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★ **OFFICIAL PROGRAM STANDARDS NOTIFICATION** ★

Issued: March 30, 2010

Program: Hardwood Floorlayer

To: ITA Training Providers
Construction Industry Training Organization (CITO)
ACE IT School Districts
Carpentry Articulation Committee

RE: **REF: 2010 007**
UPDATE TO HARDWOOD FLOORLAYER PROGRAM

Timing: April 1, 2010

Information: This note is an update on the status of the Hardwood Floorlayer Program further to OPSN 2009-011 issued on September 30, 2009.

Background

OPSN 2009-11 indicated that updated program standards for the Hardwood Floorlayer apprenticeship program had been approved by the ITA and an updated program profile and program outline posted on the ITA website at www.itabc.ca.

The primary change in the updated program involved increasing the levels of in-school training from one level under the prior standard to three levels under the new standard. The OPSN further advised that the new levels (level 2 and level 3) would be piloted prior to being fully implemented.

The level 2 in-school training pilot has been completed. Rather than pilot the level 3 in-school training, the program will move into full delivery of level 1, 2 and 3 on April 1, 2010.

Apprentices registered in Hardwood Floorlayer Program will be required to complete three levels of technical training.

Transition of Current Apprentices

OPSN 2009-11 indicated apprentices had until December 31, 2009 to complete the prior program structure. Apprentices who have now not completed the prior program structure will be transitioned to the new program in early May 2010.

Letters will be sent to these apprentices indicating a transition to the new program structure.

Assessment

Beginning April 1, 2010 training providers delivering Hardwood Floorlayer apprenticeship technical training will be required to enter the following assessment result for each apprentice in ITA DirectAccess:

- 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 weighting for each competency and level is shown in the attached Assessment Guidelines document.
- The theory subject competency mark is calculated as follows:
 - 65% based on accumulated individual competencies; and
 - 35% 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 the accumulated individual competencies.
- The final in-school mark for entry in ITADirectAccess 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 mark of 70% or greater.

ITA Standardized Level Examinations

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

While the ITA standardized level exams are being field tested designated private training providers are to use their own proprietary exams. The score from the proprietary exam will count for 35% of the theory mark.

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 level exams are ready for use by training providers.

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

ITA Certificate of Qualification Exam

Hardwood Floorlayer apprentices are required to write the Hardwood Floorlayer ITA Certificate of Qualification exam after completing their in-school levels, in order to be certified. A score of 70% or greater is required for a pass.

ITA Certificate of Qualification exams may be requested by training providers via the usual ITA procedure.

The ITA will administer and invigilate the ITA Certificate of Qualification exam and score and record exam results in ITA DirectAccess.

For more information contact: Doug Podetz
Industry Training Authority
Tel: (604) 214-8707
Email: dpodetz@itabc.ca

Copy: ITA Staff

ASSESSMENT GUIDELINES

Program: **Hardwood Floorlayer**

Requirements: **In-School Training**

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- The practical subject competency mark is based 100% on the 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 mark of 70% or greater.

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Grading Sheet: Subject Competencies and Weightings Tables

Program:		Hardwood Floorlayer Apprenticeship	
In-school Training:		Level 1	
ITADirectAccess Code:		0056HW01	
Line	Subject Competencies	Theory Weighting	Practical Weighting
A	Use of Safe Work Practices	10%	10%
B	Use Safety Skills	10%	15%
C	Use Tools & Equipment	5%	15%
D	Selects Product for Application	5%	15%
E	Prepare Site	5%	15%
F	Applies Installation Techniques	15%	15%
G	Applies Sanding & Finishing Techniques	15%	15%
	Total Weighting for subject competencies	100%	100%
	Weighting for level exam	35%	
	Level 1 in-school mark weighting	30%	70%
	Level 1 in-school mark	X%	

Program:		Hardwood Floorlayer Apprenticeship	
In-school Training:		Level 2	
ITADirectAccess Code:		0056HW02	
Line	Subject Competencies	Theory Weighting	Practical Weighting
A	Use of Safe Work Practices	5%	10%
C	Use Tools & Equipment	5%	15%
D	Selects Product for Application	15%	10%
E	Prepare Site	10%	15%
F	Applies Installation Techniques	15%	25%
G	Applies Sanding & Finishing Techniques	15%	25%
	Total Weighting for subject competencies	100%	100%
	Weighting for level exam	35%	
	Level 2 in-school mark weighting	30%	70%
	Level 2 in-school mark	X%	

Program:		Hardwood Floorlayer Apprenticeship	
In-school Training:		Level 3	
ITADirectAccess Code:		0056HW03	
Line	Subject Competencies	Theory Weighting	Practical Weighting
A	Use of Safe Work Practices	5%	10%
C	Use Tools & Equipment	5%	15%
D	Selects Product for Application	10%	10%
E	Prepare Site	10%	15%
F	Applies Installation Techniques	15%	20%
G	Applies Sanding & Finishing Techniques	15%	20%
H	Plans & Estimates Projects	5%	10%
	Total Weighting for subject competencies	100%	100%
	Weighting for level exam	35%	
	Level 3 in-school mark weighting	30%	70%
	Level 3 in-school mark	X%	