

Written Test

The written test for the CLCA Certified Water Management Program is a 50 question, multiple-choice exam based on the Study Guide. An interactive document with navigational tools, the Study Guide is intended to be viewed on your computer screen. The links are “lost” when the Study Guide is viewed as a printed document. However, you still may wish to print the document or parts of the document. If you do, set page scaling to “Fit to Printer Margins” when you print it.

Test Dates and Locations

The written test is administered in various locations throughout California. New dates and locations are posted on www.clca.us/water. Watch for new test dates. They will be announced as they become available.

If the posted test locations are not convenient and you would like to be notified about possible upcoming tests in a more convenient location or locations in California, please send an e-mail message to watermanagement@clca.org. Put the words Written Test Notification Request in the subject header of your message, and be sure to include in the body of your message the city or region of the state in which you would like to take the test. You will then receive an e-mailed notification when and if a test is scheduled near your requested city or region.

Test Strategy

The exam consists of 50 multiple-choice questions. These questions are written to provide only one BEST answer and are NOT written as trick questions. Applicants must answer 70 percent of these questions correctly in order to pass the test. All correct answers have equal value. If you are unsure about a particular question, it is better to try to answer the question with the chance of possibly getting it correct (and earning two points) than it is to leave the answer sheet blank and definitely get it wrong.

Here are some test sample questions:

The following questions are typical of the types of items that are on the CLCA Certified Water Management Program written test. The correct answers are highlighted.

1. Water is commonly measured in units of:
 - 1. one hundred cubic feet or one thousand gallons**
 2. one cubic foot
 3. one hundred gallons
 4. one thousand cubic feet or one thousand gallons

2. Excessively long station runtimes are most likely to result in:
 1. runoff
 2. percolation
 3. soil saturation
 4. root rot
 - 5. all of the above**

3. While daytime temperatures are still hot in August and September, the overall watering requirement is less in those months than July because:
 1. The days are longer.
 - 2. The nights are cooler and the days are shorter.**
 3. The nights are warmer.
 4. By this time of the year most plants are dormant.

4. Weather Based Irrigation Controllers, also known as SMART controllers:
 - 1. must be properly installed and calibrated to achieve the desired results.**
 2. are completely self programming
 3. require only minimal programming
 4. will always save water

CLCA recommends that you begin your study preparation by reading the Water Manager Certification Study Guide. If you are a landscape industry professional, CLCA believes you should feel confident that you will pass the test if you have a thorough understanding of this study guide and the accompanying supplemental files. The study guide also provides links to several other resources, should you wish to do additional test preparation.

Test-takers may request a Spanish version of the test questions. The Spanish version is intended to be used with the English version to help individuals who may have trouble with occasional words in English. For example, if you have trouble reading a test question or answer in English, you can look at the same question in Spanish to make sure you understand it correctly. The Spanish version does not include a translation of the Test Supplemental Book, which is in English only and consists of maps, graphs, and charts. Nor is the Study Guide available in Spanish at this time.

Test Site Policy and Procedures

It's a good idea to plan on arriving at the test location 30 minutes early. Doing so will reduce the chances that you won't be able to take the test because you arrived late due to traffic congestion, not finding a parking spot, or getting lost on the way.

The Water Management Certification written test is a closed book examination. Cell phones must be turned off, and no reference materials may be in the immediate possession of the applicant. All other materials brought to the examination location must be left in an unmonitored area at your own risk. A pocket calculator and a pencil are the only allowable tools. Use of the calculator in your cell phone is not allowed.

Upon arrival at the test location, you will be required to fill out a basic information form to make sure that CLCA has correct contact information for you. Photo identification (driver's license or state-issued identification card) must be presented to the exam proctor.

If you have not pre-registered, you will not be allowed to take the test. On-site registrations are not allowed. Registration is required at least 3 days prior to the exam date.

No talking is allowed during the test. If you are observed communicating with another applicant or using any electronic device other than a calculator, you will be disqualified.

Failure to turn in the test booklet and answer sheet upon completion of the test also will result in disqualification. You must leave the room after you turn in your answer sheet and test booklet. Under no circumstances shall any of the testing information leave the room.

You have two hours to finish the test. Most applicants complete it with plenty of time to spare.
Fees

The fee to take the test is \$100 for employees of CLCA members and \$200 for nonmembers.

The fee to retake the test is \$50 for employees of CLCA members and \$100 for nonmembers.

CLCA assesses a \$25 fee for exam cancellations unless they are received in writing seven days prior to the exam date.

Test Results

Within **10 days** of taking the test, applicants will be notified by e-mail of their test results. Applicants who are not already participating in the Water Management Performance Program will be sent enrollment information for this program at that time.

Individuals who pass the test are considered to be provisionally Certified Water Managers. To become a fully Certified Water Manager, you must enroll in the Water Management Performance Program and manage a landscape site for a one-year period. If a provisionally-certified individual does not enroll a site in the Water Management Performance Program within six months of passing the test, the provisional certification will expire.

*Important: You can begin the one-year performance requirement for certification at any time — you don't have to wait for the written test in order to begin the certification process, see **Certification** for details on beginning the performance program process.*

There is no appeal process for applicants who do not pass the written test.

Applicants who do not pass the test may retake. The retake fee is \$50 for employees of CLCA members and \$100 for CLCA nonmembers.