



State of New Jersey  
DEPARTMENT OF ENVIRONMENTAL PROTECTION

**CHECKLIST**

**Water and Wastewater Operator Licensing Examination Application**

- Application - submit only revised form ADM-035 dated **11/18** (older versions will be returned)
- SOQ - submit only revised form ADM-035A dated **11/18** (older versions will be returned)
- SOQ - must be signed by the Licensed Operator in Charge
- Application is postmarked by applicable exam closing date (February 1, June 1, or September 1)
- Complete Social Security Number
- Actively monitored email address for notifications
- Enclose check or money order for \$70 fee for each exam type requested
- Provide proof of highest completed education (include w/ every application)
  - High School Diploma or Transcript
  - College Associate/Bachelor's Degree or Transcript
- Photocopy of Certificate of Completion for required courses (include w/ every application)
  - Introduction to Water and Wastewater (any Class 1 license)
  - Advanced Wastewater (Class S)
  - Advanced Collections (Class C)
  - Advanced Water (Treatment & Distribution - T/W)
  - Industrial Course (N)

**If courses were obtained via California State Sacramento Correspondence:**

T1: Water Treatment Plant Operations Volume I

T2: Water Treatment Plant Operations Volume I and Volume II  
Utility Management

W1: Water Distribution System Operation and Maintenance

W2: Water Distribution System Operation and Maintenance  
Utility Management

S1: Operation of Wastewater Treatment Plants Volume I

S2: Operation of Wastewater Treatment Plants Volume I & II  
Advanced Waste Treatment  
Utility Management

C1: Operation & Maintenance of Wastewater Collection Systems Volume I

C2: Operation & Maintenance of Wastewater Collection Systems Volume I & II  
Utility Management

N1-N4: Industrial Waste Treatment Volume I & II  
Utility Management

- Applicant signature and date

**Incomplete applications will be returned without review by the Board of Examiners**

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