

**Florida Water & Pollution Control Operators Association
Region VII**

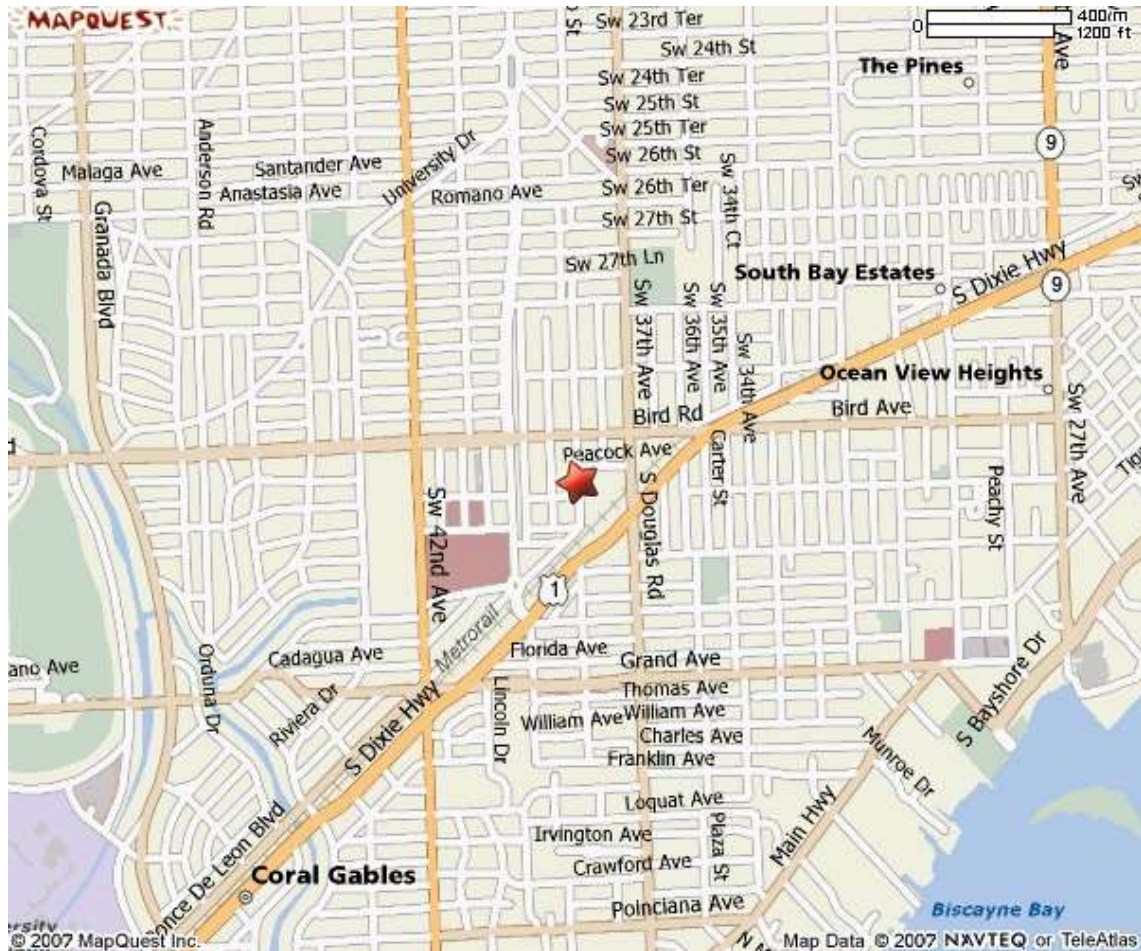


Miami-Dade County Short School

February 19 – March 4, 2019

SCHOOL LOCATION:

Miami-Dade Water & Sewer Department
Douglas Road Building, Rooms 156A & B
3071 SW 38th Avenue
Miami FL 33146



CERTIFICATION COURSES (See the course application included with this document for certification qualifications):

Wastewater Collection System Operator C
Wastewater Collection System Operator B

COURSE SCHEDULE:

Tuesday – Friday, February 19 – 22, and
Monday – Thursday, February 25 – 28, 2019
6:00 – 9:30 p.m. each night for eight (8) nights
Certification exam on Monday, March 4th, at 6:00 p.m.

TUITION FEES:

Course & Exam: \$225 for FW&PCOA members, \$255 for non-members
Exam Only: \$80 for FW&PCOA members and non-members

FULL REFUND OF THE TUITION FEE GIVEN ONLY IF THE COURSE IS CANCELED!

COURSE BOOKS:

Each student is responsible for acquiring the two (2) course books prior to the start of school. The following links provide ordering information.

Operation and Maintenance of Wastewater Collection Systems, Volume 1.
<http://www.owp.csus.edu/courses/wastewater/operation-and-maintenance-of-wastewater-collection-systems-vol-1.php>

Operation and Maintenance of Wastewater Collection Systems, Volume II.
<http://www.owp.csus.edu/courses/wastewater/operation-and-maintenance-of-wastewater-collection-systems-vol-ii.php>

Note: Students attending the Wastewater Collection B course should already have the course books from the C course.

COURSES:

Region VII provides qualified instructors to teach the course material. Unlike correspondence courses, the instructors are available in person to answer student questions and to help students understand the course material. Region VII's goal is to have each student pass the end-of-course certification examination. We will not, however, "teach the exam."

Students must obtain the course book(s) before school and read the respective chapter(s) in the book before each class. Region VII provides a course schedule in this package for students to follow. Bring questions and topics to class for the instructor to discuss. Bring a calculator with you for the arithmetic class.

Please be respectful to the instructors, as they are giving their time for your benefit. Arrive on time to class, no loud talking or unruly behavior, and no cell phone calls in the classroom.

COURSE ATTENDANCE REQUIREMENT:

Region VII determines student attendance using a sign-in sheet. Each student must sign the attendance sheet each night. Instructors reserve the right to audibly call attendance at any time during the class, especially after a break. It is

strongly recommended that students attend all classroom sessions, to gain the greatest learning experience!

Students who miss more than four (4) hours of classroom time will not receive an Attendance Certificate and will not have access to the end-of-course exam – no exceptions!

CERTIFICATION EXAM:

LOCATION: Miami-Dade Water & Sewer Department
Douglas Road Building, Room 156A
3071 SW 38th Avenue
Miami FL 33146

SCHEDULE: March 4, 2019
6:00 p.m.

The end-of-course exam is a closed-book exam. Do not bring books or other materials into the exam area. You may bring a calculator for the math portion of the exam, but **YOU MAY NOT USE YOUR CELL PHONE AS A CALCULATOR!**

As a courtesy to all students taking the exam, please silence your cell phone before entering the exam room. Cell phones will not be allowed on the tabletop – they must be placed in your pocket, on your belt, in your purse or on the floor. **You may not make or receive phone calls during the exam – no exceptions!**

To receive an exam, you must present a photo ID to the exam proctor. This may be either a driver's license or employer-issued ID.

Each exam is comprised of 100 multiple-choice questions. There is only one best answer per question. Marking multiple answers for a question will result in the student getting the question wrong. A student must correctly answer 70% or more of the exam questions to pass the exam.

APPLICATIONS:

Please use the application form included in this package. Neatly complete the application (print or type) following the instructions provided. You must include copies of documents required by the application. Remember to sign the application, and have your supervisor sign the application.

Send the completed application, with attachments, by one of the following methods:

BY MAIL: FW&PCOA Region 7
PO Box 813520
Hollywood, FL 33081-3520

BY EMAIL: 07-treasurer@fwpcoa.org

BY FAX: (321) 383-9691

Registration for the courses and exams offered at this school may be done on-line at www.fwpcoa.org/2019MiamiDadeSchool. You must complete and submit an application form.

Enrollment in the school is on a first-come, first-served basis and is limited to 25 students per course.

Region VII must receive all applications by Friday, February 1, 2019.

Student applications for the Wastewater Collection C course or exam must have a copy of the applicant's high school diploma or GED attached. Applications without the document will be returned and the student will not be enrolled!

Region VII reserves the right to refuse incomplete or illegible applications and applications postmarked after the application deadline. Region VII may cancel courses with inadequate enrollment.

Thank you for your interest in attending Region VII's school. We look forward to seeing you at the school!



**WASTEWATER COLLECTION
B & C**

**APPLICATION
AND
COURSE SCHEDULES**



Florida Water & Pollution Control Operators Association
A Non-Profit Association Serving Water & Wastewater Professionals in the State of Florida

**VOLUNTARY CERTIFICATION APPLICATION FORM
WASTEWATER COLLECTION**

LOCATION OF SCHOOL: Miami-Dade County Short School DATES OF SCHOOL: February 19 – March 4, 2019
ADDRESS: MDWASD Douglas Road Building 3071 SW 38th Avenue Miami, FL 33146

- * THE APPLICATION MUST BE COMPLETED AND RETURNED TO FW&PCOA REGION VII.
- * THE APPLICATION WILL BE RETURNED IF ALL NECESSARY DOCUMENTATION IS NOT ATTACHED - SEE PAGE #2 FOR THE DOCUMENTS REQUIRED FOR EACH CERTIFICATION CLASS.
- * THE APPLICATION MUST BE SIGNED BY YOU AND YOUR SUPERVISOR.

APPLICATION MUST BE RECEIVED BY FW&PCOA REGION VII BY FEBRUARY 1, 2019.

NAME: _____ Last 4 digits of SS#: _____

MAILING ADDRESS: _____
(House Number) (Street/Ave) (Apt #)

(City) (County) (State) (Zip)

Work Phone: () _____ Fax: () _____

Employer: _____ Job Title: _____

Email Address: _____

PLACE AND "X" NEXT TO THE APPROPRIATE LEVEL OF TRAINING AND/OR EXAM:

Wastewater Collection C: _____ course & exam _____ exam only*
Wastewater Collection B: _____ course & exam _____ exam only*
*** YOU MUST ATTACH A COPY OF YOUR COURSE ATTENDANCE CERTIFICATE FOR EXAM ONLY!**

EXAMS REQUIRE "HANDS-ON" EXPERIENCE: MUST BE VERY SPECIFIC TO WASTEWATER COLLECTION SYSTEM OPERATIONS. IF SPECIFIC JOB DUTIES ARE NOT LISTED, APPLICATION WILL BE RETURNED. Examples of specific job duties: CCTV inspection, main line cleaning, lift station maintenance/repair, line stoppage clearing, installing/repairing laterals and cleanouts, etc.
Use an additional sheet of paper if necessary.

List all Employers where Wastewater Collection experience is gained. Phone number must be included

Employer: _____ Phone: () _____

Dates of Employment: _____

Specific Job Duties: _____

Employer: _____ Phone: () _____

Dates of Employment: _____

Specific Job Duties: _____

LIST CURRENT HIGHEST WATER/RECLAIMED WATER/WASTEWATER/STORMWATER CERTIFICATIONS HELD:

Certification Type: _____ Class: _____ Certificate #: _____ Date Issued: _____
Certification Type: _____ Class: _____ Certificate #: _____ Date Issued: _____

STUDENTS ARE RESPONSIBLE FOR PURCHASING THEIR OWN TEXTBOOKS (MOST RECENT EDITION REQUIRED). All levels require the textbooks "Operation and Maintenance of Wastewater Collection Systems, Volumes I and II." Textbooks may be purchased from the Office of Water Programs, CSU – Sacramento; 6000 J St., Sacramento, CA 95819; Phone (916) 278-6142; fax (916) 278-5959. Website: <http://www.owp.csus.edu/courses/wastewater.php>

CERTIFICATION EXAMS: The intermediate B level and basic C level exams will be given by the Voluntary Certification Board on a specified exam date. The board will issue an FW&PCOA Certification Certificate when all criteria have been satisfied. Applicants who meet the following qualifications may sit for an exam.

QUALIFICATIONS FOR CERTIFICATION EXAMS:

CLASS C: (A) Must be at least 18 years of age. (B) Must furnish evidence of having a high school diploma or equivalent. (C) Must have accumulated at least 1 year (2,080 hours) of actual "Hands-On" experience. (D) Must furnish evidence of having completed the FW&PCOA Class C Technology training course. (E) Must pass the C level written exam.

CLASS B: (A) Must have an FW&PCOA Class C Certification. (B) Must have accumulated 3 years (6,240 hrs.) of actual "Hands-On" experience. (C) Must furnish evidence of having completed the FW&PCOA Class B Technology training course. (D) Must furnish evidence of having an up-to-date Standard First Aid **or** CPR card. (E) Must pass the B level written exam.

***Request for an Oral Exam:** Medical documentation that is in agreement with the Americans with Disabilities Act (ADA) must be provided. _____ **YES:** I request to take an oral exam, documentation is attached.

***NOTE: FALSE OR INCORRECT INFORMATION PROVIDED ON THIS APPLICATION FORM AND ACKNOWLEDGED AS BEING TRUE AND CORRECT BY THE SUPERVISOR AND APPLICANT SIGNATURES WILL RESULT IN AN ETHICS HEARING THAT COULD RESULT IN THE SUSPENSION OR REVOCATION OF ANY AND ALL EXISTING CERTIFICATION HELD BY EITHER PARTY EXECUTING THIS DOCUMENT.**

SUPERVISOR'S VERIFICATION: By signing this application form I **AFFIRM** that I have reviewed the completed form and **CERTIFY** that to the best of my knowledge it is true, complete and accurate. I recommend that the applicant be considered for certification by the FW&PCOA Voluntary Certification Board.

Supervisor's Signature: _____ Title: _____

Printed Name: _____ Phone: _____

APPLICANT'S VERIFICATION: By signing this application form, I certify that the information contained in this application is true, complete and accurate.

Applicant's Signature: _____ Date: _____

FEES (Payable to FW&PCOA Region 7):

FW&PCOA Member: \$225.00 Non-Member: \$255.00 Exam Only: \$80.00

CHECK ONE: _____ Payment made on-line at www.fwpcoa.org
_____ Payment enclosed or attached

SEND Pages 1 and 2 of the completed application, with attachments, by one of the following methods:

BY MAIL: FW&PCOA Region 7
PO Box 813520
Hollywood, FL 33081-3520

BY EMAIL: 07-treasurer@fwpcoa.org

BY FAX: (321) 383-9691



Florida Water & Pollution Control Operators Association

A Non-Profit Association Serving Water and Wastewater Professionals in the State of Florida

FW&PCOA – Region VII Short School

Course: Wastewater Collection B

February 19 – March 4, 2019

Class Location:	Miami-Dade Water & Sewer Department Douglas Road Building, Rooms 156A & B 3071 SW 38th Avenue Miami FL 33146
Class Dates:	Tuesday – Friday, February 19 – 22, and Monday – Thursday, February 25 – 28, 2019 PLEASE SIGN IN EACH NIGHT**
Class Time:	6:00 p.m. – 9:30 p.m. each night
Exam Date & Time:	Monday, March 4, 2019, starting <u>promptly</u> at 6:00 p.m.

Date	Course Curriculum – Wastewater Collection B	Chapter(s)	Contact Hours
2/19/2019	Wastewater Collection Systems Part I; Purpose, Components and Design	3 (6th Edit) 2 (7th Edit)	3.5
2/20/2019	Wastewater Collection Systems Part II; Construction, Inspection and Testing	5 (6th Edit) 4 (7th Edit)	3.5
2/21/2019	Lift Stations/Equipment Maintenance	8 & 9	3.5
2/22/2019	Inflow/Infiltration Sewer Rehabilitation	10 10	1.0 2.5
2/25/2019	Advanced Math Calculations	Vol I Math Appendix	3.5
2/26/2019	Administration/Organization for Collection System Operators	12 & 13	3.5
2/27/2019	Safety/Survival Program for Collection System Operators	11	3.5
2/28/2019	Florida Rules	FAC 62- 604	3.5

**** Students are expected to attend all classroom sessions. Students that fail to meet attendance requirements will not receive an attendance certificate and will not be allowed to take the end of course exam.**



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FW&PCOA – Region VII Short School

Course: Wastewater Collection C

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Miami FL 33146

Class Dates: Tuesday – Friday, February 19 – 22, and
Monday – Thursday, February 25 – 28, 2019
PLEASE SIGN IN EACH NIGHT**

Class Time: 6:00 p.m. – 9:30 p.m. each night

Exam Date & Time: Monday, March 4, 2019, starting promptly at 6:00 p.m.

Date	Course Curriculum – Wastewater Collection C	Chapter(s)	Contact Hours
2/19/2019	Application of Arithmetic	Vol I Math Appendix	3.5
2/20/2019	Wastewater Collection Systems - Purpose, Components, Design, Construction, Inspection and Testing	2	3.5
2/21/2019	Underground Repair	6	3.5
2/22/2019	Inspecting and Testing Collection Systems	4	3.5
2/25/2019	Pipeline Cleaning and Maintenance	5	1.5
	Introduction to Cross-Connection Control	N/C	2.0
2/26/2019	Sewer Rehabilitation	10	3.5
2/27/2019	Safe Procedures	3	3.5
2/28/2019	Lift Stations/Equipment Maintenance	8 & 9	3.5

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