



# NORTH CAROLINA WATERWORKS OPERATORS ASSOCIATION

## Wilmington Regional School

*C-Surface February 10-12, 2025*

*A/B Surface Combined February 13-14, 2025*

*Location: Sweeney WTP-1833 N. 5th Ave, Wilmington 28401*

*C-Well February 17-19, 2025*

*Location: Mike Richardson WTP-637 Groundwater Way,  
Wilmington 28411*

## Hickory Regional School

*C-Surface March 31-April 2, 2025*

*A/B Surface Combined April 3-4, 2025*

*C-Well April 7-9, 2025*

*Location: Hickory WTP - 1560 Old Lenoir Rd,  
Hickory 28601*

***In-person instruction combined with  
instruction online***

### C-SURFACE SCHEDULE

Monday/Tuesday Classes from 8am-5pm (lunch provided)

Wednesday Classes from 8am-12noon (lunch provided)

**Online training hours must be completed by 5pm Monday,  
Feb 24th**

*Location: Sweeney WTP-1833 N. 5th Ave, Wilmington NC 28401*

### A/B-SURFACE SCHEDULE

Thursday/Friday Classes from 8am-5pm (lunch provided)

**Online training hours must be completed by 5pm Wednesday,  
Feb 26th**

*Location: Sweeney WTP-1833 N. 5th Ave, Wilmington NC 28401*

### C-WELL SCHEDULE

Monday/Tuesday Classes from 8am-5pm (lunch provided)

Wednesday Classes from 8am-11am (lunch provided)

**Online training hours must be completed by 5pm Monday,  
March 3rd**

*Location: Mike Richardson WTP-637 Groundwater Way, Wilmington  
NC 28411*

### C-SURFACE SCHEDULE

Monday/Tuesday Classes from 8am-5pm (lunch provided)

Wednesday Classes from 8am-12noon (lunch provided)

**Online training hours must be completed by 5pm Monday,  
April 14th**

*Location: Hickory WTP-1560 Old Lenoir Rd, Hickory NC 28601*

### A/B-SURFACE SCHEDULE

Thursday/Friday Classes from 8am-5pm (lunch provided)

**Online training hours must be completed by 5pm Wednesday,  
April 16th**

*Location: Hickory WTP-1560 Old Lenoir Rd, Hickory NC 28601*

### C-WELL SCHEDULE

Monday/Tuesday Classes from 8am-5pm (lunch provided)

Wednesday Classes from 8am-11am (lunch provided)

**Online training hours must be completed by 5pm Monday,  
April 21**

*Location: Hickory WTP-1560 Old Lenoir Rd, Hickory NC 28601*

## WHY CHOOSE A REGIONAL SCHOOL?

- **Classes held at Treatment Facilities**
- **Smaller Class Size**
- **2-2.5 Days of Onsite Instruction**
- **Balance of instruction completed online through Newly Developed Operator Resource Center (ORC)**
- **Treatment Plant Tours Included**
- **Access to Additional Online Training Modules**

**Must have at least 15 students  
per class to be held**

**Max number of students - 35**

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## CHECKLIST

The following checklist is provided for your use to insure that you have taken the necessary actions to attend the School and be qualified to take the Exam.

- Send Class Registration Form (see page 4) and payment for the SCHOOL to:  
Heather Cagle, NCWOA  
PO Box 5466, High Point, NC 27262  
Phone: 252-764-2094 ext 1  
Fax: 252-764-2095  
Email: heather@ncwoa.com
  
- Send EXAM APPLICATION and check for \$50.00 to the NCWTFO Certification Board:**  
Visit the NCWTFO website for the electronic, apprentice or regular exam applications:  
<http://deq.nc.gov/about/divisions/water-resources/operator-certification/drinking-water-operator-certification/dw-operator-certification-exams>. Phone: 919-707-9040  
Exam Dates listed below:
  - May 29, 2025 - Hickory, Raleigh & Williamston  
(Applications must be postmarked by 4/29/25)
  - August 28, 2025 - Hickory, Raleigh & Williamston  
(Applications must be postmarked by 7/29/25)
  - October 30, 2025 - Hickory, Raleigh & Williamston  
(Applications must be postmarked by 9/30/25)
  
- Information on books is listed on the next page. All exam questions are taken from the books listed on the next page.
  
- Read and study recommended materials. **Be sure to bring a calculator to ALL classes.**

## REGISTRATION INSTRUCTIONS AND REQUIREMENTS

### SCHOOL REGISTRATION FORM

To be completed by ALL students. Please complete one form per person. Please print or type. This form must be accompanied by a payment for the correct registration fee. Please make checks or money orders payable to **NCWOA** or **North Carolina Waterworks Operators Association**. We do not accept Purchase Orders. Please be sure to enter all information requested on the form. Incomplete forms will delay your registration or may be returned. All attendees must be pre-registered and paid in advance.

### RECEIPT/CONFIRMATION OF REGISTRATION

**All participants who pre-register will receive a receipt/confirmation.** This acknowledgement will include specific information on the site.

### CERTIFICATES OF ATTENDANCE OR COMPLETION

**At the conclusion of online portion all participants, who have completed all lesson modules, will receive a Certificate of Attendance.** These certificates will document attendance for professional growth contact hour requirements and/or successful class completion (31 drinking water hours). **No certificates will be given out early even if online lesson modules are completed.**

### REFUNDS

**Refunds will be issued (minus a \$25 administrative fee), if the refund is requested, in writing, one week prior to the start of the school.** Substitutions may be made. Please inform us as soon as possible of substitutions so appropriate changes can be made.

### MEMBER/NON-MEMBER STATUS

Only individuals who are current members of NCWOA are eligible for the member rate. Please refer to your membership card for your member #. We will verify registrations for eligibility and will return those who pay the incorrect amount. If you would like to become a member, please complete the membership application in this brochure and return with payment.

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# How to get books for school

## Surface Water Treatment - Study Materials

### Sacramento Manuals:

Website: <http://www.owp.csus.edu/> or

call: (916) 278-6142

Water Treatment Plant Operator Vol. 1 – 7th Edition

Water Treatment Plant Operator Vol. 2 – 7th Edition

Small Water System Operation & Maintenance – 6th Edition

### Rules Governing Public Water Systems (Green Book) (02/22)

available for download from NCDEQ website

### Surface Water “Needs To Know” – A Certification Study Guide for Surface Water Systems (2021)

available for download from NCWOA website

### Rules Governing Water Treatment Facility Operators (Blue Book) (09/18)

available for download from NCWOA website

## Well Water Treatment - Study Materials

### Sacramento Manuals:

Website: <http://www.owp.csus.edu/> or

call: (916) 278-6142

Small Water System Operation & Maintenance – 6th Edition

Water Treatment Plant Operator Vol. 1 – 7th Edition

Water Treatment Plant Operator Vol. 2 – 7th Edition

### Rules Governing Public Water Systems (Green Book) (02/22)

available for download from NCDEQ website

### Ground Water “Needs To Know” – A Certification Study Guide for Groundwater Systems (2021)

available for download from NCWOA website

### Rules Governing Water Treatment Facility Operators (Blue Book) (09/18)

available for download from NCWOA website

### Well Construction Standards (Red Book) (10/09)

available for download from NCWOA website

This school serves as a **REVIEW** of topics covered in the study manuals listed above from which all exam questions are derived.



# NORTH CAROLINA WATERWORKS OPERATORS ASSOCIATION

## Regional School Registration Form

RECEIVED ON OR BEFORE ONE WEEK PRIOR TO START OF SCHOOL

Please Print or Type

NAME (First, Middle, Last): \_\_\_\_\_ SOCIAL SECURITY #: XX-XXX-\_\_\_\_\_

EMPLOYER / ORGANIZATION: \_\_\_\_\_

ADDRESS FOR CONFIRMATION: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_ COUNTY: \_\_\_\_\_

WORK PHONE: \_\_\_\_\_ EXT: \_\_\_\_\_ FAX: \_\_\_\_\_

ATTENDEE'S EMAIL: \_\_\_\_\_

*(Online login instructions will be sent to this email address.)*

ATTENDEE'S INDIVIDUAL NCWOA MEMBER # (must be included to be eligible for member rate): \_\_\_\_\_

ATTENDEE'S T-SHIRT SIZE \_\_\_\_\_

NC WATER TREATMENT CERTIFICATE TYPE PRESENTLY HELD:

- AW     BW     CW     DW     AS     BS     CS
- AD     BD     CD     DD     CC/BF     NONE YET

NC WATER TREATMENT CERTIFICATE # (OPERATOR ID #): \_\_\_\_\_

WASTEWATER CERTIFICATION # \_\_\_\_\_

PLEASE CHECK WHICH LOCATION AND CLASS YOU ARE REGISTERING FOR AND CIRCLE RATE:

CLASS LOCATION:     WILMINGTON     HICKORY

<u>CLASS TITLE</u>	<u>NCWOA MEMBER RATE</u>	<u>NON-MEMBER RATE</u>
<input type="checkbox"/> A-Surface (Combined w/ BS)	\$450.00	\$525.00
<input type="checkbox"/> B-Surface (Combined w/ AS)	\$450.00	\$525.00
<input type="checkbox"/> C-Surface	\$450.00	\$525.00
<input type="checkbox"/> C-Well	\$450.00	\$525.00

By Credit Card: \_\_\_ Visa \_\_\_ MC \_\_\_ Am Ex \_\_\_ Discover

Name on Credit Card: \_\_\_\_\_

Credit Card Number: \_\_\_\_\_

Exp Date: Month \_\_\_ Year \_\_\_ Security Code from back of card: \_\_\_\_\_

Cardholder Signature: \_\_\_\_\_

Billing Zip Code \_\_\_\_\_

PLEASE SEND APPLICATION AND PAYMENT TO:

Heather Cagle, NCWOA  
PO Box 5466, High Point, NC 27262  
Phone: 252-764-2094 ext 1  
Fax: 252-764-2095  
Email: [heather@ncwoa.com](mailto:heather@ncwoa.com)

If cardholder is other than attendee, what email address should the CC receipt be sent to? \_\_\_\_\_  
To ensure that you receive the emailed receipt, please add [heather@ncwoa.com](mailto:heather@ncwoa.com) to your email address book.

NCWOA USE: Amount \_\_\_\_\_ CK# \_\_\_\_\_ E S Processed \_\_\_\_\_

# North Carolina Waterworks Operators Association

## MEMBERSHIP APPLICATION



MISSION STATEMENT: To provide knowledge, skills & educational opportunities for drinking water professionals; develop working relationships with other water treatment organizations; project a positive image and communicate the importance of safe drinking water.

### Membership Application

**ANNUAL DUES ARE \$60.00 FOR 2025**

First Name: \_\_\_\_\_ Middle Initial: \_\_\_\_\_ Last Name: \_\_\_\_\_

Nickname: \_\_\_\_\_ Social Security # (last 4 digits): xxx-xx-\_\_\_\_\_ If Renewal, what is your NCWOA Member #: \_\_\_\_\_

YOUR Individual Operator Certification #: (Issued by NCWTFOCB) \_\_\_\_\_

Certificate(s) Held:

\_\_\_\_ A-Surface \_\_\_\_ B-Surface \_\_\_\_ C-Surface \_\_\_\_ A-Well \_\_\_\_ B-Well \_\_\_\_ C-Well \_\_\_\_ D-Well

\_\_\_\_ A-Dist \_\_\_\_ B-Dist \_\_\_\_ C-Dist \_\_\_\_ D-Dist \_\_\_\_ Cross-Connection

\_\_\_\_\_ Wastewater #'s

\_\_\_\_ None Yet \_\_\_\_ You are not an Operator & do not plan to become Certified.

**PLEASE SELECT YOUR PREFERRED ADDRESS** (This is where confirmations & membership info will be sent.)

\_\_\_\_ Home Address: \_\_\_\_\_

City: \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ County: \_\_\_\_\_

\_\_\_\_ Employer Name: \_\_\_\_\_

**MAILING** Address: \_\_\_\_\_

City: \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ County: \_\_\_\_\_

Work Phone : \_\_\_\_\_ Ext: \_\_\_\_\_ Fax: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

How would you like to receive your issues of Go With The Flow? Postal Delivery \_\_\_\_\_ OR Email \_\_\_\_\_

How would you like to receive your Section Meeting notices? Postal Delivery \_\_\_\_\_ OR Email \_\_\_\_\_

**NOTE:** Memberships are based upon a calendar year. Membership cards will be mailed with receipt. These cards will contain your name, membership number, and membership expiration date.

**NOTE:** Please make checks payable to "NCWOA" or "North Carolina Waterworks Operators Association." We do NOT accept Purchase Orders. Credit Card payments may be mailed, faxed, or scanned but NOT called in

#### CREDIT CARD PAYMENT

Credit Card Type: \_\_\_\_ Visa \_\_\_\_ MC \_\_\_\_ AmEx \_\_\_\_ Discover

Name on Credit Card: \_\_\_\_\_

Credit Card Number: \_\_\_\_\_

Exp Date: Month \_\_\_\_\_ Year \_\_\_\_\_ Security Code from back of Card \_\_\_\_\_

Cardholder's Signature: \_\_\_\_\_

Billing Zip Code \_\_\_\_\_

If cardholder is other than attendee, what email address should the CC receipt be sent to? \_\_\_\_\_

To ensure that you receive the emailed receipt, please add heather@ncwoa.com to your email address book.

**NCWOA USE:** Amount: \_\_\_\_\_ CK# \_\_\_\_\_ E S Processed: \_\_\_\_\_

#### PLEASE SEND APPLICATION AND PAYMENT TO:

Heather Cagle, NCWOA  
 PO Box 5466  
 High Point, NC 27262  
 Phone: 252-764-2094 ext. 1  
 Fax: 252-764-2095  
 Email: heather@ncwoa.com

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 : Credit Card Payment :  
 : Cannot be Processed :  
 : Over the Phone :  
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