

Before Applying for a Water or Wastewater related license in the State of Georgia You Must Complete the Following:

1. Required Course Work
2. Pass the State Exam
3. Acquire the Necessary Work Experience

The work experience can be acquired before or after taking the Course Work or State Exam, but you must complete steps 1 - 3 before applying for a License.

How To Become A Certified / Licensed Water Treatment Plant Operator In Georgia

The State of Georgia has four certification levels for Drinking Water Treatment Plant Operators. The certification levels are Class I, Class II, Class III & Class IV, with **Class I being the highest certification level**. The level of certification required is determined by the size and type of operation of your drinking water treatment facility and will be stated on your State Drinking Water Permit. The certificates must be obtained in sequence starting with a Class IV or Class III certification. *Note: A Class IV certification is for very small ground water systems, (systems on wells) serving less than 1,000 people.*

If you obtained certification outside the State of Georgia and wish to transfer your certification to Georgia see page 4 for What are the Board's Endorsement (Reciprocity) requirements.

Course Work. Applicants must have completed the required course work prior to taking the examination and provide proof of completion of course work when they submit their application for certificate to the Board. The Board may evaluate, on a case by case basis, post-secondary education to determine satisfaction of the course work requirements.

Training Courses Required Prior to Taking the State Exam		
Certification Level You Wish to Obtain	Required Course Work	GRWA Courses Offered
Class I Water <i>(Highest Level of Certification)</i>	No Additional Course Work Must have Class II water license and required work experience	
Class II Water	48 Hours of Advanced Water Training GRWA offers this training in 12, 24 & 27 hour courses	See our website for a list of Advanced Water Training Courses
Class III Water	40 Hour Basic Water Training	Class III Basic Water Course
Class IV Water	6 Hour Class IV Water Training	Class IV Water

Experience: Applicants must have experience (**On Job Training**) in the actual system operation prior to applying for a license. Work Experience / On Job Training can be done before or after taking the state exam. The amount of experience that is required is dependent upon the applicant's education, as follows:

Operational Experience Required Prior to Applying for A License

Certification Level	Experience with H.S. Diploma or GED	Experience with Accredited A.S. Degree in Biology, Chemistry, Engineering, or an equivalent Degree	Experience with Accredited B.S. Degree or higher in Biology, Chemistry, Engineering, or equivalent Degree, or a current Class I Certificate in Wastewater Treatment
Class I	36 months	30 months	24 months
Class II	24 months	18 months	12 months
Class III	3 months	3 months	3 months
Class IV	1 month	1 month	1 month

Current Certification: Applicants must hold the following certificates before taking an examination for the next level of certification.

Certification Level You Are Trying to Obtain	Required Current Certification
Class I Water	Class II
Class II Water	Class III
Class III Water	No Prior Certificate
Class IV Water	No Prior Certificate

How To Become A Certified / Licensed Wastewater Treatment Plant Operator In Georgia

The State of Georgia has four levels of certification for Wastewater Treatment Plant Operators. The certification levels are Class I, Class II, Class III & Class IV, with Class I being the highest certification level. There is an Industrial Wastewater certification for specialized treatment facilities. The level and type of certification required is determined by the type of operation and discharge of your wastewater treatment facility. Class I – Class IV certificates must be obtained in sequence starting with a Class IV or Class III certification.

**Before Applying for a State Wastewater License You Must Complete the Following:
Required Course Work, Pass the State Exam and Acquire the Necessary Work Experience.**

If you obtained certification outside the State of Georgia and wish to transfer your certification to Georgia see page 4 for What are the Board's Endorsement (Reciprocity) requirements.

Course Work. Applicants must have completed the required course work prior to taking the examination and provide proof of completion of course work when they submit their application for certificate to the Board. The Board may evaluate, on a case by case basis, post-secondary education to determine satisfaction of the course work requirements.

Training Courses Required Prior to Taking the State Exam		
Certification Level You Wish to Obtain	Required Course Work	GRWA Courses Offered
Class I Wastewater (Highest Level of Certification)	No Additional – Must have Class II Wastewater license and required work experience	
Class II Wastewater	48 Hours of Advanced Wastewater Training See GRWA website for a list of courses	See our website for a list of Advanced Wastewater Training Courses
Class III Wastewater	40 Hour Basic Wastewater Training	Class III Basic Wastewater
Class IV Wastewater	6 Hour Class IV Wastewater Training	Class IV Wastewater
Industrial Wastewater	27 Hour Industrial Wastewater Course	27 Hour Industrial WW Course

Experience: Applicants must have experience (**On Job Training**) in the actual system operation prior to applying for a license. Work Experience / On Job Training can be done before or after taking the state exam. The amount of experience that is required is dependent upon the applicant's education, as follows:

Operational Experience Required Prior to Applying for A License

Certification Level	Experience with H.S. Diploma or GED Certificate	Experience with Accredited B.S. Degree or higher in Biology, Chemistry, Engineering, or equivalent Degree, or a current Class I Certificate in Water Treatment
Class I Wastewater	3 years	2 years
Class II Wastewater	2 years	1 year
Class III Wastewater	3 months	3 months
Class IV Wastewater	1 month	1 month
Industrial Wastewater	3 months	3 months

Current Certification: Applicants must hold the following certificates before taking an examination for the next level of certification.

Certification Required Prior to Taking the State Exam

Certification Level You Are Trying to Obtain	Required Current Certification
Class I Wastewater	Class II
Class II Wastewater	Class III
Class III Wastewater	No Prior Certificate
Class IV Wastewater	No Prior Certificate
Industrial Wastewater	No Prior Certificate

How to become a Certified / Licensed Operator in one of the disciplines below:

Water Laboratory for Analyst & Operators • Wastewater Laboratory for Analyst & Operators
Water Distribution System Operation & Maintenance • Wastewater Collection System

The table below outlines the necessary steps to become certified in each of the following

Certification You Wish to Obtain Course Name	Required Course Work Offered by GRWA	Experience Required Before Applying for Your License	Prior Certificate Needed
Water Laboratory for Analyst & Operators	27 Hour Water Laboratory Course	3 Months	None
Wastewater Laboratory for Analyst & Operators	27 Hour Wastewater Laboratory Course	3 Months	None
Water Distribution System Operation & Maintenance	27 Hour Water Distribution System Operation & Maintenance	3 Months	None
Wastewater Collection System	27 Hour Wastewater Collection Course	3 Months	None

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Board Policy: Collection & Distribution Operator Certification

The Georgia State Board of Examiners for the Certification of Water and Wastewater Operators and Laboratory Analysts approved a Policy at its December 13, 2013 Board meeting pertaining to the certification of Collection System and Distribution System Operators. This Policy applies to O.C.G.A. Section 43-5-6 and Board Rule 750-2-.01.

The policy was approved as written below:

“In a distribution system or a collection system, the operator in responsible charge of a system and the crew chief (on-site supervisor) of each distribution and collection crew need to be certified. Other individuals involved in distribution system and collection system maintenance are **encouraged** to gain certification. Any uncertified personnel must work under the direct supervision of the operator in responsible charge or the crew chief (onsite supervisor).”

Georgia Rural Water Association Teaches Backflow Certification & Re-Certification Courses
Check our website for information on Backflow Courses, Water & Wastewater Training Courses

WWW.GRWA.ORG Click on GRWA Training



[How do I apply for an examination?](#)

Applied Measurement Professionals (AMP) administers the Board examinations. Applications can be obtained from at WWW.GOAMP.COM or by calling AMP at (800) 345-6559 to have an application mailed. AMP will automatically send applications for re-examination with failing examination scores. The Exams are **not** given online. Exams are given several times a year at testing centers throughout Georgia. All Exams are computer based. You will receive your exam grade prior to leaving the testing center.

[How long after I take exams do I have to apply for certificate?](#)

You must apply for certificate within 6 months of passing an exam. If you do not apply within 6 months of passing an exam, you will be required to retake the exam.

[How do I apply for Certificate?](#)

AMP will send candidates their passing examination score. Completed applications for certificate, including all required documentation, must be submitted within 6 months after passing the examination. Application may be submitted online at www.sos.ga.gov

Do not take the examination unless you have met the eligibility requirements. This means you must have completed the training and applicable certification requirements for the class and category of examination you are taking prior to the day of the examination. To be eligible to take the Class 1 Water examination, you must hold a Class 2 Water certificate; to take the Class 2 Water examination you must hold a Class 3 Water certificate; to take the Class 1 Wastewater examination, you must hold a Class 2 Wastewater certificate; to take the Class 2 Wastewater examination, you must hold a Class 3 Wastewater certificate. Each prerequisite class of certificate must have been issued to you by the Board prior to the day you take the examination for the next class of certificate. At the examination, you will be required to sign a statement affirming that you have met the eligibility requirements for the class and category of examination you are taking. When you apply for certification after the examination, you will be required to submit to the Board your application, an application fee of \$25.00 (non-refundable), and documentation showing that you have met all of the prerequisite requirements for the examination prior to the day you took the examination. Failure to have met these requirements by the examination day will result in your having to retake and pass the examination again after meeting the prerequisite requirements.

[What are the Board's Endorsement \(Reciprocity\) requirements?](#)

The Board may, upon application, issue a certificate without examination to any person who holds a certificate in good standing issued by another country or by state, territory, or possession of the United States when the following criteria are fulfilled:

- The country, state territory, or possession of the United States has, in the opinion of the Board, requirements substantially similar to those of the Board.
- The applicant must submit a complete application for certificate by endorsement (Application for Endorsement); the application is available for downloading on the Board website www.sos.ga.gov
- An endorsement affidavit form must be completed by the state of certification specifying that the applicant has a current certification and is in good standing.
 - The applicant must submit an application fee of \$100.00 (non-refundable).
 - The applicant must have earned a minimum of a high school diploma or GED certificate.
- **Please Note:** The affidavit should be mailed back to the applicant so the applicant can submit a complete application to the Board office along with all required documentation and application fee. If the Board office does not receive a complete application, the application cannot be processed.

Link for Forms and Applications <http://sos.ga.gov/cgi-bin/plbforms.asp?board=29>