

Arkansas Water Well Construction Commission  
101 East Capitol, Suite 350  
Little Rock, AR 72201  
(501) 682-1025

### Requirements for Apprentice Registration

An applicant for an Arkansas Water Well Apprenticeship Certificate must submit the following:

**1. Proof of age.** An applicant must submit a driver's license or other documentation illustrating that he is at least 18 years old.

**2. Completed application form and the \$125.00 registration fee.**

**3. A notarized letter from an Arkansas Water Well Registered Driller or Pump Installer ('Supervisor')** stating

a. That the Supervisor holds a certificate of registration in the same construction category sought by the apprenticeship applicant and that the registrant has held the certificate for at least five years;

b. That the Supervisor has no outstanding fines or fees owed to the Commission;

c. That the Supervisor has no record of construction violations in the relevant construction category unless such violations have been waived by the Commission;

d. That the Supervisor is a full time employee of the company hiring the apprentice;

e. That the Supervisor is willing to serve in a supervisory capacity during the apprenticeship;

f. The number of apprentices, including the applicant, that the supervisor currently supervises or anticipates supervising within a year of drafting the letter with the number not exceeding five; and

g. A description of the training program.

**4. A written statement from a contractor** employing the Supervisor whereby the contractor agrees to accept responsibility for the apprenticeship.

**5. Registration fee of \$125. Please send the registration fee check with the application to: Arkansas Water Well Construction Commission, 101 East Capitol, Suite 350, Little Rock, AR 72201.**

### Approval of Application

The Commission will consider applications at its bi-monthly meetings. It generally meets on the first Friday in February, April, June, August, October and December of each year. **The Commission may delay consideration of applications received less than two weeks before a scheduled Commission meeting until the next meeting.**

The Commission will notify Applicant whether his application has been approved or disapproved.

**Example of A Letter from a Registered Certificate Holder**

Doe Drilling Company, Inc.  
Plain Old, Arkansas 99999  
Phone (501) 999-9999

January 11, 2005

Mr. J. Randy Young, Director  
Arkansas Water Well Construction Commission  
101 E. Capitol, Suite 350  
Little Rock, AR 72201

Re: Supervision of Apprenticeship Applicant Arthur Anderson

Dear Mr. Young:

I certify that I, Derek Duncan, hold a certificate of registration in the area sought by the apprenticeship applicant and have held this registration for at least five years. I have no outstanding fine or fees owed to the Arkansas Water Well Construction Commission and no record of any construction violations, unless such violations were waived by the Commission.

I am willing to supervise Mr. Arthur Anderson, the apprenticeship applicant, during his period of apprenticeship, and I will supervise no more than five apprentices during his period of apprenticeship. Further, I am an employee of Doe Drilling Company, Inc., and Doe Drilling Company, Inc. will be hiring Mr. Anderson.

During this period of apprenticeship, I will provide Mr. Anderson with a training program that includes:

- Furnishing Mr. Anderson with the Arkansas Water Well Construction Commission Rules and the Arkansas Water Well Construction Act, Ark. Code Ann. §17-50-101 et seq.
- Briefing the apprentice in my absence on the construction techniques to be employed in each job before beginning that job
- Encouraging the apprentice to attend various factory and trade show seminars during his apprenticeship.
- Making regular visits to the job sites where the apprentice is at work to observe his work and will visit completed job sites to see that the work is performed up to code and to the standards of the Arkansas Water Well Construction Commission.
- Co-signing all construction reports with Mr. Anderson if such reports are required.

I swear and affirm that the above testimony is true.

Sincerely,

Derek Duncan  
Arkansas Water Well Construction Commission Registered Driller # 576 .  
Doe Drilling Company, Inc.



Arkansas Water Well Apprenticeship  
Registration Application

Incomplete or inaccurate information will delay processing of your application. For "yes" or "no" responses, circle the correct answer. Social Security Numbers will not be released to the public. Applications must be signed by the applicant and contractor and must be notarized.

<b>Full name:</b> (First name, middle initial, last name)			<b>Social security number:</b>		
<b>Street address:</b>			<b>Mailing address:</b> (If not same as street address)		
<b>City:</b>			<b>County:</b>		
<b>State:</b>			<b>Home phone number:</b> (    )		
<b>Zip:</b>			<b>Work phone number:</b> (    )		
<b>Date of birth</b> (mm/dd/yy)	<b>Height:</b>	<b>Weight:</b>	<b>Hair color:</b>	<b>Eye color</b>	
<b>Sex:</b> Male    Female	<b>Ever convicted of a felony?</b> Yes    No	<b>US citizen?</b> Yes    No	<b>Resident of AR?</b> Yes    No		
<b>Circle highest grade completed:</b> 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 <b>Degrees:</b>					
If you obtained a GED circle 12.					
<b>Number of years of experience in water well construction?</b>					
<b>Have you ever had an Arkansas Water Well Registration Certificate or License revoked?</b> Yes                      No					
<b>Employed by:</b> (Name of business)			<b>Contractor number:</b>		
<b>Business street address:</b>			<b>City:</b>		
<b>State:</b>	<b>County:</b>	<b>Zip:</b>			

**For AWWCC use only**

<b>Amount</b>	<b>Receipt #</b>	<b>Issue Date</b>	<b>Reg. #</b>
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**If you hold any water well driller or pump installer registration certificates from other states, please list other states and applicable registration information. Also, list any professional licenses or credentials you hold (i.e. Professional Geologist, Master Plumber, Electrician, etc.)**

Please check the appropriate category or categories for which you are seeking certification and would like to be tested.

	<b>Consolidated</b> (Includes water well construction techniques for all water wells, other than monitoring wells, constructed in rock formation or in formations which will not cave, including the overburden and soils overlying consolidated formations)
	<b>Unconsolidated</b> (Includes water well construction techniques for all water wells, other than monitoring wells, constructed in sand, clay and gravel formations which are caving in nature)
	<b>Hydrofracturing</b> (includes pumping or injecting fluids, does not include the use of explosives)
	<b>Monitoring and Piezometer</b> (includes water well construction for the purpose of locating and sampling for engineering or geological data or sampling ground water)
	<b>Geothermal</b> (Includes construction of wells built for the purpose of geothermal energy exchange including earth-coupled and direct exchange systems.
	<b>Pump installer</b> (includes all types of pump applications, repairs, and installations)

