



Northern Virginia Pool Operator Exam Registration Form

NAME: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

PHONE: _____ EMAIL: _____

ANTICIPATED POOL: _____

TYPE OF FACILITY: POOL SPA WATER FEATURE

ARE YOU WORKING FOR A MANAGEMENT COMPANY: Y N

IF SO, WHICH ONE: _____

DID YOU TAKE A CLASS TO PREPARE FOR THIS EXAM: Y N

IF SO, FROM WHO: _____

PAYMENT OPTIONS:

_____ VISA

_____ MASTERCARD

_____ CHECK/E-CHECK

_____ OTHER

SIGNATURE: _____

DATE: _____

AQUATIC TRAINING & CONSULTING SERVICES

TESTING FEE & REFUND POLICY

The cost to take the Northern Virginia Pool Operator Exam is \$70. This certification is good for 3 years from the date the test is completed and includes the certification card issued the day of the test.

In the event that an individual does not pass the exam, no card will be issued and a period of 24 hours must pass before the student can attempt to pass an alternative version of the exam. There is no refund for a student failing to pass the exam and individuals who elect to retake the test at a later time are responsible for the entire testing fee.

ATCS will refund the testing fee within 15 days for any invalid application submission or any applicant who can not produce picture identification.

It is Aquatic Training Services and the Health Departments of Northern Virginia to ensure test security. The following procedures are in place to protect the integrity of the testing environment:

- All students must produce a government issued picture identification at the time of the test.
- Students are to bring only a writing utensil to the testing site. All other items must be left outside of the testing area. The only exception is a language translating book which must be checked by the proctor prior to beginning the exam. No electronic translating devices or phone applications may be used during the test.
- All phones and electronic devices must be turned off during the test and are not allowed out during the exam.
- No talking is allowed during the exam. Any individual caught talking or attempting to cheat will be dismissed from the testing site and will forfeit their testing fee for that day.
- Students will not be allowed to see any of the test questions or the answers they have submitted, once they have given their test to the proctor for grading.
- At the conclusion of the exam students will be told if they have passed or failed. If the student has received a passing grade, their picture will be taken and their certification will be printed. (It is the responsibility of the student to make sure the spelling of their certification is correct before they leave the testing area.)

Replacement certifications will be issued at a cost of \$15 and require the student to appear in person at the testing site and produce a government issued picture identification. Individuals about to expire are eligible to take the examination once they are within six months of expiration and are required to pay the whole examination fee.