

Frequently Asked Questions – NCDOT Certification Training 2020-2021

❖ Can a student choose a “credit” to apply to a future class instead of a refund?

Answer: No, all processed payments will be fully refunded. No credits will be retained.

❖ How can a Technician obtain a provisional if they do not complete the prerequisite OJT?

Answer: Materials & Tests (M&T) will provide available course materials, manuals, and/or electronic presentations upon request to assist in educating and training technicians. Most manuals are already available on the M&T Connect website. Lack of specific OJT will not directly prohibit an individual from obtaining an NCDOT provisional certification.

Employers are encouraged to provide supplemental training to help strengthen a technician’s knowledge and skills. It is recommended to use applicable videos on the web and additional resources provided at the M&T Connect website to assist with supplemental training.

Concrete Training Information:

<https://connect.ncdot.gov/resources/Materials/Pages/ConcreteCertificationSchools.aspx>

Soils/Density Training Information:

<https://connect.ncdot.gov/resources/Materials/Pages/SoilsLaboratoryTrainingSchools.aspx>

❖ Can employers proctor and administer an official NCDOT test for their employees on behalf of NCDOT?

Answer: No, NCDOT will not provide exams to be administered by others as part of the training process. However, employers are encouraged to create in-house training to better gauge their students’ understanding of the subject material.

Once the individual has completed training, a field or lab assessment can be requested to obtain a provisional certification. Once notified, the appropriate M&T representative will meet with the student to conduct an assessment to determine the individual’s competence.

The assessment process will be performed one-on-one to ensure safety protocols such as social distancing, masking, contact tracing, etc. can be followed. As part of the field assessment process, the technician is expected to perform the required procedures and verbally answer key questions so the Assessor can determine their level of competence. When submitting a request for field assessment either for Conventional Density or Concrete Field Technician certifications, practice tests must be documented and submitted on the following forms:

Conventional Density:

https://connect.ncdot.gov/resources/Materials/MaterialsResources/Conventional_Density%20OJT_MT520.pdf

Concrete Field Technician:

<https://connect.ncdot.gov/resources/Materials/Materials/Concrete%20Field%20Technician%20Certification%20PRE-REQUISITE%20MEMO%20and%20FORM%20For%20New%20Attendees%20Attached.pdf>

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❖ **What information should be submitted to Materials and Tests to request a provisional or extension?**

Answer: Provide Technician's name, Technician's ID Number (existing technicians), Technician's contact information, and list the certification(s) being requested. Send this information via email to Jim Sawyer (jsawyer@ncdot.gov) or Vickie Hudgins (vhudgins@ncdot.gov).

❖ **NCDOT requires an ACI certification as part of the NCDOT Concrete Field Technician Certification. What if a student does not have the ACI certification or it expires in 2020?**

Answer: Until December 31, 2021, NCDOT will not require the ACI certification prerequisite for a Provisional NCDOT Concrete Field Technician certification to perform required concrete field testing. However, it will be the responsibility of the individual to make sure they take and pass BOTH NCDOT and ACI portions prior to January 1, 2022 so the technician can maintain their full NCDOT Concrete Field Technician Certification in good standing going forward.

❖ **Will the assessment for the provisional certification result in a grade?**

Answer: No grade is issued for assessments. Field and lab assessments are pass/fail only.

❖ **After issuance of the provisional certification, what happens next?**

Answer: Once training is complete, an assessment of proficiency by an M&T representative has been successfully passed, and all necessary records have been sent to NCDOT-M&T, a provisional certification will be issued that will valid through December 31, 2021. During the remainder of 2020 and throughout 2021, technicians will also be subject to periodic assessments to ensure compliance with procedures and requirements throughout the provisional certification cycle.

❖ **What additional steps will be required of technicians that receive a Provisional certification during calendar year 2020 or 2021?**

Answer: Once M&T resumes training, any technician who has received a provisional certification will need to enroll in the next available local class. It will be the responsibility of the individual to make sure they take and pass all portions of a certification course prior to January 1, 2022 so the technician can maintain their full certification in good standing going forward.

NCDOT is currently developing a training schedule that will restart classes in January 2021. M&T staff is also working to provide additional virtual training.