



State of Maine  
 DEPARTMENT OF HEALTH AND HUMAN SERVICES  
 BOARD OF LICENSURE OF WATER SYSTEM OPERATORS  
 11 State House Station  
 Augusta, Maine 04333-0011  
 TEL: (207) 287-5699 FAX: (207) 287-4172 TTY: (800) 606-0215  
 WEBSITE: [www.medwp.com](http://www.medwp.com) Water Operator Board section

**Application for  
 Licensure of Water Treatment and Distribution System Operators**

***Instructions - Please read carefully before completing this application.***

- 1) Applications for examination must be postmarked no later than the deadline set by the Board (approximately 45 days prior to the examination date). Applications postmarked after that time will be returned.
  - a) Applicants who have taken an exam in the previous year may apply to take the same exam by submitting page 2 of the application with appropriate fees by the postmark deadline.
- 2) Refer to the Rules Relating to the Licensure of Water System Operators (Rules) for general information and specific requirements for each classification level. Copies of the Rules can be found at [www.medwp.com](http://www.medwp.com)
- 3) Show all dates as month and year (example 10/07).
- 4) Additional information may be submitted on 8 ½ x 11 paper.
- 5) Please be sure that your application is **notarized** and that the fee is enclosed before submitting it. **A non-refundable fee of \$70.00 for each examination requested must accompany each application.** *Make checks or money orders payable to: Treasurer, State of Maine.*
- 6) **LICENSE OPTIONS:** Licenses have two disciplines, Treatment and Distribution. A Very Small Water System license includes both disciplines. Operator-in-Training (OIT) licenses are available at all levels and disciplines for applicants with less than the required experience. Applicants for standard licensure must meet experience requirements. Review of experience will determine status. Licenses may be acquired through examination or reciprocity.
- 7) **EXAM OPTIONS:** The total time allowance for multiple exams in one day is 5 hours.
  - a) Sequential option- each level of exam must be successfully passed to achieve the next level of license. Multiple levels may be taken in the same exam cycle.
  - b) Direct Entry option has 100 questions for the level of exam plus additional questions from each lower level exam. It is not necessary to have passed a lower level exam to sit for a higher level with the direct entry option.

Examination type	Number of questions			Experience required – See Rules referred to in #2 Operator –in-Training available for all levels, no minimum experience requirement.
	Sequential	Direct Entry	Time allowed	
Very Small Water System	50	Not applicable	3 hours	Six months
Class I	100	Not applicable	3 hours	1 year
Class II	100	120	3 hours	2 years
Class III	100	150	3 / 4 hours	3 years
Class IV	100	180	3 / 4 hours	4 years

**To complete form:** 1. Select Level of licensure 2. Select discipline Treatment, Distribution or both. 3. Select sequential or Direct Entry Option

- 8) **RECIPROCITY:** Any applicant holding a valid license or certificate in another state or country may apply for “Reciprocity” and may be issued a Maine license in a comparable classification without examination. Education and experience requirements must meet Maine requirements. Reciprocity is granted on an individual basis. The fee for Reciprocity is \$70.
- 9) **EDUCATION: A minimum of a high school diploma or GED is required.** For additional education credit beyond high school, show all education related to water treatment, distribution and related fields. If no degree or certificate was issued, attach transcripts of courses completed. For Grandfathered operators without a diploma or equivalent please attach and *Application for Exemption to the Requirement for High School Diploma or Equivalent.*
- 10) **EXPERIENCE:** List most recent employment first. Be sure to describe exactly what your duties and responsibilities were in each position.

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## Application for Licensure of Water Treatment and Distribution System Operators

Complete all requested information completely and neatly. Incomplete or illegible forms will be returned.

Date of Application \_\_\_\_\_

I \_\_\_\_\_ do hereby apply for licensure as a Water System Operator in the State of Maine under 90 - 429 CMR 1.  
*(Print Name in full - as to appear on license)*

### General Information

Mailing Address: (Street) _____ (City/Town) _____ (State) _____ (Zip) _____	
Telephone: _____	e-mail _____
Name of Public Water System(s) Employed by: _____	Business Telephone: _____
Business Mailing Address: (Street) _____ (City/Town) _____ (State) _____ (Zip) _____	
Address for sending License and notices: <input type="checkbox"/> Home <input type="checkbox"/> Business	
Are you currently licensed as a water operator in Maine? <input type="checkbox"/> YES <input type="checkbox"/> NO	
If yes: License (Operator ID) No. _____ Classification _____ Expiration Date: _____	

### Examination

**Please choose examination options below. Refer to the instructions on page 1 for option descriptions**  
 Please check all appropriate boxes. VSWS requires 2 checks Classes require 3 checks

Level of license	License Discipline		Examination Type	
	Treatment	Distribution	Sequential	Direct Entry
Class I	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Class II	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Class III	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Class IV	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Very Small Water System	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Cost:** Number of Exams \_\_\_\_\_ x \$70.00 each = \_\_\_\_\_

Examination date and location requested: \_\_\_\_\_

For Board Use Only	Standard Lic.	OIT Lic
Payment Received:	Check #	Date

### Reciprocity



