



American Academy of Water Resources Engineers

Rule No. 1 Body of Knowledge for Water Resources Engineering

The Diplomate, Water Resources Engineering specialty certification program shall rely on the Body of Knowledge for Water Resources Engineering (WRBOK) as its foundation.

The WRBOK shall be consistent with the ASCE Body of Knowledge for Civil Engineers in the 21st Century (ASCE BOK). However, it shall also expand upon the ASCE BOK to include additional levels of competency or additional outcomes that are required to demonstrate advanced qualifications in the specialty area of water resources engineering.

All applicants shall demonstrate that they have acquired the knowledge, skills, and attitudes specified in the WRBOK.

All Academy applicant evaluation processes shall be focused on comparing applicant qualifications to the WRBOK.



American Academy of Water Resources Engineers Rule No. 2

Election of Diplomates by Eminence & Honorary Diplomates

The Eminence Committee may nominate candidates who are deemed qualified for certification through eminence and for election as an Honorary Diplomate. For each nominee, the Eminence Committee shall prepare a nominations memorandum and provide sufficient documentation, including three references for Eminence nominations and three references from Diplomates in good standing for Honorary nominations, to support an affirmative vote by the Board of Trustees. The nomination memorandum shall summarize the professional ethics, education, and experience of the nominee and document their justification for consideration through eminence or election as an Honorary Diplomate. The nomination memorandum, together with any additional documentation, shall be provided to the members of the Board of Trustees with the official notice prior to their meeting in accordance with the bylaws of the Academy.

The Chair of the Eminence Committee, or other duly appointed member of the Eminence Committee, shall present each nominee to the Board of Trustees for consideration. All members of the Board of Trustees may ask questions or provide comment on the nominee's qualifications. The Board of Trustees shall vote on each nominee and the results of that vote shall be recorded in the official minutes.

American Academy of Water Resources Engineers

Rule No. 3 Evaluation of Professional Experience

Experience must be progressively responsible in water resources engineering to indicate that it is of increasing quality and requiring greater responsibility. Experience may be gained through academic, research, and private/public practice.

Education:

Formal educational experience beyond the minimum requirements for certification may count for work experience within the following limits.

A. Master's degree – One (1) year of professional experience can be granted for an earned master's degree in water resources or a related field.

B. Doctorate degree – Up to two (2) years of experience can be granted for an earned doctorate degree in water resources or a related field.

C. No more than two (2) years of experience years may be granted through graduate education degrees.

Academia (teaching):

A year of credit will be granted for each year that the applicant is employed fulltime faculty member in an ABET/EAC accredited water resources engineering or civil engineering program. In order to qualify for a year of professional experience, the applicant must have been engaged in the teaching of a graduate or undergraduate engineering course and also engaged in research related to advancing the science of water resources engineering.

Research:

A year of credit will be granted for each year of research performed at a state or federal government sponsored laboratory or institute, or at a privately sponsored institute or company engaged in performing research that is directly applicable to the practice of water resources engineering. This may include, but is not limited to, the construction and testing of physical hydraulic models, mathematical simulation models, water quality models, computer programs for analyzing water distribution systems, etc.

Private and Public Practice:

A year of credit will be granted for each year the applicant is actively engaged in the professional practice of water resources engineering.

Experience gained in the armed services, to be creditable, must be of a character equivalent to that which would have been gained in the civilian sector doing similar work. Normally, it would be expected that the applicant, while in the armed services, served in an engineering or engineering-related position.

Experience gained in construction, to be creditable, must demonstrate the application of water resources engineering principles were required and used in gaining the experience.

Experience gained in technical engineering sales, to be creditable, must demonstrate that water resources engineering principles were required and used in gaining the experience.

If the candidate's undergraduate degree is not in an engineering discipline that includes water resources topics, professional experience for this certification will qualify when the candidate can demonstrate that their work involves technical aspects of water resources engineering under a licensed professional engineer.



American Academy of Water Resources Engineers Rule No. 4

Documentation of Continuing Education Requirements

The responsibility for maintaining records and documentation to support the professional development hours (PDHs) claimed is solely the burden of the Diplomate. That documentation should include a description of the activity, sponsoring organization, location, dates, duration, instructors' name, appropriate certificates, paid receipts, and number of PDHs earned. A sampling of certification renewal applications will be selected for detailed audits. Those selected for audits will be asked to provide verification for all PDHs claimed.



American Academy of Water Resources Engineers

Rule No. 5

Expiration of Certification and Reinstatement

On initial certification, the Secretary issues a Certificate of Special Knowledge to the new Diplomate with the current date, a unique identification number, and the certification expiration date. The initial expiration date will be December 31st of year following the initial certification year. For example, if the initial certification date is May 15, 2018, the initial expiration date is December 31, 2019.

Three months prior to the expiration of the certification, the Secretary sends written notification to the Diplomate that the certification is scheduled to expire (and gives the date) and that it is time for renewal. The Secretary provides a reminder notification with the same information one month prior to expiration.

If all requirements for renewal as stated in Section 5.11 of the bylaws are not completed prior to the certification expiration date, the certification is immediately suspended as described in Section 7.2 of the bylaws. The Secretary will notify the individual that:

- Their certification has been suspended and that they should immediately cease using the credential in all communications and documentation.
- If they complete their recertification process, including payment of the recertification fee plus a 10 percent late fee within 6 months (late period) of the expiration date, they will be considered in good standing through the new expiration date.

If all requirements for renewal are not completed within the late period, the Secretary will notify the individual that:

- Their certification has expired and that they should immediately cease using the credential in all communications and documentation.
- They will be removed from the online directory immediately.
- They may be subject to an ethics complaint if they continue to use the credential without being current in satisfying all for board certification.
- They may apply for reinstatement if the board certification has been expired beyond the late period, but less than 4 years (reinstatement period).

The Secretary will provide the individual the requirements and instructions for reinstatement, which include:

- The individual documents that they satisfy all requirements for board certification including, but not limited to, maintaining an active PE license and meeting the continuing education requirements for the past year.
- Payment of the current recertification fee.
- Payment of all recertification fees in arrears as required by Section 7.2 of the bylaws. Payment of a recertification fee of \$150 can be made in lieu of payment of recertification fees in arrears.
- Approval of the Board for the reinstatement.

Upon reinstatement, the Secretary notifies the individual of their reinstatement, the new expiration date, and adds the name to the online directory.

If reinstatement is requested by an individual after the reinstatement period (e.g., 4 years after last valid certification), the Secretary will advise the individual to submit a new application for certification (including the full application fee) so that the recent experience of the candidate can be fully evaluated. (Payment of recertification fees in arrears is not applicable.)

Notes:

- 1. Use of a reinstatement fee rather than payment of fees in arrears may require changing the bylaws.*
- 2. Consider whether the period of certification should be two years rather than one. This would reduce staffing time in maintaining certifications and parallel PE renewals, which I think are generally not annual. This would lower revenue initially, but could allow a focus on expanding new applications. (Perhaps the application fee should be raised as that is where much of the time and effort goes?)*