

Please read instructions at bottom of this table. Contact the Exam Provider (AEP) to sign up for a particular exam date. Click on the underlined name of the authorized exam provider to obtain their exam registration form. Or you may call them at the contact number listed on the schedule to sign up for exams.

## 2017 Operator Exam Schedule.

Updated:9/6/2017



If icon is present, the exam will be administered in a computer lab on workstations; otherwise the exam will be pencil and paper.

Date	Exam Provider	Exam Site	Contact	Location	Seats	Exam Time
31-Mar Exam Full	<a href="#">PA Rural Water Association</a> (PRWA CONFERENCE)	Penn Stater Conference Cntr. 215 Innovation Blvd. State College, PA 16803	814-353-9302 Ext. 103	State College Centre Co.	120	8:00 am – 12:00 pm
6-Apr  Exam Full	<a href="#">Danica Consulting &amp; Sophie Simon</a>	SE DEP Regional Office 2 E Main St. Norristown PA 19401	215-354-5532	Norristown  Montgomery Co.	14	9:00 am – 1:00 pm
11-Apr  Exam Full	<a href="#">PH Environmental</a>	New Stanton DEP Office 131 Broadview Rd. New Stanton, PA 15672	724-850-7417	New Stanton  Westmoreland Co.	15	9:00 am – 1:00 pm
13-Apr  Exam Full	<a href="#">The Water Works Operators Assoc. of PA (WWOAP)</a>	NC DEP Regional Office 208 W 3rd St., Suite 101 Williamsport, PA 17701	dhershey@ hersheyeng.com	Williamsport Lycoming Co.	20	9:00 am – 1:00 pm
18-Apr  Exam Full	<a href="#">PA Water Environment Association</a> (PWEA)	NW DEP Regional Office 230 Chestnut St. Meadville, PA 16335	717-642-9500	Meadville Crawford Co	12	9:00 am – 1:00 pm
20-Apr  Exam Full	<a href="#">Danica Consulting &amp; Sophie Simon</a>	NE DEP Regional Office 2 Public Sq. Wilkes-Barre, PA 18701	215-354-5532	Wilkes-Barre Luzerne Co.	20	9:00 am – 1:00 pm
27-Apr	<a href="#">American Water Works Association</a> <u>AWWA CONFERENCE</u>	Hershey Lodge & Convention Center, Magnolia rooms A-D 325 University Dr. Hershey, PA 17033	717-774-8870	Hershey Dauphin Co.	120	1:00 pm - 5:00 pm
2-May	<a href="#">PH Environmental</a>	Ramada Inn 100 Ramada Inn Dr. Greensburg, PA 15601	724-850-7417	Greensburg Westmoreland Co.	100	9:00 am – 1:00 pm
10-May Exam Full	<a href="#">Thaddeus Stevens College</a>	Thaddeus Stevens College 750 E King St. Lancaster, PA 17602	717-650-5265	Lancaster Lancaster Co.	60	12:30 pm - 4:30 pm
11-May Exam Full	<a href="#">Mike Nelson Consulting</a>	Pine Crest Country Club 101 Country Club Dr. Lansdale, PA 19446	215-354-5532	Lansdale	80	9:00 am – 1:00 pm
16-May	<a href="#">PA Water Environment Association</a> (PWEA)	Holiday Inn 6170 Morgantown Rd Morgantown, PA 19543	717-642-9500	Morgantown	80	9:00 am – 1:00 pm

25-May 	<a href="#">American Water Works Assoc.</a> AWWA	SW DEP Regional Office 400 Waterfront Dr. Pittsburgh, PA 15222	717-774-8870	Pittsburgh Allegheny Co.	24	9:00 am – 1:00 pm
6-Jun 	<a href="#">Mike Nelson Consulting</a>	NE DEP Regional Office 2 Public Sq. Wilkes-Barre, PA 18701	215-354-5532	Wilkes-Barre Luzerne Co.	20	9:00 am – 1:00 pm
Exam Full						
7-Jun	<a href="#">PA Water Environment Association</a> (PWEA) CONFERENCE	Kalahari Resort and Convention Center 250 Kalahari Dr. Pocono Manor PA 18349	717-642-9500	Pocono Manor Monroe Co.	120	9:00 am – 1:00 pm
8-Jun 	<a href="#">The Water Works Operators Association of PA (WVOAP)</a>	SC DEP Regional Office 909 Elmerton Ave. Harrisburg, PA 17110	dhershey@hersheyeng.com	Harrisburg Dauphin Co.	14	9:00 am – 1:00 pm
Exam Full						
15-Jun 	<a href="#">PA Water Environment Association</a> (PWEA)	NW DEP Regional Office 230 Chestnut St. Meadville, PA 16335	717-642-9500	Meadville Crawford Co	12	9:00 am – 1:00 pm
Exam Full						
20-Jun 	<a href="#">PH Environmental</a>	New Stanton DEP Office 131 Broadview Rd. New Stanton, PA 15672	724-850-7417	New Stanton Westmoreland Co.	15	9:00 am – 1:00 pm
Exam Full						
22-Jun 	<a href="#">Mike Nelson Consulting</a>	SW DEP Regional Office 400 Waterfront Dr. Pittsburgh, PA 15222	215-354-5532	Pittsburgh Allegheny Co.	24	9:00 am – 1:00 pm
Exam Full						
27-Jun 	<a href="#">American Water Works Assoc.</a> AWWA	SC DEP Regional Office 909 Elmerton Ave. Harrisburg, PA 17110	717-774-8870	Harrisburg Dauphin Co.	14	9:00 am – 1:00 pm
Exam Full						
6-Jul Exam full	<a href="#">PA Water Environment Association (PWEA)</a>	SW DEP Regional Office 400 Waterfront Dr. Pittsburgh, PA 15222	717-642-9500	Pittsburgh Allegheny Co.	24	9:00 am – 1:00 pm
11-Jul	<a href="#">PH Environmental</a>	Ramada Inn 100 Ramada Inn Dr. Greensburg, PA 15601	724-850-7417	Greensburg Westmoreland Co.	60	9:00 am – 1:00 pm
12-Jul Exam Full	<a href="#">PA Rural Water Association (PRWA )</a>	Park Inn by Radisson Sharon 3377 New Castle Rd. West Middlesex PA 16159	814-353-9302 Ext. 103	West Middlesex Mercer Co.	75	9:00 am – 1:00 pm
18-Jul	<a href="#">Mike Nelson Consulting</a>	Dover Twp. Community Center 3700 Davidsburg Rd. Dover, PA 17315	215-354-5532	Dover York Co.	80	9:00 am – 1:00 pm
26-Jul	<a href="#">Danica Consulting &amp; Sophie Simon</a>	Pine Crest Country Club 101 Country Club Dr. Lansdale, PA 19446	215-354-5532	Lansdale Montgomery Co	80	9:00 am – 1:00 pm
2-Aug 	<a href="#">American Water Works Assoc.</a> AWWA	SC DEP Regional Office 909 Elmerton Ave. Harrisburg, PA 17110	717-774-8870	Harrisburg Dauphin Co.	14	9:00 am – 1:00 pm
Exam Full						
8-Aug 	<a href="#">Danica Consulting &amp; Sophie Simon</a>	SE DEP Regional Office 2 E Main St. Norristown PA 19401	215-354-5532	Norristown Montgomery Co.	14	9:00 am – 1:00 pm
Exam Full						

15-Aug  Exam Full	<a href="#">The Water Works Operators Assoc. of PA (WWOAP)</a>	New Stanton DEP Office 131 Broadview Rd. New Stanton, PA 15672	<a href="mailto:KSolomon@mac.org">KSolomon@mac.org</a>	New Stanton Westmoreland Co.	15	9:00 am – 1:00 pm
17-Aug  Exam Full	<a href="#">American Water Works Assoc. AWWA</a>	NE DEP Regional Office 2 Public Sq. Wilkes-Barre, PA 18701	717-774-8870	Wilkes-Barre  Luzerne County	20	9:00 am – 1:00 pm
23-Aug Exam Full	<a href="#">Thaddeus Stevens College</a>	Thaddeus Stevens College 750 E King St. Lancaster, PA 17602	717-650-5265	Lancaster Lancaster Co.	45	12:00 pm - 4:00 pm
29-Aug  Exam Full	<a href="#">PH Environmental</a>	NE DEP Regional Office 230 Chestnut St. Meadville, PA 16335	724-850-7417	Meadville Crawford Co	12	9:00 am – 1:00 pm
14-Sep	<a href="#">Mike Nelson Consulting</a>	Horsham Community Center 1025 Horsham Rd. Horsham, PA 19044	215-354-5532	Horsham Montgomery	100	9:00 am – 1:00 pm
19-Sep	<a href="#">American Water Works Assoc.</a>	Bedford Elks Country Club 937 S. Richard St. Bedford, PA 15522	717-774-8870	Bedford Bedford Co.	80	9:00 am – 1:00 pm
28-Sep	<a href="#">Danica Consulting &amp; Sophie Simon</a>	Dover Twp. Community Center 3700 Davidsburg Rd. Dover, PA 17315	215-354-5532	Dover York Co.	80	9:00 am – 1:00 pm
4-Oct	<a href="#">PH Environmental</a>	Ramada Inn 100 Ramada Inn Dr. Greensburg, PA 15601	724-850-7417	Greensburg Westmoreland Co.	100	9:00 am – 1:00 pm
11-Oct	<a href="#">Beaver County Community College</a>	BCCC 1 Campus Dr. Monaca, PA 15061	724-480-3567	Monaca Beaver Co.	60	9:00 am – 1:00 pm
19-Oct Exam Full	<a href="#">PA Rural Water Association (PRWA)</a>	The Inn at Reading 1040 North Park Rd. Reading, PA 19610	814-353-9302 Ext. 103	Reading Berks	75	9:00 am – 1:00 pm
26-Oct	<a href="#">Danica Consulting &amp; Sophie Simon</a>	Horsham Community Center 1025 Horsham Rd. Horsham, PA 19044	215-354-5532	Horsham Montgomery	100	9:00 am – 1:00 pm
1-Nov  Exam Full	<a href="#">PA Water Environment Association (PWEA)</a>	NC DEP Regional Office 208 W 3rd St., Suite 101 Williamsport, PA 17701	717-642-9500	Williamsport Lycoming Co.	20	9:00 am – 1:00 pm
7-Nov  Exam Full	<a href="#">The Water Works Operators Assoc. of PA (WWOAP)</a>	SW DEP Regional Office 400 Waterfront Dr. Pittsburgh, PA 15222	<a href="mailto:KSolomon@mac.org">KSolomon@mac.org</a>	Pittsburgh  Allegheny Co.	24	9:00 am – 1:00 pm
16-Nov  Exam Full	<a href="#">Mike Nelson Consulting</a>	SC DEP Regional Office 909 Elmerton Ave. Harrisburg, PA 17110	215-354-5532	Harrisburg  Dauphin Co.	14	9:00 am – 1:00 pm
6-Dec Exam Full	<a href="#">Thaddeus Stevens College</a>	Thaddeus Stevens College 750 E King St. Lancaster, PA 17602	717-650-5265	Lancaster Lancaster Co.	60	12:30 pm - 4:30 pm

All Operators taking exams should read the following:

- DEP's goal is to grant all interested operators the opportunity to register for an exam and to obtain certification.

- **FOR EXAM STUDY MATERIAL, go to the “Preparing for the Exams” webpage at:** [http://www.portal.state.pa.us/portal/server.pt/community/initial\\_certification/21068/preparing\\_for\\_the\\_exams/1242868](http://www.portal.state.pa.us/portal/server.pt/community/initial_certification/21068/preparing_for_the_exams/1242868)
- **To register for a particular exam, contact the “Authorized Exam Provider (AEP)” as listed in the above table (as DEP cannot schedule you for a particular exam date).** The AEP will charge an exam session fee (which varies depending on the exam provider). DEP charges \$35 for each exam session however the operator does not need to pay DEP until they apply for certification or until their fifth exam session. If an operator signs up for a fifth (5<sup>th</sup>) exam, DEP will notify them by letter and a phone call that they must bring a check or money order to the exam.
- **The exams you take will vary depending on your classification and the treatment technology at your system.** Operators need to know the treatment technologies their plant uses so they can take the proper exams to be in compliance. To take the proper exam(s) and receive the appropriate certificate, operators should check with their plant supervisor, NPDES or PWS Permit or DEP sanitarian to obtain the class size of the plant (flows/gallons per day) and/or treatment technologies (subclasses).

	<a href="#">Class</a>	Can combine with <a href="#">Subclass</a>	Part 1 General Exam	Part 2 Technology specific Exam	Stand-alone Exam	Comments
Wastewater	Class A, B, C, and D	1-5	X	X		
Wastewater	Class E (collection system)	subclass 4 ONLY			X (can be taken with Wastewater A, B, C, or D)	Wastewater class E has only one technology subclass (subclass 4).
Drinking Water	Class A, B, C, and D	Subclasses 1-15	X	X		
Drinking Water	Class E (Distribution and consecutive water systems)	Subclasses 7-14			X (can be taken with Drinking water A, B, C, or D)	Drinking Water Class E General Exam can be combined with Technology subclasses 7-14.
Drinking Water	Class Dc	*			X (SHOULD NOT BE TAKEN WITH OTHER EXAMS)	A WDC or WDN certificate is not transferable to a facility that does not meet the criteria. We recommend that operators take the Part 1 General Exam and subclasses and apply for certification so they are not limited to working at a WDC or WDN facility. You cannot upgrade these type licenses. Prior to signing up for the WDC or WDN, contact Cheri Sansoni at 717-772-5158 to verify that you work at a WDC or WDN system. There are very few systems designated as WDN.
Drinking Water	Class Dn	**			X (SHOULD NOT BE TAKEN WITH OTHER EXAMS)	

**Notes:**

For drinking water classes A, B, C and D an operator must pass both the general Exam and a technology-specific subclass exam to become certified. The same rule applies to wastewater classes A, B, C and D. Only standalone exams exist for drinking water classes E, Dc, and Dn as well as wastewater class E.

\* Dc certification must meet following conditions: (1) System serves less than 500 people or has no more than 150 connections (whichever is less), (2) Source of water for the system is exclusively groundwater, (3) Requires only disinfection treatment and (4) is not in violation of DEP regulations. Includes subclasses 11, 12, 13 and distribution.

\*\* Dn certification must meet all the conditions of the WDC except requirement (3) - there must be no treatment.

- **Ensure all information is complete on the registration form.** If you have a client ID, write it on the exam registration form. The client ID is on previous exam results letters or on your operator certificate if you are already certified. Ensure you complete the exam registration form legibly, including your current address, cell and/or work phone number in case Operator Certification needs to contact you regarding the exam session.
- **Operators can take up to 8 tests in one 4-hour exam session.** The exam time on the exam registration form is ONLY a suggested time guideline.
- **If you need to cancel or change exams, contact the exam provider** or DEP’s Operator Certification Program [number](#). No additions/changes will be accepted one week prior to the exam unless Operator Certification

approves them. DEP exam fees will be waived for cancellations within 24 hours of exam or in case of emergency. **You will be charged by the exam provider and DEP if you do not show up to the exam session.**

- **Do NOT contact DEP Operator Certification for your exam scores until one month after the exam.** If you move, you must notify us immediately at the above number or you may not receive your certification paperwork. Operators must keep their address and contact information current with DEP or you will not receive operator paperwork.
- **Operator In Training** - Operators may take exams without experience. The Board will approve as an Operator in Training if you pass the exams and apply. Once you meet the experience requirement, the supervisor needs to write us a letter verifying the experience etc. The certificate will be issued without having to wait for another Board approval.
- **Laboratory Supervisor** - To qualify for this certification, you must take and pass the exam, already be a certified operator and have two years of experience in the testing and analysis of environmental samples for water and wastewater systems. For Laboratory Supervisor qualifications, please contact the Bureau of Labs at 717-346-7200.
- **Upgrade Class Size and/or subclass(es)** - Operators **do not** need to take exams to upgrade the class certificate (size of plant A, B, C, D). Operators **do** need to take subclass exams to upgrade subclass treatment technologies and apply to upgrade your current certificate. To obtain an application for certification upgrade or downgrade contact the [Operator Certification staff](mailto:Operator Certification staff) or download from the webpage at <http://www.elibrary.dep.state.pa.us/dsweb/View/Collection-10763>.
- You can transfer class A, B, C, or D certificates to other facilities as long as your certificate class matches or is higher than the class of the facility where you are employed. To be an available operator, you must have a certificate matching the class size (or higher class size) and subclass(es) of the facility where you are employed.

CONTACT OPERATOR CERTIFICATION STAFF at 717.787.5236 if you have exam and certification questions.