



Utility Management Certification Application Instructions

The Utility Management Certification is designed to take into account education, experience and training. The minimum requirement for eligibility is 100 points.

Application Information:

A phone number and email address is required. Other information is required to facilitate news releases upon your successful completion and award of the "Utility Management Certification" designation. Documentation for all points claimed is required (e.g., copies of transcripts, diplomas, course certificates, copies of current certifications, and/or letters from employers confirming employment capacity).

A minimum of 100 points is required for eligibility in this program.

Education: 10 points are awarded for each qualification in the left column. Include required information and tabulate in the *Total Points* column on the right.

Direct management/operations of a water and/or wastewater utility: 10 points are awarded for each year of direct management or operation of a water and/or wastewater utility. A maximum of 60 points is allowable for this category.

Water University "UMC" specific training course: 10 points are awarded if you attended a "Utility Management Certification" specific training course sponsored by Alaska Rural Water Association.

Training received in last 2 years: 1 point per hour of training received is awarded in this category. The training is required to be specific to water and wastewater utility management or operations.

Water and/or Wastewater Certifications: 10 points for each state-issued water and/or wastewater certification is awarded in this category.



Fees: The application and exam fee is \$250.00 and must be received prior to authorization for testing.

Mail the application and fees to: *Alaska Rural Water Association, 1075 Check Street, Suite 106, Wasilla, AK 99654.*

We strongly encourage the use of the Water Utility Management Training Guide. Include an additional \$65.00 (\$55 + \$10 shipping & handling) for this option and the Training Guide will be sent to you.

Water University Utility Management Certification Application

PLEASE TYPE OR PRINT. Complete the entire application and sign at the bottom. Mark N/A if a question does not apply.

 	Name (Last, First, Middle):				
Street Address:					
City	State	Zip Code	Email Address		
Contact Phone Number:	Name of Utility You Are Employed By		Population Served		
Position With Utility	Primary Responsibility <input type="checkbox"/> Water <input type="checkbox"/> Wastewater <input type="checkbox"/> Both		Years Employed By This Utility		
Qualification	Information	Multiplier	Point Factors	Total Points	
High School Diploma or GED	Graduated <input type="checkbox"/> Yes <input type="checkbox"/> No	Name of High School _____ if yes	1 if yes	X 10	
AA Degree:	Name of Degree	Received From _____ degrees	_____ degrees	X 10	
Bachelors Degree	Name of Degree	Received From _____ degrees	_____ degrees	X 10	
Masters Degree or Higher	Name of Degree	Received From _____ degrees	_____ degrees	X 10	
Direct Management or Operation of a Water and/or Wastewater Utility	Year(s) From: To:	Name of Utility _____ years	_____ years	X 10	
Water University "UMC" Specific Training Course	Date of Course	Location of Course	1	X 10	
Training Received in Last 2 Years	Date Received	Location	_____ hours	X 1	
Water and/or Wastewater Certifications	Type of Certifications	Water or Wastewater	_____ (number of certifications)	X 10	
Total Points (A minimum of 100 points is required)					

I certify the above is correct and true to the best of my knowledge: _____
Signature
Date