

STATE OF DELAWARE  
DEPARTMENT OF NATURAL RESOURCES AND ENVIRONMENTAL CONTROL  
DIVISION OF WATER RESOURCES  
GROUND WATER DISCHARGES SECTION

**Application to Obtain a Class D (Soil Scientist) On-Site License**

The following information will assist you in applying for a Class D (Soil Scientist) On-Site License.

1. Applications must be received by the Department at the address below, no later than the last day of the month **with a \$40.00 non-refundable application fee per on-site license** (cash or check payable to "Division of Water Resources" is accepted). The completed application will be forwarded for review by the On-Site Systems Advisory Board (Board) on the first Wednesday of the next month. Applications are valid for twelve (12) months from date received.
2. Upon application approval by the Board, written closed-book examinations are given once a month, on the third Thursday of each month at 8:30 a.m. All exams are given in the Richardson and Robbins Building Auditorium, 89 Kings Highway, Dover, DE 19901. If the applicant receives a passing score on their examination (70% or better), the \$40.00 non-refundable application fee (per on-site license) will be applied to the annual \$40.00 license fee.
3. All materials required to take the exam(s) will be furnished.
4. Applicants are required to show photo identification prior to testing. A driver's license is acceptable.
5. Anyone conducting business in the State of Delaware must have a Delaware Business License. Contact the Division of Revenue: New Castle County (302) 571-8200, Kent County (302) 744-1085 or Sussex County (302) 856-5358. Toll free for Delaware only (800) 292-7826.
6. The State of Delaware Regulations Governing the Design, Installation and Operation of On-Site Wastewater Treatment and Disposal Systems (Regulations) are available in either the Dover or Georgetown Office for \$5.00 per copy. Make checks payable to the "Division of Water Resources." The Regulations are available electronically free of charge at  

<http://www.dnrec.state.de.us/water2000/Sections/GroundWat/GWDSRegulations.htm>
7. If you require any further information, please contact the On-Site Licensing Coordinator at (302) 739-9948.

***Return the original application with the application fee to:***

DNREC – Water Resources  
Ground Water Discharges Section  
Attn: On-Site Licensing Coordinator  
89 Kings Highway, Dover, DE 19901

**Definitions of Licenses**

Class D – Soil Scientist: The Class D license authorizes the performance of site soil evaluations, percolation and/or permeability tests or hydraulic conductivity tests.

**Requirements per the Regulations**

4.05000 With respect to Class D licenses the following shall constitute the Department's requirements:

- (a) A completed application on forms provided by the Department; a resume which demonstrates that the applicant has had relevant experience in the field of soil classification and mapping and/or site evaluations for on-site wastewater treatment and disposal systems; provide three (3) references; and one of the following (b, c or d)
- (b) Six (6) years of professional experience under the supervision of an ARCPACS Professional Soil Classifier or Class D Soil Scientist in soil classification, mapping and interpretation with nine (9) semester hours in soil science and six (6) semester hours in geological sciences from accredited college or university; or
- (c) Four (4) years of professional experience under the supervision of an ARCPACS Professional Soil Classifier or Class D Soil Scientist in soil classification, mapping and interpretation and an undergraduate degree from an accredited college or university with nine (9) semester hours in soil science and six (6) semester hours in geological sciences; or
- (d) Two (2) years of professional experience under the supervision of an ARCPACS Professional Soil Classifier or Class D Soil Scientist in soil classification, mapping and interpretation and a graduate degree from an accredited college or university with thirty (30) semester hours in biological, physical and earth sciences and fifteen (15) semester hours in soil science; and
- (e) Pass a written examination administered by the Department to test the competency and knowledge of the applicant regarding site evaluations and pertinent information contained within the regulations as it relates to siting OWTDS; and one of the following (f or g)
- (f) Registration as a Professional Soil Classifier with the Federation of Certifying Boards in Agriculture, Biology, Earth and Environmental Sciences (ARCPACS); or
- (g) Pass a field practicum prepared and administered by the Site Interpretations Advisory Council and/or the soil scientists on the On-Site System Advisory Board. The field practicum shall assess whether competency exists for evaluating soils specific to Delaware.

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**Applications must be typed or printed and completely filled out.**

APPLICANT INFORMATION		
Last Name	First Name	Middle Initial
Street Address		
Mailing Address (if different than Street Address)		
City	State	Zip Code
Date of Birth	Home Telephone Number	
EDUCATIONAL INFORMATION PLEASE NOTE: COPIES OF TRANSCRIPTS <u>MUST</u> BE ATTACHED		
<b>UNDERGRADUATE</b>		
College		
Major		
Dates Attended		
Degree Received		
<b>GRADUATE</b>		
College		
Major		
Dates Attended		
Degree Received		
<b>Short Courses, Refresher Courses and Training Program</b> <i>(attended relating to Soil Science, Geological Sciences and On-Site Wastewater Treatment and Disposal Systems)</i>		
Course or Program	Date Attended	Sponsor's Name
.....	.....	.....
.....	.....	.....
.....	.....	.....

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RESUME			
List experience in order. Be brief but supply pertinent facts concerning duties, tasks, and responsibilities and nature of the soil science decisions you have made. <b>Additional sheets may be used if necessary.</b>			
Company Name		Date of Employment From                      To	
Street Address			
Mailing Address (if different than Street Address)			
City	State	Zip Code	
Business Telephone Number		Business Fax Number	
Federal Identification Number		State of Delaware Business License Number	
County (ies) in which you do business or will do business:			
Field Experience (Soil Classification, Mapping, Interpretation):			
Other Experience			
Professional experience: List the present position and proceed in reverse chronological order. List detail on the experience data sheets provided. List Supervisor's address on additional data sheet if different than employer. Complete experience data sheets(s) for each entry.)			
A	From	To	Name of Employer
Professional Affiliations (licenses, certifications and societies)			
A	Organization	Membership Grade or Office Held	License or Reg. #

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**DEPARTMENT REQUIREMENTS  
 (COMPLETE ONE OF THE THREE SECTIONS THAT APPLIES)**

Regulatory Requirement: Six (6) years of professional experience under the supervision of an ARCPACS Professional Soil Classifier or Class D Soil Scientist in soil classification, mapping and interpretation with nine (9) semester hours in soil science and six (6) semester hours in geological sciences from accredited college or university, OR

**Professional Experience Requirement**

ARCPACS Professional Soil Classifier Name	Employer	Supervision Date (To/From)
Class D Soil Scientist Name	Employer	Supervision Date (To/From)

**Educational Requirement (course must be listed on attached transcript)**

Soil Science	Course Name	Semester Hours	Grade	College/University
Geological Science	Course Name	Semester Hours	Grade	College/University

Regulatory Requirement: Four (4) years of professional experience under the supervision of an ARCPACS Professional Soil Classifier or Class D Soil Scientist in soil classification, mapping and interpretation and an undergraduate degree from an accredited college or university with nine (9) semester hours in soil science and six (6) semester hours in geological sciences, OR

**Professional Experience Requirement**

ARCPACS Professional Soil Classifier Name	Employer	Supervision Date (To/From)
Class D Soil Scientist Name	Employer	Supervision Date (To/From)

**Educational Requirement (course must be listed on attached transcript)**

Soil Science	Course Name	Semester Hours	Grade	College/University
Geological Science	Course Name	Semester Hours	Grade	College/University

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Regulatory Requirement: Two (2) years of professional experience under the supervision of an ARCPACS Professional Soil Classifier or Class D Soil Scientist in soil classification, mapping and interpretation and a graduate degree from an accredited college or university with thirty (30) semester hours in biological, physical and earth sciences and fifteen (15) semester hours in soil science

**Professional Experience Requirement**

ARCPACS Professional Soil Classifier Name	Employer	Supervision Date (To/From)
Class D Soil Scientist Name	Employer	Supervision Date (To/From)

**Educational Requirement (course must be listed on attached transcript)**

Biological, Physical & Earth Sciences	Course Name	Semester Hours	Grade	College/University
Soil Science	Course Name	Semester Hours	Grade	College/University

Are you registered as a Professional Soil Classifier?       Yes       No

**MISC. APPLICANT INFORMATION**

1. List the names of Soil Scientists, preferably registered, who may be contacted, and who are familiar with your work as a soil scientist.

Soil Scientist #1	Soil Scientist #2	Soil Scientist #3
Name	Name	Name
Address City, St, Zip	Address City, St, Zip	Address City, St, Zip
Telephone #	Telephone #	Telephone #

2. References: Give the names of three (3) persons who may be contacted, and who attest to your character and business integrity.

Reference #1	Reference #2	Reference #3
Name	Name	Name
Address City, St, Zip	Address City, St, Zip	Address City, St, Zip
Telephone #	Telephone #	Telephone #

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3.	<p>What other on-site system license(s) do you currently hold, if any:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;"><input type="checkbox"/> Class A (Percolation Tester)</td> <td style="width: 50%; border: none;"><input type="checkbox"/> Class E (System Contractor)</td> </tr> <tr> <td style="border: none;"><input type="checkbox"/> Class B (Designer)</td> <td style="border: none;"><input type="checkbox"/> Class F (Liquid Waste Hauler)</td> </tr> <tr> <td style="border: none;"><input type="checkbox"/> Class C (Engineer)</td> <td style="border: none;"><input type="checkbox"/> Class H (System Inspector)</td> </tr> <tr> <td style="border: none;"><input type="checkbox"/> Class D (Soil Scientist)</td> <td style="border: none;"><input type="checkbox"/> None</td> </tr> </table>	<input type="checkbox"/> Class A (Percolation Tester)	<input type="checkbox"/> Class E (System Contractor)	<input type="checkbox"/> Class B (Designer)	<input type="checkbox"/> Class F (Liquid Waste Hauler)	<input type="checkbox"/> Class C (Engineer)	<input type="checkbox"/> Class H (System Inspector)	<input type="checkbox"/> Class D (Soil Scientist)	<input type="checkbox"/> None
<input type="checkbox"/> Class A (Percolation Tester)	<input type="checkbox"/> Class E (System Contractor)								
<input type="checkbox"/> Class B (Designer)	<input type="checkbox"/> Class F (Liquid Waste Hauler)								
<input type="checkbox"/> Class C (Engineer)	<input type="checkbox"/> Class H (System Inspector)								
<input type="checkbox"/> Class D (Soil Scientist)	<input type="checkbox"/> None								
4.	<p>Have you ever had a license surrendered, denied, suspended or revoked?</p> <p><input type="checkbox"/> Yes      If yes, give dates and reason: .....</p> <p><input type="checkbox"/> No      .....</p> <p>Have you <i>previously</i> held an on-site license?</p> <p><input type="checkbox"/> Yes      If yes, give dates: .....</p> <p><input type="checkbox"/> No      .....</p>								
5.	<p>Applications for a D On-Site License must include:</p> <ul style="list-style-type: none"> <li>• An attachment listing all past or outstanding civil, administrative, or criminal proceedings instituted against the applicant (including any form of permit suspensions or revocations) for any environmental or regulatory violations over the past five (5) years, regardless of location. Include details of the violation, the proceedings, and the outcome of the proceedings <b>OR</b></li> <li>• The applicant states that he/she has not had any civil, administrative, or criminal proceedings for any environmental or regulatory violations filed against him/her over the past five (5) years. _____ (initials)</li> </ul>								
6.	<p><b>I understand that I may be required to supply additional data if requested by the Board.</b></p> <p>_____ (initials)</p> <p><b>I certify that the information contained herein is true, factual and complete, and I understand that fraudulent, erroneous or incomplete information shall render any license issued as a result of this application void. I further certify that I will conduct my duties in accordance with the State of Delaware's <u>Regulations Governing the Design, Installation, and Operation of On-Site Wastewater Treatment and Disposal Systems</u>. I also understand that I am required to pass an examination before a license can be issued.</b></p> <p style="text-align: center; margin-top: 20px;"> <span style="border-bottom: 1px solid black; width: 200px; display: inline-block; margin-right: 100px;"></span> <span style="border-bottom: 1px solid black; width: 200px; display: inline-block;"></span> </p> <p style="text-align: center; margin-top: 5px;"> <span style="margin-right: 100px;">Date</span> <span>Signature</span> </p>								

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The purpose of the examinations is to test the applicant's knowledge of the sections of the Regulations, which pertain directly to the type of license for which the applicant is applying. **You must obtain a 70% or better to receive a Class D license issued.**

**Class D Examination**

This examination consists of 70 multiple-choice and true/false questions. The questions are on information contained in **Definitions, Section 2.00000, Section 4.00000, Section 5.00000, Section 6.00000, Section 9.00000, Section 10.00000 and Exhibits.**

Typical question:

- 1) What is the prescribed distance (in feet) from the approval area that a soil scientist must investigate when searching for on-site and adjacent wells?
  - a. 100
  - b. 75
  - c. 150
  - d. 50

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