

Paper based testing for Operators. Please read all of the information provided below.

DEC is pleased to announce that there will be a paper-based option available for Vermont Wastewater Operator Exams. Licensing examinations are now computer based. **This will be the last opportunity to take a paper exam. Exams moving forward will only be offered as computer based through PSI.**

Detailed instructions on how to register are located on the attached form. Please be sure to follow them step by step to ensure a smooth registration process.

Registration Deadline: The registration form and exam fee must be submitted to OPR no later than October 24, 2022.

Exam Date: December 6, 2022

Exam Time: Exam time(s) will be dependent on the number of applicants. DEC will contact candidates once registration is closed.

Exam Location: ANR Annex Building Conference Room, located at 190 Junction Road, Berlin

INSTRUCTIONS

1. Download and print the [paper-based testing registration form](#).
2. Fill out the form ensuring that all information is complete and legible. Incomplete forms will not be accepted.
3. Log in to your [Online Services account](#).
 - If you do not have an OPR account, you will need to [create one](#) and submit an application for licensure.
 - If you are changing Grades, you will need to log in to your existing account and select the option to “**add specialty**”
4. Upload the completed form to your OPR online services account using the “update license/application” feature. Please allow 3-5 business days for processing.
5. Once the form is processed by OPR, you will receive a notification to the email address on file directing you to log back in and pay the non-refundable exam fee of \$48.00 by clicking “miscellaneous payment” and following the screen prompts. Acceptable forms of payment are debit/credit and ACH. This an additional fee separate from the application fee.
6. Once the fee is paid, you will be approved to take the paper-based exam.

For questions on registering for the exam, please contact OPR at SOS.OPRLicensing3@vermont.gov.

If you could share this news with your all facility operators it would be greatly appreciated.