

APPLICATION CHECKLIST FOR TENNESSEE QUALIFIED HYDROLOGIC PROFESSIONAL (TN-QHP)

Please use the following checklist to assemble your TN-QHP application package. If you have any questions, please contact our office at **(865) 974-2151**. We will be happy to assist you.

If you have questions regarding qualifications for becoming certified as a TN-QHP please visit the Frequently Asked Questions on the Hydrologic Determination Training website at <https://tnhdt.org/page.asp?Title=FAQs>.

REQUIRED MATERIALS*

- Completed Application for Tennessee Qualified Hydrologic Professional
- Background Information, Education, Training, and Accreditations
- College transcripts (student copies are OK) or copies of diplomas
- Professional Experience Profile for each job (employment position) that you wish to report field work and hydrologic assessment experiences.
- Wet weather conveyance/Hydrologic determination documentation: please include copies of the fields score sheets and/or letters of confirmation.
- Contact information for three (3) references, only 1 can be from immediate work group.
- Application fee (company/personal check or credit card); [link to credit card payment](#).

*Application cannot be processed until all required materials are provided.

OPTIONAL MATERIALS**

- Resume/vitae
- Additional documentation

**Optional materials should provide information that amplifies or clarifies the work experience documented on the Professional Experience Profile. Please avoid sending vague or unrelated information.

Submit the application by fax to (865) 946-1198 or email to gangwrrc@utk.edu. It is the applicant's responsibility to verify that we have received the electronically transmitted application.

APPLICATION PAYMENT FOR TN-QHP

Name of Applicant: _____

Application submission fee: **\$50.00** per applicant

The TN-QHP application cannot be processed until all **REQUIRED MATERIALS*** are provided (see above).

Paying by check – send check and form to:
TN Water Resources Research Center (TNWRRC)
UT Conference Center Building, Suite 311
600 Henley Street
Knoxville, TN 37996-4134

Make payable to: **The University of Tennessee.**