

## **Water Treatment, Water Distribution, and Wastewater Treatment Electronic Exam Process**

The following are the important steps you must take to complete the operator certification exam process. Paper exams are no longer offered for these exams.

1. Complete the “Exam Application” on the IDNR’s OpCert webpage:  
<http://www.iowadnr.gov/InsideDNR/RegulatoryWater/Certification/WaterWastewaterOperators.aspx>  
**Note:** All exams are sequential, which means applicants must take the exams in order (1-4), even if they qualify to take a higher grade exam.
2. Submit the application and the \$30 exam fee to the PO Box listed on the Application. If the exam application is incomplete, it will be returned.
3. Receive an “Eligibility” letter with information to schedule exam at one of the IDNR Field Offices.
4. Schedule the exam; the IDNR Field Offices will not schedule an exam unless the examinee has an eligibility letter.
5. Arrive at exam site at appointed time with picture ID. If you are unable to take the exam at the prescribed time, please call the number on the eligibility letter to reschedule the exam.
6. An exam proctor will sign you into the exam.
7. At the exam, you will be supplied with formula sheets, calculator, scratch paper, and pencil to use for the exam.
8. When you are finished, the proctor will show you your exam score. The pass rate for all exams is 70%.
9. In approximately ten to fourteen days you will receive either a retest form or an Application for Certification with the exam diagnostic.

Contact Beth Feilmeier at 515-725-0463 or [elizabeth.feilmeier@dnr.iowa.gov](mailto:elizabeth.feilmeier@dnr.iowa.gov) for further information.