

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 (<http://www.penndot.pa.gov/>). Click on “Forms, Pubs & Maps”, then the search button and type “Pub 351”, then the magnifying glass, and then select “Publication 351”. 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. To qualify for a Level 1 Plant Technician – Initial Certification, how many hours of documented asphalt testing experience are required? **A minimum 500 hours obtained within the past three (3) years.**
5. What are the requirements to renew a Field Technician or Level 1 Plant Technician certification? **Pub 351 provides two (2) options: Option A - Before your certification expires, submit a certification card renewal application with the following which must have taken place during the 5-year certification period: 1) 500 hours of work experience; 2) A NECEPT Asphalt (Field or Plant as appropriate) Technician Annual Update/Refresher course; and 3) A second learning activity with 6 hours of asphalt-related content that may be a NECEPT Asphalt (Field or Plant as appropriate) Technician Update/Refresher taken in a different year or an approved learning activity listed in Pub 351. If your second learning activity is not specifically listed in Pub 351, please submit an agenda for review and pre-approval. 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? **Send 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 AND submit a certification card renewal application 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.**