

Renewal

Water and Wastewater Operator Certificate of Qualification

Alberta Environment and Parks (AEP) Water and Wastewater Operator Certificate of Qualification must be renewed every three years to ensure that the operator continues to meet Certification Program requirements in a satisfactory fashion. Conditional Certificates are **not renewable**.

There are two options to choose from to renew a certificate.

1. With Current Experience

- An operator must obtain a minimum of twelve months of operating experience in the previous three years **and** must obtain an appropriate number of Continuing Education Units (CEUs) (see below**) **during** the three-year renewal period.

For renewal purposes only, remote process control experience is gained at a **maximum** of 1/3 of the experience requirement.

2. Without Current Experience*

***Option #2 can only be used a maximum of two consecutive times.**

If an operator does not have current experience, there are two options to choose from:

- Continuing education:** An operator must obtain a minimum of 7.2 CEUs **during** the three-year renewal period; or
- Re-examination:** An operator may re-write the certification exam at the appropriate category and level. The rewrite must be in

November of last year of renewal. The deadline for a rewrite request is September 20th.

CEUs must be relevant, must be obtained during the three-year renewal period and must be approved.

CEUs cannot be stocked piled or carried over from one renewal period to another. A list of courses approved for CEUs is available on the Resource tab in Compliance 365.

Failure to complete the required information on a renewal application will constitute grounds for rejection of a request and inactivation of the certificate.

**If certified at Small System, an operator must obtain a total of 0.6 CEUs during the three-year renewal period.

**If certified at Level I or Level II, an operator must obtain a total of 3.6 CEUs during the three-year renewal period.

If certified at Level III or Level IV, an operator must obtain 3.6 CEUs **Per Certification Discipline. (Discipline is defined as either "Water" or "Wastewater" – **minimum** CEUs 7.2). If an operator obtains an additional Level III certification category that puts the operator into requiring 3.6 CEUs per certification discipline, in the last year of his certificate period, the requirement of 7.2 CEUs will be dropped to 3.6 CEUs for the first renewal period only.