



How to Renew Your Drinking Water or Wastewater Operator Certification

Submit your renewal online and save 50 percent off your certification renewal fee.

Renewal application fee:

\$50 if renewed through the cabinet Web site.

\$100 if not renewed through the cabinet Web site.

Renewal late fee:

\$250 plus the renewal fee.

Certification fees are non-refundable.

Application for certification renewal can be located in the [DEP forms library](#).

Instructions for renewing a certification online can be located at www.dca.ky.gov/certification.

Additional information regarding the operator certification program may be obtained by visiting the program's Web site at www.dca.ky.gov/certification.



Duration of Certificates

Drinking water treatment and distribution certifications, except for limited certifications, shall be issued with a common expiration date of June 30 of even-numbered years, and shall remain valid until that date, unless suspended, revoked or replaced by a higher classification certificate before that date. Certificates issued between January 1 and June 30 of an even-numbered year will be issued to include the next two (2)-year renewal period. If a certified drinking water operator fails to renew a certificate, the certificate shall terminate one (1) year after its expiration date.

Wastewater treatment and collection system certifications shall be issued with a common expiration date of June 30 of odd-numbered years, and shall remain valid until that date, unless suspended, revoked, or replaced by a higher classification certificate before that date. Certificates issued between January 1 and June 30 of an odd-numbered year will be issued to include the next two (2)-year renewal period. If a certified wastewater operator fails to renew a certificate, the certificate shall terminate if not renewed on or before December 31 of the year the certification expired.

Certified operators with expired certificates shall not be in responsible charge of a drinking water or wastewater facility.



Continuing Education Requirements

401 KAR 8:030 requires certified drinking water treatment and distribution system operators to obtain board-approved continuing education hours prior to applying for renewal. A reference chart is located on the back page of this document. The requisite training shall be completed for each renewal during the two (2)-year period immediately prior to the certificate expiration date. Certified operators holding separate treatment and distribution certificates shall complete the training hours for recertification required only for the highest certificate in lieu of the continuing education requirements specified for both certificates.

401 KAR 11:050 requires wastewater treatment and collection system operators to obtain cabinet-approved continuing education hours prior to applying for renewal. A reference chart is located on the back page of this document. Training hours shall expire two (2) years from the date earned. Certified operators holding both a treatment and a collection certificate shall complete the required number of cabinet-approved training hours for the highest certificate held in lieu of completing the required number of continuing education hours required for both certificates.

Reminder—Continuing education hours earned prior to certification shall not count toward certificate renewal.

certifying **Professionals**

How to Renew Your Drinking Water or Wastewater Operator Certification— Continued



Certificate Renewal Process

A certified operator (excludes OIT certificates) may renew a certification without an examination provided that the operator has:

- Accumulated the required continuing education training prior to submitting the renewal application; and
- Submits a completed Application for Certification Renewal form and the renewal fee to the cabinet or has renewed the certification electronically on the cabinet's Web site.

A certified operator who is designated an Operator in Training may renew a certification without examination if the operator has:

- Satisfied the continuing education requirements;
- Has earned one (1) year of operational experience; and
- Submits a completed Application for Certification Renewal form and the renewal fee to the cabinet or has renewed the certification electronically on the cabinet's Web site.

A terminated certification shall not be renewed.

Drinking Water Operator Certification Continuing Education Requirements

Certification Level	Continuing Education Hours Required	Certificate Duration
Limited (only available for operators working for a school water treatment plant or for a semipublic water supply)	No continuing education required	Limited certificates shall expire on June 30 of each year. The cabinet shall renew the limited certificate upon receipt of the renewal application.
Class I and II	12 hours	Certificate terminates if not renewed one (1) year after its expiration date.
Class III and IV	24 hours	Certificate terminates if not renewed one (1) year after its expiration date.

Wastewater Operator Certification Continuing Education Requirements

Certification Level	Continuing Education Hours Required	Certificate Duration
Limited (only available for operators working for a school wastewater treatment plant and collection system)	12 hours	Certificates shall terminate if not renewed on or before December 31 of the year the certification expired.
Class I-OIT	12 hours	Certificates shall terminate on July 1 of the renewal year if the certified operator did not earn 12 hours of continuing education and one (1) year of experience.
Class I and II	12 hours	Certificates shall terminate if not renewed on or before December 31 of the year the certification expired.
Class III and IV	24 hours	Certificates shall terminate if not renewed on or before December 31 of the year the certification expired.