

**MEMO**

**TO: applicants for the Onsite Wastewater Practitioner Training Program**

**CONTACT:** Sherri Hallett, Executive Assistant or Lesley Desjardins, Executive Director

**SUBJECT:** New Training Session Dates

You have asked to be notified of upcoming training dates for the Onsite Wastewater Practitioner Training Program. Successful completion of this training program is required by Alberta Municipal Affairs for those people wishing to obtain a Certificate of Competency (formerly PSDS Ticket) in order to work in the Onsite Wastewater Industry. This program is also recognized in British Columbia under the Trade, Investment and Labour Mobility Agreement (TILMA) and the New West Partnership, in Saskatchewan under the New West Partnership and in Manitoba under the Agreement on Internal Trade.

The Onsite Wastewater Practitioner Training Program is currently an eight day course divided into two sessions.

- You must complete all eight days training with a passing grade of 75% on the final exam in order to receive certification.
- You must also complete a mandatory Site & Soils Field Training Day. This is an additional day that will be scheduled. Fees for the Site & Soils Field Training Day are not included in the fees for the classroom training.

**The next available training session dates are:**

Days 1 – 4	September 21, 22, 23 and 24, 2020	Virtual Classroom
Days 5 – 8	October 5, 6, 7 and 8, 2020	Virtual Classroom

If you are interested in participating in a training session listed, please complete the registration form which follows and email or fax it back. Space in the training sessions is limited and is allotted on a first come, first served basis. Upon receipt of the completed form and payment for training, your course supplies will be sent to you for review prior to training. **A minimum class of fifteen paid participants is required in order for the class to take place.**

Training fees must be received in our office prior to the course date. Cheques may be mailed to the Alberta Onsite Wastewater Management Association, 21115-108<sup>th</sup> Avenue NW, Edmonton, AB T5S 1X3. Visa and Mastercard are also accepted. Please contact our office for details.

**Upon registration for the class, a non-refundable deposit fee of 10% of the training cost will be charged to reserve your seat and to cover training materials and administration costs.** Cancellations will be accepted up to seven days prior to course start date. No refunds will be made for cancellations with less than seven days' notice, however, you may send a substitute person under your paid registration.

If you have questions please contact the office at 780.489.7471 or 1.877.489.7471



**Onsite Wastewater Practitioner Training Program Phase 1 – Registration Form**

Days 1 – 2      September 21, 22, 23 and 24, 2020      Virtual Classroom  
Days 5 – 8      October 5, 6, 7 and 8, 2020      Virtual Classroom

Student Name: \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Bus. Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Cell: \_\_\_\_\_

Email: \_\_\_\_\_

Have you ever held a PSDS Ticket or Certificate of Competency?      Yes      No

Years of Experience: \_\_\_\_\_      Types of System(s) Worked on:      Gravity      Pressure

Have you ever pulled a permit?      Yes      No

Number of Permits Pulled? \_\_\_\_\_

Employment Background: \_\_\_\_\_

Onsite Related Training: \_\_\_\_\_

Highest Level of Education Completed: \_\_\_\_\_ Year of Birth: \_\_\_\_\_

Membership Fees: \$3,697.00	Tuition	Non-Member Fees: \$4,337.00	Tuition
\$50.00	Certification Fee	\$50.00	Certification Fee
\$187.35	GST	\$219.35	GST
\$3,934.35	TOTAL*	\$4,606.35	TOTAL*

Payment Method:      VISA      MasterCard      Cheque

Card Number: \_\_\_\_\_      Expiry Date: \_\_\_\_\_      3 Digit Security No: \_\_\_\_\_  
(Located On Back Of Card)

Cardholder Name: \_\_\_\_\_  
(Billing Address if different from above)

Signature: \_\_\_\_\_

Seats are reserved when fees are received. Cancellations will be accepted up to 7 days prior to start date, with a 10% administration fee deducted from refund. No refund will be made for cancellations with less than 7 days notice, however, a substitute person may be sent under your paid registration.

**\*Includes All Training Materials**