

# Appendix F

## Chapter 14 Operator Certification

### **Letter of Admissions Request for Examination**

In order to take an examination, a examination request must be sent to the Illinois EPA. The Illinois EPA will review the request to determine a person's eligibility on the basis of the information contained in the request within 30 days of receipt of the request, unless that deadline is waived by the applicant. If the Illinois EPA determines a person is eligible to take an examination, the person will be sent a **Letter of Admission (LOA)**. Each LOA shall be valid for one examination conducted within one year of the date of issuance. If the LOA expires, the applicant must submit another examination request form and the \$10 examination fee and the Illinois EPA will issue a new LOA. If the Illinois EPA determines a person is not eligible to take the water supply operator examination, a written notice will be sent explaining the decision.

**Attached is the examination request form. When ready to test, please complete this form and return to the Illinois EPA and include the \$10 examination fee (check or money order). Failure to include the examination fee will result in your request being denied.**

Once we process your request, an LOA will be sent to the applicant.

