



Training Registration Form
Collections Grade I/II Combo Certification School
Registration Fee: Members \$570; Non-members \$630
Registration Deadline: 5 Business Days Prior to Course Date

November 16, 18, 30, December 2, 2021

THIS IS A VIRTUAL SCHOOL.

PLEASE SEE ITEMS NEEDED TO PARTICIPATE IN VIRTUAL TRAINING ON THE NEXT PAGE.

How did you hear about this class? ☐ NCRWA Staff ☐ NCRWA E-mail
☐ NCRWA Postcard ☐ NCRWA Magazine ☐ NCRWA E-Newsletter
☐ NCRWA Web Site ☐ Web Search ☐ Colleague/Peer
☐ Facebook ☐ LinkedIn ☐ Twitter @NCRuralWater
☐ Other _____

Name _____
(Please print name as it should appear on training certificate)

System/Employer _____

Address: ☐ Home ☐ Work

Street _____

City _____ State _____ Zip _____ County _____

Cell () _____ Office () _____

E-mail Address _____

Payment Methods: ☐ Credit Card ☐ Check Enclosed

Credit Card Type: ☐ Visa ☐ Master Card ☐ American Express ☐ Discover

Card # _____

Exp Date _____ 3-Digit Verification Code _____

I authorize NCRWA to charge \$ _____ to the credit card above.

Print name of cardholder _____

Signature _____

As one of the many member benefits of NCRWA, members attend this class at a reduced rate. For more information on member benefits and how to become a member of NCRWA, please visit www.ncrwa.com

Contact Hours/PGH

- Wastewater-This school is approved for 24.0 contact hours
- WPCSOCC Course ID: BE03241405
- May apply for Engineering PGH's

Class starts promptly at 8:00 am unless otherwise indicated. Attendees will need to bring pen, paper, and calculator to the first session. Further supply requirements will be given on the first day. Instructional breaks will be provided.

The requirements for this school are listed on the Division of Water Resources website at www.ncwater.org. WPCSOCC (state) examination instructions will be covered on the first day. 80% attendance is required for successful completion of this course.

Class Material Needs:

- NC Collection System Operators Needs to Know—provided by NCRWA
- Wastewater Operator Regulations—provided by NCRWA
- Operation and Maintenance of Wastewater Collection Systems, volumes 1 & 2. Visit <http://www.csus.edu/courses/wastewater>

Manuals may also be purchased through USA BlueBook. Visit www.usabluebook.com for details.

For class related questions, contact:
Cheri Proctor
Certification School Coordinator
cheriproctor@ncrwa.org
919.812.2940.

Refund Policy

No refunds will be made for requests received within 10 business days of the class date. Please note, that All refunds will be issued minus a \$25.00 cancellation fee.

Please refer to www.ncrwa.com/training for policies and procedures related to the NCRWA Training Program.

WAYS TO REGISTER

Register online at www.ncrwa.com or complete this form and
Mail with payment to: NCRWA, PO Box 540, Welcome, NC 27374

Fax with Credit Card Payment to: 336-731-8589

E-mail with Credit Card Payment to: register@ncrwa.org

Registration Questions? Call 336.731-6963 or email register@ncrwa.org



Office Use Only: DB _____ OL _____ PD _____ IC _____ # _____

Welcome to NCRWA Virtual Certification Schools!

We are happy to be able to provide live virtual schools on Zoom so you can prepare for your next state certification exam. We think you'll find that it's easy and convenient, and there are only a few things you need in addition to the classroom materials listed on our registration site:

1. **Device with video and audio capabilities.** Each person needs a laptop, desktop, tablet, or mobile device with a webcam and audio capabilities. You need to see and hear us, and we need to see and hear you! This means you must be able to view presentations on a device, have a camera that shows your face throughout the school, and have audio for voice interaction. Some desktop computers and most laptops, tablets, and phones are equipped for this. Your mobile phone will work, but if you have a computer or tablet with a larger display and keyboard, it is easier to see and interact with for longer periods of time. If you have a computer without a camera, you can use an add-on webcam to display video of you while you attend the school. Don't forget you also need audio.
2. **Individual devices for groups of trainees.** For groups of employees who plan to train together, each person needs a device to work with during the school. We need to see an image of each participant on Zoom in order to comply with state certification rules. We will also ask attendees to verify attendance and participate in discussion by typing into the device, which is difficult to do in a group situation unless everyone has their own. If everyone has a device to use but some of them are smaller mobile devices, you could set up a larger device for the group to view the presentations together while also using individual devices to capture each person's video and to interact with the instructor.
3. **Internet or cell service.** You need access to a stable internet service in order to use the Zoom platform for meetings.
4. **Mailing address.** When you register for a virtual school, you will need to provide a mailing address to receive your training manual. If you are registering a group, you can provide one address to send manuals needed for all participants.
5. **Email address for each attendee.** When you register for a virtual school, you will need to provide an email address for each attendee to receive a Zoom invitation to join the meeting on their device.
6. **Pre-Register for the Zoom meeting.** Make sure that when you receive your Zoom invitation, follow the instructions to pre-register for the meeting. Once you are pre-registered, you will receive a confirmation email containing the link for the meeting. Save this email so you will be able to join on the day of the school.