**What’s a KSA?** How can you use KSA’s to assess your preparedness?
**How to use CWEA study guides?**
**What’s your learning style?** How can you determine the best study strategies?
**What resources should you tap into?**

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**CWEA’s Sacramento Area Section Certification Preparation Session Tools & Tips for Preparing**

Prepare for your upcoming CWEA certification exam by participating in this interactive session. Our trained moderators will share how to use the many resources and tools to get you on the path to your certification.

You’ll review the CWEA Path to Certification and delve into the knowledge, skills and abilities (KSA’s) that make up the core of your vocation. You’ll use the newly developed KSA Gap Analysis Tool to identify areas to focus on during your studying and prep.

After reviewing the tools and tips for preparing for your exam, you’ll divide into vocation focused groups and learn more about specific ways to study and prepare. You’ll be given an action plan tool for you to fill out and use throughout the day to track your action items and plan you’re next steps.

You’ll leave this workshop with a better idea of what areas you need to focus on as you prepare for your exam. Including some new tools:
- CWEA’s Certification Path
- KSA Gap Analysis
- Action Plan
- Resources to tap into

**Register Early, Space is limited.**
CWEA’s Sacramento Area Section Registration Form
Certification Preparation Session • June 6 & 10, 2014 • SASD

Name: ____________________________________________ Title: ________________________________
Agency / Company: _________________________________________________________________
Address: ___________________________________________________________________________
City: __________________________ State: _______________ Zip: _____________________________
Phone Number: ______________ Fax Number: ______________ Participants e-mail address:________

CWEA Member: You must be a current member of CWEA to qualify for the membership discounted fee.

Special Services: __ Please check here if you require accommodations to fully participate. Attach a written description of your needs.

Fee: Includes a box lunch.

Full Time Students attend free, with proof of current enrollment of 9 units or more.

$30.00 Member Rate
$38.00 Non-Member Rate

Please check the vocation & grade level(s) you plan to attend:

Morning Session
(9:00AM – 12:00PM)
Registration at 8:00AM

Afternoon Session
(1:00PM – 4:00PM)
Registration at 12:00PM

Friday, June 6th
Collection System (attending grades 1-4 is recommended) □ Grade 1 □ Grade 2 □ Grade 3 □ Grade 4

Environmental Compliance (attending grades 1-4 is recommended) □ Grade 1 □ Grade 2 □ Grade 3 □ Grade 4

Laboratory Analyst (attending grades 1-4 is recommended) □ Grade 1 □ Grade 2 □ Grade 3 □ Grade 4

Tuesday, June 10th
Plant Maintenance-Mechanical (attending grades 2-4 is recommended) □ Grade 2 □ Grade 3 □ Grade 4

Plant Maintenance-Electrical & Instrumentation (attending grades 1-4 is recommended) □ Grade 1 □ Grade 2 □ Grade 3 □ Grade 4

Name of Account Holder: ________________________________
Credit Card #: ________________________________ exp date: ____________ billing zip: ____________

Payment method (check one): ○ Check (payable to CWEA Cert Prep SAS June 2014) ○ MasterCard ○ Visa ○ AMEX
○ Discover ○ Purchase Order (must be attached)

Full payment or purchase order is required to process registrations. If you have to cancel...Written cancellation notice is required and must be received at least 7 days prior to the workshop date. A 25% service fee shall be retained on all cancellations. No refunds shall be given for cancellations made less than 7 days prior to the workshop.

Online Registration will close at 5pm Tuesday, 3rd
Register online at: www.mycwea.org
or complete this form and mail or fax to 510-382-7810
CWEA Certification Preparation Session
7677 Oakport Street, Suite 600, Oakland, CA 94621
Registration Questions: 510.382.7800 x 107

Attending this certification prep session does not guarantee you’ll pass an exam; it is one tool to help you prepare.