



Certified Irrigation Designer Exam

Participant Policy

Please read this policy to understand the expectations of the Applicant. If you have any questions or problems, contact the Certification Team at certification@irrigation.org.au or on 07 3517 4000.

About Irrigation Australia

Irrigation Australia is the peak national body representing the entire Australian irrigation industry in an apolitical capacity.

We support the industry through advocacy, professional development, and knowledge-sharing across all sectors. As a Registered Training Organisation (RTO 91313), we deliver nationally recognised irrigation qualifications, workshops, and short courses. Our aim is to build capability and support best practice among water users, designers, consultants, installers, and others involved in irrigation across Australia.

About the Certified Irrigation Designer

The Certified Irrigation Designer (CID) exam is a formal assessment designed to evaluate the technical knowledge and design capabilities of individuals working within the irrigation industry. The purpose of the exam is to ensure that candidates possess the required competency to design efficient, sustainable, and effective irrigation systems in line with industry standards.

The exam is a key component of Irrigation Australia's certification program and contributes to the professional development and recognition of individuals within the industry.

Exam Details:

- **Duration:** Candidates are allocated a total of;
 - Two (2) hours to complete the Pre-qualification Exam (Step 2)
 - Four (4) hours to complete the General Exam (Step 3)
 - Four (4) hours to complete the Design Tutoring and Practical Application (Step 4)
- **Format:** The exam follows an open book policy. Participants may use online PDFs and/or printed copies of relevant reference materials during the exam.
- **Pass Rate:** To successfully pass the exam, candidates must achieve a minimum score of 90% accuracy.
- **Content:** The exam tests knowledge in areas such as hydraulic principles, system components, irrigation scheduling, design processes, and industry regulations.

- **Resit Conditions:** If an exam is not successfully passed, eligibility to rebook depends on the overall score achieved. A mandatory study period must be completed before resitting, as outlined below:

Study Period Requirements Based on Score:

- **Score below 50%** – Must complete **3 months** of study before rebooking.
- **Score between 50–70%** – Must complete **2 months** of study before rebooking.
- **Score between 70–80%** – Must complete **1 month** of study before rebooking.
- **Score between 80–90%** – May resit **immediately**, subject to supervisor agreement.

Additional Re-sit Conditions:

- Only the questions that were answered incorrectly in the original exam attempt will be reset for the re-sit.
- A **re-sit fee applies** regardless of how many questions were answered incorrectly.
- Candidates are allowed a **maximum of 3 re-sits**, with study periods enforced based on the score brackets listed above.

Achieving the CID credential demonstrates an elevated level of professional expertise and commitment to best practice in irrigation design.

Certification Timeline and Progression Policy

To maintain the integrity and currency of the Certified Irrigation Designer (CID) certification process, all Applicants must complete each step within a set time limit. The certification process is designed to be completed progressively and within a reasonable period to ensure knowledge retention and relevance.

Timeline Requirements:

Applicants must complete each step of the CID process within **12 months** of starting that step. Failure to do so will result in forfeiture of the step, and the Applicant will be required to **resubmit their application and pay the applicable fee** to reattempt that step.

The process includes the following stages:

Step 1 – Application and Pre-Screening

- Submit the CID application form.
- Await approval from Irrigation Australia (processed within two business days of receiving your application).
- **Must complete Step 2 within 12 months** of receiving approval to proceed.
- *Failure to attempt Step 2 within 12 months will require a new application submission and payment of fees.*

Step 2 – Pre-Qualification Exam

- Once approved, Applicants are given access to the study resources.
- Schedule and sit the Pre-Qualification Exam.
- **Must complete Step 3 within 12 months** of passing Step 2.
- *Failure to attempt Step 3 within 12 months will require retaking and repaying for Step 2.*

Step 3 – General CID Exam

- Schedule and complete the full Certified Irrigation Designer General Exam.
- **Must complete Step 4 within 12 months** of passing Step 3.
- *Failure to attempt Step 4 within 12 months will require retaking and repaying for Step 3.*

Step 4 – Final Submission of Design and Practical Assessment

- Submit final designs and required documentation for assessment.
- Last step before achieving certification status.

Additional Notes:

- Requests for extension due to extenuating circumstances must be made in writing to certification@irrigation.org.au 30 days before the 12-month deadline.
- Extensions are not guaranteed and are granted at the sole discretion of Irrigation Australia.

This policy ensures the certification process remains relevant and reflects current industry standards.

Purpose of Irrigation Australia's Certification Program

Irrigation Australia's Certification Program is designed to recognise and promote professional standards within the irrigation industry. The program ensures individuals have the necessary knowledge, skills, and practical experience to deliver high-quality irrigation services.

The key purposes of the program are to:

- **Promote industry professionalism** by setting and maintaining recognised benchmarks of competence.
- **Support career development** through formal recognition of skills and ongoing professional learning.
- **Ensure quality and accountability** in irrigation design, installation, auditing, and metering.
- **Enhance confidence** among clients, employers, and regulators in the capability of certified individuals.

- **Support national water efficiency goals** by promoting best practice in irrigation management and water use.

Certification types include Certified Irrigation Designer (CID), Certified Irrigation Installer, Certified Irrigation Agronomist, Certified Meter Installer and Validator, and others relevant to specialised roles across the sector.

All Applicants must ensure that mobile phones are turned off during the exam session. The use of electronic devices is not permitted, including mobile phones, smartphones, tablets, smartwatches, and similar items. These devices are not approved for use during the exam under any circumstances. However, the use of standard calculators is permitted.

Leaving the Exam Room During the Certified Irrigation Designer Exam

- Applicants who choose to leave the exam room for personal reasons (e.g. to use the restroom, get a drink, or smoke) will not receive additional time to complete the exam.
- The exam supervisor must ensure that the Applicant's exam is secured and that no individual has access to them during the Applicant's absence.
- If an Applicant becomes unwell during the exam, the exam session will be paused and rescheduled for a later date.

Emergency Procedures During the Certified Irrigation Designer Exam

In the event of an emergency during the examination, two key priorities must be observed:

1. **Safety of Applicants and Staff**

The safety and well-being of all Applicants and administrative staff is the highest priority. If an emergency requires evacuation from the exam, all individuals must exit the premises promptly and safely.

2. **Security of Exam**

Where it is safe and practical to do so, the exam supervisor should contact Irrigation Australia to advise to put on hold the exam due to an emergency. The supervisor must record the amount of time lost due to the disruption.

If it is deemed safe to return to the exam, the exam may resume, and Applicants must be given the equivalent amount of time lost during the evacuation.

If re-entry is not possible, the supervisor must notify Irrigation Australia immediately. Irrigation Australia will manage communication with Applicants and arrange for the rescheduling of the exam.

Suspected Cheating During the Certified Irrigation Designer Exam

Irrigation Australia is committed to maintaining the integrity and fairness of the Certified Irrigation Designer Exam. Any form of cheating or misconduct will not be tolerated.

Procedure for Suspected Cheating:

- If an Applicant is suspected of cheating during the exam, the supervisor must:
 - Observe the behaviour discreetly to avoid disruption.

- Make a written record of the incident, including the time, nature of the suspected behaviour, and any evidence observed.
 - Allow the Applicant to complete the exam without confrontation during the session unless there is a clear and immediate need to remove them.
- At the conclusion of the exam:
 - Inform the Applicant privately that an incident has been recorded and will be reported to Irrigation Australia for further review.
 - Do not make any accusations or determinations of guilt.
- The exam supervisor must submit a formal incident report to Irrigation Australia immediately after the session, including any supporting evidence (e.g. photographs, written notes, or witness statements if applicable).

Follow-Up Process:

- Irrigation Australia will review the report and determine the appropriate course of action. This may include but not limited to:
 - Requesting a written response from the Applicant.
 - Conducting an investigation.
 - Invalidating the exam result.
 - Disqualifying the Applicant from future exams.
- The Applicant will be notified in writing of the outcome of the investigation and any actions to be taken.

Early Dismissal from the Certified Irrigation Designer Exam

Applicants are expected to remain in the examination room for the full duration of the allocated exam time unless dismissed by the exam supervisor for valid reasons. Early dismissal refers to an Applicant leaving the exam before completing the full allotted time.

Permissible Reasons for Early Dismissal:

An Applicant may be dismissed early from the exam under the following circumstances:

- Illness or medical emergency.
- Personal emergency (e.g. family emergency).
- Completion of the exam before the scheduled end time.

Procedure for Early Dismissal:

- The Applicant must inform the exam supervisor if they wish or need to leave the exam early.
- The Applicant will not be permitted to return to the exam room once they have left.



- The supervisor must record the time of dismissal and the reason and provide it to Irrigation Australia.

Important Notes:

- Applicants who leave early for personal or emergency reasons may be required to provide supporting documentation if they request a rescheduled exam session.
- Once an Applicant has submitted their exam or exited the room, no further changes to their responses are permitted.

If there are any concerns or queries regarding this policy, please get in touch with Irrigation Australia at certification@irrigation.org.au or call 07 3517 4000.