

M-TRAC



2026

Agenda

- High-level of the Wisconsin Program
- Day in the Life
 - HTCP Staff
 - HTCP Instructor
 - HTCP Student

Wisconsin Team

HTCP Staff



Director

Jodi Pluemer
UWP: 10 Years
HTCP: 10 Years



Associate Director

Amy Pennekamp
UWP: 15 Years
HTCP: 8 Years



Outreach Specialist

Beth Ambort
UWP: 10 Years
HTCP: 1 Year

WisDOT Staff

***Chief Materials &
Pavements Engineer***

Erik Lyngdal

***Quality Assurance Unit
Supervisor***

Myungook (MK) Kang

***Independent Assurance
Program Coordinator***

Adam Johnson

***Quality Assurance &
Sustainability Engineer***

Lynette Rizos

Wisconsin Program Set Up

Program Set Up

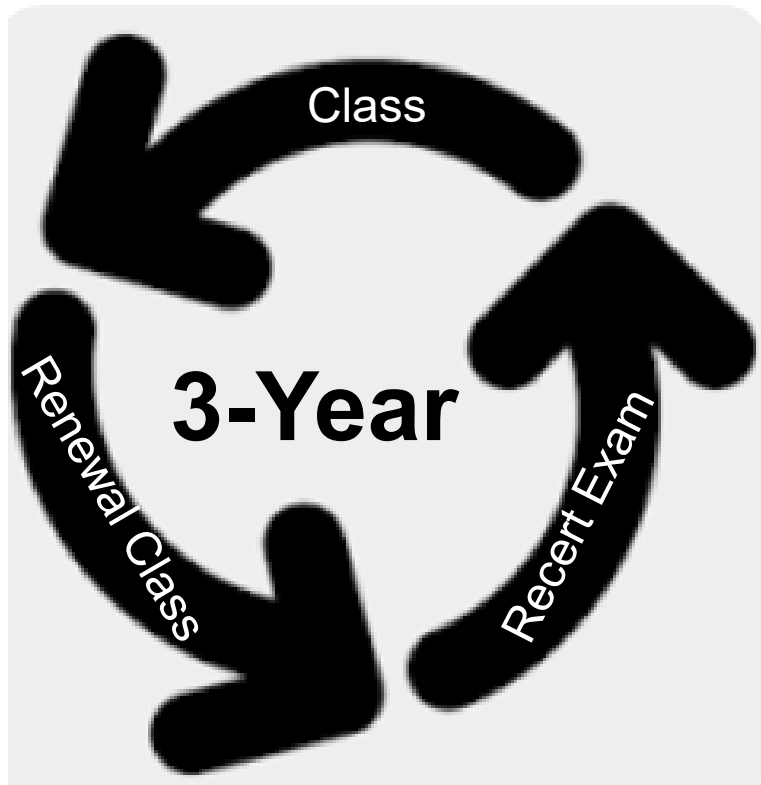
- Memorandum of Understanding (MOU) b/w UWP & WisDOT
- Reside at UW-Platteville
- Advisory Board: 14 members
 - FHWA, WisDOT, Industry & Associations
- 14 different certifications:
 - Aggregate, Concrete, Asphalt, Soils, Nucleon Density, Profiling

Program Set Up

- 3-year certification
- No reciprocity with other states
- All technicians must come through program to certify
 - Recertification options:
 - Class (Reduced rate)
 - Renewal exam

Certification Process

- ✓ **Class:** Taking the class for the first time (or lapse)
- ✓ **Certification Renewal Course:** Renewing the certification by taking the class again at a reduced fee
- ✓ **Recertification Exam:** Renewing a certification by taking the renewal exam.
 - ✓ @ end of each class
 - ✓ @ Comprehensive exam



Certification Process

Program Set Up

- In-Person Classes
 - Majority with exception of MCT/ACT
 - January - June
 - Approximately 75+ events a year
 - Class capacity typically 16
 - Classes vary from one day to five days
- Online Classes
 - All Year
 - Materials Coordinator Training (MCT)
 - Provisional Certification: Assistant Technician (ACT)

Program Set Up

- Provisional Certification:
 - Assistant Certification Technician (ACT)
 - Valid only end of calendar year
 - **Company** trains with their ***instructor***, along with dedicated ***mentor***
 - Both must have valid HTCP certifications
 - Lecture/Lab/Online exam
 - Acknowledgement agreement form
 - Only one term granted
 - Only 20% of technicians per company

Certifications

Aggregate

TMS: Transportation Materials Sampling: **\$325**

AGGTEC-I: **\$725**

ATTS: Aggregate Transportation Testing System: **\$550**

Portland Cement Concrete

PCC MIX DESIGN: **\$325**

PCCTEC-I: **\$550**

PCCTEC-II: **\$800**

CST: Concrete Strength Tester: **\$325**

Hot Mix Asphalt

HMA-IPT: Introduction to Production Testing: **\$800**

HMA-TPC: Trouble Shooting/Control: **\$550**

HMA-MD: Mix Design: **\$800**

Other

GRADINGTEC-I: **\$725**

NUCDENSITYTEC-I: **\$425**

Profiler: **\$400**

Materials Coordinator Training – **(ONLINE ONLY): \$150**

3-Year Certs:

2,000 annually

8,000 active

10 Locations



State of Wisconsin
Department of Transportation

Hotel Venues

Hotel Venues: Classes and Testing Events

- Classes host lecture section close in proximity to lab
- Testing Events
- 5 Locations



Testing Events



Class Lecture

UW-Platteville

UW-Platteville: Approx 20% of events

- Winterim, Spring Break and Summer
- Classroom and large lab space for HMA, PCC, Aggregates



Classroom



Multi Use: Large Lab Space

UW-Platteville

UW-Platteville: Approx 20% of events

- Large lab space for HMA and Aggregates



HMA Lab Space



HMA & Aggregate Lab Space

UW-Platteville

UW-Platteville: Approx 20% of events

- Large lab space for HMA and Aggregates



Inside Aggregate Storage



PCC & Aggregate Lab Space

WisDOT Locations

WisDOT: Classes and Laboratory Space

- WisDOT space: Lecture in meeting rooms and laboratory
- 8 Different locations





HTCP Instructors

- Over 50 HTCP Instructors
 - Industry
 - Associations
 - WisDOT
 - Approx 50/50 ratio

Schedule

- Schedule Details:
 - Create: Summer
 - Schedule Go Live: September
 - Registration Go Live: October





3 Lenses

- HTCP Staff
 - HTCP Instructor
 - HTCP Student
-



HTCP Staff

Team of 3

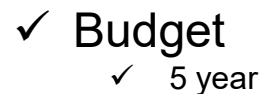
Process – HTCP Staff

- Plan
- Build
- Prepare
- Execute
- Outreach
- Wrap Up

Process – HTCP Staff

- **Plan**
- Build
- Prepare
- Execute
- Outreach
- Wrap Up

HTCP Staff



Process – HTCP Staff

- Plan
- **Build**
- Prepare
- Execute
- Outreach
- Wrap Up

Build

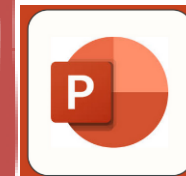
HTCP Staff



Venues



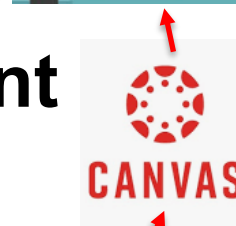
Instructor



Kahoot!



Content



Process – HTCP Staff

- Plan
- Build
- **Prepare**
- Execute
- Outreach
- Wrap Up

Materials



- ✓ Manuals
- ✓ Exams
- ✓ Handouts
- ✓ Maps

Prepare

HTCP Staff



Distribute

Build Classroom Bins



Swag



Check Lab Equipment



Prepare
HTCP Staff



Prepare

HTCP Staff

Instructor Workshop

- ✓ Timeframe: November
- ✓ Prepare for workshop on campus
- ✓ All instructors invited

Prepare

HTCP Staff

Instructor Workshop

- ✓ Brainstorm Approach
- ✓ Select Awards
- ✓ Select Activities
- ✓ Plan Networking
- ✓ Confirm guest speakers



Train the Trainer



- ✓ Timeframe: December
- ✓ Schedule zoom sessions
- ✓ By certification
- ✓ Includes all main/lab instructors for that cert
- ✓ Talk through class specific details
- ✓ Prepare content changes, syllabus, etc.

Prepare

HTCP Staff

Process – HTCP Staff

- Plan
- Build
- Prepare
- **Execute**
- Outreach
- Wrap Up

Schedule



Online Registration

Qualifying Orders



Order Management

Sending Materials

Daily Deposit



Payroll



Attend Classes

Execute

HTCP Staff

Post



GRADE

Create



Travel Expense
Approve

Process – HTCP Staff

- Plan
- Build
- Prepare
- Execute
- **Outreach**
- Wrap Up



Partnerships

- ✓ 2 - Year: Gateway - Sturtevant
- ✓ 4 – Year: UWP – EMS - Civil



Speak/Attend Conferences

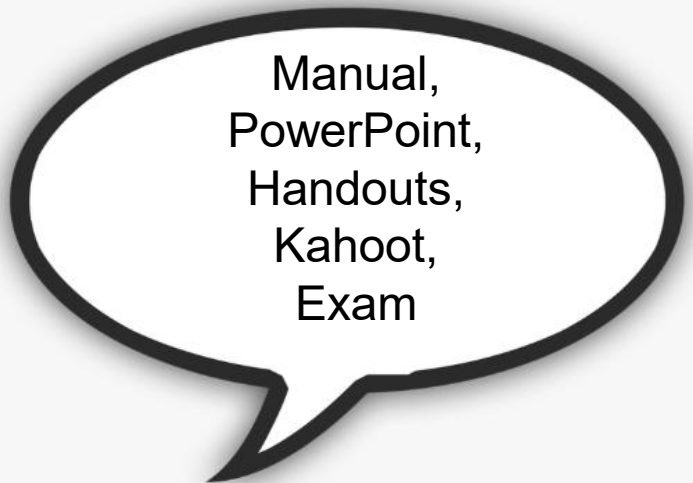
- ✓ Fall – Spring
 - ✓ WAPA, IA, WTBA, WCPA

Outreach

HTCP Staff

Process – HTCP Staff

- Plan
- Build
- Prepare
- Execute
- Outreach
- **Wrap Up**



Manual,
PowerPoint,
Handouts,
Kahoot,
Exam

Season Comments

- ✓ Input from classes to review for next season
 - ✓ Instructor
 - ✓ Student
- ✓ Feeds the SME content review

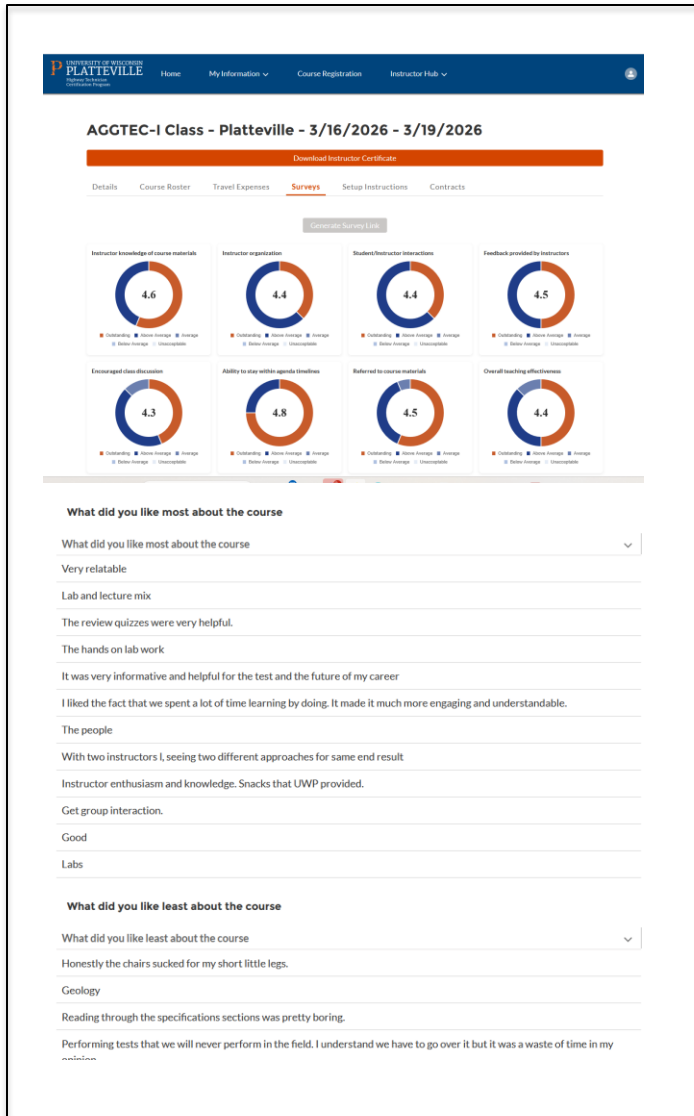


Year End Reports

- ✓ Create reports on season
 - ✓ 3-year Program
 - ✓ ACT Program

Wrap Up

HTCP Staff



Class Report Card

- ✓ Review to see if any themes
- ✓ What changes needed for next year
 - ✓ Created from QR Code
 - ✓ Updated within Instructor Hub

Wrap Up

HTCP Staff



Instructors



HTCP Instructors

- Over 50 HTCP Instructors
 - Industry
 - Associations
 - WisDOT

Process – Instructors

- Plan
- Prepare
- Execute
- Wrap Up
- Misc

Process – Instructors

- **Plan**
- Prepare
- Execute
- Wrap Up
- Misc



Schedule with Director

- ✓ Classes via email
 - ✓ How many
 - ✓ Pacing of
 - ✓ Location(s)
 - ✓ How getting paid
 - ✓ Direct
 - ✓ Company

Plan

Instructor

Process – Instructors

- Plan
- **Prepare**
- Execute
- Wrap Up
- Misc

Instructor Hub for Electronic Signature



Contracts

- ✓ Contract per class
 - ✓ Main
 - ✓ Lab
- ✓ Signed electronically by Instructor
- ✓ Completed within Instructor Hub

Prepare
Instructor



Kahoot!



SME Content Review

- ✓ Zoom Meetings
- ✓ Groups of 3 – 5 per Certification
 - ✓ HTCP Staff
 - ✓ Include WisDOT
 - ✓ Include Industry
- ✓ Multiple meetings
 - ✓ Every 2 weeks
 - ✓ June until October
- ✓ Everyone homework/deliverables
- ✓ Paid for time
 - ✓ Contracts signed through IH
- ✓ Order of review
 - ✓ Manuals - PowerPoint

Prepare
Instructor



Prepare

Instructor

Attend Instructor Workshop

Goal is to provide:

- ✓ Program updates
- ✓ Additional resources for classroom management
- ✓ Ability to help drive improvements to classes they teach

Prepare

Instructor

Instructor Workshop

- ✓ Receive Class Materials
- ✓ Receive Instructor Swag
- ✓ Receive Equipment
- ✓ Brainstorm
- ✓ Activities
- ✓ Guest speakers
- ✓ Awards
- ✓ Networking





HTCP Awards

Instructor Workshop

- ✓ Opportunity to showcase instructors
- ✓ Nominated by HTCP instructor peers
- ✓ Nominated by HTCP staff

Prepare

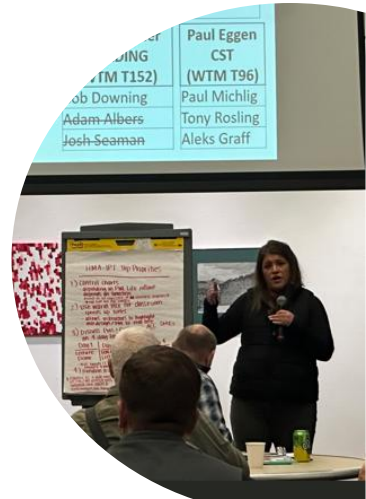
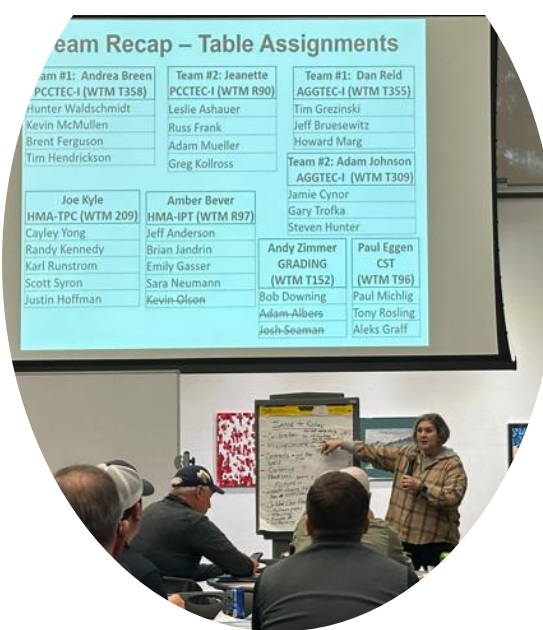
Instructor

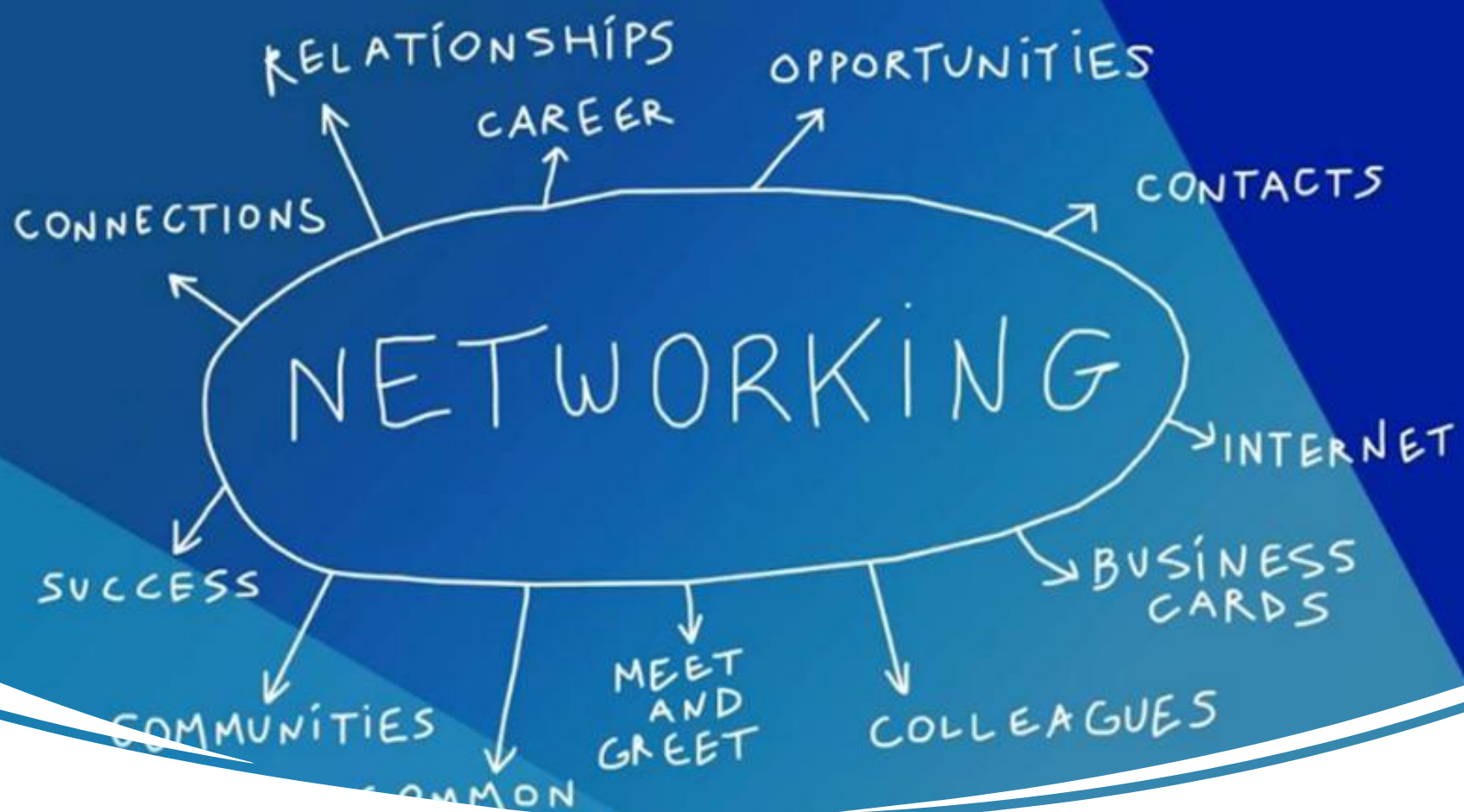
Brainstorming

Instructor Workshop

- ✓ Break out by instructors by class
 - ✓ Lab/Main
- ✓ Full morning session
- ✓ Each group reports back to the group
- ✓ Layer ideas into program

Prepare Instructor





Networking Event

Instructor Workshop

- End of day one
- Hosted at Jodi's House
- Drinks/Food/Fun

Complete Survey

- ✓ Pulse on workshop
- ✓ Builds next year agenda





Train the Trainer

Goal: Gain specific training material changes

- ✓ Timeframe: December
- ✓ Attend Zoom
 - ✓ 3 to 10+ Attendees
- ✓ By certification
- ✓ Includes all main/lab
- ✓ Talk through class specific details
 - ✓ Content changes, syllabus, etc.

Prepare

Instructor

Process – Instructors

- Plan
- Prepare
- **Execute**
- Wrap Up
- Misc



Execute

Instructor

Class

- ✓ Arrive at location
- ✓ Set up classroom
- ✓ Open SharePoint for classroom materials
- ✓ Rosters signed
- ✓ Director video
- ✓ Lead class/lab via syllabus
 - ✓ 1 Main
 - ✓ 1 to 3 lab instructors
- ✓ Review
- ✓ Submit class surveys
- ✓ Proctor exams
- ✓ Grade exams
- ✓ Submit grades
- ✓ Exams back to HTCP

Name	Modified	Modified By
2026 AGGTEC-I Jeopardy	December 10, 2025	Jodi Pluemer
2026 AGGTEC-I Kahoot	October 23, 2025	Amy Pennekamp
2026 AGGTEC-I Lab Handouts	June 17, 2025	Amy Pennekamp
2026 AGGTEC-I Manual	November 21, 2025	Amy Pennekamp
2026 AGGTEC-I PowerPoint	June 17, 2025	Amy Pennekamp
2026 AGGTEC-I Specifications	November 25, 2025	Jodi Pluemer
2026 AGGTEC-I Summary of Changes	November 25, 2025	Jodi Pluemer
2026 AGGTEC-I Syllabus	November 21, 2025	Amy Pennekamp
2026 AGGTEC-I Train the Trainer Season Ov...	November 25, 2025	Jodi Pluemer

Set up the Classroom

- ✓ Manuals
- ✓ Name tents
- ✓ Handouts
- ✓ Some bring equipment if necessary

Class Materials

- ✓ Log into SharePoint
 - ✓ Depository for all classroom materials

Execute

Instructor

Content SharePoint

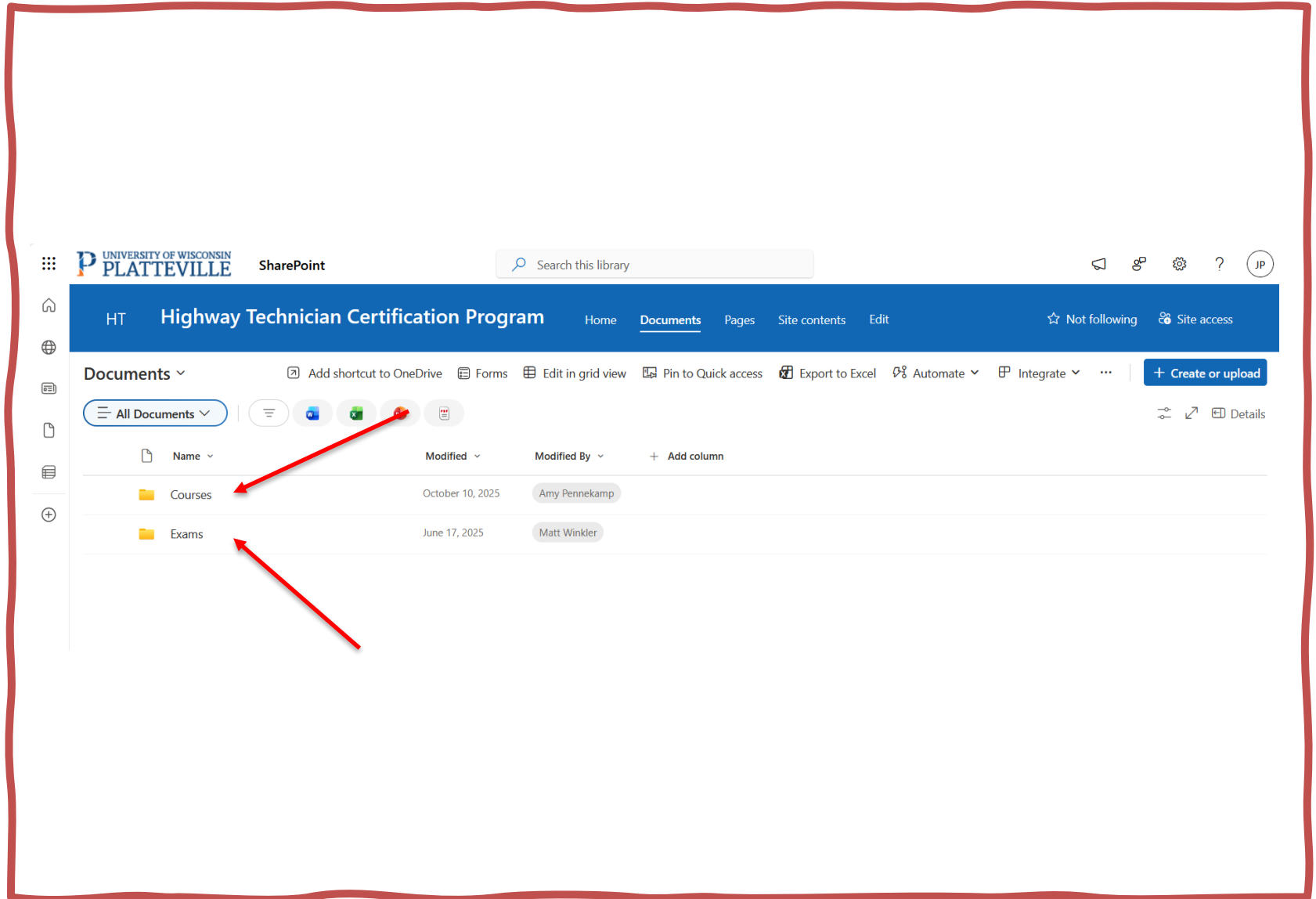
✓ Implemented in 2026

Functionality:

- ✓ Depository of instructor materials
- ✓ Two layers of Access
 - Content
 - Exams
- ✓ Password protected
- ✓ No more USB's



HTCP Content SharePoint



2 Folders: Courses & Exams

HTCP Content SharePoint

The screenshot shows a SharePoint library titled "Highway Technician Certification Program". The "Documents" tab is active, and the "All Documents" view is selected. A list of subcategory folders is displayed, including AGGTEC-I, ATTS, CST, Grading, HMA-IPT, HMA-MD, HMA-TPC, Nucdensity, PCC-MDC, PCCTEC-I, PCCTEC-II, and Profiler. A red circle highlights the folder list, and a red arrow points to the "AGGTEC-I" folder.

Name	Modified	Modified By
AGGTEC-I	June 17, 2025	Amy Pennekamp
ATTS	December 17, 2025	Jodi Pluemer
CST	June 17, 2025	Amy Pennekamp
Grading	June 17, 2025	Amy Pennekamp
HMA-IPT	June 17, 2025	Amy Pennekamp
HMA-MD	June 17, 2025	Amy Pennekamp
HMA-TPC	June 17, 2025	Amy Pennekamp
Nucdensity	June 17, 2025	Amy Pennekamp
PCC-MDC	June 17, 2025	Amy Pennekamp
PCCTEC-I	June 17, 2025	Amy Pennekamp
PCCTEC-II	June 17, 2025	Amy Pennekamp
Profiler	June 17, 2025	Amy Pennekamp

Subcategory by Certification

HTCP Content SharePoint

The screenshot shows a SharePoint library interface for the Highway Technician Certification Program. The breadcrumb path is Documents > Courses > AGGTEC-I. A red arrow points to a folder named '2026 AGGTEC-I Documents' in the file list.

University of Wisconsin PLATTEVILLE | SharePoint

Search this library

HT Highway Technician Certification Program Home Documents Pages Site contents Edit

Documents > Courses > AGGTEC-I

Share Copy link Add shortcut to OneDrive Forms Download Edit in grid view ... + Create or upload

All Documents

Name	Modified	Modified By	Add column
2026 AGGTEC-I Documents	June 17, 2025	Amy Pennekamp	

Categorized by Year

HTCP Content SharePoint

The screenshot shows a SharePoint document library for the 'Highway Technician Certification Program'. The library is titled '2026 AGGTEC-I Documents' and contains a list of documents. A red circle highlights the list of documents.

Name	Modified	Modified By
2026 AGGTEC-I Jeopardy	December 10, 2025	Jodi Pluemer
2026 AGGTEC-I Kahoot	October 23, 2025	Amy Pennekamp
2026 AGGTEC-I Lab Handouts	June 17, 2025	Amy Pennekamp
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2026 AGGTEC-I Train the Trainer Season Ov...	November 25, 2025	Jodi Pluemer

Depository For All Class Materials

HTCP Content SharePoint

Built in Efficiencies



Highway Technician Certification Program (HTCP)

SIGN-IN ROSTER

Portland Cement Concrete Technician I

8/10/2026 - 8/12/2026

Platteville

INSTRUCTORS:

Main: Gary Trofka

USPS Tracking Number:

Attendee (Signature Required)	Class/Exam Name Home Address / Email Address	Company	Grade
Amy Pennekamp 	Portland Cement Concrete Technician I 222 How We Roll St Platteville, WI 53818 sedbrooa@uwplatt.edu	UW-Platteville - HTCP	
Jodi Pluemer	Portland Cement Concrete Technician I 100 In The Hills Dr Platteville, WI 53818 pluemerjo@uwplatt.edu	UW-Platteville - HTCP	
Barney Rubble	Portland Cement Concrete Technician I 1 University Plz Platteville, WI 53818 sedbrooa@uwplatt.edu	Westwood	
Wally Walbec	Portland Cement Concrete Technician I 123 Really Important Street Waukesha, WI 53187 pluemerjo@uwplatt.edu	Construction Resources	

Print/Sign Rosters

- Instructor Prints Roster
 - Within Instructor Hub
- Sets out for all students to review/Sign
 - Student reviews contact
 - Address
 - Email

Execute

Instructor

Play Director Video

Consistent Message

- ✓ Program Highlights
- ✓ Classroom Expectation
- ✓ Certification Process
- ✓ Revocation
- ✓ Exam Expectations
- ✓ Respect
- ✓ QMP Award



Execute

Instructor



Execute

Instructor

Lead Class via Syllabus

- ✓ Typically, one main instructor
- ✓ One to three lab instructors
- ✓ Classroom and lab instruction
- ✓ Review after each chapter

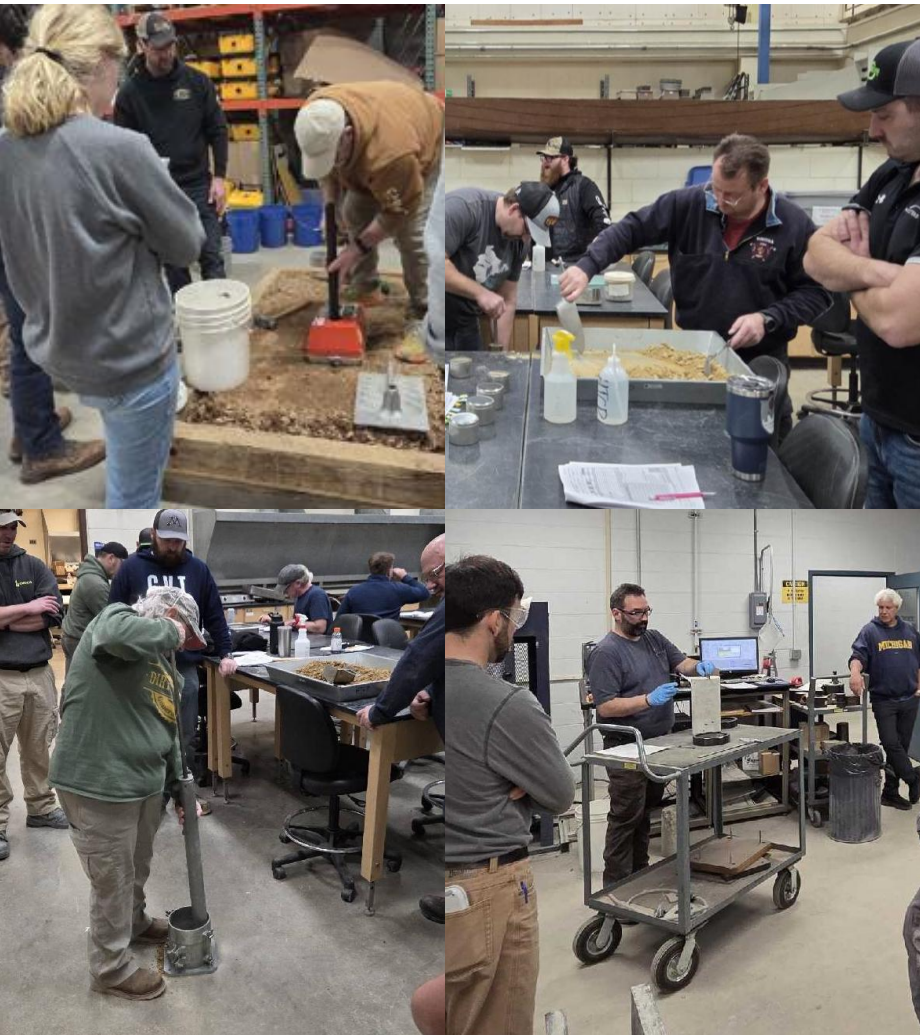
Classroom

- ✓ Syllabus
- ✓ Led by PowerPoint
- ✓ Videos
- ✓ Handouts
- ✓ Activities



Execute

Instructor



Laboratory Day(s)

- ✓ Lecture testing method in classroom setting
- ✓ Demonstrate testing method
- ✓ Students test
- ✓ Students notified of appropriate dress
- ✓ Lab exam signed off by instructor, handed in by student with exam

Execute

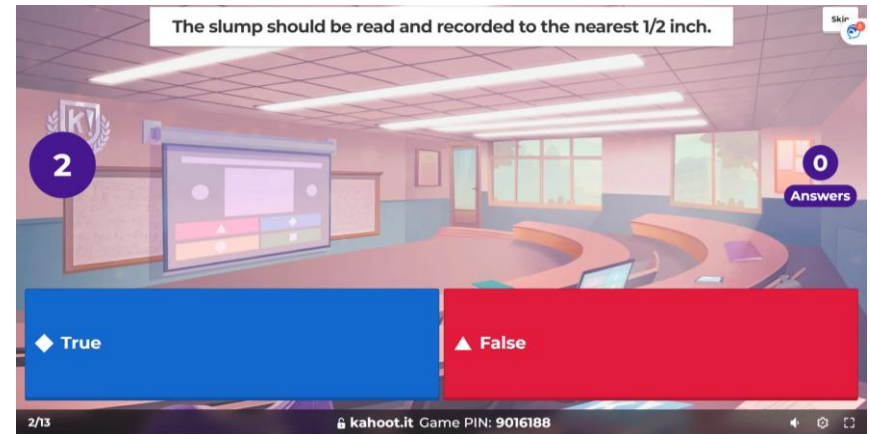
Instructor



Execute

Instructor

Kahoot!



Review

- ✓ Engaging
- ✓ Kahoot @ end each chapter
- ✓ Jeopardy @ end of class
- ✓ Swag for prizes



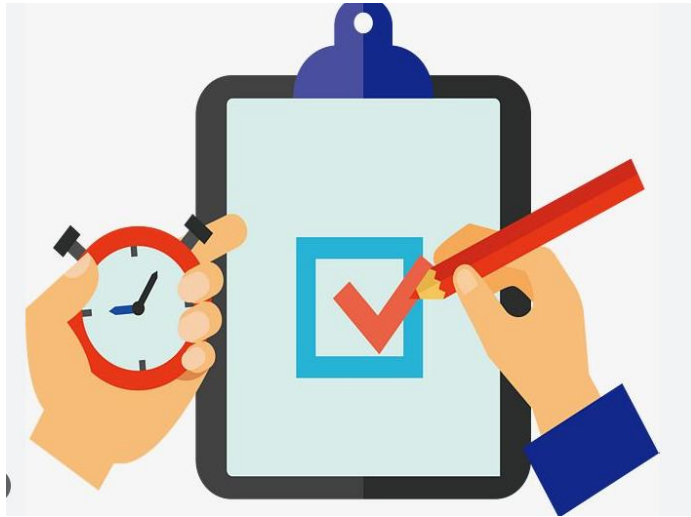
Scan this QR code to access the survey.

Execute

Instructor

Evaluation/Survey

- ✓ Launches QR code within Instructor Hub
- ✓ Feedback on:
 - ✓ Class
 - ✓ Facility
 - ✓ Instructor

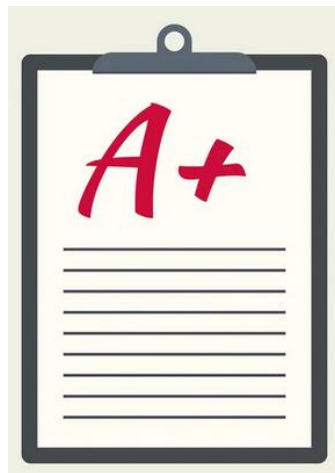


Proctor Exams

- ✓ In Person
- ✓ Paper exams
- ✓ No Cell phones
- ✓ Calculators provided
- ✓ Timed

Grade Exams

- ✓ Grade exams
- ✓ Some students stay to see grade & review
- ✓ Update roster with scores



Highway Technician Certification Program (HTCP)
SIGN-IN ROSTER
Portland Cement Concrete Technician I
8/10/2026 - 8/12/2026
Platteville
INSTRUCTORS:
Main: Gary Trufka

USPS Tracking Number: _____

Attendee (Signature Required)	Class Exam Name Home Address / Email Address	Company	Grade
Amy Pennekamp	Portland Cement Concrete Technician I 222 How Vie Rd SE Platteville, WI 53818 sandersa@wiscplatt.edu	UW-Platteville - HTCP	A+
Jodi Plummer	Portland Cement Concrete Technician I 180 In The Hills Dr Platteville, WI 53818 plummerj@wiscplatt.edu	UW-Platteville - HTCP	
Barney Ruttle	Portland Cement Concrete Technician I 1 University Plz Platteville, WI 53818 sandersa@wiscplatt.edu	Westwood	
Wally Walbec	Portland Cement Concrete Technician I 123 Really Important Street Wausau, WI 53393 plummerj@wiscplatt.edu	Construction Resources	

Execute

Instructor

Highway Technician Certification Program (HTCP)

SIGN-IN ROSTER

Portland Cement Concrete Technician I

8/10/2026 - 8/12/2026

Platteville

INSTRUCTORS:

Main: Gary Trofka

USPS Tracking Number: **z23432asdb**

Attendee (Signature Required)	Class/Exam Name Home Address / Email Address	Company	Grade
Amy Pennekamp 	Portland Cement Concrete Technician I 222 How We Roll St Platteville, WI 53818 sedbrooa@uwplatt.edu	UW-Platteville - HTCP	100
Jodi Pluemer 	Portland Cement Concrete Technician I 100 In The Hills Dr Platteville, WI 53818 pluemerjo@uwplatt.edu	UW-Platteville - HTCP	100
Barney Rubble 	Portland Cement Concrete Technician I 1 University Plz Platteville, WI 53818 sedbrooa@uwplatt.edu	Westwood	100
Wally Walbec 	Portland Cement Concrete Technician I 123 Really Important Street Waukesha, WI 53187 pluemerjo@uwplatt.edu	Construction Resources	100

Submit Grades

- ✓ Paper roster
- ✓ Done within Instructor Hub

Send Exams 2 HTCP

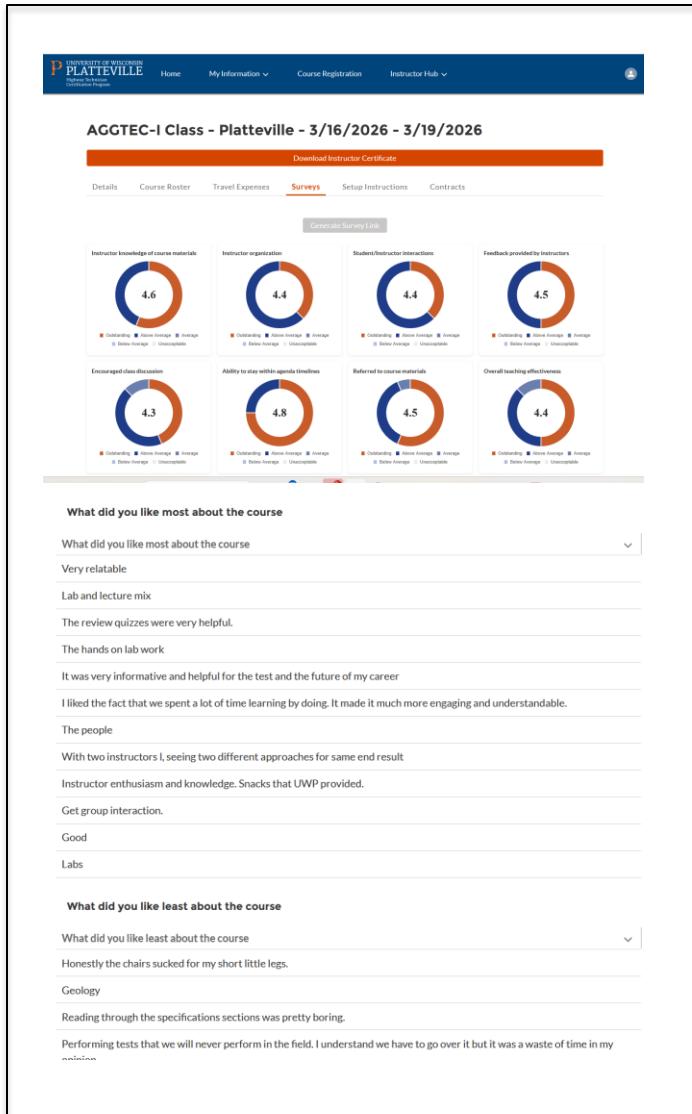
- ✓ Update USPS Tracking #
- ✓ Prepaid USPS boxes provided
- ✓ Email HTCP with details
- ✓ Drop at post office

Execute

Instructor

Process – Instructors

- Plan
- Prepare
- Execute
- **Wrap Up**
- Misc



Class Report Card

- ✓ Review feedback
- ✓ Created from QR Code
- ✓ Updated within Instructor Hub
- ✓ Immediate viewing of results
 - ✓ No more delay and waiting until end of season

Wrap Up

Instructor



Travel Expense

Submit Travel Expenses

- ✓ Done within Instructor Hub
- ✓ Complete
 - ✓ Maps
 - ✓ Hotel Receipts
 - ✓ Per Diem



Payday

Wrap Up

Instructor

Process – Instructors

- Plan
- Prepare
- Execute
- Wrap Up
- **Misc**



Instructor Mentoring Program

- ✓ Builds confidence
- ✓ Evolve lab instructors into main instructors
- ✓ Improves retention

Misc

Instructor

+ One Year

Perk of Instructor

- ✓ Gain one year extension to certification that is taught

Misc

Instructor

Instructor Hub Resource

- Instructor Hub
 - New resource
 - Have talked about the Instructor Hub
 - Will now walk through what this looks like as a collective whole

Misc

Instructor

Instructor Hub

- ✓ Implemented in 2026

Functionality:

- ✓ View/download class rosters
- ✓ Class detail information
- ✓ Process exam grades
- ✓ Instructor certificates for PDHs
- ✓ Class survey collection & instant feedback
- ✓ Electronic signature of contracts & download
- ✓ Travel Expense Report Submittals



Instructor Hub

**Welcome, Adam
Johnson!**
HTCP ID: 102631

Announcements



See Great Work in Action?
Nominate It for a 2026
QMP Award! Click [HERE](#)
for Details.



My Classes (This Year)

My Active Certifications

Certification Name	Expiration Date	Status
Transportation Materials Sampling Technician	7/31/2029	Active
Portland Cement Concrete Technician I	7/31/2029	Active
Aggregate Technician I	7/31/2029	Active
Profiler Technician I	7/31/2028	Active
Portland Cement Concrete Technician II	7/31/2028	Active

[View All](#)

HTCP Portal Home Page

Instructor Hub

My Classes

[Upcoming Classes](#)

[All Classes](#)

Class Name	Location	Dates	Download Roster
HMA-IPT Exam - Platteville - 6/19/2026 - 6/19/2026	Platteville	Jun 19, 2026 - Jun 19, 2026	Download Roster
HMA-IPT Class - Platteville - 6/15/2026 - 6/19/2026	Platteville	Jun 15, 2026 - Jun 19, 2026	Download Roster

[View All](#)

Classes – Download Rosters

Instructor Hub

Highway Technician Certification Program (HTCP)

SIGN-IN ROSTER

Portland Cement Concrete Technician I

8/10/2026 - 8/12/2026

Platteville

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Download Class Rosters

Instructor Hub

My Classes

[Upcoming Classes](#)[All Classes](#)

Class Name	Location	Dates	Download Roster
HMA-IPT Exam - Platteville - 6/19/2026 - 6/19/2026	Platteville	Jun 19, 2026 - Jun 19, 2026	Download Roster
HMA-IPT Class - Platteville - 6/15/2026 - 6/19/2026	Platteville	Jun 15, 2026 - Jun 19, 2026	Download Roster

[View All](#)

Select Class

Instructor Hub

PCCTEC-I Class - Madison - 4/28/2026 - 4/30/2026

Details

Course Roster

Travel Expenses

Surveys

Setup Instructions

Contracts

Course Name ⓘ

Portland Cement Concrete Technician I

Status ⓘ

Active

Primary Address ⓘ

WisDOT - Bureau of Technical Services

ASL Conference Room

3502 Kinsman Blvd

Madison, WI 53704-2549

4/28/2026 - 4/30/2026

8:00 AM - 5:00 PM

Description ⓘ

Course Prerequisites: None

This course requires 20 hours of classroom/laboratory attendance. This course will discuss fundamentals of concrete, concrete paving, random sampling, sampling and testing of freshly mixed concrete, air pressure meter calibration, casting and curing concrete cylinders, quality control charts, latest quality management program specifications for bridge decks and other structural members along with mainline pavements. Upon successful completion of this course you will earn 2.0 Continuing Education Units (CEUs).

*Note, there is an available Assistant Certified Technician - Portland Cement Concrete (ACT-PCC) certification option for those needing to be certified for the calendar year that is hired as an instructor/overseer hired

Class Information Sent to Students

Instructor Hub

PCCTEC-I Class - Platteville - 8/10/2026 - 8/12/2026

Detail Course Roster Travel Expenses Surveys Setup Instructions Contracts

 Course Roster

Submit Roster

 Download Course Roster

Student Name	Status	Grade
Amy Pennekamp	Enrolled	
Jodi Pluemer	Enrolled	
Barney Rubble	Enrolled	
Wally Walbec	Enrolled	

Download Class Rosters

Instructor Hub

PCCTEC-I Class - Platteville - 8/10/2026 - 8/12/2026

[Details](#) [Course Roster](#) [Travel Expenses](#) [Surveys](#) [Setup Instructions](#) [Contracts](#)

 **Course Roster**

[Submit Roster](#)

 [Download Course Roster](#)

Student Name	Status	Grade
Amy Pennekamp	Enrolled	
Jodi Pluemer	✓ Enrolled	
Barney Rubble	No Show	
Wally Walbec	Enrolled	

Update Student Status

Instructor Hub

PCCTEC-I Class - Madison - 4/28/2026 - 4/30/2026

Details **Course Roster** Travel Expenses Surveys Setup Instructions Contracts

 Course Roster

Submit Roster

 Download Course Roster

Student Name	Status		Grade
Luke Soderstrom	Enrolled		100
Anthony Lukowitz	Enrolled		
Matthew Johnson	Enrolled		
James Pforr	Enrolled		
Charles Rugg	Enrolled		
Brady Helland	Enrolled		
Teagen Dillenbeck	Enrolled		
Kadin Matheson	Enrolled		
Joel Villarreal	Enrolled		
Brian Fandry	Enrolled		

Input Grades

Instructor Hub

Built in Efficiencies



Process Improvement

- Improved process flow of grades from HTCP Instructor to HTCP Staff
- Instructor already logging grade
- Expedites HTCP staff review to process grades
 - Address information from exam against database
 - Ensure grade accuracy
 - Submit and grades/certificates automatically sent
- Faster turn around
- Cleaner process

Old Way

→ Exams to HTCP → Hand keyed into SF → Grades processed
Certificates sent to student

Instructor Hub

PCCTEC-I Class - Madison - 4/28/2026 - 4/30/2026

[Details](#) [Course Roster](#) [Travel Expenses](#) [Surveys](#) [Setup Instructions](#) [Contracts](#)

 This contract is not eligible for travel reimbursement

Travel Expenses – Not Eligible

Instructor Hub

UNIVERSITY OF WISCONSIN
PLATTEVILLE
Higher Education
Certification Program

HomeMy Information ▾Course RegistrationInstructor Hub ▾

AGGTEC-I Class - Platteville - 3/16/2026 - 3/19/2026

Download Instructor Certificate

DetailsCourse Roster**Travel Expenses**SurveysSetup InstructionsContracts

Travel expense reports must be submitted within 60 days of travel date(s) for reimbursement.
Please attach receipts for any Miscellaneous expenses (example: pastries for the class, etc.). Note: Sales Tax is not reimbursable.

Please Review Reimbursement Guidelines

Mileage Reimbursement:
You must Provide an electronic map (PDF file format) outlining the miles of trip from your headquarters to class/exam site.
The current mileage reimbursement rate is: /mile
Note:

- Mileage reimbursement is for personal vehicle usage only
- Mileage reimbursement rate is subject to change

Lodging
You must provide a copy of lodging receipt:

- Must have sales tax removed from receipt
- Lodging rate must be the state rate

Lodging reimbursements are capped at the following nightly rates:
€
Per Diem:
Single Day Trip: Per Diem for a single day trip is reimbursed at \$15.00.

Multi Day Trip:
You must outline the meals (breakfast, lunch, and/or dinner) that need to be accounted for the per diem reimbursement (receipts not necessary).
You cannot claim meals that were provided without charge during trip.

Meals are reimbursed at the following rates:

0 of 0 items

Meal ▾ Reimbursement ... ▾

No items to display.

Note: Reimbursement rates are subject to change.

Instructions

Your expense report appears below.
Each line represents one travel date; it comes with a single default line.

[Click "Add a Line" to add additional dates.](#)

- Place a ✓ in the breakfast, lunch, dinner boxes that require reimbursement and leave the remaining boxes empty that are not applicable
- For each night of reimbursable lodging, enter the nightly rate on the corresponding date, otherwise leave blank
- For each date of reimbursable personal vehicle use, enter the mileage for that date; otherwise leave blank

For each line, click into the table to enter the date and edit the other cells -- just like a spreadsheet!

Date	Breakfast	Lunch	Dinner	Lodging	Miles - Personal Vehicle Use Only
Thu 3/27/2025	✓	✓			\$100.00 100.0
Fri 3/28/2025	✓		✓		\$100.00 0.0
Sat 3/29/2025	✓				\$0.00 0.0

Your completed table may look something like this example:

Travel Expenses Details To Submit

Instructor Hub

- Place a ✓ in the breakfast, lunch, dinner box(es) that require reimbursement and leave the remaining boxes empty that are not applicable
- For each night of reimbursable lodging, enter the nightly rate on the corresponding date, otherwise leave blank
- For each date of reimbursable personal vehicle use, enter the mileage for that date; otherwise leave blank

For each line, click into the table to enter the date and edit the other cells -- just like a spreadsheet!

	Date	Breakfast	Lunch	Dinner	Lodging	Miles - Personal Vehicle Use Only
1	Oct 27, 2025		✓	✓	\$108.89	102.0
2	Oct 28, 2025	✓		✓	\$108.89	9.0
3	Oct 29, 2025	✓				102.0

Your completed table may look something like this example:

Expense Report

Date	Breakfast	Lunch	Dinner	Lodging	Miles - Personal Vehicle Use Only
1					

Upload Travel Map and Lodging Receipts

Or drop files

NOTE: CLAIMANT'S STATEMENT.16.53 Wisconsin Statutes, I declare (under penalties of perjury) this account of travel expenses is accurate and conforms with all applicable University and State regulations. The expenses are actual, reasonable, and were personally incurred in performance of my official duties. No portion of this claim was provided free of charge or paid by any other source. I've also attached the necessary receipts.

Travel Expenses Details To Submit

Instructor Hub

Built in Efficiencies



Process Improvement

- Improved process flow of information from HTCP Instructor to HTCP Staff
 - Streamlining process: Less back and forth
 - One submittal in Salesforce for staff to create travel expense
 - Faster turn around
 - Cleaner process
-

Old Way

Email → Back & forth → Create travel expense

Instructor Hub

The screenshot shows the Instructor Hub interface for the PCCTEC-I Class - Madison - 4/28/2026 - 4/30/2026. The navigation bar at the top includes the University of Wisconsin-Platteville logo and links for Home, My Information, Course Registration, and Instructor Hub. The main content area features a horizontal menu with tabs: Details, Course Roster, Travel Expenses, Surveys (circled in red), Setup Instructions, and Contracts. Below the Surveys tab is a button labeled "Generate Survey Link" with a red arrow pointing to it. The text "No survey feedback available." is displayed below the button. The footer contains copyright information and contact details for the University of Wisconsin-Platteville.

UNIVERSITY OF WISCONSIN
PLATTEVILLE
Highway Technician
Certification Program

Home My Information Course Registration Instructor Hub

PCCTEC-I Class - Madison - 4/28/2026 - 4/30/2026

Details Course Roster Travel Expenses **Surveys** Setup Instructions Contracts

Generate Survey Link

No survey feedback available.

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Need Accommodation? Please call 1.608.342.1545
University of Wisconsin-Platteville, 1 University Plaza Stop 1, Platteville, Wisconsin 53818-3099

Class Surveys

Instructor Hub

The screenshot shows the Instructor Hub interface for the PCCTEC-I Class - Madison - 4/28/2026 - 4/30/2026. The navigation bar at the top includes the University of Wisconsin-Platteville logo and links for Home, My Information, Course Registration, and Instructor Hub. The main content area features a horizontal menu with tabs: Details, Course Roster, Travel Expenses, Surveys (circled in red), Setup Instructions, and Contracts. Below the Surveys tab is a button labeled "Generate Survey Link" with a red arrow pointing to it. The text "No survey feedback available." is displayed below the button. The footer contains copyright information and contact details for the University of Wisconsin-Platteville.

UNIVERSITY OF WISCONSIN
PLATTEVILLE
Highway Technician
Certification Program

Home My Information Course Registration Instructor Hub

PCCTEC-I Class - Madison - 4/28/2026 - 4/30/2026

Details Course Roster Travel Expenses **Surveys** Setup Instructions Contracts

Generate Survey Link

No survey feedback available.

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University of Wisconsin-Platteville, 1 University Plaza Stop 1, Platteville, Wisconsin 53818-3099

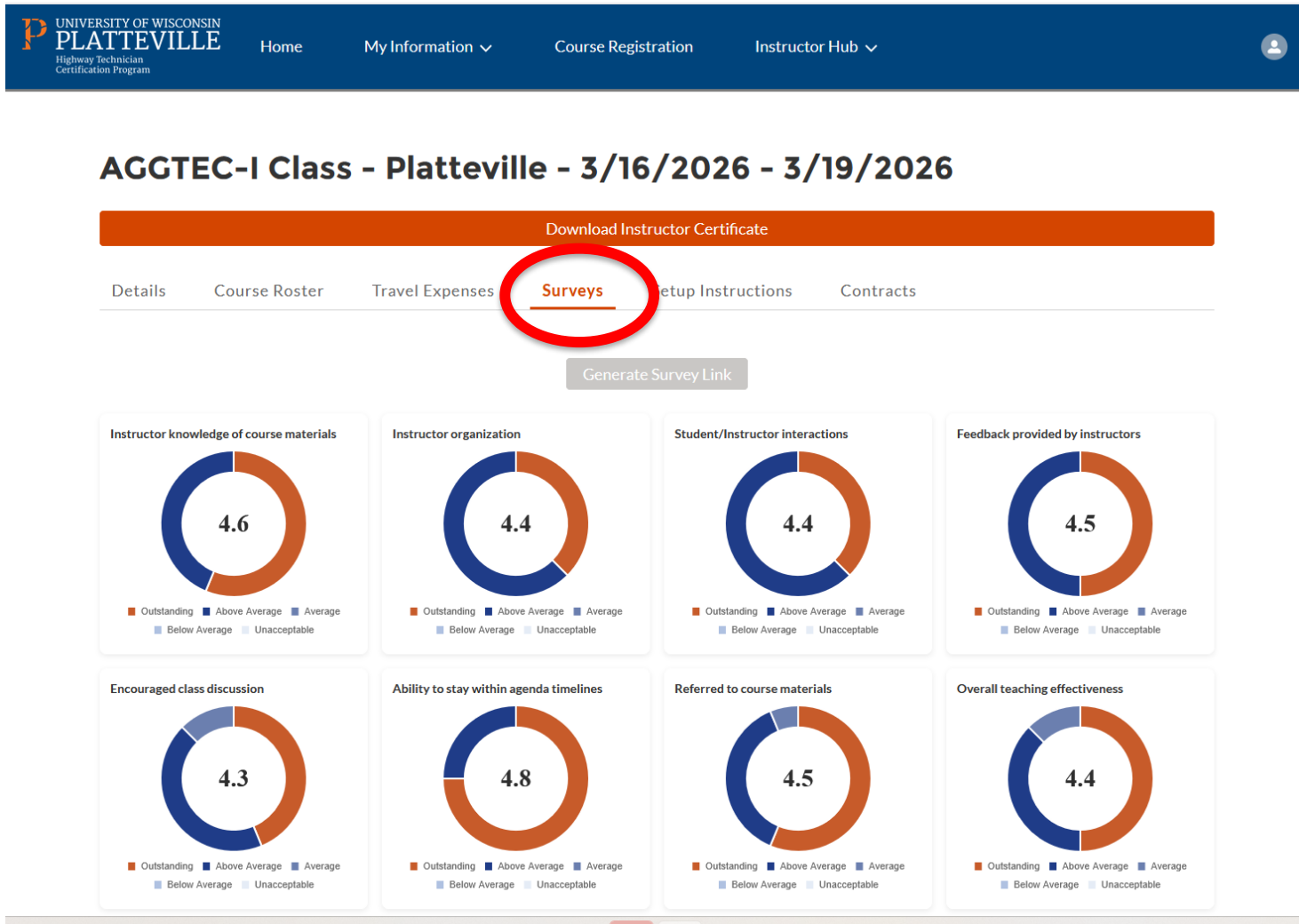
Class Surveys

Instructor Hub



Class Surveys - QR

Instructor Hub



Class Surveys – Creates Report Card

Instructor Hub

What did you like most about the course

What did you like most about the course



Very relatable

Lab and lecture mix

The review quizzes were very helpful.

The hands on lab work

It was very informative and helpful for the test and the future of my career

I liked the fact that we spent a lot of time learning by doing. It made it much more engaging and understandable.

The people

With two instructors I, seeing two different approaches for same end result

Instructor enthusiasm and knowledge. Snacks that UWP provided.

Get group interaction.

Good

Labs

What did you like least about the course

What did you like least about the course



Honestly the chairs sucked for my short little legs.

Geology

Reading through the specifications sections was pretty boring.

Performing tests that we will never perform in the field. I understand we have to go over it but it was a waste of time in my opinion

Class Surveys – Creates Report Card

Instructor Hub



HIGHWAY TECHNICIAN CERTIFICATION PROGRAM (HTCP) EVALUATION

The HTCP would appreciate your thoughtful completion of all items on this evaluation. Your comments and constructive suggestions will be carefully studied and will serve as a valuable resource to improve our course presentations:

Course: _____

Date: _____

1. Overall rating of this program:

	Outstanding	Above Average	Average	Below Average	Unacceptable
How prepared the course material made you for the examinations.	5	4	3	2	1
Quality and quantity of the course materials?	5	4	3	2	1
How prepared the course has made you for the role you will be performing in your job.	5	4	3	2	1
Course registration process.	5	4	3	2	1
Please rate the relevancy of the technology used during the course.	5	4	3	2	1
Please rate the responsiveness of the HTCP administrative staff.	5	4	3	2	1

Please provide specific detail for ratings that are below average or unacceptable: _____

2. Facilities/Lab Ratings:

	Outstanding	Above Average	Average	Below Average	Unacceptable
Seating/size of the classroom	5	4	3	2	1
Parking at the facility.	5	4	3	2	1
Size and layout of the lab.	5	4	3	2	1
Condition of the lab equipment.	5	4	3	2	1
Condition of the lab material. (Aggregate, concrete, asphalt, etc...)	5	4	3	2	1

Please provide specific detail for ratings that are below average or unacceptable: _____

3. Instructor Ratings:

	Outstanding	Above Average	Average	Below Average	Unacceptable
Instructors knowledge of the course materials:	5	4	3	2	1
Instructor organization:	5	4	3	2	1
Student/Instructor interactions:	5	4	3	2	1
Feedback provided by the instructors:	5	4	3	2	1
Encouraged class discussion:	5	4	3	2	1
Please rate the ability of the instructor to stay within the agenda's timelines:	5	4	3	2	1
Referred to, and utilized course materials:	5	4	3	2	1
How would you rate the instructor's overall teaching effectiveness?	5	4	3	2	1

Please provide specific detail for ratings that are below average or unacceptable: _____

4. What did you like most about the course? _____

5. What did you like least about the course? _____

6. Please comment about overall course quality and length: _____

Built in Efficiencies

Process Improvement

- Improved process flow of information from students to HTCP Staff back to Instructor
 - Less back and forth
 - Improved timing to receive report card
 - No repetitive keying handwritten comments to software
 - Receive details in Instructor Hub as soon as input by student
-

Old Way

Student fills out → Sent to HTCP → Form hand keyed into software
→ Season completes → Create report card → Send to Instructor

Instructor Hub

PCCTEC-I Class - Madison - 4/28/2026 - 4/30/2026

Details Course Roster Travel Expenses Survey **Setup Instructions** Contracts

 Download Course Setup Instructions

Setup Instructions

Good morning PCCTEC-I instructors:

We have just a couple more PCCTEC-I classes left at BTS this season and one of those is just around the corner at the end of the month.

I wanted to get these details out for all.

MK/Ken: Copying you both as need help in reserving the Sugar Maple room for exam day (see below in yellow).

I have **Adam Albers and Josh Seaman** cc'd as they have volunteered to help set up the classes last year and hoping for the same this year.

All of the classroom materials were brought up and stored in the "bucket" room during the IA meeting. I will be coping the two of you until you tell me to back off on all Madison classes 😊.

PCCTEC-I April 28-30:

- **Kevin McMullen** is the main instructor for this class.
 - **Kevin: Josh Seaman** is at work very early and can let you into BTS when you arrive early to ensure you have everything needed. His lab phone number is 608-246-3274
- **Hunter Waldschmidt, Adam Mueller and Josh Hammer** are the lab instructors on **Wednesday, April 29th**
- As of today you have a class of **15** coming to class, and **6** coming the last day to take the recert exam (@ 8:00 am).
 - **Josh S/Adam:** Please print off the rosters to put in front of class for Keivn
 - **MK/Ken:** Can you please see if **Sugar Maple** is available for **Thursday, April 30th** from 8:00 am – 2:00 pm for the overflow of students. Please keep us posted if this is possible as we won't have enough room in ASL for 21, it will be too tight.

Specific Class Details for Instructors

Instructor Hub

Built in Efficiencies



2026 HTCP PCCTEC-I 4/28-4/30/26 Madison Class Details



Jodi Plummer

To: Kevin McMullen; Waldschmidt, Hunter A - DOT; Mueller, Adam J - DOT; Hammer, Joshua M - DOT
Cc: Amy Pennekamp; Beth Ambort; Lyngdal, Erik - DOT; Mandal, Tirupan - DOT; Kang, Myungook - DOT;
Nwanikwo, Kenneth - DOT

Reply Reply All Forward

Mon 4/13/2026 9:57 AM



Course Roster - PCCTEC-I Class - Madison - 4_28_2026 - 4_30_2026.pdf
110 KB



Course Roster - PCCTEC-I Exam - Madison - 4_30_2026 - 4_30_2026.pdf
80 KB

Good morning PCCTEC-I instructors:

We have just a couple more PCCTEC-I classes left at BTS this season and one of those is just around the corner at the end of the month. I wanted to get these details out for all.

MK/Ken: Copying you both as need help in reserving the Sugar Maple room for exam day (see below in yellow).

I have **Adam Albers** and **Josh Seaman** cc'd as they have volunteered to help set up the classes last year and hoping for the same this year.

All of the classroom materials were brought up and stored in the "bucket" room during the IA meeting. I will be coping the two of you until you tell me to back off on all Madison classes 🙏.

PCCTEC-I April 28-30:

- **Kevin McMullen** is the main instructor for this class.
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- **Hunter Waldschmidt, Adam Mueller and Josh Hammer** are the lab instructors on **Wednesday, April 29th**
- As of today you have a class of **15** coming to class, and **6** coming the last day to take the recent exam (@ 8:00 am).
 - **Josh S/Adam:** Please print off the rosters to put in front of class for Kevin
 - **MK/Ken:** Can you please see if **Sugar Maple** is available for **Thursday, April 30th** from 8:00 am – 2:00 pm for the overflow of students. Please keep us posted if this is possible as we won't have enough room in ASL for 21, it will be too tight.
- Classroom Set Up: **ASL** Room
 - **Josh S/Adam:**
 - Please get the one box of classroom materials in the bucket room labeled "PCCTEC-I 4/28-4/30/26" out of the bucket room and place out 15 of the manuals and tents.
 - Please print off the two rosters and place in the front of the room for Kevin to hand out.

Process Improvement

- Improved process flow of information from HTCP Staff to Instructor
- No more custom emails to custom mailing list per class
- Less email communication with resending roster detail
- Receive up-to-date details in Instructor Hub to print for class

Old Way

Send Custom Email → Resends w/ roster changes → Print for class

Instructor Hub

HMA-IPT Exam - Platteville - 6/19/2026 - 6/19/2026

[Details](#) [Course Roster](#) [Travel Expenses](#) [Surveys](#) [Setup Instructions](#)

[Contracts](#)

Instructor Contract Name	Status	End Date
Sara Neumann - HMA-IPT Class - Platteville - 6/15/2026 - 6/19/20...	In Progress	6/19/2026
Sara Neumann - Instructional Contract - 01/12/2026 - 01/16/2026	Pending Payment	1/16/2026
Sara Neumann - Instructional Contract - 02/16/2026 - 02/20/2026	Pending Payment	2/20/2026

[View All](#)

Contracts

Instructor Hub



UNIVERSITY OF WISCONSIN
PLATTEVILLE
Highway Technician
Certification Program

[Home](#)[My Information](#) [Course Registration](#)[Instructor Hub](#) 

Instructor Contract Name
Barney Rubble - Instructional Contract -
03/20/2026 - 03/20/2026

Contact
[Barney Rubble](#)

 **Contract Options**

Contract Type
Compensation to Individual

Manual Start Date

Start Date
3/20/2026

Term
[2026](#)

Course Offering
[TMS Class - Platteville - 3/20/2026 - 3/20/2026](#)

Contract Purpose Language
Facilitates classroom lecture of category content,
along with instruction and review of laboratory
proficiency testing methods. Includes proctoring
written exam and grading.

Funding String
PG000013113

Instructional Hours
8

Status
Pending Contact Signature

Organization

Manual End Date

End Date
3/20/2026

E - Signature

 Download Contract

Sign Contracts

Instructor Hub

E - Signature

"Sign" button, you acknowledge and agree to the following:

1. **Consent to Electronic Transactions:** You agree to use electronic records and signatures for this contract. Your electronic signature is the legal equivalent of your manual/wet signature.
2. **Right to Paper Records:** You are not required to sign this document electronically. If you prefer to sign a paper copy, please contact the HTCP Office before proceeding.
3. **Access to Records:** Once the contract is fully executed (signed by both parties), a PDF copy will be automatically generated and available to you for download and printing via the "My Contracts" tab in the Instructor Hub.
4. **Hardware and Software Requirements:** To access and retain your records, you will need a device with internet access and a PDF reader (such as Adobe Acrobat).
5. **Withdrawal of Consent:** You may withdraw your consent to receive electronic records at any time by notifying the HTCP in writing. However, withdrawing consent may delay the processing of your contract and subsequent payment.

Statement of Agreement: *"I have read the disclosure above. I confirm that I can access this information electronically and I consent to use electronic signatures to execute this agreement."*

☒ I agree to the terms of the Electronic Record and Signature Disclosure.

* Type your full name as your Signature

Barney Rubble

Accept and Sign

Sign Contracts

Instructor Hub



INSTRUCTOR CONTRACT

NAME:

ADDRESS:

CONTRACT TYPE:

PURPOSE:

Facilitates classroom lecture of category content, along with instruction and review of laboratory proficiency testing methods. Includes proctoring written exam and grading.

INSTRUCTIONAL HOURS: 40

HOURLY RATE: \$54.00

TIME WORKED AMOUNT: \$2,160.00

ADJUSTMENT: \$0.00

PAYMENT AMOUNT: \$2,160.00

CLASS: Hot Mix Asphalt, Technician I, Production Tester

LOCATION:

DATES: 6/15/2026 - 6/19/2026

Instructor Signature: _____

Electronically Signed on: _____

Employee ID: 01039063

HTCP Director Signature: _____

Electronically Signed on: _____

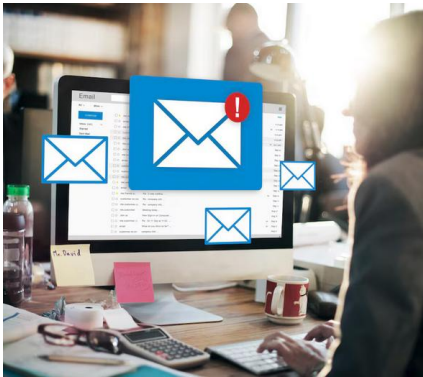
*With this contract, the instructor and director's signatures certify the hours are correct and accurate.

Department Account Number: PG000013113

Sign & Download Contracts

Instructor Hub

Built in Efficiencies



Name

Date modified

 2025 Instructor Workshop	11/26/2025 11:03 AM
 2025 TTT	12/22/2025 8:55 AM
 2026 Instructor Contracts - Johnson	9/10/2025 12:55 PM
 2026 SME Contracts - Johnson	8/12/2025 9:42 AM

 Instructor Contract - Adam Johnson - AGG1 (GB 1.26-1.29.26)	9/10/2025 12:52 PM	Adobe Acrobat D...	298 KB
 Instructor Contract - Adam Johnson - PCC1 (GB 2.17-2.19.26)	9/10/2025 12:54 PM	Adobe Acrobat D...	298 KB
 Instructor Contract - Adam Johnson - PCC1 (GB 3.4-3.6.26)	9/10/2025 12:55 PM	Adobe Acrobat D...	297 KB
 Instructor Contract - Adam Johnson - TMS (GB 1.30.26)	9/10/2025 12:53 PM	Adobe Acrobat D...	299 KB
 Instructor Contract - Adam Johnson - TMS (GB 4.7.26)	9/10/2025 12:55 PM	Adobe Acrobat D...	299 KB

Process Improvement

- Improved process flow of information from HTCP Staff to Instructor
 - No more custom emails, creating manual PDF contract
 - No more tracking in excel & storing
 - Less email communication with notifications sent only
 - Quicker e-signature and sending contracts back to HTCP
 - Internal tracking in SF, helps HTCP track contract process with reports
-

Old Way

Create PDF Contract → Send to Instructor → Instructor signs/returns
→ HTCP signs/tracks/processes → Updates spreadsheet/tracks

Instructor Hub

AGGTEC-I Class - Platteville - 3/16/2026 - 3/19/2026

[Download Instructor Certificate](#)

Details

[Course Roster](#)

[Travel Expenses](#)

[Surveys](#)

[Setup Instructions](#)

[Contracts](#)

Course Name ⓘ

Aggregate Technician I

Status ⓘ

Complete

Primary Address ⓘ

UW-Platteville - HTCP

0049 Ottensman Hall

1 University Plaza

Platteville, WI 53818-3099

3/16/2026 - 3/19/2026

8:00 AM - 5:00 PM

Description ⓘ

Course Prerequisites: None

The course content will cover Wisconsin geology, aggregate production, properties of aggregates, WisDOT standard specifications, WisDOT aggregate quality management program procedure manual, aggregate sampling, moisture content, fine and coarse sieve analysis, an introduction to determining plastic limit of soils, statistical quality control, moisture/density relationship, and fracture/elongation determination. This course was previously titled Aggregate Technician IPP. The AGGTEC-I certification carries the TMS certification.

Course Disclaimer ⓘ

Generate Instructor Certificate



HIGHWAY TECHNICIAN CERTIFICATION PROGRAM



The Highway Technician Certification Program
at the University of Wisconsin-Platteville and the
Wisconsin Department of Transportation
Recognizes

Sara Neumann

for outstanding dedication as an instructor for

Aggregate Technician I

Dates of Instruction:
March 16, 2026 - March 19, 2026

Jodi Pluemer

Director
Highway Technician Certification Program
University of Wisconsin-Platteville



Students

Process - Student

- Schedule
- Register
- Enrollment Details
- Reminder Communication
- Attend Class
- Certification Granted
- Expiring Certification Communication
- Other

Process - Student

- **Schedule**
- Register
- Enrollment Details
- Reminder Communication
- Attend Class
- Certification Granted
- Expiring Certification Communication
- Other

Schedule



www.uwplatt.edu/department/highway-technician-certification-program

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PLATTEVILLE

Login to HTCP Portal

HIGHWAY TECHNICIAN CERTIFICATION PROGRAM

Home / Highway Technician Certification Program /

The Highway Technician Certification Program (HTCP) certifies that you have demonstrated abilities to engage in quality control or quality assurance activities in highway work contracted by the [Wisconsin Department of Transportation \(WisDOT\)](#).

Through revisions in its specifications and contractual practices, WisDOT has developed quality management program specifications, placing the responsibility of quality control in the hands of the contractor. WisDOT has specified as part of its work provisions that all highway construction materials personnel be qualified through the HTCP Highway Technician Certification Program to sample and test construction materials to ensure the highest quality product is being produced.

The quality of highway construction depends on many factors such as planning, design, operations, maintenance, safety, traffic, environment, and economy. Part of the quality journey is being able to best satisfy the customer needs and expectations. Quality also depends on utilizing the skills of the best-qualified workers to meet or exceed the job performance expectations established by the customer.

Certification training has contributed to the following:

- Advisory Board
- Assistant Certified Technician Program
- Certification Lists
- Courses & Manuals
- HTCP Portal/Registration
- Industry Resources
- Policies & Procedures
- Quality Management Program Award
- Schedule**
- Three Year Certification

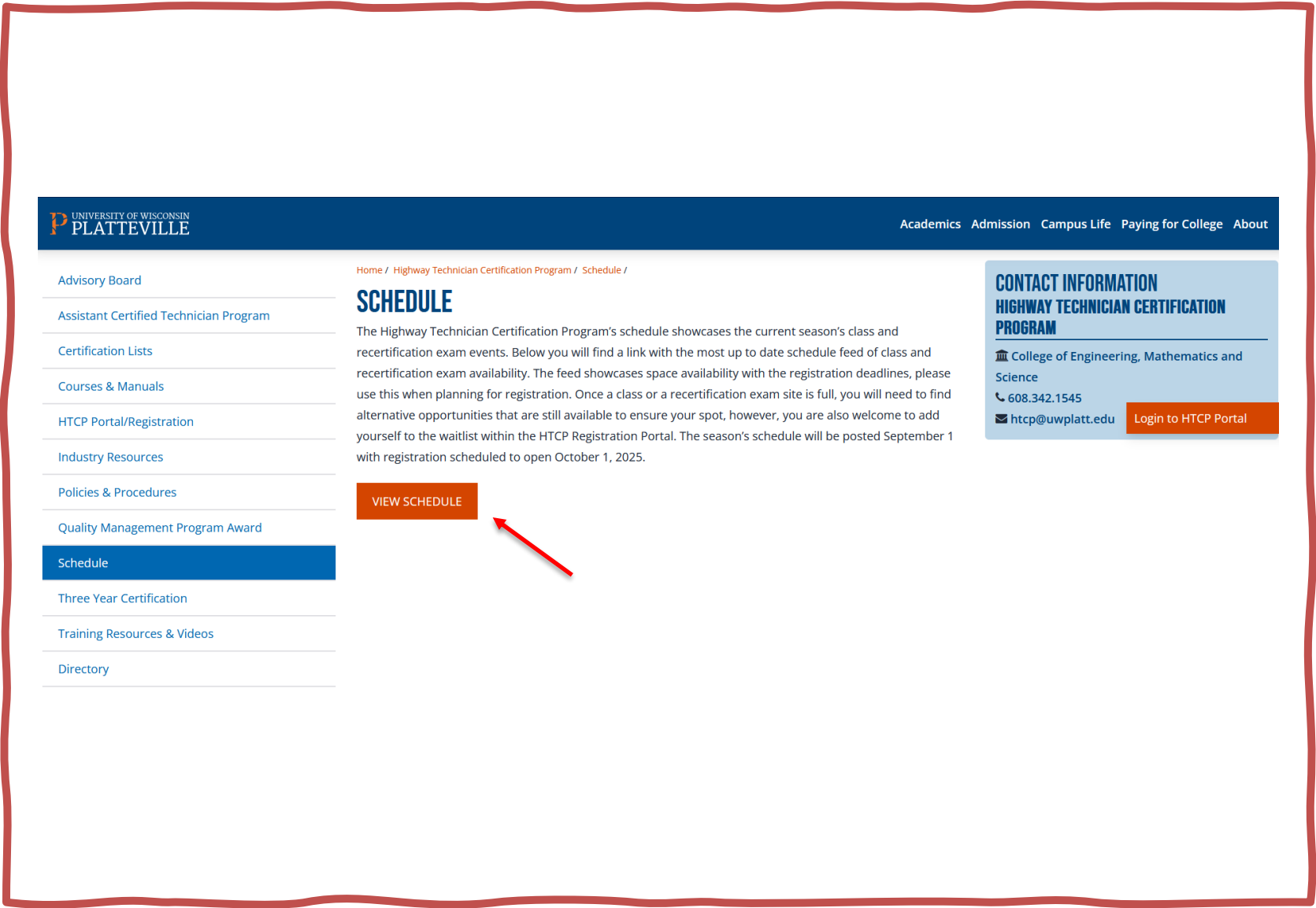
CONTACT INFORMATION

HIGHWAY TECHNICIAN CERTIFICATION PROGRAM

College of Engineering, Mathematics and Science
608.342.1545
htcp@uwplatt.edu

HTCP Website – Posted September

Schedule



**UNIVERSITY OF WISCONSIN
PLATTEVILLE**

Academics Admission Campus Life Paying for College About

Home / Highway Technician Certification Program / Schedule /

SCHEDULE

The Highway Technician Certification Program's schedule showcases the current season's class and recertification exam events. Below you will find a link with the most up to date schedule feed of class and recertification exam availability. The feed showcases space availability with the registration deadlines, please use this when planning for registration. Once a class or a recertification exam site is full, you will need to find alternative opportunities that are still available to ensure your spot, however, you are also welcome to add yourself to the waitlist within the HTCP Registration Portal. The season's schedule will be posted September 1 with registration scheduled to open October 1, 2025.

[VIEW SCHEDULE](#)

**CONTACT INFORMATION
HIGHWAY TECHNICIAN CERTIFICATION
PROGRAM**

College of Engineering, Mathematics and Science
608.342.1545
htcp@uwplatt.edu [Login to HTCP Portal](#)

Advisory Board

Assistant Certified Technician Program

Certification Lists

Courses & Manuals

HTCP Portal/Registration

Industry Resources

Policies & Procedures

Quality Management Program Award

Schedule

Three Year Certification

Training Resources & Videos

Directory

HTCP Website – Posted September

Schedule



2026 HTCP Class Schedule:

- Please do not print this page to reference as dates and locations are subject to change as this calendar is feed is in real time according to the HTCP Database.

Callouts for the 2026 HTCP Training Season:

- Registration is scheduled to open October 1, 2025, for the 2026 HTCP Training Season, 3-year certification classes/recertification exams.
 - Please register online thru the HTCP Portal. Additional, registration details can be found on the [HTCP Portal/Registration](#) webpage.
 - Note, 2025 ACT and MCT registrations are currently available, however, if the technician is needing to complete a 2026 ACT or MCT Course registration will be available on January 2, 2026.
- Recertification may be obtained in one of the following ways:
 - Complete Next Level Certification Course: Enroll and successfully complete the next level certification course. Note, if the higher certification is not maintained, it may affect lower certifications if they are due to expire.
 - Recertification Exam: Attend the last day of any relevant certification course or a comprehensive exam site to write the recertification exam.
 - Attend Class Again at a Reduced Course Fee: Enroll by taking the course again, at a reduced fee, provided the certification has not expired.
- **Note, per HTCP policy certifications must be renewed prior to the expiration date, otherwise, you will be required to complete the class again at the full rate.**
 - **For those needing to recertify must do so within the scheduled training season, January 5 thru June 19, 2026. Plan and register accordingly.**
- If the technician was ACT certified in 2025, s/he would need to complete the class offering in 2026 for 3-year certification.
 - Exception: 2nd term will be issued only if proof of enrollment in a current two/four-year civil Technology/Engineering or Building construction management program is submitted to HTCP at the time of ACT registration.

Class Schedule is current as of Fri Jun 12 14:29:59 GMT 2026

HTCP Classes:

Name	Offering	StartDate	End Date	Time	Location	Seats Available	Register By
Hot Mix Asphalt, Technician I, Production Tester	Exam	6/19/2026	6/19/2026	8:00 AM - 5:00 PM	UW-Platteville - HTCP Platteville, WI	10	6/4/2026
Transportation Materials Sampling Technician	Exam	6/12/2026	6/12/2026	1:00 PM - 5:00 PM	UW-Platteville - HTCP Platteville, WI	10	6/3/2026
Transportation Materials Sampling Technician	Class	6/12/2026	6/12/2026	8:00 AM - 5:00 PM	UW-Platteville - HTCP Platteville, WI	13	6/3/2026

Questions? Please call HTCP office at 608-342-1545

Classes fall off schedule through season

Process - Student

- Schedule
- **Register**
- Enrollment Details
- Reminder Communication
- Attend Class
- Certification Granted
- Expiring Certification Communication
- Other



- **Online registration**

- October
- Credit card only (since 2015)
- Online password protected
- Transfers handled via phone
 - Surcharge



- **Two Clients**

- Technician
- Training Mangers
 - Responsible for over 10 technicians

Register
Students

Online Registration



[Advisory Board](#)

[Assistant Certified Technician Program](#)

[Certification Lists](#)

[Courses & Manuals](#)

[HTCP Portal/Registration](#)

[Home](#) / [Highway Technician Certification Program](#) /

The Highway Technician Certification Program (HTCP) certifies that you have demonstrated abilities to engage in quality control or quality assurance activities in highway work contracted by the [Wisconsin Department of Transportation \(WisDOT\)](#).

Through revisions in its specifications and contractual practices, WisDOT has developed quality management program specifications, placing the responsibility of quality control in the hands of the contractor. WisDOT has specified as part of its work provisions that all highway construction materials personnel be qualified

CONTACT INFORMATION HIGHWAY TECHNICIAN CERTIFICATION PROGRAM

 College of Engineering,
Mathematics and Science
 608.342.1545
 htcp@uwplatt.edu

Two ways to connect

Online Registration



 Username Name@gmail.com

 Password Packers_Over_Vikings

Log in

[Forgot your password?](#)

[Not a member?](#)

[Are you an employee? Login here](#)

Password Protected

Online Registration

[Home](#)[My Information](#) [Course Registration](#)

Welcome, Adam Johnson!
HTCP ID: 102631

My Classes (This Year)

My Active Certifications

Certification Name	Expiration Date	Status
Transportation Materials Sampling Technician	7/31/2029	Active
Portland Cement Concrete Technician I	7/31/2029	Active
Aggregate Technician I	7/31/2029	Active
Profiler Technician I	7/31/2028	Active
Portland Cement Concrete Technician II	7/31/2028	Active

[View All](#)

Announcements



See Great Work in Action?
Nominate It for a 2026
QMP Award! Click [HERE](#)
for Details.



Portal Home Page

Online Registration



Course Registration

Course Registration

Instructions for Placing Registration Orders

1. Use the Firefox or Google Chrome web browsers to complete the registration process. Internet Explorer and Edge are known to cause problems during the checkout process.
 - a. NO MORE than 8 technicians can be placed on one order.
 - b. **When registering for a course with no seats available, the technician will be registered as Waitlisted but not charged for the class.**
2. Confirm your information. If something doesn't appear quite right, contact the HTCP Office at 608-342-1545 prior to registering
3. All registrations require a credit card payment at the time of registration
 - a. Make sure that on the payment screen you input the card holder's name and billing address associated with the credit card or this will indicate an error
 - b. Please make sure that you do not exceed your daily maximum limit on your credit card at time of check out. Session will indicate an error.

Your Information

Name: Adam Johnson

Primary Organization: WisDOT - Bureau of Technical Services

HTCP ID: 102631

Mailing Address: [REDACTED]
[REDACTED]

Phone Numbers

Mobile: [REDACTED]

Work: [REDACTED]

Home:

Preferred: Work

Email Addresses

Work: [REDACTED]

Alternate:

Preferred Email: Work

Next

Course Registration

Online Registration



Course Registration

Course Registration

▾ ACT Courses

When registering for an ACT, please note that you will need to designate a Mentor (supervising certified technician advisor) and an Instructor before checking out.

Both the Instructor and Mentor must hold an active 3-year certification of the ACT subject area. The Instructor and Mentor can be the same person; however, the mentor can only have one ACT technician serving underneath them for each active 3-year certification they hold.

A PDF copy of the ACT Course Manual is provided in the online learning environment for the ACT to access. If a hard copy is needed, please contact the HTCP Office at 608-342-1545 to order a hard copy for \$50.

ACT registrations are valid only until end of calendar year. ACT is void if the ACT leaves the company that it was earned at.

ACT Prerequisites

ACT Course Offerings

🔍 Search this list...

7 of 7 items • 0 items selected

☐ Course Offering ID ▾	☐ Course Cost ▾	☐ Re-Certification Cost ▾	☐ Remaining Seats ▾
☐ ACT-AGG Class - 1/1/2026 - 12/31/2026	\$325.00	\$325.00	500

Select Appropriate Classes

Online Registration

▼ ACT Courses

When registering for an ACT, please note that you will need to designate a Mentor (supervising certified technician advisor) and an Instructor before checking out.

Both the Instructor and Mentor must hold an active 3-year certification of the ACT subject area. The Instructor and Mentor can be the same person; however, the mentor can only have one ACT technician serving underneath them for each active 3-year certification they hold.

A PDF copy of the ACT Course Manual is provided in the online learning environment for the ACT to access. If a hard copy is needed, please contact the HTCP Office at 608-342-1545 to order a hard copy for \$50.

ACT registrations are valid only until end of calendar year. ACT is void if the ACT leaves the company that it was earned at.

ACT Prerequisites

ACT Course Offerings				Search this list...
7 of 7 items • 0 items selected				
☐ Course Offering ID	Course Cost	Re-Certification Cost	Remaining Seats	
☐ ACT-AGG Class - 1/1/2026 - 12/31/2026	\$325.00	\$325.00	500	
☐ ACT-CST Class - 1/1/2026 - 12/31/2026	\$325.00	\$325.00	500	
☐ ACT-GRADING Class - 1/1/2026 - 12/31/2026	\$325.00	\$325.00	500	
☐ ACT-HMA Class - 1/1/2026 - 12/31/2026	\$325.00	\$325.00	500	
☐ ACT-NUC Class - 1/1/2026 - 12/31/2026	\$325.00	\$325.00	500	

Grouped by Program

Online Registration

▼ Aggregate Courses

Please see the [Aggregate Prerequisites](#) hyperlink below in red to help answer any questions.

Exam options are for those wanting to recertify via recertification exam only on the last day of class. NOTE: The class option/fee is for those needing to attend the entire class AND exam.

When your certifications come up for expiration, you have the option to take the exam only portion to recertify at the last day of a class OR at a Comprehensive Exam Site.

If you wish to complete the exam at a comprehensive exam site please see options below in Comprehensive Recertification Exams. **Ability to take two exams per comprehensive exam date.**

These aggregate 3-year certifications expire on July 31st of the third and final year of certification.

The technician is accountable to ensure they are keeping track of their active certifications and coming back through the program to keep certifications active.

[Aggregate Prerequisites](#)

Aggregate Course Offerings				
3 of 3 items • 0 items selected				
☐ Name	Course Cost	Re-Certification Cost	Remaining Seats	
☐ AGGTEC-I Class - Platteville - 5/18/2026 - 5/21/2026	\$725.00	\$362.50	10	
☐ AGGTEC-I Class - Platteville - 6/8/2026 - 6/11/2026	\$725.00	\$362.50	10	
☐ TMS Class - Platteville - 6/12/2026 - 6/12/2026	\$325.00	\$275.00	15	

Grouped by Material - Aggregate

Online Registration

▼ Asphalt Courses

Please see the Asphalt Prerequisites hyperlink below in red to help answer any questions.

Exam options are for those wanting to recertify via recertification exam only on the last day of class.

NOTE: The class option/fee is for those needing to attend the entire class AND exam.

When your certifications come up for expiration, you have the option to take the exam only portion to recertify at the last day of a class OR at a Comprehensive Exam Site.

If you wish to complete the exam at a comprehensive exam site please see options below in Comprehensive Recertification Exams. **Ability to take two exams per comprehensive exam date.**

These asphalt 3-year certifications expire on July 31st of the third and final year of certification.

The technician is accountable to ensure they are keeping track of their active certifications and coming back through the program to keep certifications active.

Asphalt Prerequisites

Asphalt Course Offerings

2 of 2 items • 0 items selected

☐ Name ▼	Course Cost ▼	Re-Certification Cost ▼	Remaining Seats ▼
☐ HMA-IPT Class - Madison - 6/22/2026 - 6/26/2026	\$800.00	\$400.00	15
☐ HMA-IPT Class - Platteville - 6/15/2026 - 6/19/2026	\$800.00	\$400.00	0

Grouped by Material - Asphalt

Online Registration

▼ Concrete Courses

Please see the Concrete Prerequisites hyperlink below in red to help answer any questions.

Exam options are for those wanting to recertify via recertification exam only on the last day of class.

NOTE: The class option/fee is for those needing to attend the entire class AND exam.

When your certifications come up for expiration, you have the option to take the exam only portion to recertify at the last day of a class OR at a Comprehensive Exam Site.

If you wish to complete the exam at a comprehensive exam site please see options below in Comprehensive Recertification Exams. **Ability to take two exams per comprehensive exam date.**

These concrete 3-year certifications expire on July 31st of the third and final year of certification.

The technician is accountable to ensure they are keeping track of their active certifications and coming back through the program to keep certifications active.

If you are ACI Certified and attending a PCCTEC-I Class please contact the HTCP Office at 608-342-1545 or htcp@uwplatt.edu to receive a \$100 discount on the registration, HTCP will then ask you to help assist the PCCTEC-I instructor during the lab portion of the class.

Concrete Prerequisites

Concrete Course Offerings

2 of 2 items • 0 items selected

☐ Name	Course Cost	Re-Certification Cost	Remaining Seats
☐ PCCTEC-I Class - Madison - 5/19/2026 - 5/21/2026	\$550.00	\$275.00	5
☐ PCCTEC-I Class - Platteville - 6/2/2026 - 6/4/2026	\$550.00	\$275.00	10

Grouped by Material - Concrete

Online Registration

▼ General Courses

Please see the General Prerequisites hyperlink below in red to help answer any questions.

Exam options are for those wanting to recertify via recertification exam only on the last day of class.

NOTE: The class option/fee is for those needing to attend the entire class AND exam.

When your certifications come up for expiration, you have the option to take the exam only portion to recertify at the last day of a class OR at a Comprehensive Exam Site.

If you wish to complete the exam at a comprehensive exam site please see options below in Comprehensive Recertification Exams. **Ability to take two exams per comprehensive exam date.**

NUCDENSITYTEC-I, GRADINGTEC-I and PROFILER are 3-year certifications that expire on July 31st of the third and final year of certification.

MCT is also a 3-year certification that expires on the date the exam was passed on the third and final year of certification. The MCT registration is valid for one year, however, the technician must complete the course for certification based on when certification is needed/expiring. For example, if the technician has an expiring MCT Certification on 2/13/25. The technician can register for the MCT Course on 1/2/25 and must have the course completed for recertification by 2/13/25 to void a lapse in certification. MCT registrations are available during the year the certification is expiring.

The technician is accountable to ensure they are keeping track of their active certifications and coming back through the program to keep certifications active.

General Prerequisites

General Course Offerings				Search this list...
2 of 2 items • 0 items selected				
☐ Name ▼	Course Cost ▼	Re-Certification Cost ▼	Remaining Seats ▼	
☐ MCT Class - Online - 1/1/2026 - 12/31/2026	\$150.00	\$150.00	500	
☐ Nucdensity Class - Green Bay - 6/9/2026 - 6/10/2026	\$425.00	\$275.00	5	

Grouped by Material - General

Online Registration

▼ Comprehensive Recertification Exams

To be eligible for a comprehensive exam, you first must earn your 3-year certification.

When your certifications comes up for expiration, you have the option to take the exam only portion to recertify.

Ability to take two exams per comprehensive exam date.

If registering for the comprehensive exam site in Platteville, please contact the HTCP Office at 608-342-1545 to determine the date of exam.

Comprehensive Recertification Exams

6 of 6 items • 0 items selected

☐ Course Offering ID ▼	Course Cost ▼	Re-Certification Cost ▼	Remaining Seats ▼
☐ CST Exam - Madison - 5/27/2026 - 5/27/2026	\$275.00	\$275.00	2
☐ CST Exam - Madison - 5/28/2026 - 5/28/2026	\$275.00	\$275.00	2
☐ CST Exam - Platteville - 1/5/2026 - 6/19/2026	\$275.00	\$275.00	500
☐ Profiler Exam - Madison - 5/27/2026 - 5/27/2026	\$275.00	\$275.00	1
☐ Profiler Exam - Madison - 5/28/2026 - 5/28/2026	\$275.00	\$275.00	2

Grouped by Comprehensive Exam

Online Registration

▼ Comprehensive Recertification Exams

To be eligible for a comprehensive exam, you first must earn your 3-year certification.

When your certifications comes up for expiration, you have the option to take the exam only portion to recertify.

Ability to take two exams per comprehensive exam date.

If registering for the comprehensive exam site in Platteville, please contact the HTCP Office at 608-342-1545 to determine the date of exam.

Comprehensive Recertification Exams

6 of 6 items • 1 item selected

☐ Course Offering ID	Course Cost	Re-Certification Cost	Remaining Seats
☒ CST Exam - Madison - 5/27/2026 - 5/27/2026	\$275.00	\$275.00	2
☐ CST Exam - Madison - 5/28/2026 - 5/28/2026	\$275.00	\$275.00	2
☐ CST Exam - Platteville - 1/5/2026 - 6/19/2026	\$275.00	\$275.00	500
☐ Profiler Exam - Madison - 5/27/2026 - 5/27/2026	\$275.00	\$275.00	1
☐ Profiler Exam - Madison - 5/28/2026 - 5/28/2026	\$275.00	\$275.00	2

Previous

Next

Select the Class(es)

Online Registration



Course Registration

Course Registration

Shopping Cart

1 of 1 item

Contact Name ▾	Name ▾	Payment Amount ▾	Status ▾
Matthew Platt	CST Exam - Madison - 5/27/2026 - 5/27/2026	\$275.00	Enrolled

Courses Subtotal: \$275.00

[Previous](#)[Next](#)

Shopping Cart

Online Registration

**UNIVERSITY OF WISCONSIN
PLATTEVILLE**
Highway Technician
Certification Program

Home My Information **Course Registration**

Course Registration

Total: \$275.00

Billing Information

Company Name

* First Name

* Last Name

* Billing Address
* Street

* City

* State/Province

* Zip/Postal Code

* Country

Card Information

* Card Number

* Expiration Date

* CVC

Submit Payment

Student fills out

Credit Card & Submit

Process - Student

- Schedule
- Register
- **Enrollment Details**
- Reminder Communication
- Attend Class
- Certification Granted
- Expiring Certification Communication
- Other

Enrollment Details



RECEIPT

Adam Johnson
3502 Kinsman Blvd
Madison
WI
53704-2549
(608) 246-7945

Transaction ID: P-006158
Transaction Date: April 10, 2023

Status	Name	Course Offering	Cost
Complete	Adam Johnson 102631	MCT Class - Adam Johnson - 4/10/2023 - 6/14/2023	150.00

Total	\$150.00
Training Credit	0.00
Paid by Credit Card 9392	\$150.00

Refund Policy:

- A \$30.00 payment by credit card will be required per cancellation, substitution, or reschedule if it is requested more than ten (10) working days before a beginning course date.
- A \$100 late drop fee will be charged to a registrant for canceling a course within ten working days of a beginning course date.
- No registration fees will be refunded within five working days of the beginning course date.
- The fee for Comprehensive Recertification Exams, Materials Coordinator's Training (MCT), and the Assistant Certified Technician (ACT) Program will not be refunded.

Receipt Automatically Emailed

Enrollment Details (Email)

Student



Dear Barney:

Thank you for your registration. You have been scheduled for the following:

Course: AGGTEC-I Exam - Madison - 5/27/2026 - 5/27/2026

Enrollment Status: Enrolled

Location:

DoubleTree by Hilton Madison East
Twin Lakes Conference Room (Waubesa & Kegonsa Rooms)
4402 E Washington Ave
Madison, WI 53704-3724
5/27/2026 - 5/27/2026
8:00 AM - 4:00 PM

Terms & Conditions:

- **On Site Classes:** \$30 payment by credit card will be required per cancellations, substitution, or to reschedule if it is done ten (10) working days before the beginning course date. A \$100 late drop fee will be charged to a registrant for canceling a course within ten (10) working days of a beginning course date. No registration fees will be refunded within five (5) working days of the beginning course date.
 - You will receive a reminder email 5-7 days prior to the on-site class start date with location details.
 - **Please make sure to read through this upcoming email reminder as it may contain additional location and/or parking information.**
 - Please note classes may be cancelled due to low enrollment.
 - Course Manual -
 - If attending the class option, the manual will be distributed on the first day of class.
 - If completing the recertification exam only, the manual will be mailed to your mailing address on file 3-4 weeks before the scheduled exam date.
- **Online Classes:** Please allow 1-2 business days to receive your course invitation (login credentials) by email if you registered for an online ACT Class or MCT Class.
- Comprehensive/Recertification Exams, Materials Coordinator's Training (MCT), and the Assistant Certified Technician (ACT) Program will not be refunded.

Please contact the HTCP Office at 608.342.1545 or htcp@uwplatt.edu with questions.

Sincerely,

Highway Technician Certification Program

University of Wisconsin - Platteville

Sent: Automatic
Time of Registration

Process - Student

- Schedule
- Register
- Enrollment Details
- **Reminder Communication**
- Attend Class
- Certification Granted
- Expiring Certification Communication
- Other

Reminder Communication (Email)

Student



Dear Barney:

You are scheduled for the following:

Course: AGGTEC-I Exam - Madison - 5/27/2026 - 5/27/2026

Enrollment Status: Enrolled

Location:

DoubleTree by Hilton Madison East
Twin Lakes Conference Room (Waubesa & Kegonsa Rooms)
4402 E Washington Ave
Madison, WI 53704-3724
5/27/2026 - 5/27/2026
8:00 AM - 4:00 PM

**The written exam will be administered per the instructor's agenda, no exceptions.

NOTE: cell phones will not be permitted into the exam site. Please bring a writing utensil and calculator.

Prior to arriving please review/update your contact information in the [HTCP Portal](#) to ensure your grade results are sent to the correct address on file.

To access your contact information in the HTCP Portal:

1. **From the Home screen, go to My Information and select My Profile.**
2. **Review your General Information under My Information:**
 - **Check your Address, Email(s), & Phone Numbers**
 - **If you need to update any information listed choose Update My Information to edit.**

Please contact the HTCP Office at 608.342.1545 or htcp@uwplatt.edu with questions.

Sincerely,

Highway Technician Certification Program
University of Wisconsin - Platteville
Phone: 608.342.1545
Email: htcp@uwplatt.edu

Highway Technician Certification Program

0047b Ottensman Hall | 1 University Plaza | Platteville WI 53818-3099
608.342.1545 | <https://www.uwplatt.edu/departments/highway-technician-certification-program>

**Sent: Automatic
One Week Prior**

Process - Student

- Schedule
- Register
- Receive Enrollment Details
- Receive Reminder
- **Attend Class**
- Certification Granted
- Expiring Certification Communication
- Other



Class



Highway Technician Certification Program (HTCP)

SIGN-IN ROSTER

Portland Cement Concrete Technician I

8/10/2026 - 8/12/2026

Platteville

INSTRUCTORS:

Main: Gary Trofka

USPS Tracking Number:

Attendee (Signature Required)	Class/Exam Name Home Address / Email Address	Company	Grade
Amv Pennekamp <i>Amv Pennekamp</i>	Portland Cement Concrete Technician I 222 How We Roll St Platteville, WI 53818 sedbrooa@uwplatt.edu	UW-Platteville - HTCP	
Jodi Pluemer	Portland Cement Concrete Technician I 100 In The Hills Dr Platteville, WI 53818 pluemerjo@uwplatt.edu	UW-Platteville - HTCP	
Barney Rubble	Portland Cement Concrete Technician I 1 University Plz Platteville, WI 53818 sedbrooa@uwplatt.edu	Westwood	
Wally Walbec	Portland Cement Concrete Technician I 123 Really Important Street Waukesha, WI 53187 pluemerjo@uwplatt.edu	Construction Resources	

Class

Student

- **Arrive**
- **Sign Rosters**
 - Student reviews contact
 - Address
 - Email
 - Signs class roster
- **Fill out Name Tent**
 - Finds seat with manual
 - Each student has name tag



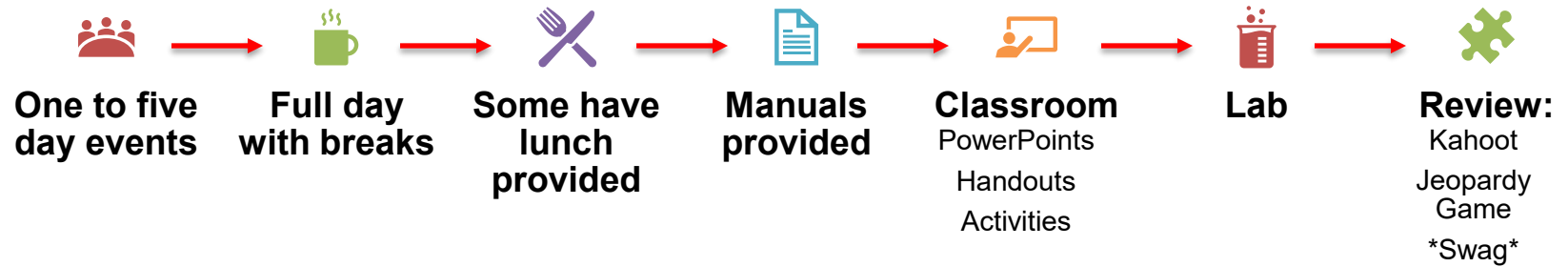
Class

Student

Listen Director Video

Consistent Message

- ✓ Program Highlights
- ✓ Classroom Expectation
- ✓ Certification Process
- ✓ Revocation
- ✓ Exam Expectations
- ✓ Respect
- ✓ QMP Award



Class

Student

Evaluation/Survey

- On cell phone
- Ratings: 1 – 5
- Overall rating of program
- Facilities/Lab
- Instructor ratings
- Open ended:
 - Like Most
 - Like Least
 - Open Ended about overall quality

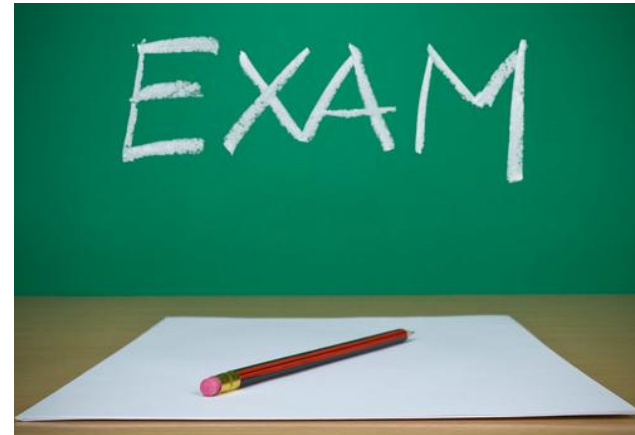


Scan this QR code to access the survey.

Class

Student

- Open Book/Open Notes
- Need 70%
- No Cell Phones
- Paper Exam
- Timed
- Calculators provided, if needed
- In Person Proctoring



Class

Student





Class

Student

Online

ACT Program

- Provisional Certification
 - Training done by company
 - Lecture/Lab/Exam
 - Exam is via Canvas
 - Mentor within company
 - One term
 - After registration canvas link sent

Materials Coordinator Training

- 3 Year Certification
 - After registration canvas link sent
 - Lecture and exam in canvas

Process - Student

- Schedule
- Register
- Enrollment Details
- Reminder Communication
- Attend Class
- **Certification Granted**
- Expiring Certification Communication
- Other

Certification Letter



Dear Adam:

Congratulations, I am pleased to inform you that you successfully passed the CST examination on 2/5/2024. Your test score was 99%.

Attached please find your course certificate. **We do not send out replacement certificates so please retain the letter as proof of your certification.**

Sincerely,

Jodi Pluemer, Director
Highway Technician Certification Program

Sent: Emailed - Automatic

Certification



HIGHWAY TECHNICIAN CERTIFICATION



The Highway Technician Certification Program
at the University of Wisconsin-Platteville and the
Wisconsin Department of Transportation

Certifies that

Adam Johnson

successfully completed the certification requirements for

Profiler Technician I

Expiration Date: July 31, 2028

Hours of Instruction:
Continuing Education Units:

Jodi Pluemer

Director
Highway Technician Certification Program
University of Wisconsin-Platteville

Sent/Populates: Automatic email and found in HTCP Portal

Process - Student

- Schedule
- Register
- Enrollment Details
- Reminder Communication
- Attend Class
- Certification Granted
- **Expiring Certification Communication**
- Other

Certification – Expiring Communication



Amy (HTCP ID 106789),

To review your Highway Technician Certification Program record with certification(s) expiring in 2026 please copy and paste the following URL into a web browser:

<https://whtcp.my.salesforce-sites.com/CertSearch/HTCPCertViewTech?techid=003f200002V1Dl9AAF&expyr=2026>

Certified technicians are responsible for obtaining their own recertification.

Note, the 2020 policy change that certifications must be renewed prior to the expiration date otherwise, you will be required to complete the class again at the full rate.

Recertification options in 2026 will be available from January 5 thru June 19, 2026, please

Recertification may be obtained in one of the following ways:

1. **Complete Next Level Certification Course:** Enroll and successfully complete the next level certification course.
Note, if the higher certification is not maintained, it may affect lower certifications if they are due to expire.
2. **Recertification Exam:** Attend the last day of any relevant certification course or a comprehensive exam site to write the recertification exam.
3. **Attend Class Again at a Reduced Course Fee:** Enroll by taking the course again, at a reduced fee, provided the certification has not expired.

Further information regarding registration can be found on the [HTCP website](#) with registration beginning October 1, 2025.

Note, registration for expiring **2026** Materials Coordinator Training (MCT) Certifications will open on January 2, 2026. Any technician needing to obtain the MCT certification for the first time can do so at any time.

Please login to [HTCP Portal](#) to review your HTCP contact record, register for classes/exams, view enrolled classes/exams sessions, and certification records.

Reminder 2026 3-year certification course and recertification exam registration opens October 1, 2026.

If you have any questions or concerns, please give us a call at 608.342.1545 or email htcp@uwplatt.edu.

Sincerely,

Highway Technician Certification Program
University of Wisconsin-Platteville



Email sent September prior to certification expiring – push to register



Expiring Certifications

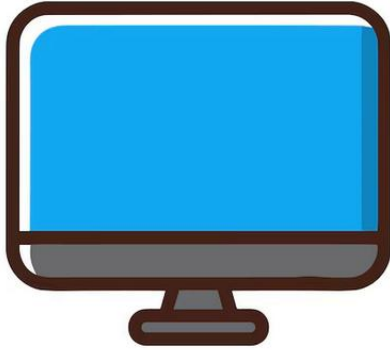
Student

Lapse Certification

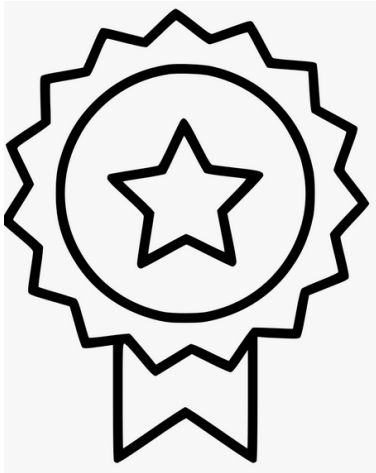
- ✓ Each technician's responsibility
- ✓ Must come back through the program and sit through the class
- ✓ No exceptions

Process - Student

- Schedule
- Register
- Enrollment Details
- Reminder Communication
- Attend Class
- Certification Granted
- Expiring Certification Communication
- **Other**



- **HTCP Portal**
 - Registration
 - View HTCP Transcript



- **QMP Award**

Other

Student

HTCP Portal

- ✓ Implemented in 2025

Functionality:

- ✓ Creates password protected online registration
- ✓ Creates transcript capabilities
- ✓ Review/update contact information
- ✓ View historical class detail
- ✓ View current registrations
- ✓ Ability to review/print certificates



HTCP Portal



[Advisory Board](#)

[Assistant Certified Technician Program](#)

[Certification Lists](#)

[Courses & Manuals](#)

[HTCP Portal/Registration](#)

[Home](#) / [Highway Technician Certification Program](#) /

The Highway Technician Certification Program (HTCP) certifies that you have demonstrated abilities to engage in quality control or quality assurance activities in highway work contracted by the [Wisconsin Department of Transportation \(WisDOT\)](#).

Through revisions in its specifications and contractual practices, WisDOT has developed quality management program specifications, placing the responsibility of quality control in the hands of the contractor. WisDOT has specified as part of its work provisions that all highway construction materials personnel be qualified

CONTACT INFORMATION HIGHWAY TECHNICIAN CERTIFICATION PROGRAM

 College of Engineering,
Mathematics and Science
 608.342.1545
 htcp@uwplatt.edu

Two ways to connect

HTCP Portal



Username

Name@gmail.com



Password

Packers_Over_Bears

Log in

[Forgot your password?](#)

[Not a member?](#)

[Are you an employee? Login here](#)

Password Protected

HTCP Portal



UNIVERSITY OF WISCONSIN
PLATTEVILLE
Highway Technician
Certification Program

[Home](#) [My Information](#) [Course Registration](#)

Welcome, Michael Bohn!

My Training Manager
Name: Emily Gasser
Phone:
Email:

My Classes (This Year)

Class Name	Status	Certificate Download
HMA-TPC Exam - Madison - 2/12/2026 - 2/12/2026	Complete	Download Certificate

[View All](#)

My Active Certifications

Certification Name	Expiration Date	Status
Concrete Strength Tester	7/31/2027	Active
Profiler Technician I	7/31/2027	Active
Materials Coordinator Training	12/3/2027	Active
Portland Cement Concrete Mix Design Certification	7/31/2028	Active
Aggregate Testing for Transportation Systems	7/31/2028	Active

[View All](#)

Announcements



See Great Work in Action?
Nominate It for a 2026
QMP Award! Click [HERE](#)
for Details.

Download Certificate

HTCP Portal



HIGHWAY TECHNICIAN CERTIFICATION



The Highway Technician Certification Program
at the University of Wisconsin-Platteville and the
Wisconsin Department of Transportation

Certifies that

Adam Johnson

successfully completed the certification requirements for

Profiler Technician I

Expiration Date: July 31, 2028

Hours of Instruction:

Continuing Education Units:

Jodi Pluemer

Director
Highway Technician Certification Program
University of Wisconsin-Platteville

Print Certificate

HTCP Portal



UNIVERSITY OF WISCONSIN
PLATTEVILLE
Highway Technician
Certification Program

[Home](#) [My Information](#) [Course Registration](#)

My Profile

My Classes

My Profile

My Certifications

My Employers

My Receipts

My Information

General Information

Name: Adam Johnson

HTCP ID: 102631

HTCP Username: [Redacted]

Address: [Redacted]
United States

Emails

Personal Email: [Redacted]

Work Email: adam.johnson@dot.wi.gov

Preferred Email: Work

Phone Numbers

Home Phone: [Redacted]

Work Phone: [Redacted]

Mobile Phone: [Redacted]

Preferred Phone: Work

Update My Information

Classes

Certifications

Employment

Receipts

My Certifications

Certification Name	Expiration Date	Status
ACT-Aggregate	12/31/2008	Expired
Aggregate Technician I	7/31/2029	Active
Aggregate Technician II	7/31/2022	Expired
Aggregate Testing for Transportation Systems	7/31/2028	Active
Concrete Strength Tester	7/31/2027	Active
Grading Technician I	7/31/2028	Active
Hot Mix Asphalt, Mix Design, Report Submittals	7/31/2028	Active
Hot Mix Asphalt, Technician I, Production Tester	7/31/2028	Active
Hot Mix Asphalt, Trouble Shooting, Process Control	7/31/2019	Expired
Materials Coordinator Training	6/14/2026	Active
Materials Coordinator Training - Department	7/31/2020	Expired
Nuclear Density Technician I	7/31/2027	Active

Update Contact Details

HTCP Portal



UNIVERSITY OF WISCONSIN
PLATTEVILLE
Highway Technician
Certification Program

Home

My Information ^

Course Registration



My Profile

My Classes

My Certifications

My Employers

My Receipts

My Receipts

Payment	Date	My Receipts	Payment Amount	Contact
P-001766	1/29/2020		\$0.00	Adam Johnson
P-002692	10/6/2020		\$0.00	Adam Johnson
P-002923	12/21/2020		\$0.00	Adam Johnson
P-003289	2/22/2021		\$0.00	Adam Johnson
P-003492	4/12/2021		\$0.00	Adam Johnson
P-004233	12/10/2021		\$0.00	Adam Johnson
P-006158	4/10/2023		\$150.00	Adam Johnson
P-007065	1/16/2024		\$550.00	Adam Johnson
P-008087	11/22/2024		\$1,375.00	Adam Johnson

[View All](#)

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Need Accommodation? Please call 1.608.342.1545
University of Wisconsin-Platteville, 1 University Plaza Stop 1, Platteville, Wisconsin 53818-3099

Print Receipts

HTCP Portal



RECEIPT

Adam Johnson
3502 Kinsman Blvd
Madison
WI
53704-2549
(608) 246-7945

Transaction ID: P-006158
Transaction Date: April 10, 2023

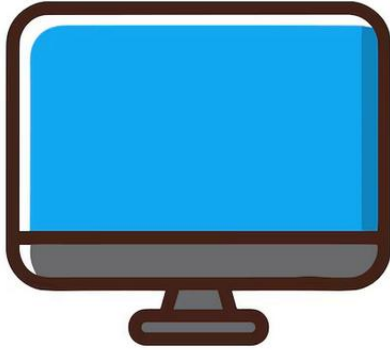
Status	Name	Course Offering	Cost
Complete	Adam Johnson 102631	MCT Class - Adam Johnson - 4/10/2023 - 6/14/2023	150.00

Total	\$150.00
Training Credit	0.00
Paid by Credit Card 9392	\$150.00

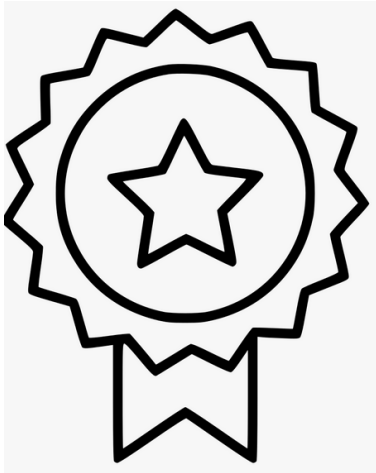
Refund Policy:

- A \$30.00 payment by credit card will be required per cancellation, substitution, or reschedule if it is requested more than ten (10) working days before a beginning course date.
- A \$100 late drop fee will be charged to a registrant for canceling a course within ten working days of a beginning course date.
- No registration fees will be refunded within five working days of the beginning course date.
- The fee for Comprehensive Recertification Exams, Materials Coordinator's Training (MCT), and the Assistant Certified Technician (ACT) Program will not be refunded.

Print Receipts



- HTCP Portal
 - Registration
 - View HTCP Transcript



- **QMP Award**
 - Team/Individual
 - Showcased in conference circuit

Other

Student



QMP Awards

QMP Award

- Recognizes outstanding materials technicians displaying exceptional leadership roles in developing quality materials used in highway construction projects
- Winners are nominated and chosen from:
 - Contractors
 - Consultants
 - The Wisconsin Department of Transportation



2025 QMP Award Winners

Presented at Fall Conference Circuit

- Howard Marg (Retired WisDOT)
- Steven Hunter (WisDOT-NCR)
- Tony Rosling (QUEST Civil Engineering LLC)



Socials

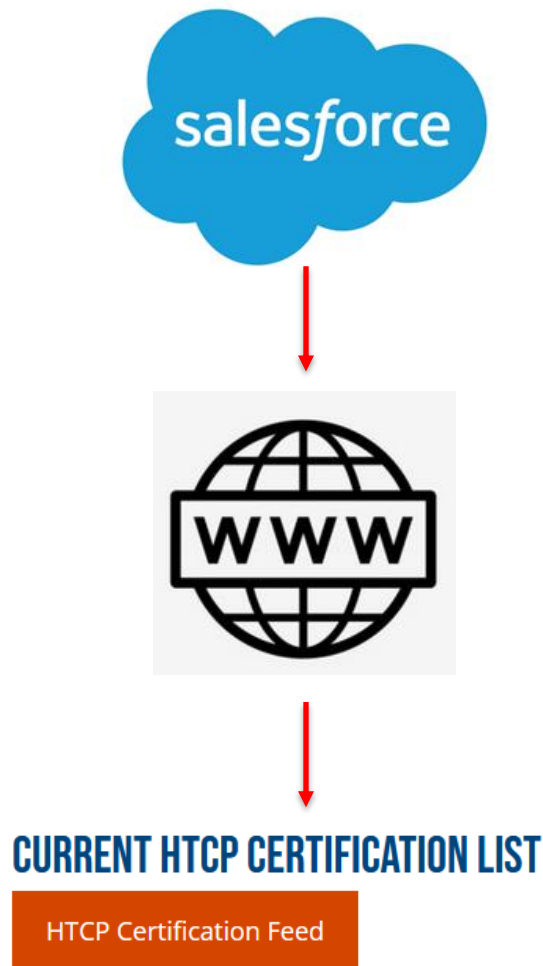
– Facebook

- Schedule
- Register
- Drive to register
- QMP Awards
 - Push for Nominees
 - Announcement of Winners

– Opportunity to Expand

- Need more resources

Other
Student



Certification Feed

- Ability to look up active cert
 - By Company
 - Last Name
 - By HTCP ID
- Replaced wallet cards
- IA's review to confirm testers certifications

Other
Student

HTCP Certification Feed

The screenshot displays the HTCP Certification Feed website. The left sidebar contains a list of navigation links: Advisory Board, Assistant Certified Technician Program, **Certification Lists** (circled in red), Courses, HTCP Portal/Registration, Industry Resources, Policies & Procedures, Quality Management Program Award, Schedule, Three Year Certification, Training Resources & Videos, and Directory. The main content area features a breadcrumb trail: Home / Highway Technician Certification Program / Certification Lists / **CERTIFICATION LISTS**. Below this, the **CURRENT HTCP CERTIFICATION LIST** section includes an orange button labeled **HTCP Certification Feed**, which is highlighted by a red arrow. The **PAST HTCP CERTIFICATION LIST** section provides a brief description of the program's historical data and lists for the Highway Technician Certification Program and the Assistant Certified Technician Program for the two prior years. Under the heading **Three Year Certification Lists**, there are two orange buttons: **Last Year's Three Year Certification List** and **Previous Year's Three Year Certification List**. The **Assistant Certified Technician (ACT) Certification Lists** section follows, with two orange buttons: **Last Year's ACT Certification List** and **Previous Year's ACT Certification List**. On the right side, the **CONTACT INFORMATION** for the **HIGHWAY TECHNICIAN CERTIFICATION PROGRAM** is provided, including the College of Engineering, Mathematics and Science, phone number 608.342.1545, email htcp@uwplatt.edu, and a **Login to HTCP Portal** button.

HTCP Website

HTCP Certification Feed



The screenshot shows the University of Wisconsin-Platteville Highway Technician Certification Program (HTCP) search interface. At the top is a dark blue header with the university's logo and name. Below this is a search section with the label "Search". It features a dropdown menu currently set to "Company", an empty text input field, and a "Search" button. The dropdown menu is open, showing three options: "Company", "Last Name", and "HTCP ID". A red arrow points from the "HTCP ID" option to the "Search" button. Below the search section is a dark blue footer bar containing the text "Questions? Please call HTCP office at 608-342-1545".

UNIVERSITY OF WISCONSIN
PLATTEVILLE
Highway Technician
Certification Program

Search

Company ▼

Company

Last Name

HTCP ID

Search

Questions? Please call HTCP office at 608-342-1545

By Company, Name, ID #

HTCP Certification Feed



Search

HTCP ID

Technician List

Technician list is current as of Wed May 13 17:44:55 GMT 2026

Found 1 technician(s)

Technician Name		Company
Johnson, Adam (102631)	Active Certifications Expiring Certifications in 2026	WisDOT - Bureau of Technical Services

Look Up

HTCP Certification Feed



Certifications for:

Adam Johnson (102631)

WisDOT - Bureau of Technical Services

Certification list is current as of Wed May 13 17:46:20 GMT 2026

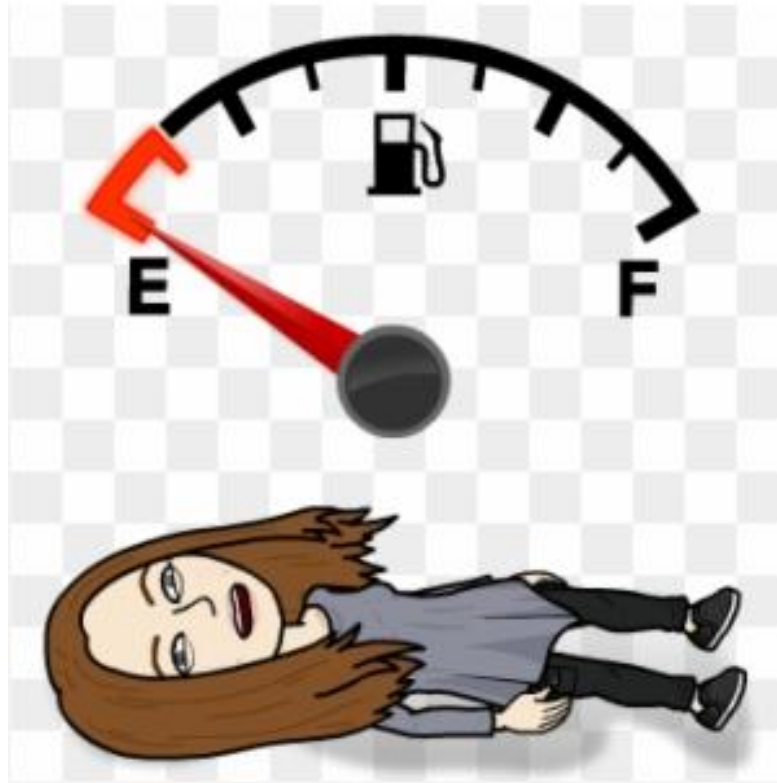
13 Certification(s)

Certification	Cert. Date (ACT Only)	Expiration Date	Status	Main Instructor and Mentor (ACT Only)
MCT		6/14/2026	Active	
PCC-MDC		7/31/2028	Active	
AGGTEC-I		7/31/2029	Active	
ATTS		7/31/2028	Active	
CST		7/31/2027	Active	
Grading		7/31/2028	Active	
HMA-IPT		7/31/2028	Active	
HMA-MD		7/31/2028	Active	
Nucdensity		7/31/2027	Active	
PCCTEC-I		7/31/2029	Active	
PCCTEC-II		7/31/2028	Active	
Profiler		7/31/2028	Active	
TMS		7/31/2029	Active	

Active Certifications

HTCP

- The day in the life of HTCP is.....



What Else?

ADA Title II Digital Accessibility

- Americans with Disabilities Act (ADA)
 - Require state/local governments to make digital content – Websites, mobile apps, documents accessible to people with disabilities
 - One year extension by Dept of Justice
 - 4/24/26 moved to 4/26/27
- Digital Accessibility Rule
 - Audit digital assets & remediation
 - Layering in alt text for images, color contrast, closed captions for videos, etc.

ADA Title II Digital Accessibility

- HTCP Update
 - UW-Platteville Meeting: January 13, 2026
 - Indicated what audit and remediation was needed
 - Large undertaking by HTCP staff in small amount of time
 - Need to show progress
 - Created excel document recapping all digital content with next steps
 - 230+ items
 - Approval to help in hiring someone to help?