



NEVADA BOARD OF CERTIFICATION FOR WASTEWATER TREATMENT PLANT OPERATORS

Adrian J. Edwards, Chairman • Joe Crim, Jr., Vice Chairman
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Wastewater Course Approval – Submittal Requirements

1. A course outline of the training must be submitted with the written request for approval. The outline must state the topics to be included in the training and indicate the time allotted for each topic of instruction.
2. A list of learning objectives must be submitted with the written request for approval. The written request for approval must specify the essential points of instruction and the method(s) of instruction used to illustrate these points.
A power point presentation and a class syllabus are sufficient for items 1 and 2 so long as the instruction time is clearly indicated.
3. Breaks and lunches are not considered instructional time. Be sure to clearly differentiate instructional time and break times in the course outline.

For on-line training, the following additional information is required:

- How will training certificates be generated?
- What type of competency assessment (i.e. test(s)) is required to pass the course and/or earn credit?
- How is attendance verified?
- How is attendee identity verified?

When completing the application, "Please see attached" may be used, where applicable.

A minimum of one (1) unique login ID and password shall be issued to NWEA at no cost. The login ID and password shall be used for the purpose of accessing the training course(s) and assessment features for evaluation in the approval process. It shall not be used for credit.

Attendees must receive a signed certificate from your program with the attendee's name, the name of the class, the date the course was completed, and the number of hours approved.

Course Qualifiers

1. Must be wastewater related
2. Must not be site/facility, equipment, or vendor specific; must be universally applicable