



SSTS Experience Documentation Form for Individuals Certified before February 4, 2008

Subsurface Sewage Treatment Systems (SSTS) Program

Doc Type: Certification Application

Purpose: Complete this form to remove the restriction from your Individual Certification gained before February 4, 2008, by reporting your experience completed from six years prior to gaining your Restricted Certification through today.

Instructions: Submit this application once you have successfully completed the required type and amount of experience. The applicant must complete Parts 1 – 5. The applicant's mentor must complete Part 6.

Mail completed application: Attn: Jane Seaver
Minnesota Pollution Control Agency
520 Lafayette Road North
St. Paul, MN 55155-4194

Tennessen warning: Pursuant to Minn. Stat. § 13.41, the information you provide on this application is classified as private data (except for your name and designated address) until the time you are licensed/certified.

Applicant Information (Please print)

- 1. Name: [] Mr. [] Mrs. [] Ms. [] Other: _____ Certification # (if known): _____
2. Mailing address: _____
City: _____ State: _____ Zip code: _____
Phone number: _____ Alternate phone number: _____
E-mail address: _____
3. Additional certifications: [] Professional engineer [] Professional soil scientist [] Professional geologist
Class: [] A [] B [] C [] D Wastewater operator

Table 1: Experience and mentoring responsibility requirements

Table with 3 columns: Certification Type, Requirement, and Mentor Responsibilities. Rows include Restricted Maintainer and Restricted Installer.

<input type="checkbox"/>	Restricted Designer	Experience Requirement	Co-complete a minimum of 15 site evaluations and 15 individual sewage treatment system designs.
		Mentor Responsibilities	Provide direction and personal supervision to apprentice so that all work submitted as experience is in compliance with applicable requirements.
<input type="checkbox"/>	Restricted Inspector	Experience Requirement	Co-complete a minimum of 15 individual sewage treatment system inspections to determine whether new or existing systems comply with applicable requirements.
		Mentor Responsibilities	Provide direction and personal supervision to apprentice so that all work submitted as experience is in compliance with applicable requirements.

4. Indicate experience completed from six years prior to gaining your Restricted Certification through today for the specialty area in which you would like to be certified. **If you use another sheet of paper to list the experience, you must also have the mentor's complete signed certified statement on that same paper.**

Table 2: Completed Experience

	Location	Date (mm/dd/yyyy)
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		
13.		
14.		
15.		

Applicant Certification

5. I hereby certify that the information provided is true and correct to the best of my knowledge. I understand that knowingly providing false information can result in denial or revocation of my certification at any time.

Print applicant's name _____ Signature of applicant _____ Date _____

The work listed above was completed under the following business license:

Business name: _____ License number: _____

Mentor Certification

6. I hereby certify that
- I have been providing direct and personal supervision to the applicant as they have completed their work experience as described in Table 1.
 - I have verified all that is required by the mentor according to Table 1 and that the experience described in Table 2 has been completed in accordance with applicable requirements.
 - I agree that the information provided in Table 2 is true and correct to the best of my knowledge.
 - I have not had a violation that resulted in a successful MPCA enforcement action within the period for which I provided mentorship.
 - I understand that knowingly attesting to false information can result in revocation of my own certification and/or license at any time.

Print name: _____ Signature: _____

Certification #: _____ Date: _____

I hold unrestricted certification(s) as an:

- Maintainer Installer Designer Advanced designer Inspector Advanced inspector