The Water Treatment Plant Operators Short Courses are scheduled for August 3–8 and the Wastewater Treatment Plant Operators Short Courses are scheduled for August 10–15 at The Inn at Virginia Tech and Skelton Conference Center in Blacksburg, Virginia.

The Inn at Virginia Tech and Skelton Conference Center combines refined surroundings and state-of-the-art technology. The facility is located on 25 lush acres on the Virginia Tech campus and includes a world-class hotel with elegant guest rooms and suites.

Register by July 1 to take advantage of the early registration fee and to guarantee enrollment in any of the courses and a guest room that Virginia Tech will reserve on your behalf. If more operators register in the program than the Inn at Virginia Tech and Skelton Conference Center can accommodate, alternative arrangements will be made for operators to stay at nearby hotels. Reservations at the hotels will be made on a first come, first served basis. After July 15, all participants must register at Commuter fee. At this time, the operator will be responsible for securing and paying for their own lodging room.

Registrations faxed or postmarked after July 1 will incur an additional late fee. There is no guarantee of enrollment in the course and late registrations will be handled on an individual basis. We cannot accept telephone reservations. You may register online at www.cpe.vt.edu/wwplant/ or by faxing or mailing the attached registration form. Participants may check into their guest rooms at The Inn at Virginia Tech and Skelton Conference Center after 4:00pm on Sunday, August 3 for the Water Treatment Short Courses, or Sunday, August 10 for the Wastewater Treatment Short Courses.

For those commuting, the registration fee includes:
- Monday through Thursday’s luncheons
- Daily refreshment breaks
- Wednesday night social
- Instructional materials
- Classes at The Inn at Virginia Tech and Skelton Conference Center

Make plans to join us Wednesday evening for our social at the University Club. Don’t miss this opportunity to meet other operators and share your experiences. Door prizes will be awarded!

On-site registration will be held from 4:00–6:00pm on Sunday (August 3 and August 10) in the Latham Foyer of The Inn at Virginia Tech and Skelton Conference Center. At this time, you will receive your materials and additional information. All courses begin on Monday morning and end at noon on Friday. Breakfast is at 7:00am.

REFUND & CANCELLATION POLICY: Requests for refunds will be honored when received seven calendar days prior to the program. However, another person may be substituted at any time for this program. A $75 administrative fee will be deducted for cancellations. In the unlikely event that this program is cancelled or postponed due to insufficient enrollments or unforeseen circumstances, the university will fully refund registration fees but cannot be held responsible for any other expenses, including cancellation or change charges assessed by airlines, hotels, travel agencies, or other organizations.
Purpose
During this program, the operator is exposed to the basic information which s/he must know in order to become licensed and advance through the various levels of licensure. No attempt is made to structure the short school as a direct prep school for licensure, although the benefits to those taking licensure examinations are evident.

About the Program
Dr. Gregory Boardman, Professor of Civil and Environmental Engineering at Virginia Tech, has served as Director of the program since 1980. The program is hosted by Continuing and Professional Education personnel who are involved in all aspects of the program.

The program is divided into eight short courses—three in water and five in wastewater. The first level or first year in each area, water or wastewater, is designed to be introductory. A person need not have any prior training or experience to enroll in the first year class. Additionally, the person need not have a job at a treatment plant to enroll.

The lessons in all courses are very applied and practical. Included among the instructors, are DEQ and VDH employees, plant operators, industrial personnel, employees of firms working in the field, and Virginia Tech faculty.

Small Onsite Systems
The course is intended for currently licensed wastewater operators to set a foundation for potential licensure as an alternative onsite sewage system operator. The course reviews wastewater characteristics, biology, chemistry, flow calculations, safety, and ethics with emphasis on the uniqueness of onsite systems. Course material specific to onsite wastewater will include regulations and policies, conventional and alternative treatment methods, collection, conveyance, pumps and controls, dispersal and disposal methods, and maintenance.

Wastewater 4 – Major Topics
+ Plant Optimization
+ Emergency Action Plans
+ Hazardous Materials Handling and Reporting
+ Advanced Safety Programs
+ Security Measures
+ Biosolids Management
+ Composting
+ Pretreatment

Participants should bring calculators to class.

Continuing Education Units
A certificate and 3.3 Continuing Education Units are awarded for the successful completion of each course. Successful completion of a course is based on attendance and passing an exam which is given on the last day of the program.

For More Information
For further information about program content, please contact Dr. Gregory Boardman, phone (540) 231-1576, fax (540) 231-7916, or e-mail gboard@vt.edu. For more information about registration costs and procedures, contact Colleen Bartos, phone (540) 231-7832, fax (540) 231-9866, or e-mail cbarato@vt.edu.

Overall Short Course Offerings

<table>
<thead>
<tr>
<th>Audience</th>
<th>Course Level/Year</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Water/Wastewater</td>
<td>Class VI-III</td>
<td>Introductory; helps with Class VI-III licensing</td>
</tr>
<tr>
<td>Wastewater only</td>
<td>Class III-I</td>
<td>Advanced; helps with Class III-I licensing</td>
</tr>
<tr>
<td>Wastewater only</td>
<td>Class II-I</td>
<td>Advanced; helps with Class II-I licensing</td>
</tr>
<tr>
<td>Wastewater only</td>
<td>Class IV-I</td>
<td>Advanced; helps with Class IV-I licensing</td>
</tr>
<tr>
<td>Wastewater only</td>
<td>Small Onsite</td>
<td>Introductory; helps with licensing operators for small, onsite systems</td>
</tr>
</tbody>
</table>

Wastewater Systems

Marcia Degen
VDH
Small Onsite Systems

Coordinator Affiliation Short Courses

Mark Anderson VDH Water 1-3
Wayne Staples DEQ Wastewater 1-4
Marcia Degen VDH Small Onsite Wastewater Systems

Virginia Tech does not discriminate against employees, students, or applicants on the basis of age, color, disability, gender, national origin, political affiliation, race, religion, sexual orientation, genetic information, veteran status, or any other basis protected by law. Anyone having questions concerning discrimination or accessibility should contact the Office of Equity and Access. If you are a person with a disability and require any auxiliary aids, services, or other accommodations for this program, please discuss your accommodation needs with Colleen Bartos at 540-231-7832 or TDD 1-800-828-1120 no less than two weeks prior to the conference.

VT/170/2013/4-48/145757