



MARYLAND STATE BOARD OF WELL DRILLERS

P.O. Box 2057, Baltimore, MD 21203

410-537-4466 • 1-800-633-6101 x 4466 • TTY Users: 1-800-735-2258

CONTINUING EDUCATION GUIDANCE

1. Guidelines:

- a. The Board's process is done in accordance with COMAR 26.05.03.
- b. Keep your original documentation for your records. Submit a copy to the Board by a method specified below, see item 2 below.
- c. Board of Waterworks and Waste Systems Operators approved courses are not automatically accepted.
- d. A total of 20 credit hours of Board-approved training is required for license renewal every two years.
- e. Ten of the 20 credit hours of approved training shall be directly related to the category of your license, for example drilling techniques, pump installation or water conditioning installation.
 - i. The maximum number of hours for environmental, safety, hazmat, and any other indirectly related course is 10.0 credit hours. Indicated with an asterisk * on the Approved CEU Training Log.
 1. The exception is MWD and MGD licensees, which allow two hazwoper/OSHA 8-hour refresher courses for each renewal. Indicated with a double asterisk ** on the Approved CEU Training Log.
- f. If you hold licenses issued by the Board, you may fulfill the continuing education requirements for renewal of all licenses by obtaining a total of 20 hours of approved training.
- g. Board-approved training may consist of participation in any of the following:
 - i. College-level or postgraduate coursework given by an accredited college or university
 - ii. Courses, seminars, workshops or lectures
 - iii. Extension studies and correspondence (online) courses
 - iv. In-service training
 - v. Papers published in professional journals requiring peer review
 - vi. Instruction of approved training courses (instructor receives 2 for 1 credit)
 - vii. Lectures and scheduled courses at national or regional association event
- h. Assignment of credit
 - i. Credits shall be approved in not less than ½ hour increments
 - ii. Credits shall be approved on an hour-for-hour basis for attendance at an approved training program
 - iii. Credits are approved on a 2-for-1 hour basis for the instructor of an approved training program

- i. National and regional conventions – attendees receive an additional 1.0 hours per day for attendance for informal interaction with other attendees and vendors.
2. To receive credit for Board-approved courses/events
Submit documentation of attendance by one of the following methods:
 - a. Email to well.board_mde@maryland.gov (preferred)
 - b. Fax to 410-537-3168 (call 410-537-4466 to verify that it was received)
 - c. Mail to Board of Well Drillers, MDE, 1800 Washington Boulevard, Baltimore, MD 21230 (call 410-537-4466 to verify that it was received)
 - d. Documentation may be submitted as soon as it is available or with renewal form to PO Box address.
3. To submit a request for Board review of a course or event
Submit the following information via one of the methods listed in 2.a to 2.c above:
 - a. Description of subject matter
 - b. Length in hours or a breakdown / time schedule
 - c. Name and brief bio of instructor
 - d. Date, time and location

The current list of Board-approved courses is located on the Board website
<https://mde.maryland.gov/programs/Permits/EnvironmentalBoards/Pages/boardofwelldrillers.asp>

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