

## CONTINUING EDUCATION CREDIT

*Michigan Department of Environmental Quality, Operator Training and Certification  
Certified Drinking Water Operators*

Highest certification level held	Minimum number of continuing education training hours* required to renew	Minimum number of continuing education training hours categorized as "technical" or "managerial"
1 or 2	24	18
3	24	12
4	12	6
5	9	no minimum

Training courses qualifying for continuing education credit must be advisory board-approved. Individuals may download a complete list of approved courses from the OTCU website that lists continuing education credit for courses not shown on this document at <http://www.michigan.gov/deqoperatortraining>.

**Successful Course Completion** - One or two day meetings and seminars require full day attendance for successful completion. Upon arrival at the meeting or seminar (within 30 minutes of the start of the meeting), individuals desiring continuing education credit must obtain a continuing education credit form. This form must be validated by a course official immediately following the conclusion of the meeting. The individual retains a copy of this form and a second copy is left with the course official. This second, validated form will be sent to the Operator Training & Certification Unit and recorded. If an individual leaves a meeting early, the form will not be validated and continuing education credit will not be given. Credit for one and two-day meetings of this type are normally assigned on the basis of contact hours with 1.0 CEC for 10 contact hours. Partial credit will not be given for one-day meetings. For courses of a longer duration, such as the 3-day courses or 12-week courses, successful completion for full credit generally requires individuals to meeting the attendance requirement.

**Repeat Credit** - Full credit may be awarded for repeat attendance at meetings and seminars with a changing course content or agenda, such as Regional Meetings and the Michigan Section, AWWA and Michigan Rural Water Association annual conferences. For courses that basically repeat the course content, continuing education credit may be awarded to the individual for each successful repeat that occurs outside or after his or her current renewal cycle. No credit will be awarded for repeating such courses during the current certificate renewal period.

**Credit for Course Instructors** - Continuing education credit for course instructors may be awarded for certain courses of long duration (20 contact hours or greater). Such credit will be awarded based on the number of contact hours available to students taking the course, except that instructors may not be awarded more than one-half the number of continuing education hours required for their own level of certification. This maximum value applies to all such courses conducted by an instructor within the instructor's current renewal period.

**In-Service Training & College Courses** - Advisory board-approved water utility in-service training and individual college courses may be awarded continuing education credit. Water utility in-service training programs must be approved by the advisory board of examiners. CECs will be awarded for any college course when the student receives credit from the college or university provided the course is a semester in duration and relates to the duties, responsibility, operation, maintenance or supervision of a drinking water system. The following course categories merit credit: Math, Chemistry, Physics, Computer, Electronics, Public Administration/Management, Mechanics/Technical, General Business, Engineering, Technical Writing/Communication, and Microbiology. It is recommended that students electing to take such courses contact Matt Tomlinson at 517-241-8913 prior to enrolling in the course.

**Other Credit** - Continuing education credit equal to 1 hour (0.1 CEC) maximum may be awarded annually for an active individual, an active affiliate or an active organization representative membership in certain organizations, such as the American Water Works Association (AWWA) and Michigan Rural Water Association (MRWA). This credit value is based upon full year membership as of December 31 of each year. Accordingly, individuals holding membership each month of the 3-year renewal period may be awarded the maximum available credit of 3 hours (0.3 CECs). This credit may also be awarded in ensuing renewal periods. Also, a maximum of 6 hours (0.6 CECs) for exhibits, such as Joint Expo or MRWA annual exhibits will be allowed in any 3-year renewal cycle.

# CONTINUING EDUCATION CREDITS ALLOWED FOR VARIOUS COURSES OF STUDY

Approved Drinking Water Training Courses sponsored by the Operator Training & Certification Program:

	<u>MAX. POINTS GIVEN</u>	
Advanced Electricity	1.8	“Technical” category
Applied Hydraulics	3.0	“Technical” category
Applied Mathematics	3.0	“Technical” category
Advanced Cross Connection Control Seminar	0.5	“Technical” category
Basic Chemistry	3.0	“Technical” category
Basic Cross Connection Control Seminar	0.5	“Technical” category
Basic Electricity Short Course	1.8	“Technical” category
Basic Math & Hydraulics Short Course	1.8	“Technical” category
Fall Distribution System O & M	4.0	“Technical” category
Limited Treatment Short Course	1.8	“Technical” category
Math Short Course	1.8	“Technical” category
M.S.U. Ground Water Seminar	1.0	“Technical” category
M.S.U. Water Bacteriology Course	2.2	“Technical” category
M.S.U. Water Chemistry Course	2.2	“Technical” category
Water Distribution Short Course	1.8	“Technical” category
Water Treatment Short Course I	1.8	“Technical” category
Water Treatment Short Course II	1.8	“Technical” category

A complete listing of course providers and approved courses can be downloaded at:

<http://www.michigan.gov/deqoperatortraining>

Click on the link under Information “Check Your Drinking Water CEC’s Online” or the “List of Approved Courses” link. The “Approved Courses” link is in the lower left corner of the new page.