



Georgia's Premier Environmental  
Training Facility

Georgia Water and  
Wastewater Institute  
511 Stadium Drive  
Carrollton, GA 30117

## Steps to Obtaining a GA Wastewater Treatment Operator License

Phone: 770-214-0153  
Fax: 770-214-0219  
www.gwwi.org

### Step 1: Determine which level of certification you need

The level of certification required is determined by the size and operation of your wastewater treatment facility. In Georgia, all certificates must be obtained sequentially. This means that every operator in Georgia either starts at Class IV or Class III. According to GA Rules for Water Quality Control 391-3-6-.12, the Class IV level is reserved for operators of "Biological, waste stabilization ponds and constructed wetlands". The Class IV certification does not apply to industrial or industrial pretreatment facilities. If you are working at an industrial or industrial pretreatment facility, please see the "Steps to Obtaining a GA Industrial Operator License". The table below summarizes the current certification required prior to taking an examination for the next level of certification.

Certificate Applied For	Current Certificate
Class IV	No prior certificate required
Class III	No prior certificate required
Class II	Class III
Class I	Class II

### Step 2: Obtain Experience

According to GA Board Rules<sup>1</sup> 750-3.04, the applicant "must have completed experience in the actual system operation prior to taking an examination." The amount of experience required for each classification level is listed in the table below.

Certification Level	Experience required with H.S. Diploma or GED Certificate	With Accredited B.S. Degree or higher in Biology, Chemistry, Engineering, or equivalent Degree, or a current Class I certificate in Wastewater Treatment
Class IV	1 month	1 month
Class III	3 months	3 months
Class II	2 years	1 year
Class I	3 years	2 years

Note that regardless of education or current certification, everyone must have 3 months of prior experience before taking the Class III exam.

# ▶ Steps to Obtaining a GA Wastewater Treatment Operator License (continued)

## Step 3: Obtain Training

According to GA Board Rules<sup>i</sup> 750-3.04, the applicant “must have completed the required course work prior to taking the examination and provide proof of completion of course work when they submit their application for certificate to the Board.” The course work requirements for each classification level are listed below, as well as the GWWI course that will satisfy that requirement.

Certification Level	Required Course Work	Equivalent GWWI Course
Class IV	6 hours basic water operator course work	Class IV Wastewater Treatment
Class III	40 hours basic water operator course work	Class III Wastewater Treatment
Class II	48 hours of advanced water operator course work	Class II Wastewater Treatment and either Class II Wastewater Laboratory or Wastewater Laboratory Analyst
Class I	No required course work	

You can check the GWWI course schedule and sign-up for GWWI courses at [www.gwwi.org](http://www.gwwi.org) or by calling 770-214-0153.

## Step 4: Take and Pass the State Examination

Please note that Georgia law requires that steps 2 and 3 be accomplished **prior** to taking the exam. While many people accomplish step 2 before step 3, this is not required.

The applicant must register for the exam through Applied Measurement Professionals, Inc. The application process can be performed at [www.goamp.com](http://www.goamp.com). All exams are proctored, computer-based exams and are given at many testing centers throughout Georgia and the United States. Check the website for the exam location nearest to you and exam schedules. Exams are not given online. Grades will be given to the examinee, prior to leaving the testing location.

## Step 5: Apply to the GA Certification Board

The applicant can find applications for certification online at <http://sos.georgia.gov/plb/water/>. The applicant must fill out the state application and provide documented proof that steps 1-4 have been completed. The application may take several weeks to process. The applicant can follow the status of their application by visiting [https://secure.sos.state.ga.us/PLB\\_AppStatus/](https://secure.sos.state.ga.us/PLB_AppStatus/).

<sup>i</sup>Georgia Rules of State Board of Examiners For Certification of Water and Wastewater Treatment Plant Operators and Laboratory Analysts. This can be found at <http://sos.georgia.gov/plb/water/>