysis is used by operator to make process adjustments), paperwork, building and grounds upkeep, etc. These hours can be listed in a spreadsheet, designated in the timesheet for operator experience, or provided in a different format approved by the operator certification representative.
3. A copy of your high school diploma or transcript, GED, or college diploma or transcript.
4. A copy of your required certification training course completions:
  - a) Basic Operations course
  - b) Basic Laboratory course or letter showing you passed the DEC Laboratory exam
  - c) Grade A Designated Certificates - Activated Sludge course
5. A check or money order (payable to NYWEA) in the amount of \$150 through August 31, 2023. The exam application fee increases to \$195 effective September 1, 2023.
6. Mail the exam application packet to:

**NYWEA  
525 Plum Street, Suite 102  
Syracuse, NY 13204**

**If you have questions, call 315-422-7811, ext. 4**