



2026 NECEPT/PennDOT Concrete Field Testing Technician Certification

Important Program Highlights and Administrative Policies

PLEASE READ THIS ENTIRE DOCUMENT CAREFULLY

COURSE REGISTRATION GENERAL INFORMATION

- **Registration:** All course participants will be required to complete registration online and submit payment at www.superpave.psu.edu. Paper applications are NOT accepted. The course fee for the 2026 season is \$90.
- **Application Deadlines:** Online registration applications must be complete and fees for courses must be **received** at least **15 business days (3 weeks)** prior to the course start date.
- **Requirements:** For an initial certification OR if your certification has expired beyond 90 days, you must provide proof of a current ACI certification by email to superpave@psu.edu at the time of application.
- **Course Capacity:** All courses will have the capacity limit noted on the 2026 schedule of courses.
- **Cancellations:** Requests must be received by email to superpave@psu.edu at least 15 business days (3 weeks) before the day of the course to receive a refund of the fee minus a \$25 processing fee. No refunds for cancellations received 14 business days or less before the day of the course. **No exceptions.**
- **Registrant Replacement:** Requests must be received by email to superpave@psu.edu at least 15 business days (3 weeks) before the day of the course. **NO** replacements within 14 business days before the day of the course.
- **Transfer to a Different Course:** Requests must be received by email to superpave@psu.edu at least **15 business days (3 weeks)** before the day of the course. Requests for a transfer of registration to a different course can only be granted if a seat is available. **NO transfers** will be made within 14 business days before the day of the course.
- **Course Materials:** Course materials will be provided electronically at NECEPT's website, www.superpave.psu.edu. The course materials will also be available through the WebEx™ course link after completing the registration confirmation. A hard copy of course materials will not be provided.
- **Courses:** All courses will be held online in WebEx™
- **Required On Day of the Course:** A standard desktop or laptop computer with a webcam and consistent internet access of at least 3.0 Mbps will be required to take the course. Mobile devices (iPad, Tablet, Droid, Chromebook, Surface Tablet, etc.) **CANNOT** be used and **WILL NOT** connect to the exam.
- **Passing Score for all Concrete Courses: 75%.** Scores will automatically be provided at the end of the exam. NOTE: No credit will be given to those who log in after 9AM without approval from the course instructors or staff.
- **Retests:** Only **one** retest is allowed. **ONLY technicians who previously took a course this year are permitted to take a retest. Registration for a retest is the technician's responsibility.** A retest must take place during the current NECEPT training season. The fee for a retest is \$35.
- **Winter Break:** December 24, 2025 through January 1, 2026 PSU, LTI, and NECEPT are closed. Online registration applications will be accepted during that time. Due to heavy emails, phone calls, and voicemail messages, an immediate response may not be possible. We will do our best to get back to you in a timely manner.
- **Verification to Employer:** It is the **applicant's** responsibility to provide a copy of the certification card or course attendance certificate to the employer.
- PennDOT and NECEPT reserve the right to reschedule and/or cancel under-enrolled courses.
- **For Further Information or Updates:** Please visit the NECEPT website, www.superpave.psu.edu.



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APPLICATION REGISTRATION INSTRUCTIONS

Deadline: Online registration applications must fulfill the requirements of Pub. 536 and fees must be RECEIVED at least **15 business days (3 weeks) prior to the course.**

1. All course registration applications must be submitted online at www.superpave.psu.edu. Paper applications cannot be accepted. **Falsification of information on your application may jeopardize your certification status.** PennDOT and NECEPT reserve the right to reschedule and/or cancel under-enrolled courses.
2. On the top toolbar of NECEPT's website, select "Training". Then select "Concrete".
3. Select "Concrete Field Certification".
4. Select the type of registration desired, "Concrete Course Online Registration" or "Concrete Retest Online Registration".
5. Login to obtain a temporary access code to proceed with registration. Check your email and enter the temporary access code to proceed.
6. Click the Select button beside an item. You can select only one (1) item per order.
7. Read the requirements. Click the button "I have read the requirements, proceed to the registration".
8. Add applicants using the "Prior NECEPT ID#", "New to NECEPT" or "Add Yourself" options. When the capacity for a course has been reached, applicants can no longer be added. A 15-minute timer appears and your seat for a course is reserved until the timer expires. This allows time to complete your order. The timer resets each time an applicant is added and can be manually reset by clicking the "Reset Timer" link at the top of the page (after order/course info).
9. Verify your name, address, company name, phone and email. Update all contact information as needed. **Your current email is required to send your admission confirmation letter.** When finished, click the SAVE APPLICANT INFORMATION button. The applicant's email is required to send the admission confirmation letter.
10. When finished, click the button "Save Applicant Information". Repeat items 8-14 for all applicants.
11. When your order is complete, click the button "Submit Order". Then click OK.
- 12a. Pay by credit card (this expedites completion of your order): Click the button "Pay with Credit Card", then click the button "Checkout" and enter your credit card information. Click the button "Submit Payment" to submit payment.
- 12b. Pay by check (this delays completion of your order and payment **MUST** be **RECEIVED at least 15 business days prior**): Print your registration, attach your payment **payable to: Pennsylvania State University**, and mail to: NECEPT, Penn State, Larson Transportation Institute - Room 201, 142 Sweet Birch Road, University Park, PA 16802.
- 12c. PennDOT employees are not required to remit payment with the application. PennDOT will be invoiced after registrations are complete. **ALL** PennDOT employees must forward the registration confirmation to their training coordinator IMMEDIATELY so that it can be entered into the PennDOT Success Factor (previously ESS/LSO) system.
13. **ACI:** For an initial certification OR if your certification has expired beyond 90 days, you must provide proof of a current ACI certification by email to superpave@psu.edu. Passing the ACI certification is required **BEFORE** applying.



PENNDOT CONCRETE FIELD TESTING TECHNICIAN CERTIFICATION 2026 COURSE SCHEDULE

	Course ID	Date	Instructor Scheduled	Capacity
CONCRETE FIELD TESTING TECHNICIAN CERTIFICATION COURSE	2601	1/29/2026	Mark Gallardo	150
	2602	3/26/2026	Gary Wireman	150
RETEST *ONLY AVAILABLE IF A 2026 CONCRETE COURSE WAS ATTENDED	2621	5/5/2026 <i>Registration Closes 4/21/2026</i>	Derek Derr	75

- ❖ **Application Submission:** All applications must be submitted ONLINE at www.superpave.psu.edu.
- ❖ **Deadline:** All applications must be COMPLETE and APPLICATION FEES must be RECEIVED AT LEAST 15 BUSINESS DAYS (3 WEEKS) BEFORE THE COURSE DATE! See [PennDOT Pub. 536](#) for application requirements.
- ❖ **Fee Submission:** When you register online, payment online is recommended to expedite the application completion. Payment by check or money order will delay the application completion. See Deadline above.

	Fee	
Course	\$90.00	See Important Program Highlights for cancellation/refund and other policies.
Retest	\$35.00	Only one (1) retest is permitted for those who attended a 2026 Concrete Course. All retests must take place at least 30 days after the original test date and no more than 120 days after the original test date. The date above is the only retest option this season.

Course Confirmation: Prior to the course, each accepted applicant will receive a course confirmation with important course-related information via e-mail. At least one valid e-mail address must be included in every application. The link to the course will be e-mailed to that address. The link to the course will not work if it is forwarded to another email address after receiving it.

- ❖ **REQUIRED ON COURSE DAY:** A standard laptop or desktop computer with a webcam and consistent internet access of at least 3.0 Mbps is REQUIRED to take this course and exam. **NO MOBILE DEVICES!** Mobile devices (iPad, Tablet, Droid, Chromebook, Surface Tablet, etc.) CANNOT be used because they **WILL NOT connect to the exam**. All courses and exams are administered online through the WebEx™ Platform.
- ❖ PennDOT and NECEPT reserve the right to reschedule or cancel courses. Applicants will be notified by e-mail or phone. If time permits, the information will also be posted on the NECEPT website at www.superpave.psu.edu.
- ❖ PennDOT and NECEPT also reserve the right to hold additional courses.

PENNDOT Concrete Field Testing Technician

2026 Course Agenda

7:30 – 8:00	LOGIN/TROUBLESHOOTING SLIDESHOW
8:00 – 8:20	INTRODUCTION/HOUSEKEEPING
8:20 – 9:20	VIDEO REVIEW OF ACI TEST METHODS
9:20 – 9:30	<i>BREAK</i>
9:30 – 10:45	I. QUALITY CONTROL PRACTICES
10:45 – 11:00	<i>BREAK</i>
11:00 – 12:00	II. PROJECT DOCUMENTATION
12:00 – 1:00	<i>LUNCH ON YOUR OWN</i>
1:00 – 2:00	III. PENNDOT ACCEPTANCE PROCESSES
2:00 – 2:15	<i>BREAK</i>
2:15 – 2:45	IV. PENNDOT CONCRETE TEST METHODS
2:45 – 3:00	QUESTION/ANSWER
3:00 – 4:00	EXAM

NOTE: The schedule may fluctuate somewhat based on regional issues and questions raised by the participants.