



THE RIGHT SKILLS ► A PROVEN ADVANTAGE

★ OFFICIAL PROGRAM STANDARDS NOTIFICATION ★

Issued: May 27, 2009

**Program: Glazier**

**To:** ITA Training Providers  
Construction Industry Training Organization (CITO)  
ACE IT School Districts

**RE: REF: 2009 007**  
**UPDATE TO GLAZIER PROGRAM**

**Timing:** Effective: Immediately

**Information:** Please be advised that an updated program standard for the Glazier apprenticeship program has been approved by the ITA. An updated program profile and program outline is posted on the ITA website at [www.itabc.ca](http://www.itabc.ca)

Delivery of training for the Glazier apprenticeship program is to be based on the updated program outline as of May 15, 2009.

**Background**

The Construction Industry Training Organization (CITO) has been working on the review and restructure of the Glazier trade over the past year. This process has involved extensive consultation with industry and training providers.

Changes to In-school Training

The result of the review will be a change in the in-school training delivery. The prior standard, which included eight in-school training modules, will be changed to three levels of in-school training.

**Transition of Current Apprentices**

The ITA, in cooperation with CITO, has developed an implementation plan to transition apprentices currently registered in the Glazier apprenticeship program and taking modular in-school training. A transition flow chart is posted on the ITA website at [www.itabc.ca](http://www.itabc.ca); the flowchart shows how the 8 modules fit within the new 3 levels.

Apprentices will be transitioned and/or credited with the appropriate level 1, 2 or 3 of in-school training. A letter will be sent to all active Glazier apprentices outlining the transition process.

## **Assessment**

### **In-school Training**

Training providers delivering Glazier Apprenticeship in-school training levels 1, 2, & 3 are required to enter the following assessment result for each apprentice in ITADirectAccess:

- An in-school mark in the form of a percentage (min. 70% is required for a pass)

The in-school mark is a combined theory and practical assessment determined on the basis of:

- Theory and practical subject competencies. A table showing the subject competencies and weightings for each competency and level is shown in the attached Assessment Guidelines document.
- The theory subject competency mark is calculated as follows:
  - 70% based on accumulated individual competencies; and
  - 30% based on the score achieved on the final theory level exam. Until further notice, training providers are expected to use their own proprietary theory level exam.
- The practical subject competency mark is based 100% on accumulated individual competencies.
- The final in-school mark for entry in ITA DirectAccess is calculated by applying a weighting of 30% to the final theory result and a weighting of 70% to the practical result and then adding the two results together. Refer to the Assessment Guidelines document.

Successful completion of the in-school training for each level is defined as a final score of 70% or greater.

### **ITA Standardized Level Examinations**

ITA standardized level exams for the Glazier apprenticeship program have been developed and are currently being field tested. Once completed, these exams will replace the proprietary theory level exams being used by training providers delivering in-school training for the Glazier apprenticeship program.

Designated private training providers would ordinarily be expected to arrange for apprentices to write an ITA invigilated exam for each level of in-school training. However, while the ITA standardized level exams are being field tested, an exception is being made to allow private training providers to use their own proprietary exams and arrange for their own invigilation.

The Construction Industry Training Organization (CITO) is responsible for the administration and invigilation of exams being field tested. Field testing is being conducted by CITO at a limited number of training provider sites. Training providers will be notified when the ITA standardized exams are ready for use.

Questions regarding the administration of field testing should be directed to: Dave Coleman at Construction Industry Training Organization (CITO) at [davec@bccito.ca](mailto:davec@bccito.ca) or (604) 431-1994.

### **Inter-provincial (Red Seal) Exam**

Glazier apprentices are required to write the Glazier Inter-provincial (Red Seal) exam after completing their in-school training, in order to be certified. A score of 70% or greater is required for a pass.

Inter-provincial (Red Seal) exams may be requested by training providers via the usual ITA procedure.

The ITA will administer and invigilate the Inter-provincial (Red Seal) exam and score and record exam results in ITADirectAccess.

**For more  
information  
contact:**

Doug Podetz  
Industry Training Authority  
Tel: (604) 214-8707  
Email: [dpodetz@itabc.ca](mailto:dpodetz@itabc.ca)

**Copy:** ITA Staff

## ASSESSMENT GUIDELINES

**Program:** **Glazier Apprenticeship**

**Requirements:** **In School Training**

Training providers delivering Glazier Apprenticeship levels one, two and three in-school training are required to submit the following assessment result for each apprentice for entry in ITADirectAccess:

- An in-school mark in the form of a percentage (min. 70% is required for a pass)

The in-school mark is a combined theory and practical assessment determined on the basis of:

- Theory and practical subject competencies. A table showing the subject competencies and weightings for each competency and level is shown on page 3.
- The theory subject competency mark is calculated as follows:
  - 70 % based on accumulated individual competencies; and
  - 30 % based on the score achieved on the final theory level exam. Until further notice, training providers are expected to use their own proprietary theory level exam.
- The practical subject competency mark is calculated based 100% on accumulated individual competencies.
- The final in-school mark for entry in ITA DirectAccess is calculated by applying a weighting of 30% to the final theory result and a weighting of 70% to the practical result and then adding the two results together. . Refer to the attached Assessment Guidelines document.

Successful completion of the in-school training for each level is defined as a score of 70% or greater for the final in-school mark.

### **Inter-provincial (Red Seal) Exam**

Glazier apprentices are required to write the Glazier Inter-provincial (Red Seal) exam after completing their in-school training levels, in order to be certified. A score of 70% or greater is required for a pass.

Inter-provincial (Red Seal) exams may be requested by training providers via the usual ITA procedure.

The ITA will administer and invigilate the Inter-provincial (Red Seal) exam and score and record exam results in ITADirectAccess.

**Grading Sheet: Subject Competencies and Weightings Tables**

<b>Program:</b>		<b>Glazier apprenticeship</b>	
<b>In-school Training:</b>		<b>Level 1</b>	
<b>ITADirectAccess Code:</b>		<b>0060GLBR01</b>	
<b>Line</b>	<b>Subject Competencies</b>	<b>Theory Weighting</b>	<b>Practical Weighting</b>
A	Use of Safe Work Practices	10%	10%
B	Use Tools and Equipment	10%	20%
C	Organize Work	10%	15%
D	Perform Fundamental Glazing Tasks	20%	15%
E	Fabricate and Install Commercial Systems	20%	40%
	Final Exam	30%	
	Total	100%	100%
	Level 1 in-school mark weighting	30%	70%
	Level 1 in-school mark	X%	

<b>Program:</b>		<b>Glazier apprenticeship</b>	
<b>In-school Training:</b>		<b>Level 2</b>	
<b>ITADirectAccess Code:</b>		<b>0060GLBR02</b>	
<b>Line</b>	<b>Subject Competencies</b>	<b>Theory Weighting</b>	<b>Practical Weighting</b>
C	Organize Work	15%	20%
D	Perform Fundamental Glazing Tasks	15%	25%
E	Fabricate and Install Commercial Systems	30%	40%
F	Install Residential Systems	10%	15%
	Final Exam	30%	
	Total	100%	100%
	Level 2 in-school mark weighting	30%	70%
	Level 2 in-school mark	X%	

<b>Program:</b>		<b>Glazier apprenticeship</b>	
<b>In-school Training:</b>		<b>Level 3</b>	
<b>ITADirectAccess Code:</b>		<b>0060GLBR03</b>	
<b>Line</b>	<b>Subject competencies</b>	<b>Theory Weighting</b>	<b>Practical Weighting</b>
B	Use Tools and Equipment	10%	20%
C	Organize Work	20%	25%
D	Perform Fundamental Glazing Tasks	10%	20%
E	Fabricate and Install Commercial Systems	15%	20%
G	Fabricate and Install Specialty and Products	15%	15%
	Final Exam	30%	
	Total	100%	100%
	Level 3 in-school mark weighting	30%	70%
	Level 3 in-school mark	X%	