**Section 681.315 Eligibility Determination and Letter of Admission**

a) The Agency shall review an examination request and shall determine a person's eligibility on the basis of the information contained in the request within 30 days after receipt of the request, unless that deadline is waived by the applicant.

b) If the Agency determines a person is eligible to take the water supply operator examination, the Agency will send the person a Letter of Admission.

1) Each Letter of Admission shall be valid for one examination conducted up to one year after the date of issuance.

2) In the event of expiration of the Letter of Admission, an applicant must submit an examination fee of $10, as required by Section 681.110 of this Part, to the Agency, and the Agency will issue a new Letter of Admission.

c) If the Agency determines a person is not eligible to take the water supply operator examination, the Agency will send written notice explaining the Agency's decision.