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★ OFFICIAL PROGRAM STANDARDS NOTIFICATION ★

Issued: November 5, 2009

Program: **Programs: Automotive Service Technician
Automotive Service Technician 1, 2, 3 & 4 Apprenticeships
Automotive Service Technician Foundation**

To: ITA Training Providers
Automotive Training Standards Organization (ATSO)
Automotive Service Technician Articulation Committee
ACE IT School Districts

RE: **REF: 2009 009-1
UPDATE ON IMPLEMENTATION OF NEW AST PROGRAMS**

Timing: Effective: Automotive Service Technician Foundation program – immediately
Automotive Service Technician 1 – January 1, 2010
Automotive Service Technician 2 – January 1, 2010
Automotive Service Technician 3 – January 1, 2011
Automotive Service Technician 4 – January 1, 2012

Information: This note is an update on the status of the implementation of the new program standards for the Automotive Service Technician (AST) trade further to the Official Program Standards Notification (OPSN 2009 009) issued on June 15, 2009.

Background

In OPSN 2009 009, training providers were notified that program profiles and program outlines for the new progressive credentialed apprenticeship programs in the AST trade were posted on the ITA website at www.itabc.ca with an estimated launch date of January 2010 pending the development of an appropriate implementation strategy and transition plan for apprentices. In the meantime, training providers were advised that in-school training for AST apprentices could be delivered to either the current program standard or the new, progressive credential program standards. A table was provided showing how the in-school training for the current AST program aligns to the in-school training for the new progressive credentialed programs.

OPSN 2009 009 also identified the relevant assessment (exam) requirements for the new AST programs and detailed the processes for submitting in-school training results and requesting Inter-provincial (Red Seal) exams for the current AST program while the implementation strategy and transition plan was being developed.

Update

An implementation strategy is now in place and apprentices will be transitioned in to the 4 new progressive credentialed AST programs over the next two and a half years as per the schedule detailed in the Timing section above. This includes implementing on the same schedule all of the certification requirements (e.g., work-based training hours and exams) specified in the new progressive credentialed program profiles.

Note that certification requirements for the current AST program remain in effect for apprentices continuing in that program during the transition period.

Transition of apprentices

Apprentices will be transitioned to the progressive credentialed programs based on the launch date of the new programs and the level of technical training that has been completed to date in the current AST program. As shown in the table below apprentices will be transitioned into the new programs as the programs are launched and once transitioned will be certified according to the program standards of the program they are transitioned into.

Transition Plan for AST Apprentices to AST 1, 2, 3 and 4 Programs		
AST Technical Training Level Completed:	Apprentice Transitions to:	Certification Requirements:
0	<ul style="list-style-type: none"> AST 1 on January 1, 2010 	AST 1 per program profile
1	<ul style="list-style-type: none"> AST 2 on January 1, 2010 	AST 2 per program profile
2	<ul style="list-style-type: none"> AST 3 on program launch date, January 1, 2011 Remains registered in current AST program until transition 	AST 3 per program profile
3	<ul style="list-style-type: none"> AST 4 on program launch date, January 1, 2012 Remains registered in current AST program until transition 	AST 4 per program profile
4	<ul style="list-style-type: none"> Remains in current AST program until certified 	AST per program profile

Assessment

Assessment guidelines for AST 1, AST 2, AST (levels 3 & 4) and AST Foundation are provided below. Assessment guidelines for AST 3 and AST 4 will be provided closer to the launch date of those programs.

In-school Training -- AST 1 and AST 2

Training providers delivering AST 1 or AST 2 in-school training 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, theory and practical percentage weightings for each competency is shown in the attached Assessment Guidelines document.
 - The theory subject competency mark is calculated based 100% on accumulated competencies.
 - The practical subject competency mark is calculated based 100% on accumulated competencies.
- The final in-school mark for entry in ITA DirectAccess is calculated by applying a weighting of 80% to the final theory result and a weighting of 20% 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.

In-school Training -- AST level 3 and AST level 4

Training providers delivering AST level 3 or AST level 4 in-school training 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 and a theory level exam. A table showing the subject competencies and the weightings for competencies and the level exam is shown in the attached Assessment Guidelines document.
- The theory mark is calculated by:
 - Adding the individual theory subject competencies and multiplying the total by 50% to produce a weighted theory subject competency mark
 - Multiplying the score on the final theory level exam by 50% to produce a weighted level exam mark
 - Adding the weighted theory subject competency mark to the weighted level exam mark to arrive at the theory mark.
- The practical subject competency mark is calculated based 100% on accumulated competencies.
- The final in-school mark for entry in ITA DirectAccess is calculated by applying a weighting of 80% to the theory mark and a weighting of 20% to the practical mark 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 (Common) Exam

There are no ITA standardized (common) exams for the current AST program or AST 1 or AST 2.

Certificate of Qualification (C of Q) Exam

Apprentices registered in AST 1 or 2 are required to write a C of Q exam after completing their in-school training, in order to be certified. A score of 70% or greater is required for a pass.

C of Q exams may be requested by training providers via the usual ITA procedure.

The ITA will administer and invigilate the C of Q exam and score and record exam results in ITADirectAccess.

Inter-provincial (Red Seal) Exam

Apprentices registered in the current AST program are required to write the AST 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.

AST Foundation program

Training providers are requested to submit results for students completing the Automotive Service Technician Foundation program via the usual ITA process for submitting Foundation program results.

Students who successfully complete the Automotive Service Technician Foundation program are eligible to write the AST 1 C of Q exam for credit towards an AST 1 apprenticeship program in the future. A score of 70% or greater is required for a pass.

AST 1 C of Q exams may be requested by training providers via the usual ITA procedure. Training providers are also requested to have students complete an ITADirectAccess Registration form available at www.itabc.ca. These forms should be submitted together with the Exam Request Form to the ITA six weeks prior to the scheduled exam date.

The ITA will administer and invigilate the C of Q exam and score and record exam results in ITADirectAccess.

**For more
information
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ITA Staff

ASSESSMENT GUIDELINES

Programs: **Automotive Service Technician (AST) Apprenticeship**
Automotive Service Technician (AST) 1, 2, 3, and 4 Apprenticeship
Automotive Service Technician (AST) Foundation

Requirements: **In-school Training**

Assessment guidelines for AST 1, AST 2, AST (levels 3 & 4) and AST Foundation are provided below. Assessment guidelines for AST 3 and AST 4 will be provided closer to the launch date of those programs.

AST 1 or AST 2

Training providers delivering AST 1 or AST 2 in-school training 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, theory and practical percentage weightings for each competency is shown in the attached Assessment Guidelines document.
- The theory subject competency mark is calculated based 100% on accumulated competencies.
- The practical subject competency mark is calculated based 100% on accumulated competencies.
- The final in-school mark for entry in ITA DirectAccess is calculated by applying a weighting of 80% to the final theory result and a weighting of 20% 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.

AST level 3 and AST level 4

Training providers delivering AST level 3 or AST level 4 in-school training 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 and a theory level exam. A table showing the subject competencies and the weightings for competencies and the level exam is shown in the Grading Sheet section.
- The theory mark is calculated by:
 - Adding the individual theory subject competencies and multiplying the total by 50% to produce a weighted theory subject competency mark
 - Multiplying the score on the final theory level exam by 50% to produce a weighted level exam mark
 - Adding the weighted theory subject competency mark to the weighted level exam mark to arrive at the theory mark.
- The practical subject competency mark is calculated based 100% on accumulated competencies.
- The final in-school mark for entry in ITA DirectAccess is calculated by applying a weighting of 80% to the theory mark and a weighting of 20% to the practical mark 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 (Common) Exam

There are no ITA standardized (common) exams for the current AST program or AST 1 or AST 2.

Certificate of Qualification (C of Q) Exam

Apprentices registered in AST 1 or 2 and AST 3 (once launched) are required to write a C of Q exam after completing their in-school training, in order to be certified. A score of 70% or greater is required for a pass.

C of Q exams may be requested by training providers via the usual ITA procedure.

The ITA will administer and invigilate the C of Q exam and score and record exam results in ITADirectAccess.

Inter-provincial (Red Seal) Exam

Apprentices registered in the current AST program are required to write the AST 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.

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Students who successfully complete the Automotive Service Technician Foundation program are eligible to write the AST 1 C of Q exam for credit towards an AST 1 apprenticeship program in the future. A score of 70% or greater is required for a pass.

AST 1 C of Q exams may be requested by training providers via the usual ITA procedure. Training providers are also requested to have students complete an ITADirectAccess Registration form available at www.itabc.ca.

These forms should be submitted together with the Exam Request Form to the ITA six weeks prior to the scheduled exam date.

The ITA will administer and invigilate the C of Q exam and score and record exam results in ITADirectAccess.

Grading Sheet: Subject Competencies and Weightings Tables

Program:		Automotive Service Technician apprenticeship	
In-school Training:		AST 1	
ITADirectAccess Code:		0002AM101	
Line	Subject Competencies	Theory Weighting	Practical Weighting
1A	Workplace Safety	8%	2%
1B	Employability Skills	2%	0%
1C	Tools and Equipment	8%	9%
1D	General Automotive Maintenance	12%	10%
1E	General Automotive Practices	4%	8%
1F	Electrical/Electronic Systems	18%	19%
1G	Brakes Systems	18%	22%
1H	Steering Systems	18%	20%
1I	Suspension Systems	12%	10%
	Total	100%	100%
	AST 1 in-school mark weighting	80%	20%
	AST 1 in-school mark	X%	

Program:		Automotive Service Technician apprenticeship	
In-school Training:		AST 2	
ITADirectAccess Code:		0002AM201	
Line	Subject Competencies	Theory Weighting	Practical Weighting
2A	Electrical Systems	20%	31%
2B	Heating, Ventilation and Air Conditioning	20%	15%
2C	Gasoline Engines	38%	39%
2D	Engine Support Systems	12%	7%
2E	Diesel Engine and Fuel Systems	10%	8%
	Total	100%	100%
	AST 2 in-school mark weighting	80%	20%
	AST 2 in-school mark	X%	

Program:		Automotive Service Technician Apprenticeship	
In-school Training:		Level 3	
ITADirectAccess Code:			
Line	Subject competencies	Theory Weighting	Practical Weighting
3A	Electrical and Electronic Systems	9%	14%
3B	Fuel Delivery Systems	12%	18%
3C	Electronic Ignition Systems	9%	22%
3D	Engine Management Systems	14%	26%
3E	Emission Control Systems	6%	20%
	Final Theory Exam Weighting	50%	
	Total	100%	100%
	Level 3 Subject Competency Weighting	80%	20%
	Level 3 In-school Mark	X%	

Program:		Automotive Service Technician Apprenticeship	
In-school Training:		Level 4	
ITADirectAccess Code:			
Line	Subject competencies	Theory Weighting	Practical Weighting
4A	Clutch Systems	2%	4%
4B	Manual Transmissions	8%	12%
4C	Automatic Transmissions	22%	49%
4D	Drive Lines	5%	12%
4E	All Wheel Drive/Four Wheel Drive Systems	8%	23%
4F	New Drive Line Technology	5%	0%
	Final Theory Exam Weighting	50%	
	Total	100%	100%
	Level 4 In-school Mark Weighting	80%	20%
	Level 4 In-school Mark	X%	