

New York State Erosion & Sediment Control  
Certificate Program Summary, Page 1

Administered by the New York State Conservation District Employees' Association, Inc., in cooperation with:  
Schuyler County Soil and Water Conservation District

Attn: Jessica Verrigni

PO Box 326

Montour Falls, NY 14865

Phone: 607-535-0878

Email: [jessicaschuylerswcd.com](mailto:jessicaschuylerswcd.com)

Program information:

1. Program Policy and Procedures, Steering Committee Membership and ethics guidelines can be found at the New York State Conservation District Employees' Association, Inc. website.

2. Testing Requirements:

Applicants must take a 3.5-hour written, open-book exam, and earn a score of 75 percent or higher.

3. Eligibility:

The applicant must have a high-school diploma or General Education Diploma, and 5 years of experience in the preparation of erosion and sediment control plans and field experience implementing and/or inspecting erosion and sediment control components of stormwater pollution prevention plans. Applicants can substitute the following in place of years of experience.

A. A degree in one of the following fields: Agricultural, Civil or Environmental Engineering, Landscape Architecture, Agronomy, Geology, Hydrology, Soil Science, or Natural Resource Science may be substituted for **4** years of required experience for a Bachelors Degree and **2** years of experience for an Associates Degree. Applicants must submit a copy of their diploma with their application.

Applicants with a degree in a related field such as Environmental Science, Forest Health, Forestry, Aquatic Science, Fisheries Science, or Biology, Earth Science, Botany, Physics, Chemistry, Zoology and their subfields, Environmental Biology, Forestry Engineering, Bioprocess Engineering, or Biotechnology, may be approved by the Application Committee on a case-by-case basis. Applicants must submit a copy of their diploma and transcript with their application.

B. Passing the State University of New York College of Environmental Science and Forestry course *ERE 527: Stormwater Management*, or the discontinued Syracuse University course *CIE 500: Urban Stormwater & Erosion Control Design* with a grade of B or better. Applicants must submit a copy of their college transcript along with the application documents. This course may be substituted for 4.5 years of experience and exempts the candidate from exam requirements.

C. A Certified Professional in Erosion & Sediment Control™, certified by Envirocert International Inc, is exempted from exam and experience requirements. They may submit the Application Form only along with a copy of their valid Certified Professional in Erosion & Sediment Control™ certificate and Application fee.

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4. Fees:

Application fee: \$150. Due at time of application.

New York State Erosion and Sediment Control Implementation Course: \$250 (\$350 if requesting professional engineering PDHs) This is a 1.5-day, in-person course. Applicants may sit for the exam with or without attending the Implementation Course.

Exam fee: \$100. This must be paid each time the applicant takes the written exam.

Annual renewal fee: \$100. This must be paid by January 1st of each calendar year.

5. Endorsements:

Two endorsements are required. One must be from a current or former supervisor familiar with work that you are claiming experience for on the Professional Experience Summary Sheet. The second must be from a working professional, working in one of the fields listed in Part 3A of this application.

If the applicant has had no recent supervisors, or a supervisor's endorsement is otherwise not possible, a letter documenting the reasons must be provided with the Application. If you are unable to obtain a supervisor's endorsement, select another person (coworker, client, or colleague) you worked with who is sufficiently knowledgeable about your work to attest to the accuracy of your experience description.

6. Application Review Timeline:

The application must be submitted 30 days before the scheduled exam. An application only reaches submitted status once both endorsements have been received by the administrator. The application review subcommittee will provide eligible applicants with an exam admittance document within 14 days of receipt of the application.

7. Professional Development:

Professional development is required of all certificate holders. Twelve (12) Professional Development Hours are required annually, and can be met through many activities and efforts, including attendance at New York State Conservation District Employees' Association, Inc./New York State Department of Environmental Conservation approved and supported training courses, webinars, and/or instructing on technical aspects of erosion and sediment control. Ongoing erosion and sediment control work experience may substitute for up to 6 hours as described in the Certificate Program Professional Development Policy.

# New York State Erosion & Sediment Control Certificate Program Application

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*Administrative Use Only*

Certificate Number:

Date Issued:

Initials:

Print Name Exactly As You Wish It To Appear On Your Certificate

Last:

First:

Middle:

Birth Date (month/day/year)

E-Mail Address

Home Address:

Line 1

Line 2

Line 3

City

State

Zip Code

Home Phone:

Payment (**\$150** due with application. Exam, course, and renewal fees billed separately)

Pay by Check: Make Check payable to *Schuyler County SWCD*. Write *NYSE&SCCP application fee* in the memo line of the check.

Affidavit: I declare and affirm that the statements made in this application and accompanying documents are true to the best of my knowledge. I understand that any false or misleading information in this application may be cause for certificate denial. I agree to abide by the Code of Ethics policy located on the Certificate Program website.

Signature:

Date:

# New York State Erosion & Sediment Control Certificate Program Professional Experience Detail Form

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Complete all sections, make a copy for your records, submit a copy with your application, and forward this completed form to all endorsers, along with an endorsement form. Use a separate form for each endorser. This form may be copied as needed to provide additional answer space.

Experience described on this form was obtained while employed by:

Firm or Organization Name:

Business Location - City:

State:

Employment Dates:

to

Describe in detail the specific erosion and sediment control work you personally performed on several projects or job assignments that are representative of the work you performed while you were employed by the firm named on this form. Then, indicate at right, the time you spent on these projects or assignments.

Time  
Yrs./Mos.

Total time this sheet:

# New York State Erosion & Sediment Control Certificate Program Endorsement Form

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## Instructions to Endorser:

1. Provide the requested information below and answer questions 1-8
2. If you disagree with any information presented or wish to provide any other information for consideration by the steering committee please submit a separate letter with this form.
3. Print out the form, sign it, scan as a pdf and email to the administrator, with the subject line: "NYSE&SCCP app (Participants Last name)."

Endorser's Name:

Company:

Job Title:

Current Business Address:   
Street City State Zip

Business Phone Number:

Email:

- |  |        |
|--|--------|
|  | YES NO |
| 1. Do you have in-depth knowledge of the applicant's work during the time covered by this endorsement? |        |
| 2. Does the description accurately reflect the work personally performed by the applicant?             |        |
| 3. Is the time claimed by the applicant for this experience accurate?                                  |        |
| 4. Was the applicant's work performed in an adequate, reliable, and professional manner?               |        |
| 5. Are/were you the applicant's supervisor during the time period claimed above?                       |        |
| 6. If not, please identify your work relationship to the applicant at the time <input type="text"/>    |        |
| 7. Are you attaching a separate letter with additional information about the applicant?                |        |
| 8. Comments:   |        |

**Affidavit:**  
I have read the information presented by the applicant on this form. I hereby certify that I am knowledgeable about, and qualified to attest to, the applicant's work and ability, and that the work experience described by the applicant and the time claimed for it, are accurate.

Signature:

Date: