

# HOW TO APPLY WW OPERATOR CERTIFICATION

To apply for certification, an applicant needs to submit a completed application form and pay a nonrefundable fee to the Nevada Division of Environmental Protection (NDEP). A fee will be charged for returned checks. Also, an applicant must submit initial education requirements to NWEA Program Administrator. Exams are offered as written and computerized.

## Where can I find application forms?

You can access forms by going to our website, [www.nvwea.org](http://www.nvwea.org).

Click on "Certification" tab and select "Applications".

## Where do I turn in my educational requirements?

All educational requirements must be turned into the NWEA Program Administrator.  
775-465-2045  
[certification@nvwea.org](mailto:certification@nvwea.org)

Applications must be postmarked no later than 30 days prior to the posted examination date. Upon approval of the application, the applicant will be notified of the approval and the available examination dates and locations. The Board reserves the right to deny an application for certification if the Board determines that any requirement for such certification is not met.

You may access the NDEP e-payment portal at <https://epayments.ndep.nv.gov/>. The system requires a checking or credit card account from which to draw funds. Once on the website, setup an account, click on "Pay an application fee", choose "Water Pollution Control", and select "Wastewater Operator Certification Program". Enter fee amount, update contact information and choose e-check (free) or credit card (2.5% service fee). A receipt will be sent to your email.

## Where do I turn in my application?

Application for Wastewater Treatment Plant Operators Grade I - IV must be turned in to Nevada Division of Environmental Protection (NDEP).

# HOW TO APPLY NON-REGULATORY CERTIFICATIONS

To apply for certification, an applicant needs to submit a completed application form and pay a nonrefundable fee to the Nevada Water Environment Association (NWEA). A fee will be charged for returned checks. Also, an applicant must submit initial education requirements to NWEA Program Administrator. Exams are offered as written and computerized.

## Where can I find application forms?

You can access forms by going to our website, [www.nvwea.org](http://www.nvwea.org).

Click on "Certification" tab and select "Applications".

## NWEA Program Administrator Contact Information

775-465-2045  
[certification@nvwea.org](mailto:certification@nvwea.org)

Applications must be postmarked no later than 30 days prior to the posted examination date. Upon approval of the application, the applicant will be notified of the approval and the available examination dates and locations. The Board reserves the right to deny an application for certification if the Board determines that any requirement for such certification is not met.

To apply for a non-regulatory certification exam, all educational requirements and the application form must be turned in to NWEA. You can mail application form and fees to:

PO Box 98235  
Las Vegas, NV 89193  
775-465-2045  
[certification@nvwea.org](mailto:certification@nvwea.org)

## Where do I turn in my application?

Application for all non-regulatory programs Grade 1 - 4 must be turned into the NWEA Program Administrator.