

Application for Certification as a Groundwater Professional National Ground Water Association



Requirements for Candidacy for Certification as a Certified Groundwater Professional

Applicants must have at least 12 months full-time employment in the groundwater industry and a bachelor's degree in the geosciences or groundwater-related applied science.

To apply for entry in the Certified Groundwater Professional program, please complete the attached Application for Certification as a Groundwater Professional, including:

- Official transcripts for degrees earned
- Statement for a reduction in core competency hours, if applicable
- A detailed description to accompany any questions on conduct performance, if applicable
- Three CGWP Applicant Reference forms completed by your professional references, to be returned directly to NGWA
- Statement of intent (300 words), including the reasons why you wish to obtain the CGWP designation and what you hope to achieve in doing so
- Signed and notarized affidavit
- Application fee (of \$200.00).

Once your application has been accepted, you will be notified of the minimum additional years of experience and core competencies required. Those accepted for candidacy will be required to report their progress toward completing these requirements to NGWA on an annual basis along with an annual \$30.00 renewal fee, due December 31 each year beginning the first full year after being accepted. After all requirements have been met, a Statement of Professional Growth will be requested of the candidate for review by a panel of current CGWPs as well as a recommitment to the Canons of Professional Practice. The candidate will be notified of the outcome of the panel review and will either be designated a Certified Groundwater Professional or denied certification.

Further details regarding the professional experience requirements, core competencies, and application process can be found at www.NGWA.org/CGWP.



Address 601 Dempsey Road, Westerville, Ohio 43081-8978 U.S.A.
Phone 800 551.7379 • 614 898.7791 **Fax** 614 898.7786
Email ngwa@ngwa.org **Websites** NGWA.org and WellOwner.org

Application for Certification as a Groundwater Professional National Ground Water Association



1. Full name: _____
2. NGWA member ID (if applicable): _____
3. Company/organization: _____
4. Street address: _____
5. City, State/Province, Country, Zip/Postal code: _____
6. Telephone: _____
7. Fax: _____
8. Email: _____

9. Degrees earned (must submit copy of official transcripts)— only advanced degrees obtained in a groundwater-related science will apply toward an experience reduction; a bachelor’s degree in a groundwater-related, applied science is required to be eligible for certification

Degree level (Bachelor’s/Master’s/Doctorate)	Institution	Year	Major

10. Additional coursework related to groundwater, not part of the above curriculum completed within the previous eight years

Title	Institution	Dates	Instructor

11. Professional groundwater employment experience

- Between one and eight years of full-time professional experience
- Eight or more years of full-time professional experience

List full-time employment (40 hours/week) in the order of most recent first. Please attach a separate sheet if more space is needed.

Number of months/years	Employer	Address	Title of position held	Description of responsibility

12. If applicable, please select the area(s) for which you are requesting a reduction in the core competency hours required. All professional or continuing education activities must be within the previous eight years to be applicable for reduction.

Core competency area	Professional experience hours (20 cumulative hours credited)	Advanced degree or continuing education hours
<input type="checkbox"/> Groundwater hydrogeology and hydraulics		
<input type="checkbox"/> Groundwater geochemistry		
<input type="checkbox"/> Groundwater modeling		
<input type="checkbox"/> Groundwater remediation		
<input type="checkbox"/> Geology and geomorphology		
<input type="checkbox"/> Other (please describe)		

Please attach documentation justifying the reduction requested. Reductions are given according to the NGWA Board-approved Certification Policy.

13. Current professional affiliations/memberships

a. Please note any offices held or certifications obtained

Institution/Association	Dates	Membership/offices or certifications held

14. Conduct performance:

- a. Have you ever had any professional license, registration, or certification suspended or revoked?
 Yes No
 - b. Have you ever been convicted of a felony? Yes No
 - c. Have you ever pleaded nolo contendere to a felonious charge? Yes No
- If the answer to any of the above is yes, please provide a detailed explanation.

15. Three completed NGWA Certified Groundwater Professional candidate reference forms from three separate individuals must be submitted directly to NGWA by those individuals.

16. Please attach a short statement (300 words) as to why you wish to obtain the Certified Groundwater Professional designation and what you hope to achieve in doing so. This will be maintained and compared with your final statement of professional growth to earn the CGWP designation.

I hereby certify that the above information is true and complete to the best of my knowledge. I understand that falsification of any certification documents shall be grounds for revocation of certification and will disqualify applicants for consideration. I also understand that application does not imply or guarantee certification and I am not certified until I receive such notice from the National Ground Water Association.

Full name _____ Date _____

Signature _____

Application fee payment (\$200.00 USD only)

Check/money order enclosed (payable to NGWA) # _____

Credit card: American Express MasterCard Visa Discover Company card? Yes No

Credit card number _____ Printed name _____

Expiration date _____ Signature _____



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Application for Certification as a Groundwater Professional Affidavit



In affixing my signature on this application, I warrant that all statements made herein and on any appended items are true and correct, and further, I affirm that I have read the Canons of Professional Practice of the National Ground Water Association, and that I subscribe to and will abide by them, and that any untrue or incorrect statement made by me in this application, or failure to abide by the Canons of Professional Practice, shall be sufficient grounds for suspension or revocation of my certification as may be determined by the Board of Directors.

I hereby state and agree to the following:

1. That the certification as a Groundwater Professional by the Association is a private, voluntary certification process, on standards established and maintained solely at the discretion of the Association;
2. That the Standards of the Association may be modified at times or the certification and any program eliminated;
3. That by being certified by the Association, I am not in any way an agent or employee of the Association; that I will not represent, hold myself out, or imply anything to the contrary; and the Association does not (by certification or otherwise) endorse my skills;
4. That the Association, its officers, employees, agents, and members shall not be held liable for any claims, of any nature whatsoever, arising out of my certification, or the denial, suspension, or withdrawal of certification, and I agree to indemnify the Association, its officers, employees, agents, and members, and hold them harmless from any such loss, expense, or claims, including attorneys' fees, arising out of any such damage or injury;
5. That any certification may be granted, denied, suspended, or revoked at the sole and absolute discretion and will of the Association, including the right of the Association to revoke with or without notice, and with or without cause (including, but not limited to, during any pending investigation, charges, or enforcement proceedings by any state or governmental agencies);
6. That the Association in its absolute discretion may provide me with an opportunity to be heard regarding any proceedings involving the suspension or loss of certification; however, there is no enforceable right to any due process or other procedural guarantees;
7. That nothing in the application, program, or certification constitutes a contract, expressed or implied, nor do any contractual or other rights arise thereby; and
8. That a non-refundable application fee uniformly required by the Association must accompany the application, renewal fees must be maintained as required, and no other fees will be charged to obtain certification.

Full name _____ Date _____

Signature _____

State or Province of _____ County (U.S.) of _____

Sworn to before me and subscribed in my presence this _____ day of _____, 20 _____

NOTARY PUBLIC _____



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Canons of Professional Practice for a Groundwater Professional National Ground Water Association



Persons who hold designation as a Certified Groundwater Professional under the National Ground Water Association shall:

1. Perform services only in the areas of their competence.
2. Use their knowledge and skill for the enhancement of human welfare.
3. Serve the public, their employers, and their clients honestly, objectively, and impartially.
4. Avoid conflict of interest.
5. Act as faithful agents or trustees in professional matters for each employer or client.
6. Strive to uphold and enhance the honor, integrity, dignity, competence, and prestige of the groundwater profession.
7. Maintain their competence through continuing professional development.



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