**Section 380.545 Agency Determination**

a) Upon receipt of a complete application, the Agency shall review the application and determine whether the applicant has made an adequate demonstration pursuant to the standards of issuance specified in Sections 380.505 through 380.540.

b) The Agency shall grant appropriate credit for the experience requirements in Sections 380.505 through 380.540.

1) Hands-on Experience. Hands-on credit shall be awarded for each hour of work or experience at a wastewater treatment or pretreatment works. For every 400 hours of hands-on work or experience completed, the Agency shall grant the applicant 3 months of hands-on experience.

2) One semester hour equals 1.5 quarter hours. Five semester hours, or 7½ quarter hours, of college credit is equal to one month of wastewater operator experience.

3) 2 months of operating experience of collection systems or community water supplies is equal to one month wastewater operator experience. Credit for operating experience of collection systems or community water supplies will not be given if such experience was concurrent with wastewater operator experience.

4) 2 months of laboratory or maintenance experience while employed at a wastewater treatment works is equal to one month wastewater operator experience.

5) Successful completion of 30 hours of wastewater coursework is equal to 3 months wastewater operator experience. Credit granted for wastewater courses may not be used as credit for college courses. Any training used for educational credit under this subsection (b)(5) shall not be used for certificate renewal pursuant to Subpart G.

6) Operating experience at a Group K or Group R facility will not be accepted as substitution credit for Class 1, Class 2, Class 3, or Class 4 certification operating experience requirements.

c) When the Agency determines an applicant has met the requirements of this Part, the Agency shall award a Certificate of Technical Competency to the applicant for the class of certification specified in the application.

d) The Agency shall notify the applicant in writing of the Agency's decision within 90 days after the receipt of the complete application.

e) Any operator issued a Certificate of Technical Competency pursuant to this Section must notify the Agency in writing within 30 days of any change in telephone number, email address or mailing address.

(Source: Added at 43 Ill. Reg. 5203, effective July 1, 2019)