



Diplomate, Water Resources Engineer Sample Application

American Academy of Water Resources Engineers
2004-2005 Board of Trustees

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WHAT IS SPECIALTY CERTIFICATION?

Specialty Certification is a voluntary, post-license credential that provides recognition of advanced expertise in a technical specialty, superior experience, strong ethics and a commitment to life-long learning and continuing professional development.

WHAT ARE THE BENEFITS OF SPECIALTY CERTIFICATION?

- Certification is an advanced qualification beyond licensure recognized by clients, employers, peers and the public.
- Certification provides a tangible advantage for individuals looking to stand out.
- Certification demonstrates advanced knowledge, skills and attitudes within a civil engineering specialty and commitment to stay up to date on new technological innovations.
- Certification demonstrates a strong commitment to professionalism through its ethics and continuing professional development requirements.
- Certification allows civil engineers to maintain strong input into the advanced credentialing process.

OBJECTIVES OF THE ACADEMY

The objectives of the Academy are to improve the practice, elevate the standards, and advance the practice of water resources engineering by:

- a. Identifying and certifying engineers with specialized knowledge in water resources for the benefit of the public.
- b. Recognizing the ethical practice of water resources engineering.
- c. Enhancing the practice of water resources engineering.
- d. Supporting and promoting positions on water resources issues important to the public health, safety, and welfare.
- e. Encouraging life-long learning and continued professional development.

ELIGIBILITY REQUIREMENTS

The knowledge, skills and attitudes necessary to fulfill the BOK for Diplomate, Water Resources Engineer, are acquired through a combination of education and experience. The fifteen outcomes are validated through the the granting of academic degrees, the process of professional licensure, and this process of certification. As approved by the AAWRE Board of Trustees the eligibility requirements for certification as a Diplomate, Water Resources Engineer are:

1. The applicant shall be of good moral character and of high ethical standing in the profession.
2. The applicant shall be actively engaged in the professional practice of water resources engineering.
3. The applicant shall possess a valid license to practice professional engineering issued by a State, Territory, Possession, or District of the United States or an equivalent license or certificate issued by a foreign country, providing that said valid license or certificate of registration from a foreign country shall be evaluated by the Board of Trustees on a case-by-case basis to assure that the license or certificate meets the standards set by the Board of Trustees.
4. The applicant shall have been awarded a baccalaureate degree in engineering from a college of engineering program accredited by the Engineering Accreditation Commission (EAC) of the Accreditation Board for Engineering and Technology, Inc. (ABET), or its equivalent, and have successfully completed approximately 30 semester credits of acceptable graduate-level, or upper-level undergraduate courses in water resources engineering acceptable to the Board of Trustees.
5. In lieu of a baccalaureate degree and approximately 30 semester credits, the applicant shall have been awarded either a master of science, master of engineering, or doctoral degree in water resources engineering from one or more educational institutions of recognized standing, or its equivalent.
6. The applicant shall possess a minimum of ten years of professional experience in water resources engineering work. Such work experience shall be in one or more of the specialty areas established by the Board of Trustees. Further, such work shall include active participation in responsible planning, design, analysis, operation, management, regulation, research, or teaching. In the case of teaching, the work experience shall be at an educational institution of recognized standing, or its equivalent.
7. The applicant has agreed in writing to adhere to the American Society of Civil Engineers Code of Ethics.

The applicant shall submit a complete application, together with all fees and supporting documentation as required, including written recommendations endorsing the application from no less than three of his or her peers who possess a valid license to practice professional engineering issued by a State, Territory, Possession, or District of the United States or equivalent license issued by a foreign country. Effective October 1, 2006, at least one (1) written recommendation must be from a Diplomate, Water Resources Engineer in good standing.

In addition to meeting all of the general requirements specified in above, the applicant shall pass an oral assessment in a manner satisfactory to the Board of Trustees. The requirement for an oral assessment may be waived by the Admissions Committee only when the written application clearly demonstrates that the applicant meets all of the requirements specified above and has mastered the requisite body of knowledge at the expert level in a manner and form acceptable to the Board of Trustees.

Oral assessments will be held in such places and in such manner as indicated by the number and location of applicants and as determined by the Secretary.

The oral assessment shall consist of two phases:

1. An oral presentation demonstrating that the applicant has mastered the requisite body of knowledge in a manner and form acceptable to the Board of Trustees.
2. An oral defense of the presentation in the form of questions and answers.

A certified person, except an Honorary Diplomate, does not become a Diplomate and a member of the Academy until that individual has paid all required fees, has been approved by the Academy Board of Trustees, and has been notified in writing by the Academy Secretary, all as prescribed by the Board of Trustees.

APPLYING FOR THE DIPLOMATE, WATER RESOURCES ENGINEER CREDENTIAL

COMPLETING THE APPLICATION FORMS

All Diplomate, Water Resources Engineer applicants must complete the full **online** application and submit all appropriate fees before they will be considered for certification. The online application will be available at www.aawre.org beginning January 2005. Upon completing the application and receiving the appropriate fees, the application will be reviewed for completeness by AAWRE staff before being sent to the appropriate qualifications review committees.

AAWRE staff will notify applicants when their application is considered complete.

APPLICATION DEADLINES

AAWRE administers the application review and oral assessment for Diplomate, Water Resources Engineer twice per calendar year. In order for applications to be reviewed, oral assessments scheduled, and applicants provided appropriate notice, complete applications with appropriate fees must be submitted as follows:

- SPRING 2005 – Complete application/fees received by February 28, 2005
- FALL 2005 – Complete application/fees received by August 30, 2005

Any application that is received after the published deadline or is deficient at the published deadline will be processed in the following cycle.

CERTIFICATION FEES

All applicants must submit the appropriate non-refundable application fee, the Oral Assessment Fee, and the initial first year Certification Fee with their complete application by the deadlines noted above.

- Non-refundable Application/Interview Fee \$300.00

ORAL ASSESSMENT SCHEDULING

The Academy attempts to provide oral assessments in reasonably convenient locations (usually within the state or region of a state where the applicant resides). However, this may not always be possible. By completing the application, the applicant agrees to travel (at his/her cost) to the closest available oral assessment site provided by the Academy.

Dates for the oral assessment are currently scheduled as follows:

- SPRING 2005
 - May 13 & 14, 2005 – Anchorage, AK (in conjunction with the EWRI Water Resources Congress) and
 - June 3-4, 2005 – Locations to be determined by applicant demand
- FALL 2005
 - Dates and locations to be determined.

The following application forms are provided as an example of the material that will be required to complete the AAWRE online application. The online application will be available January 2005 at www.aawre.org.

For questions or additional information, please contact AAWRE at certification@aaawre.org or 703-295-6414.



Diplomate, Water Resources Engineer Certification Sample Application Information

The sample application forms shown here are to inform potential applicants of the information deemed necessary by the AAWRE to determine whether an applicant is qualified for the Diplomate, Water Resources Engineer credential. The official application is an online application and must be completed at the AAWRE website (<http://www.aawre.org>).

Hard copies of this application will not be accepted.

All information and documentation must be in English.

PERSONAL INFORMATION

ASCE/EWRI I.D. #

(If the applicant is an ASCE or EWRI member, basic personal and contact information will be automatically filled from the applicants ASCE member data).

Prefix

First Name

M.I.

Last Name

Suffix

_____/_____/_____
Birth Date (year / month / date)

Applicant must upload personal photo. JPEG and BMP formats are acceptable. Minimum size quality should be 300 dpi.

BUSINESS CONTACT INFORMATION

Job Title

Business Name

Business Street Address (Line 1)

Business Street Address (Line 2)

City

State/Province

Country

Postal Code

Business Telephone

Business E-mail

RESIDENCE CONTACT INFORMATION

Residence Street Address (Line 1)

Residence Street Address (Line 2)

City

State/Province

Country

Postal Code

Residence Telephone

Residence E-mail

CONTACT PREFERENCES

Preferred Mailing Address Business Home

Preferred Telephone Business Home

Preferred E-mail Business Home

EDUCATION INFORMATION

Undergraduate Education

Name of Institution

City

State/Province

Country

Year/Month that your degree was awarded

Degree

_____ I have arranged for an official transcript to be sent directly to AAWRE.
(initial)

Graduate and/or Postgraduate Education

(1)

Name of Institution

City

State/Province

Country

Year/Month that your degree was awarded

Degree

_____ I have arranged for an official transcript to be sent directly to AAWRE.
(initial)

(2)

Name of Institution

City

State/Province

Country

Year/Month that your degree was awarded

Degree

_____ I have arranged for an official transcript to be sent directly to AAWRE.
(initial)

Other Education (in lieu of Masters or Doctorate degree)

Please complete this sheet to document education necessary to fulfill the Education requirement in lieu of Masters or Doctorate degree. Please consecutively number all items. Official transcripts are required for all courses. It is the applicant's responsibility to have these transcripts sent directly to AAWRE. If additional sheets are necessary, please copy this form and staple to this original page.

Ref. #	Provider	Course Title and Description	# Credits	Date Completed

PROFESSIONAL EXPERIENCE

Applicant shall provide clear and concise details of all water resources engineering related work. Applicant may amplify details on additional sheets, with resume, and/or supporting materials. Please copy this sheet and staple to this original page if additional space is needed to document work history. All supporting materials must include Ref. #. Please consecutively number all items.

Ref. #	Date (From - To)	Title	Employer/ Employer Address	Description of Experience	Name, Title and Current Phone # of superior or person most familiar with this engagement

PROFESSIONAL LICENSURE

State License Number

_____/_____
Date Originally Obtained (Year/Month) Current Date Valid Through (Year/Month)

List other states in which you hold a valid Professional Engineer license (optional):

If you are not licensed in one of the 55 United States licensing jurisdictions and your residence is outside the United States, please provide an explanation of your jurisdiction’s regulation of engineering practice and your ability to practice under this regulation (add additional sheets or documentation as necessary and staple to this page):

ADDITIONAL PROFESSIONAL CREDENTIALS

Please list additional professional engineering credentials:

ACTIVE PROFESSIONAL PRACTICE INFORMATION

In addition to the professional experience noted above, please provide information on your commitment to professional practice through:

Membership in Professional Societies, Associations, or Institutes

(If necessary, please amplify on separate sheet or attach documentation)

Organization Name Grade of Membership Yrs of Membership

Professional Special Honors, Awards, or Leadership/Officer Positions Held

(If necessary, please amplify on separate sheet or attach documentation)

Professional Publications or Speaking Engagements

(If necessary, please amplify on separate sheet or attach documentation)

PROFESSIONAL REFERENCES

Give names and addresses of three (3) licensed Professional Engineers who are currently practicing Water Resources Engineering and who have personal knowledge of your professional work --- particularly those who can substantiate and provide an evaluation of "time in responsible charge of water resources related engineering work." Effective January 1, 2006, at least one (1) reference must be a Diplomate of the American Academy of Water Resources Engineers. Do not list partners, immediate subordinates, or relatives. It is the responsibility of each applicant to see that all references are (1) furnished on the form enclosed and provided by the Academy for this purpose, and (2) are mailed on a confidential basis to the office of the AAWRE Secretary.

(1)
Name _____
Title _____
Organization _____
Address _____
City, State/Province, Country _____
Professional License (state/number) / _____ Diplomate, WRE # (if applicable) _____

(2)
Name _____
Title _____
Organization _____
Address _____
City, State/Province, Country _____
Professional License (state/number) / _____ Diplomate, WRE # (if applicable) _____

(3)

Name

Title

Organization

Address

City, State/Province, Country

Professional License (state/number)

Diplomate, WRE # (if applicable)

PROFESSIONAL ETHICS

American Society of Civil Engineers Code of Ethics

Fundamental Principles

Engineers uphold and advance the integrity, honor and dignity of the engineering profession by:

1. using their knowledge and skill for the enhancement of human welfare and the environment;
2. being honest and impartial and serving with fidelity the public, their employers and clients;
3. striving to increase the competence and prestige of the engineering profession; and
4. supporting the professional and technical societies of their disciplines.

Fundamental Canons

1. Engineers shall hold paramount the safety, health and welfare of the public and shall strive to comply with the principles of sustainable development in the performance of their professional duties.
2. Engineers shall perform services only in areas of their competence.
3. Engineers shall issue public statements only in an objective and truthful manner.
4. Engineers shall act in professional matters for each employer or client as faithful agents or trustees, and shall avoid conflicts of interest.
5. Engineers shall build their professional reputation on the merit of their services and shall not compete unfairly with others.
6. Engineers shall act in such a manner as to uphold and enhance the honor, integrity, and dignity of the engineering profession.
7. Engineers shall continue their professional development throughout their careers, and shall provide opportunities for the professional development of those engineers under their supervision.

I attest that I have read, understand and accept the American Society of Civil Engineers Code of Ethics and agree to adhere to it. I further understand and agree that violation of the American Society of Civil Engineers Code of Ethics is grounds for expulsion from the American Academy of Water Resources Engineers and revocation of the Diplomat, Water Resources Engineer credential.

Signature

Date

DIPLOMATE, WATER RESOURCES ENGINEER APPLICANT AGREEMENT AND RELEASE

By signing this statement, you represent and agree to these terms, conditions and releases related to the American Academy of Water Resources Engineers (AAWRE) Certification conducted under the auspices of the Civil Engineering Certification, Inc. (CEC).

1. I agree to satisfy and conduct myself in accordance with all AAWRE and CEC policies and requirements, including the American Society of Civil Engineers Code of Ethics and the AAWRE Continuing Certification Requirements in their current or amended form, and maintain confidentiality of oral assessment questions and content. Furthermore, I agree not to discuss, debrief or disclose, in any manner, the specific content of the certification oral assessment's questions and answers to any individual.
2. I agree that any intentional or unintentional failure to provide true, timely and complete responses to questions in this application or renewal form may lead to further investigation and/or sanctions by the AAWRE.
3. I agree to notify the AAWRE in a timely manner of changes concerning the information I have provided, including my current professional engineer license, mailing address, telephone number and e-mail address.
4. I have reported to the AAWRE and will report to the AAWRE within 60 days, any legal or professional/occupational matters, proceedings, lawsuits, administrative agency actions, settlements and agreements, or organizational actions relating to me, including all complaints relating to my professional activities as a water resources engineer, and matters or proceeding involving, but not limited to, criminal charges, lesser offenses, credentialing, licensure, malpractice, disciplinary ethics or similar matters.
5. I agree that if my compliance with any of the terms of this agreement requires or includes an explanation and supporting documents, I will provide a complete and accurate explanation and true copies of the materials to the AAWRE with this application.
6. I agree that the AAWRE has the right to communicate with any person, government agency or organization to review or confirm the information in this application or any other information related to my application for the AAWRE certification. Further, I agree to and authorize the release of any information requested by the AAWRE for such review and confirmation.
7. I agree that certification as a Diplomat, Water Resources Engineer does not imply licensure, registration or government authorization to practice water resources engineering or to engage in related activities.
8. I agree that all materials that I submit to the AAWRE become the property of the AAWRE, and that the AAWRE is not required to return any of these materials to me.

9. I agree that upon certification, relevant professional biographical data concerning me will be considered public information and may be available to the public upon request.
10. I agree that information related to my participation in the AAWRE certification process may be used in an anonymous manner for research purposes only.
11. I agree that all disputes relating in any way to my application for the certification, or professional development will be resolved solely and exclusively by means of AAWRE policies, procedures and rules, including the Certification Appeals Process.
12. I release and indemnify AAWRE from all liability and claims that may arise out of, or be related to, my water resources engineering work and related activities.
13. I hereby release, discharge and indemnify AAWRE, its directors, officers, members, examiners, employees, attorneys, representatives, agents, and the CEC from any actions, suits, obligations, damages, claims or demands arising out of or in connection with this application, the scores given with respect to the oral assessment or any other action taken by AAWRE or CEC with regard to certification, testing and professional development including, but not limited to, all actions relating to ethics matters and cases.
14. I understand and agree that any decision concerning my qualifications for any certification, as well as any decisions regarding my continuing qualifications for any certification and my compliance with the American Society of Civil Engineers Code of Ethics, rest within the sole and exclusive discretion of the AAWRE and that these decisions are final.

ORAL ASSESSMENT CONSIDERATIONS

AAWRE encourages all qualified applicants to take the Diplomate, Water Resources Engineer (D.WRE) oral assessment and works to address all reasonable disability related accomodations disclosed with this application.

I _____ **have (YES)/** _____ **do not have (NO)** a disability (as defined by the Americans with Disabilities Act or other applicable state or local law/regulation) that requires reasonable accomodation during the oral assessment.

If you indicated that you have (YES) a disability that requires reasonable accomodation during the oral assessment, please provide:

(1) documentation on your disability (please attach letter or other disability documentation from qualified expert such as treating physician)

(2) a brief explanation of how this disability impacts your ability to take the oral assessment,

and

(3) your requested reasonable accomodation.

The Academy retains the right to verify the claimed disability and provide reasonable accomodation of its choosing to enable equal access to the D.WRE oral assessment. The Academy attempts to provide oral assessments in reasonably convenient locations (usually within the state or region of a state where the applicant resides). However, this may not always be possible. By signing this page, the applicant agrees to travel (at his/her cost) to the closest available oral assessment site provided by the Academy, and attests that no reasonable accomodations are required beyond those outlined above.