

## Apprentice Well Driller Exam Prep Course

### Board of Well Drillers Regulations Overview: Licensing Process

1. Definitions
  - a. Practice well drilling – engaging in any of the following activities for profit:
    - i. Making, altering, repairing, or sealing a well, or
    - ii. Installing, altering, repairing, or disconnecting well system equipment.
  - b. Apprentice – a person licensed by the Board to work under the direction of a principal licensee (Master Well Driller) for the specific purpose of training to practice well drilling.
  - c. Helper – a person who assists a licensee, but does not practice well drilling.
  - d. Well Rig Operator – a person licensed to practice well drilling restricted to
    - i. Location of wells
    - ii. Excavation of wells
    - iii. Installation of
      1. casing
      2. grout
      3. screens
      4. pumps
    - iv. Development of wells
    - v. Testing of wells
2. Prohibitions – unlicensed practice
  - a. A person may not practice well drilling or represent to the public that they are authorized to practice well drilling unless they are licensed by the Board.
  - b. Exception - Master Plumber may install or repair
    - i. Water pump
    - ii. Water tank
    - iii. Water conditioning equipment
3. Process to become licensed as an Apprentice Well Driller (AWD)
  - a. Qualify to take exam
    - i. 1 year as a helper
    - ii. A sponsor, a Licensed Master Well Driller
  - b. Submit application and \$75 fee (this is the fee for all exams)
  - c. When application is complete
    - i. You are scheduled to take the exam
    - ii. You will receive an exam packet
      1. Exam entrance letter – bring a copy to the exam
      2. Copy of Well Construction regs
      3. Copy of Board of Well Driller regs
      4. Study guide

5. Directions to MDE
- d. Study, Study, Study!
  - i. Well Construction Regulations COMAR 26.04.04.01
  - ii. Board of Well Driller Regulations COMAR 26.05.01.01-04
  - iii. Technical drilling materials
- e. Take exam. Afterward you will receive a letter with your score and instructions.
  - i. Pass – 70% and above
    1. Mail a copy of the letter to address indicated
    2. Include a check or money order for the \$50 licensing fee
  - ii. Fail once – 69% and lower
    1. May take exam again
    2. Mail copy of letter to address indicated with \$75 exam fee
  - iii. Fail twice
    1. Take 20 hours of approved continuing education (see Board home page for current list)
    2. Submit a new application form with fee and training documentation
4. Terms of apprenticeship
  - a. 5 years
  - b. You may request an extension of an additional 6 months
  - c. Inactive status is not available
5. After 3 years' experience as an Apprentice, you are qualified to take the Journeyman exam
  - a. Exception - education credit – up to 2 years' experience credit for degree/documentated training. Submit transcripts or other documentation with application
  - b. Submit an application with the \$75 exam fee
6. Loss of sponsorship
  - a. Apprenticeship terminated
  - b. If you change jobs, immediately notify the Board
7. After 5 years, apprenticeship converts to Well Rig Operator (WRO)
  - a. WRO does not expire
  - b. WRO is not a path to the Journeyman license
8. How a WRO gets to Journeyman
  - a. Submit an application to take the apprentice exam again
    - i. You already meet the experience qualification
  - b. Pass the apprentice exam again
    - i. Mail a copy of the letter to address indicated
    - ii. Include a check or money order for the \$50 licensing fee
  - c. Receive your new AWD license
  - d. Apply to take the Journeyman exam

9. Renewal of Apprentice license
  - a. All Board issued licenses expire June 1 of odd numbered years
  - b. Exception – less than 2 years’ of the apprenticeship remaining
    - i. Renewal license expiration date is apprenticeship expiration date
  - c. Process – look for renewal form and instructions in mail
    - i. Contact Board if you do not receive one by 1/31/19
    - ii. To renew, send asap
      1. Completed and signed renewal form
      2. \$100 renewal fee
      3. Documentation of 20 Board approved CEU hours
      4. Completed and signed sponsorship form
      5. Documentation of liability insurance coverage
10. Training credits
  - a. To receive credit, course or event must be approved by the Board – check website for current list
  - b. If not on the list, submit information to the Board
    - i. Syllabus
    - ii. Schedule
    - iii. Trainer biography
  - c. Anyone can submit courses to the Board for review
  - d. Acceptable attendance documentation
    - i. Certificate
      1. Name of course/event
      2. Date of course/event
      3. Signed by trainer
    - ii. Course sign-in sheets (provided by course sponsor)
    - iii. Yellow card signed by trainer
11. Always notify the Board if
  - a. Your contact information changes
    - i. Mailing address
    - ii. Home address
    - iii. Email address
    - iv. Daytime phone number
  - b. You change employers
  - c. Your name changes
12. Restricted licenses
  - a. Pump Installer
    - i. Apprenticeship minimum is 2 years
    - ii. No Journeyman option

- b. Water Conditioner Installer
    - i. Apprenticeship minimum is 2 years
    - ii. No Journeyman option
  - c.
13. Board website
- <http://mde.maryland.gov/programs/Permits/EnvironmentalBoards/Pages/boardofwelldrillers.aspx>