Online Registration

Enrollment and payment for all personnel in the Materials Certification Schools must be done online through the VDOT University Virtual Campus.

Credit Card Payments ONLY: MasterCard, Visa, or American Express accepted.

Non-VDOT personnel may access the Virtual Campus through this link:
https://virtualcampus.vdot.virginia.gov/external

The registration fee is $200.00 for each class.
Credit card information must be provided at time of registration.

Full refunds, transfers between sections and student replacements are allowed only if notification is received at least five business days before the start of the class.

Please call (804) 328-3158 or e-mail MaterialsCertification@vdot.virginia.gov with any questions.

RECERTIFICATION

Anyone recertifying must enroll through the Virtual Campus in the recertification course and complete all modules. The online courses will be available in January 2015 at:
https://virtualcampus.vdot.virginia.gov/external

Some recertification courses have a proficiency test requirement. Proficiency tests are scheduled through the Central Office MCS Training Section.

The 2015 recertification requirements must be completed between January 1 and Dec. 31, 2015.

SYSTEM REQUIREMENTS

The recommended browser for use with the Virtual Campus is Internet Explorer, version 8. For full functionality, users of IE 9 or IE 10 may need to access the Virtual Campus in “Compatibility Mode” when accessing the Virtual Campus.

Pop-Up Blockers should also be enabled for the Virtual Campus. Much of our content, including online courseware, depends on pop-up windows to be enabled to function as designed. In addition, the completion of online transactions (e-commerce) also requires pop-ups to be enabled.

MISCELLANEOUS NOTES

A valid Photo ID must be presented to take all examinations.
Guidelines for the Materials Certification Schools Program are found in Section 115 of the Materials Division’s Manual of Instructions. Current revisions to this section may be found at:

VDOT ensures nondiscrimination and equal employment in all programs and activities in accordance with Title VI and Title VII of the Civil Rights Act of 1964. If you need more information or special assistance for persons with disabilities or limited English proficiency, contact your district Civil Rights Manager or the Title VI Specialist at Central Office (804) 786-2085 (or TTY 711).

These certification courses are not introductory programs. It is advised that applicants have some knowledge of road or bridge construction practices. Applicants must have basic reading comprehension skills as well as knowledge of basic math skills including algebra, calculation of percentages and statistics.
Certification Schools

Aggregate Properties
Prerequisite: Central Mix Aggregate Plant Certification
Certification in this field requires attendance in the Asphalt Plant Mix Design School.
Course topics: SuperPave and Stone Matrix Asphalt mix design; materials selection, test methods, and specifications. The class is a combination of classroom and lab instruction. **CALCULATOR AND SAFETY SHOES REQUIRED.**
Students must pass a proficiency examination to be certified.

Asphalt Field - Level I
Course topics: Introduction to Hot Mix Asphalt placement, compaction, joints. Intended audience are field personnel that have an impact on quality of asphalt mix placement. Class is suggested for Roller Operators, Paver Operators, Crew Foremen, Superintendents, Density Technicians, Construction Inspectors, Senior Construction Inspectors, Consultant Construction Inspectors, Senior Consultant Construction Inspectors and Materials IA & QA personnel and Permit Inspectors.
Exam required for certification. No proficiency required. **COURSE IS A PREREQUISITE FOR ASPHALT PLANT LEVEL II AND MAY BE TAKEN CONSECUTIVELY WITH THE ASPHALT PLANT LEVEL II CLASS.**

Asphalt Field - Level II
Prerequisite: Asphalt Field School - Level 1
Course topics: Specifications and QC/QA testing. Intended audience are those plant personnel that have an impact on quality of asphalt mix produced and will be performing sampling and testing for acceptance; as well as Materials QA personnel and Materials Lab testing personnel. Class is mandatory for any plant person that will perform Laboratory testing. The class is a combination of classroom and lab instruction. **CALCULATOR, SAFETY GLASSES AND SAFETY SHOES REQUIRED.**
Exam required for certification. Proficiency determined by Contractor’s designated Mix Design person. This certification will be required for contractor personnel performing sampling and testing for acceptance. **COURSE MAY BE TAKEN CONSECUTIVELY WITH THE ASPHALT PLANT LEVEL I CLASS AND IS A PREREQUISITE FOR ASPHALT PLANT MIX DESIGN.**

Asphalt Plant - Level I
Course topics: Introduction to components of asphalt, plant operations, sampling, aggregate proportioning, job mix formulas. Intended audience are plant personnel that have an impact on quality of asphalt mix produced and Materials QA personnel. Class is suggested for loader operators, plant operators and ground crew. Class is mandatory for any plant person that will perform sampling.
Exam required for certification. Proficiency by Contractor’s designated Mix Design person. This certification will be required by specification for sampling. **COURSE IS A PREREQUISITE FOR ASPHALT PLANT LEVEL II AND MAY BE TAKEN CONSECUTIVELY WITH THE ASPHALT PLANT LEVEL II CLASS.**

Asphalt Plant - Level II
Prerequisite: Asphalt Plant School - Level 1
Course topics: Specifications and QC/QA testing. Intended audience are those plant personnel that have an impact on quality of asphalt mix produced and will be performing sampling and testing for acceptance; as well as Materials QA personnel and Materials Lab testing personnel. Class is mandatory for any plant person that will perform Laboratory testing. The class is a combination of classroom and lab instruction. **CALCULATOR, SAFETY GLASSES AND SAFETY SHOES REQUIRED.**
Exam required for certification. Proficiency determined by Contractor’s designated Mix Design person. This certification will be required for contractor personnel performing sampling and testing for acceptance. **COURSE MAY BE TAKEN CONSECUTIVELY WITH THE ASPHALT PLANT LEVEL I CLASS AND IS A PREREQUISITE FOR ASPHALT PLANT MIX DESIGN.**

(Certification Schools continued on next page)
Certification Schools

Asphalt Plant Mix Design
Prerequisite: Asphalt Plant School - Level 2
Course topics: SuperPave and Stone Matrix Asphalt mix design; materials selection, test methods and specifications. The class is a combination of classroom and lab instruction. Intended audience are plant lab personnel responsible for control of asphalt mix and laboratory testing at the plant. Class is suggested for experienced plant person with several years of experience. This person will be responsible for asphalt mixture, testing, sampling and certifying lab results to VDOT. This person will also sign off on technicians with level 2 certification. VDOT Materials QA personnel, Materials asphalt lab supervisor and Materials person responsible for mix design approval should attend. CALCULATOR, SAFETY GLASSES AND SAFETY SHOES REQUIRED.
Exam required for certification. Proficiency will initially be performed by VDOT; then recertification can be done by Contractor’s designated Mix Design person.

Central Mix Aggregate Plant
Topics include: testing of aggregates, job mixes, specifications, production sampling and stockpiling, automated data processing forms, pay quantities, titration, Quality Assurance, and Modified Acceptance Programs. Class includes 1/2 day of lab. CALCULATOR, SAFETY GLASSES AND SAFETY SHOES REQUIRED.
Students must pass a proficiency examination to be certified.

Concrete Plant
Instruction will cover: components of concrete, ACI Concrete Mix Design, moisture content and batch weight calculations, requirements for inspection of plant and equipment, responsibilities of producer's Quality Control Technician and VDOT Monitor, automated data processing. CALCULATOR REQUIRED.

Concrete Field
Subject matter includes components of concrete, field inspection and repair of hydraulic cement concrete structures, responsibilities of contractor's technician and VDOT inspector, automated data processing and specifications.
Students must obtain an ACI Field Level I Certification to be certified.
For more information on ACI, go to the VRMCA web site at http://www.vrmca.com/aci/

Pavement Marking
This course involves classroom instruction regarding layout and pre-marking, materials, application, quality control testing, visual inspection and troubleshooting of pavement markings and markers.
Students must pass a proficiency examination to be certified.

Slurry Surfacing
Course topics: Materials, equipment, proper placement procedures, specifications. 1/2 day class.

Soils & Aggregate Compaction
Course instruction covers nuclear density testing, sand cone testing, one-point proctor and “Speedy” moisture. Also covered are construction and testing of embankments and subgrade, pipe installation, roller patterns and reports. CALCULATOR REQUIRED.
Students must pass a proficiency examination to be certified. A valid Nuclear Safety Certification is required for this proficiency examination.

Surface Treatment
Course topics: Materials, equipment, proper placement procedures, specifications. 1/2 day class. CALCULATOR REQUIRED.

Certifications are intended for personnel performing materials acceptance sampling/testing or those required by VDOT specification to be certified.
Class attendance for general knowledge is permitted but preference will be given to those needing certification to perform their job duties.
# 2015 Schedule

## Asphalt Plant Level I School
- **CO Materials**: 2/17 - 2/18/2015
- **Superior**: 3/23 - 3/24/2015
  - *Exam last day*

## Asphalt Plant Level II School
- **CO Materials**: 2/18 - 2/19/2015
- **Superior**: 3/24 - 3/25/2015
  - *Exam last day*

## Asphalt Mix Design School
- **CO Materials**: 2/10 - 2/13/2015
  - *Exam last day*

## Aggregate Properties School
- **CO Materials**: 2/10 - 2/13/2015
  - *Exam last day*

## Asphalt Field Level I School
- **Hampton Roads**: 1/6 - 1/7/2015
- **Richmond**: 1/20 - 1/21/2015
- **NOVA**: 1/27 - 1/28/2015
- **Fredericksburg**: 2/3 - 2/4/2015
- **Salem**: 3/10 - 3/11/2015
- **Richmond**: 3/17 - 3/18/2015
- **Staunton**: 3/31 - 4/1/2015
- **Bristol**: 4/7 - 4/8/2015
  - *Exam last day*

## Asphalt Field Level II School
- **Hampton Roads**: 1/7 - 1/8/2015
- **Richmond**: 1/21 - 1/22/2015
- **NOVA**: 1/28 - 1/29/2015
- **Fredericksburg**: 2/4 - 2/5/2015
- **Salem**: 3/11 - 3/12/2015
- **Richmond**: 3/18 - 3/19/2015
- **Staunton**: 4/1 - 4/2/2015
- **Bristol**: 4/8 - 4/9/2015
  - *Exam last day*

## Central Mix Aggregate Plant School
- **Luck Stone - Boscobel Plant**: 2/24 - 2/26/2015
  - *Exam last day*

## Concrete Field School
- **NOVA**: 1/21 - 1/22/2015
- **Richmond**: 2/18 - 2/19/2015
- **Fredericksburg**: 2/24 - 2/25/2015
- **Staunton**: 3/10 - 3/11/2015
- **Hampton Roads**: 3/24 - 3/25/2015
- **Salem**: 4/7 - 4/8/2015
- **Richmond**: 4/21 - 4/22/2015
  - *Exam last day*

## Concrete Plant School
- **Richmond**: 1/27 - 1/28/2015
- **Richmond**: 2/24 - 2/25/2015
  - *Exam last day*

## Pavement Marking School
- **NOVA**: 1/6 - 1/7/2015
- **Fredericksburg**: 3/3 - 3/4/2015
- **Hampton Roads**: 3/17 - 3/18/2015
- **Salem**: 3/24 - 3/25/2015
- **Richmond**: 3/31 - 4/1/2015
- **Richmond**: 4/14 - 4/15/2015
  - *Exam last day*

## Slurry Surfacing School
- **Richmond**: 2/20/2015
- **Richmond**: 4/2/2015
- **Salem**: 4/9/2015
  - *Exam same day*

## Soils & Aggregate Compaction School
- **Richmond**: 1/6 - 1/9/2015
- **Hampton Roads**: 1/27 - 1/30/2015
- **NOVA**: 3/3 - 3/6/2015
- **Fredericksburg**: 3/24 - 3/27/2015
- **Richmond**: 4/21 - 4/24/2015
- **Salem**: 4/28 - 5/1/2015
  - *Exam last day*

## Surface Treatment School
- **Richmond**: 2/20/2015
- **Richmond**: 4/2/2015
- **Salem**: 4/9/2015
  - *Exam same day*

---

**ALL CLASSES START AT 8:00 AM. EXCEPT SLURRY SURFACING WHICH STARTS AT 1:00 PM.**

WEATHER CANCELLATION AND SCHEDULE UPDATES AVAILABLE AT: 1-866-527-8656
School Locations

Bristol:
Holiday Inn Conference Center
3005 Linden Drive, Bristol, VA 24202
(276) 466-4100

Central Office:
Materials Division (Elko)
6200 Elko Tract Road, Sandston, VA 23150
(804) 328-3151

Fredericksburg:
Fredericksburg Expo & Conference Center
2371 Carl D. Silver Parkway, Fredericksburg, VA 22401
I-95, Rte 3 W, Exit 130B
(540) 548-5555

Hampton Roads:
Hilton Garden Inn
100 East Constance Road, Suffolk, Virginia 23434
757-925-1300
Take Rte 58/460 to Downtown Suffolk @ Constance Road/North Main Street Intersection
www.suffolk.gardeninn.com

NOVA:
Virginia Center for Innovative Tech. Complex
2214 Rock Hill Road, Herndon, VA 20170-4228
(703) 742-6971

Richmond:
Holiday Inn Airport
445 International Center Drive, Sandston, VA 23150
(804) 236-1111
Hilton Garden Inn Airport
441 International Center Drive, Sandston, VA 23150
(804) 222-3338
The Homewood Suites
5996 Audubon Drive, Sandston, VA 23150
(804) 737-1600
From I-64 take Airport exit to first light, turn left, hotel is on left.

Salem:
Sheraton Roanoke Hotel & Conference Center
2801 Hershberger Road, Roanoke, Virginia 24017
United States
(540) 563-9300

Staunton:
Holiday Inn Golf and Conference Center
152 Fairway Lane, Staunton, VA 24401
I-81, Exit 225
(540) 248-6020

Luck Stone- Boscobel Plant:
485 Boscobel Road, Manakin, Virginia 23103
(804) 328-3151

Superior Paving:
132 Powell Lane
Fredericksburg, VA 22406