

New Jersey Department of Environmental Protection
General Services
Examinations & Licensing Unit

OFFICE USE ONLY	
App. Fee	_____
RA	_____
Date	_____
Initial Lic. Fee	_____
RA	_____
Date	_____

APPLICATION FOR
NEW JERSEY JOURNEYMAN WELL DRILLER LICENSING EXAMINATION
INSTRUCTION SHEET

Enclosed is an application and study material for the New Jersey Journeyman Well Driller Licensing Examination.

- All applicants **must** circle the appropriate test month.
- All applicants **must** attach a copy of their high school diploma or GED certificate to the application.
- All applications and your two reference questionnaires, Form ADM-166B, must be completely filled out and notarized or your application will be rejected. Examination choices must be made on the enclosed form and submitted with your completed application.
- In order to qualify for the New Jersey Journeyman/Journeyman B Well Driller Licensing Examination you must have at least three years of well drilling experience as of **the signature date of your application.**
- All applicants **must** assure that the five wells listed in Section B are included with the total of the wells listed on your reference questionnaires.
- Category 5 wells are **not** acceptable as well drilling experience.
- **New Jersey Experienced Applicants Only:** You **must** attach to your application, a **legible** copy of the State Well Permit and Well Record for each of the five wells you list in Section B or your application will be rejected.

A non-refundable \$50.00 check made out to the “Treasurer, State of New Jersey” should be enclosed with the application and the completed package sent to the following address:

New Jersey Department of Environmental Protection
Examinations & Licensing Unit
PO Box 441
Trenton, New Jersey 08625-0441

Further notice will be sent to you after your application is reviewed and accepted, indicating the date, time and location for your scheduled examination. A location map for the testing center will be included with the notification.

NOTE: NO EXCEPTIONS FOR LATE APPLICATIONS
Applications must be postmarked by the appropriate closing date.

Regularly scheduled examinations will be held during the second or third week of each test month:

	<u>TEST MONTH</u>	<u>APPLICATION CLOSING DATE</u>
(Please circle the appropriate month you wish to be tested →)	April	March 1
	October	September 1

**APPLICATION FOR
NEW JERSEY JOURNEYMAN WELL DRILLER'S LICENSING EXAMINATION**
under the provisions of N.J.S.A. 58:4A-4.1 et seq.

PLEASE TYPE OR PRINT

A. GENERAL INFORMATION

Name _____ Age _____

Address _____
Street, Town, State & Zip Code

Daytime/Work Phone No. (____) _____ *Social Security No. ____-____-____

**The social security number is required of all individuals applying for any license in accordance with Child Support Act (N.J.S.A. 2A:17-56.44e). Failure to provide this information will result in an automatic rejection of your application.*

Applicant is subject to examination before the New Jersey State Well Drillers and Pump Installers Examining and Advisory Board under the provisions of N.J.S.A. 58:4A-10.

Did you graduate from high school or possess
a high school equivalency certificate? Yes No Year Graduated/GED obtained _____

A copy of your high school diploma or GED certificate must be attached to your application or it will be rejected. List any colleges, universities, vocational and/or business schools attended.

NAME & LOCATION OF SCHOOL	MAJOR AREA OF STUDY	DATES ATTENDED	
		From	To
		From	
		To	
		From	
		To	

B. WORK EXPERIENCE (Attach additional sheets if necessary)

Fill in your prior experience in well drilling. All applicants must indicate the month, day and year for each employment date listed.

NAME, ADDRESS & TELEPHONE NO. OF EMPLOYER	DESCRIBE YOUR DUTIES & RESPONSIBILITIES	DATES EMPLOYED	
		From	To
		From	
		To	
		From	
		To	
		From	
		To	

Do you possess any New Jersey Pump Installers, Soil Borers, Dewatering Well or Monitoring Well Licenses? Yes No If Yes, please list below

Type of N.J. License	N.J. Registration No.	Date Issued	Expiration Date
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Do you possess any out-of-state Well Driller License(s)? Yes No

If Yes, please list below and attach copy of your license.

State Issued	License Number	Date Issued	Expiration Date
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

NEW JERSEY WELL DRILLING EXPERIENCE: (To be completed by applicants with in-state experience only) You must list five wells you have obtained experience with during construction within the last three years as of **the signature date on the application.** **NOTE:** The five wells listed must correspond to your reference questionnaires as described in the instruction sheet.

If you are applying for the Journeyman well drillers license category, **three** of the five wells listed must have been constructed as either Category 1 or Category 2 wells. **Two** of the five wells listed as experience must have been constructed as Category 3 wells installed to depths of at least 25 feet using the oversized borehole method.

If you are applying for the Class B Journeyman well drillers license, **all five** wells listed must be either Category 1 or Category 2 wells.

NOTE: Category 5 wells **are not** acceptable as work experience.

N.J. WELL PERMIT NO.	NJ WELL DRILLER WHO SUPERVISED YOUR WORK	NJ WELL DRILLER REGISTRATION #	DATE OF DRILLING	DEPTH OF WELL	METHOD OF DRILLING
1.					
2.					
3.					
4.					
5.					

OUT-OF-STATE WELL DRILLING EXPERIENCE: (To be completed by applicants with out-of-state experience only). You must list five wells you have obtained work experience with during construction within the last three years as of **the signature date on the application.**

NOTE: The five wells listed must correspond to your reference questionnaires described in the instruction sheet.

If you are applying for the Journeyman well drillers license category, **three** of the five wells listed must have been constructed as either Category 1 or Category 2 wells. **Two** of the five wells listed as experience must have been constructed as Category 3 wells installed to depths of at least 25 feet using the oversized borehole method.

If you are applying for the Class B Journeyman well drillers license, **all five** wells listed must be either Category 1 or Category 2 wells

NOTE: Category 5 wells **are not** acceptable as work experience.

TYPE OF WELL CONSTRUCTED	WELL DRILLER WHO SUPERVISED YOUR WORK	DATE OF DRILLING	DEPTH OF WELL	METHOD OF DRILLING
1.				
2.				
3.				
4.				
5.				

The Board requires current National Ground Water Association Certification (NGWA) in the appropriate well drilling category(s) for all out-of-state experienced applicants. Please see enclosed list for required certifications, and attach a copy of all of the current NGWA Certification(s) you hold and provide the following information:

NGWA Certification No.	Category(s)
_____	_____
_____	_____
_____	_____

C. VERIFICATION OF WORK EXPERIENCE

Please list the names and pertinent information of the two references who will verify your work experience on the wells listed above in Section B of this application. Each of these two references must complete and notarize a Reference Questionnaire or your application will be rejected.

New Jersey Experienced Applicants Only: One of your two references must be a NJ Licensed Master, Journeyman or Monitoring Well Driller (as applicable). A Journeyman B licensed driller is not an acceptable reference for Category 3 wells. The well driller(s) of record whose name and NJ Well Driller Registration number appear on the State well record forms submitted as per Section B above must be the well driller(s) who supervised your work and must also be the individual(s) listed as your reference(s) on forms ADM-166B.

EXAMINATION SELECTION SHEET

All applicants applying for a Journeyman Well Driller License must complete **ALL** portions of this form.

Applicant's Name: _____
(Please print)

Applicant's Signature: _____

**Applicants for a Journeyman Well Driller License
Must Choose One of the Following Exam Categories**

(A) AIR ROTARY	(B) MUD ROTARY
(C) CABLE TOOL	

Applicants for a Journeyman Well Driller's Licensing Examination **must** select an examination licensing category for either the Journeyman License or Class B Journeyman License. Your selection should be based upon your experience since the licensing examination you do select will test your knowledge on the various types of wells authorized for each category as described below.

The Journeyman license, when obtained, will authorize you to construct **all** categories of wells with the **exception** of public community supply wells.

The Class **B** Journeyman license, when obtained, will authorize you to construct **all** categories of wells **excluding** Category 3 wells **AND** public community supply wells.

PLEASE SELECT ONLY ONE CLASSIFICATION

Journeyman License	Class B Journeyman License
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REMINDER

- HAVE YOU INDICATED WHICH TEST MONTH YOU WISH TO TAKE YOUR EXAMINATION?
- HAVE YOU COMPLETED ALL APPROPRIATE SECTIONS OF YOUR APPLICATION AND ATTACHED LEGIBLE COPIES OF ALL PERTINENT INFORMATION?
- HAVE YOU ATTACHED YOUR TWO SIGNED AND NOTARIZED REFERENCE QUESTIONNAIRE FORMS, ADM-166B.
- HAVE YOU SIGNED AND NOTARIZED ALL APPROPRIATE PORTIONS OF YOUR APPLICATION?
- HAVE YOU ATTACHED YOUR NON-REFUNDABLE \$50.00 APPLICATION FEE PAYABLE TO "TREASURER, STATE OF NEW JERSEY"?

New Jersey Department of Environmental Protection
General Services
Examination & Licensing Unit
PO Box 441, Trenton, NJ 08625-0441

**REFERENCE QUESTIONNAIRE
AND VERIFICATION OF EXPERIENCE**

PLEASE PRINT

Applicant's Name _____

I. EXPERIENCE QUESTIONNAIRE

1. How many years/months have you supervised the applicant in well drilling activities?

FROM: Month _____ Year _____ TO: Month _____ Year _____

2. List the well drilling operations you have supervised the applicant with during the actual drilling of wells.

Please list as follows:

Type of Well	Depth of Well	Drilling Method	Date Drilled	N.J. Well Permit No. (if applicable)

II. NOTARIZED OATH OF REFERENCE

I hereby certify that the information provided in this questionnaire is true to the best of my knowledge and belief.

Name of Reference (Please Print)

Signature of Reference

N.J. Well Driller's Registration # _____
(if applicable)

Sworn to and subscribed
before me this _____ day

of _____ A.D. 20 _____

(Official Seal)

Signature of Notary Public

New Jersey Department of Environmental Protection
General Services
Examination & Licensing Unit
PO Box 441, Trenton, NJ 08625-0441

**REFERENCE QUESTIONNAIRE
AND VERIFICATION OF EXPERIENCE**

PLEASE PRINT

Applicant's Name _____

I. EXPERIENCE QUESTIONNAIRE

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Please list as follows:

Type of Well	Depth of Well	Drilling Method	Date Drilled	N.J. Well Permit No. (if applicable)

II. NOTARIZED OATH OF REFERENCE

I hereby certify that the information provided in this questionnaire is true to the best of my knowledge and belief.

Name of Reference (Please Print)

Signature of Reference

N.J. Well Driller's Registration # _____
(if applicable)

Sworn to and subscribed
before me this _____ day

of _____ A.D. 20 _____

(Official Seal)

Signature of Notary Public

NGWA Certifications Required for Out-of-State Applicants

April 2007

Full Journeyman (Journeyman D) well driller (CWD/PI)

General Exam

And at least one of the following three drilling specialty categories:

A/B-- Cable Tool

C/D -- Air Rotary

E/F -- Mud Rotary

Water Systems general exam

and

K—Water Systems less than 100gpm

and

M – Augering and Monitoring

Journeyman B Well Driller (CWD/PI)

General Exam

And at least one of the following three drilling specialty categories:

A/B -- Cable Tool

C/D -- Air Rotary

E/F -- Mud Rotary

Water systems general exam

and

K -- Water systems less than 100gpm

Monitoring Well Driller (CWD)

General Exam

and

M – Augering & Monitoring

APRIL 2007

JOURNEYMAN & MASTER WELL DRILLING LICENSE

LIST OF SUGGESTED STUDY MATERIALS

“New Jersey Subsurface and Percolating Waters Act (N.J.S.A. 58:4A-4.1 et seq) and implementing regulations” **

“New Jersey Safe Drinking Water Act (N.J.S.A. 58:12A-1 et seq) and implementing regulations” **

**An applicant will be responsible for knowing those portions of the laws and regulations which pertain to the specific license category for which they have applied.

“NJDEP Field Sampling Procedures Manual”, August 2005

Available on-line at: www.state.nj.us/dep/srp/guidance/fspm

The following eight publications are available from:

National Ground Water Association

601 Dempsey Road

Westerville, OH 43081

Phone: 1-800-551-7379

Fax: 1-614-898-7786

E-mail: ngwa@ngwa.org

1. **“Groundwater and Wells”, Driscoll (1986)
Johnson Division**
2. **“Water Well Drillers Beginning Training Manual”**
3. **“NGWA Supervisors Safety Manual”**
4. **“Procedures for Well Drilling Operations(CD)”**
5. **“Manual on the Selection and Installation of Thermoplastic Water Well Casing”**
6. **“Water Well Handbook, 7th edition”**
7. **“Basic Water Systems: A Pump and Training Manual”**
8. **“Ground Water Hydrology for Water Well Contractors”**

The following ASTM Standards are available from:

ASTM International
100 Barr Harbor Drive
West Conshohocken, PA 19428
1-610-832-9585
Web Site: www.astm.org

ASTM Standard D1586-99, “Standard Test Method for Penetration Test and Split-Barrel Sampling of Soils”

ASTM Standard D1587-00, “Standard Practice for Thin-Walled Tube Sampling of Soils for Geotechnical Purposes”

ASTM Standard F480-00, “Standard Specification for Thermoplastic Well Casing Pipe and Couplings Made in Standard Dimension Ratios (SDR), SCH 40 and SCH 80”

ASTM Standard D5092-90(1995)e1, “Standard Practice for Design and Installation of Ground Water Monitoring Wells in Aquifers”*

*Master & Full Journeyman only

"Water Systems Handbook 11th Edition", available from:

Water Systems Council
National Programs Office
1101 30th Street N.W., Suite 500
Washington, DC 20007
Phone: 888-395-1033
Fax: 301-464-8842
Web Site: www.watersystemscouncil.org