EXAM APPLICATION INSTRUCTIONS FOR PETROLEUM RELEASE

PETROLEUM RELEASE EXAM REQUIREMENTS: All applicants must have education and/or experience. Qualifying education and experience must be pertinent or related to site assessments, remedial investigations and corrective actions necessary to remediate water or soil contaminated with petroleum. The decision of this office on qualification is final.

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<tr>
<th></th>
<th>Education</th>
<th>Experience</th>
<th>Total</th>
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<tbody>
<tr>
<td><strong>Petroleum Remediator</strong></td>
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<tr>
<td>Master or doctoral level degree in engineering or related sciences</td>
<td>5</td>
<td>2</td>
<td>7</td>
</tr>
<tr>
<td>BS level degree in engineering or related sciences</td>
<td>4</td>
<td>3</td>
<td>7</td>
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<tr>
<td><strong>Petroleum Assessor</strong></td>
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<tr>
<td>BS level degree in engineering or related sciences</td>
<td>4</td>
<td>1</td>
<td>5</td>
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<tr>
<td>High school diploma</td>
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APPLICATION OPTIONS
(Scroll to bottom of this page.)

1. Download a printable application. Please print or type. Pay by check or credit card authorization. OR
2. Complete the interactive online application. You will need a user ID and a password. Pay by credit card online, mail a check, or fax/mail a credit card authorization.

INSTRUCTIONS

1. Complete the application on-line and mail or fax with check or credit card authorization to this office. Or complete application on-line with your credit card. Application fee is $150.
2. On page 3, list your experience up to 10 job experiences. Work not related to petroleum release must be listed such as “McDonalds,” but the name of your supervisor is not necessary.
3. Complete the open-book take home exam over South Dakota laws online, you should receive a score on submission. You will need to print the Blue Book “Statutes & Rules” from our website.
4. Make 5 copies of the Confidential Exam Reference Form. Complete your portion and mail to all persons who supervised your work. Include a stamped envelope addressed to this office for the references to mail their comments back to this office.
5. Request an official transcript from the school where you received your degree. Mail the transcript to the Board office.

EXAM SCHEDULE: Upon completion and approval of your application, you will be sent an open-book take home Petroleum Release examination. You will be informed as to where information on South Dakota procedures and regulations regarding petroleum releases can be found. The exam is to be completed and returned to this office within thirty days. If you need more time than this, please notify this office.

All changes in addresses should be mailed or faxed to this office or emailed to sdbtp@state.sd.us.
APPLICATION FOR PETROLEUM RELEASE EXAMINATION

Date ____________________

□ Male

Name ____________________________________________________________

□ Female

Date of Birth  _______________________ Social Security Number  _________________________

Indicate mailing address:  □ Home  □ Business

Indicate Primary Email:  □ Home  □ Business

Home Address __________________________________________

Home Phone_________________________

Street

City  State  9-digit Zip

Cell Phone __________________________

Home Email __________________________

Home Address __________________________________________

Business Name  __________________________________________

Business Phone _____________________

Business Address __________________________________________

Fax _______________________________

Street or PO Box

Email ______________________________

City  State  9-digit Zip

I am applying for

□ Petroelum Release Assessor

□ Petroleum Release Remediator

Have you been reprimanded or cautioned regarding workmanship, professionalism or ethical conduct?  □ Yes  □ No

Other than traffic violations, have you ever been convicted of a felony or misdemeanor?  □ Yes  □ No

If the answer is “yes” to the above questions, please provide details including results of any appeal on a separate sheet of paper.

AFFIDAVIT I declare and affirm under the penalties of perjury that this applications, and credit card transaction, if applicable, have been examined by me, and to the best of my knowledge and belief, is in all things true and correct. Submittal of this application serves as my signature.
LIST OF REFERENCES

List the names and addresses of three (3) references who supervised your work as listed in the last column on the next page. If you have not worked under the supervision of three licensed petroleum remediators or assessors, list other petroleum references with whom you have associated and are familiar with your work. The other two references can be character references. Send Confidential Exam Reference Forms to all five (5) references. Relatives, business associates supervised by you and current South Dakota Board members are not acceptable as references.

<table>
<thead>
<tr>
<th>Name of Reference</th>
<th>Profession, State, And License #</th>
<th>Mailing Address Street, City, State, Zip</th>
<th>Business Relationship</th>
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EDUCATION

State in chronological order the name and location of each college, university or technical school attended and the year of graduation, if applicable.

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<thead>
<tr>
<th>Name and Location Of Institution</th>
<th>Years From - To</th>
<th>Degree, Year and Major</th>
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PROFESSIONAL EXPERIENCE

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<tr>
<th>Employment Dates</th>
<th>EXPERIENCE: Record your complete work history, beginning after college graduation and concluding with your present employment. You must account for the entire time period from graduation until now, including periods of unemployment, volunteer work, non-engineering work, and military experience. If you have an NCEES record, provide your current position and any work history not included in your record. <strong>Do not substitute a resume or other synopsis.</strong></th>
<th>Length of Time</th>
<th>Name, telephone number, address, profession and license # of person who supervised your work.</th>
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<tbody>
<tr>
<td>From To</td>
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<td>Years Months</td>
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