

**POLICY: SERVICE FEES**

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**1.0 Principles**

The fee schedule set and administered by or on behalf of the ITA is designed to:

- promote responsible use of the ITA training/credentialing system
- support ITA's mandate of increasing participation in apprenticeship training and credentialing qualified tradespersons in BC

**2.0 Payment of Fees**

Fees for service shall be paid in full prior to provision of the applicable service.

**3.0 Fee Schedule**

Fees for service are defined in the ITA Service Fee Schedule and reviewed annually to ensure that they continue to be consistent with the principles in Section 1.0 above. The current service fee schedule is posted on the ITA website, and prescribes the amount charged for client services.

Approved: 19.Oct.05  
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