

Operator Training Committee of Ohio, Inc.  
3972 Indianola Avenue  
Columbus, Ohio 43214-3158

## NEED CONTACT HOURS?



## Distance Learning Correspondence (DLC) Courses

*“Ohio’s Environmental Training Center”*



**Operator Training Committee of Ohio, Inc.**  
(A 501 (c)(3) Non-Profit Training Center)  
3972 Indianola Avenue  
Columbus, Ohio 43214-3158  
(614) 268-6826 \* (614) 268-3244 FAX  
[www.otco.org](http://www.otco.org)

## DISTANCE LEARNING COURSES

### **Operator Certification Renewal For:**

- Class A Water
- Water I, II, III, & IV
- Water Distribution I & II
- Class A Wastewater
- Wastewater I, II, III, IV
- Wastewater Collection I & II

### **Overview**

Distance Learning Correspondence (DLC) Courses is a home study course designed to allow participants to earn approved Ohio EPA contact hours by reading various field related textbooks and completing an open book exam.

Students are required to read the text and complete the exam with a minimum grade of 70% or higher. Once the materials are received, students are allotted 90 days to complete the course. Upon successful completion of the course, a Certificate of Completion is provided to the student.

### **Contact Hours**

Contact Hours for the DLC courses will be included in the student’s official OTCO student transcript page and the Ohio EPA’s eBusiness Center portal.

### **Payments**

Payment for this event can be made by check, or credit card. In order to invoice your company, a purchase order must accompany registrations. **NO REFUND ONCE THE ORDER IS PROCESSED.**

### **How To Order**

Once your application is processed your materials will be forwarded with-in 10 business days (*pending materials in-stock*). Fax, e-mail, or mail the completed order form to:

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3972 Indianola Avenue  
Columbus, Ohio 43214-3158  
(614) 268-3244 FAX  
[otco@otco.org](mailto:otco@otco.org)



## DISTANCE LEARNING CORRESPONDENCE (DLC) COURSES

In the  field to indicate your selection

N/A = Not Available via OTCO

<input checked="" type="checkbox"/>	#	WASTEWATER TREATMENT and COLLECTION SYSTEMS	OEPA APPROVAL #	HRS	With Text	Without Text
	A1	A Wastewater Microbiology Laboratory Manual For Operators (OTCO 2011)	OTCO-S11576-OM	6.00	N/A	\$85
	B1	Recommended Standards for Wastewater Treatment Facilities (2004)	OEPA-S419929-OM	6.00	\$110	\$85
	C1	Manual of Practice Volume 1 - MOP 11 5th Edition (WEF 1996)	OEPA-S419917-OM	15.00	N/A	\$100
	D1	Manual of Practice Volume 2 - MOP 11 5th Edition (WEF 1996)	OEPA-S419926-OM	14.00	N/A	\$100
	E1	OAC 3745-3 Pretreatment Rules	OTCO-S11943-OM	3.00	\$65	\$50
	F1	OAC 3745-33 Ohio NPDES Permit	OTCO-S11983-OM	2.50	\$65	\$50
	G1	OAC 3745-42 Permit To Install And Plan Approval For Water Pollution Control	OTCO-S11982-OM	4.50	\$65	\$50
	H1	OAC-3745-40 Sewage Sludge	OTCO-S11981-OM	4.50	\$65	\$50
	I1	OAC 3745-38 General NPDES Permit	OTCO-S11945-OM	1.00	\$65	\$50
	J1	Small Wastewater System Operation And Maintenance Volume I	OTCO-S31002-OM	15.00	\$150	\$100
	K1	Small Wastewater System Operation And Maintenance Volume II	OTCO-S11440-OM	13.00	\$150	\$100
<input checked="" type="checkbox"/>	#	WATER TREATMENT and DISTRIBUTION SYSTEMS	OEPA APPROVAL #	HRS	With Text	Without Text
	A2	Water Treatment Operator Handbook (AWWA)	OEPA-D300734-OM	9.50	N/A	\$100
	B2	Water Treatment Operator Handbook 3 <sup>rd</sup> Edition (AWWA)	OTCO-D12162-OM	9.50	\$150	\$100
	C2	Iron & Manganese Removal Handbook (AWWA)	OEPA-D419935-OM	6.00	N/A	\$85
	D2	Water Treatment 2 <sup>nd</sup> Edition (AWWA) (may substitute Water Treatment 3 <sup>rd</sup> Edition)	OEPA-D419938-OM	24.00	N/A	\$185
	E2	Recommended Standards for Water Treatment Facilities (2012) available 12/1/2013	OTCO-D419932-OM	6.00	\$110	\$85
	F2	Water Distribution Operator Training Handbook 2 <sup>nd</sup> Edition (AWWA)	OEPA-D419941-OM	9.00	N/A	\$85
	G2	Water Distribution Operator Training Handbook 4 <sup>th</sup> Edition (AWWA)	OTCO-D12815-OM	12.00	\$175	\$85
	H2	OAC 3745-7 Operator Certification for Public Water & Wastewater Treatment	OTCO-B11944-OM	3.00	\$65	\$50
	I2	OAC 3745-9 Water Well Standards	OTCO-D11942-OM	2.00	\$65	\$50
	J2	OAC 3745-81 Primary Drinking Water	OTCO-D11985-OM	2.00	\$80	\$50
	K2	OAC 3745-95 Backflow	OTCO-B11984-OM	0.50	\$65	\$50
	L2	Small Water Operator and Maintenance	OTCO-D71012-OM	12.00	\$150	\$100
	M2	Stories From the Road: On-the-Job Experiences of Water Treatment Operators	OTCO-D11780-OM	2.50	N/A	\$50

<b>STUDENT #</b>		<b>FIRST NAME</b>	<b>LAST NAME</b>
<b>EMPLOYER</b>			<b>JOB TITLE</b>
{ } Please send my materials via email		<b>EMAIL:</b>	
<b>SHIPPING / MAILING ADDRESS</b>		<b>CITY</b>	<b>STATE</b>
			<b>ZIP CODE</b>
<b>BILLING ADDRESS</b>		<b>CITY</b>	<b>STATE</b>
			<b>ZIP CODE</b>
<b>PHONE</b>		<b>FAX</b>	
<b>PAYMENT OPTIONS:</b>			
<b>AMOUNT DUE:</b>	\$ _____	<b>PLEASE INVOICE MY COMPANY (PO # Required)</b>	<b>PO #</b> _____
<b>CREDIT CARD</b>	VISA	MASTERCARD	AMEX
	DISCOVER	EXPIRATION DATE	___ / ___ 3 DIGIT CCV CODE
<b>CREDIT CARD ACCOUNT NUMBER</b>			
<b>NAME AS APPEARS ON CARD (print)</b>			
<b>X SIGNATURE</b>			