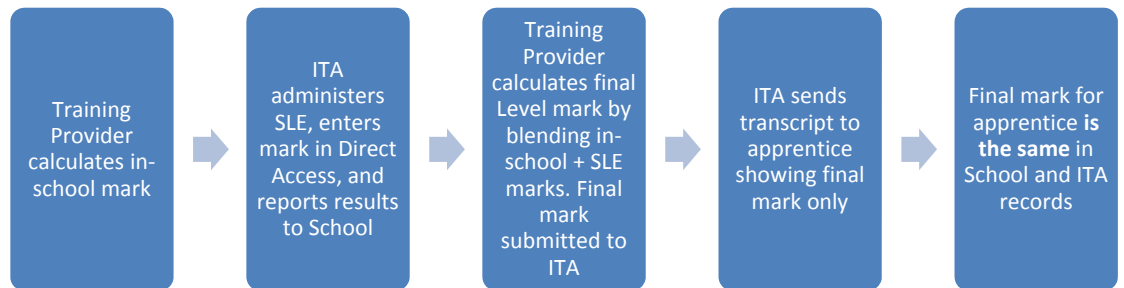


Issued: April 24, 2015

- To:** ITA Training Providers
- Subject:** **Saw Filer – Levels 1 & 2, and Benchperson
Launch of ITA Standardized Level Exams (SLE) and ITA Certificate of
Qualification (CofQ) Exams**
- RE:** **OPSN 2015 008**
- Effective Date:** Immediately
- Summary:** ITA has launched **Level 1** and **Certificate of Qualification** exam for the Saw Filer program.
The launch of the **Benchperson Endorsement Exam** is scheduled for **Dec 31, 2015**.
- Rationale:** ITA is implementing Standardized Level Exams as part of an assessment strategy to ensure consistent outcomes at each program level for apprentices throughout BC.
- Scheduling Exams:** Exams are to be requested by training providers via the usual ITA procedure. Training providers are required to complete an ITA Exam Request Form six-to-eight weeks prior to the scheduled exam date. ITA will invigilate these exams unless other arrangements are organized between ITA's Exam Department and the training provider.
- Calculating Final Percentage Scores For ITA Level Exams** **Process – effective October 1, 2014** (*refer to Figure 1*)
- The Level 1 exam will contribute 20% to an apprentices final mark
 - ITA administers the SLE, records the mark in Direct Access, and reports it to the school. The apprentice is not notified when the SLE mark is entered.
 - Training providers weight and blend the in-school (80%) and SLE (20%) marks to produce a final mark for the Level. That final, blended mark is reported to ITA by the school and recorded in Direct Access
 - Direct Access reports the school's final blended mark for the Level to the apprentice as a single percentage score
 - Once the final Level mark is entered in Direct Access, the system performs a reverse calculation using the SLE mark to determine the in-school mark. All three marks are stored in the apprentice's record, but only the final Level mark is reported on the ITA transcript.

A percentage score of 70% or greater is required to pass when the final in-school percentage score and the final ITA Level exam percentage score are blended.

Figure 1. Process for calculating and reporting marks for technical training with SLE



ITA Certificate of Qualification Exam (Final Level)

Certification exam results are NOT blended with in-school technical training results in the final Level of the program. ITA Certificate of Qualification exams and Interprovincial Red Seal exams remain stand-alone program completion requirements.

In order to achieve certification, **Saw Filer** apprentices are required to write the **Certificate of Qualification** exam after their final Level of technical training.

To be eligible to write the certification exam, apprentices must have passed all Levels of in-school technical training. Certification exams are requested by training providers via the usual ITA procedure

A score of 70% or greater is required for a pass on certification exams.

ITA administers and invigilates the certification exams and records exam results in ITA Direct Access.

For more information

Jennifer Booth
 Program Development Officer
 Industry Training Authority
 Email: jbooth@itabc.ca

cc: ITA Staff