

NECEPT Frequently Asked Questions Asphalt Technician Certification Program

1. Which publication covers the initial certification, certification renewal, and application procedures?
PennDOT Publication 351 (Pub 351)
2. Where can I find Pub 351? **It can be downloaded from the PennDOT web site (www.PennDOT.gov/). Click on “Forms, Pubs & Maps”, then the search button and type “Pub 351”, then the magnifying glass, and then select “Publication 351” from the search results. It is also available on the NECEPT website at <http://www.superpave.psu.edu/Training/>.**
3. The initial certification and subsequent certification renewal periods will be for how many years? **Five (5) years**
4. In order to qualify for a Level 1 Plant Technician – Initial Certification, the applicant must have how many hours of documented experience in asphalt testing? **A minimum 500 hours obtained within the past three (3) years.**
5. What are the requirements for certification renewal of a Field Technician or Level 1 Plant Technician? **Pub 351 provides two options: Option A - Two PennDOT-approved learning activities and 500 hours of work experience during the 5-year certification period. One learning activity must be a NECEPT Asphalt (Field or Plant as appropriate) Technician Annual Update/Refresher course. The second learning activity may be a NECEPT Asphalt (Field or Plant as appropriate) Technician Update/Refresher or an approved learning activity listed in Pub 351. All second learning activities must contain 6 hours of asphalt-related content. If your second learning activity is not specifically listed in Pub 351, please submit an agenda for review and pre-approval. (Option A requires a separate card renewal application.) Option B - Repeat the initial certification procedure by attending the Asphalt (Field or Level 1 Plant) Technician Review and Certification course and scoring at least 75% on the examination. Both options require a signature from a PennDOT ACE/ACM or DME/DME (as appropriate) or their designee; a PennDOT Central Office Bureau Representative; or a PA Turnpike Commission (PTC) Representative as indicated in Pub. 351.**
6. How many retests is each applicant allowed before they have to repeat the corresponding 2-1/2 day review and certification course? **One (1)**
7. I lost my card. What do I do? **Submit an email to NECEPT at superpave@psu.edu to request a new card and include your name, NECEPT ID#, mailing address, and type of certification.**
8. I do not have either the 500 hours of documented experience in asphalt paving, or NECEPT update/refresher or second learning activity required for certification renewal. Will I get certification renewal? **No, you will need to apply and attend the appropriate Asphalt Field Technician or Level 1 Plant Technician Initial Review & Certification Course.**
9. This is my one and only Update/Refresher Course. My certification expires in a few months. What do I do? **Attend a PennDOT approved asphalt-related conference, seminar, or workshop listed in Pub 351 before your certification expires OR apply and attend the appropriate Asphalt Field Technician or Level 1 Plant Technician Initial Review & Certification Course and meet the requirements for the Review and Certification Course.**
10. What counts as my second learning activity? **Please refer to Pub 351. Six (6) hours of asphalt-related educational content is required. An agenda is required for review and pre-approval if your second learning activity is not specifically listed in Pub 351.**
11. How do I document my 500 hours and who is responsible for maintaining those records? **Keep a diary of projects, time & locations, and if possible, have it documented/signed by a Project Supervisor. The individual certified technician is responsible for maintaining their own records.**
12. Who checks my 500 hours? **PennDOT**
13. No one has ever checked my certification on the job site. Why do I need this? **PennDOT may check it tomorrow; however, one of the reasons you may not have been checked is because the District may know your history.**
14. I am the Lead Inspector and I never get out near the paver. What do I do for 500 hours experience? **It is your responsibility to make sure PennDOT works with you to meet the requirements. If not, you will need to start the certification process over.**
15. Can I submit a paper application? **No. All applications need to be submitted online at www.superpave.psu.edu.**
16. I already have a NECEPT ID# from another certification. Should I request a new one for my asphalt certification? **No. You should use the same NECEPT ID# for all of your NECEPT certifications.**