

Issued: August 23, 2013

**Program:** **Industrial Mechanic (Millwright)**

**To:** ITA Training Providers  
Resource Training Organization (RTO)  
All School Districts

**RE:** **OPSN 2013 015 LAUNCH OF ONLINE STANDARDIZED LEVEL EXAMINATIONS  
INDUSTRIAL MECHANIC (MILLWRIGHT)  
LEVEL 1 AND LEVEL 2**

**Timing:** Effective:  
Level 2: September 3, 2013  
Level 1: March 31, 2014

**Information:** Ref.: OPSN 2013 004  
The Official Program Standards Notification “OPSN 2013 004” issued January, 2013 announced the launch of the Industrial Mechanic (Millwright) Level 3 Standardized Level Exam (SLE) and indicated a September date for the launch of Level 2 SLEs.  
Millwright Level 2 classes beginning on or after September 3, 2013 and Level 1 classes beginning on or after March 31, 2014 will write the standardized level exams through an online computer-based platform. Paper-based exams will only be available by special request. Training providers are responsible for providing a computer facility for a minimum of 4 hours to accommodate the online examinations. The location of the computer lab must be noted on the ITA Exam Request Form.  
Training providers are to continue using their own proprietary Level 1 exams and calculating the final in-school percentage score which is recorded in ITA Direct Access until additional OPSN information is provided on the grading process for Level 1.

**Scheduling  
Millwright  
Level Exams** The Millwright Level 2 exam is to be requested by training providers via the usual ITA procedure. Training providers are required to complete an ITA Exam Request Form six 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  
Millwright  
In-school Level  
Marks** Instructors are expected to follow the Grading Sheet: “*Subject Competencies and Weightings*” at the end of this document to calculate the final in-school Level 2 percentage score for each apprentice.

**Training  
Provider  
Component:  
In-School  
Technical  
Training Marks**

As per the Grading Sheet: “Subject Competencies and Weightings”, the in-school percentage score for Millwright Level 2 is derived from a combination of theory and practical assessments within each training topic.

To calculate the in-school percentage scores for each apprentice:

- total the level theory competency percentage scores as noted in the competencies and weightings tables and multiply the total by 75% to produce a weighted theory score;
- total the level practical competency percentage scores as noted in the competencies and weightings tables and multiply the total by 25% to produce a weighted practical score;
- add the weighted theory and practical competency percentage scores together to determine the final in-school percentage score.

This final percentage score is then entered into ITADA as the final in-school percentage mark.

The Grading Sheet can also be found in the ITA Industrial Mechanic (Millwright) Program Outline.

**ITA  
Component:  
Standardized  
Level Exam  
Marks**

ITA will enter the Standardized Level Examination percentage scores in ITA Direct Access for the Millwright Level 2 exams.

**Calculating the  
final  
percentage**

Once a Level 2 in-school percentage score and the ITA Level 2 exam percentage score have been entered into ITADA, the system will automatically calculate the final percentage score for Level 2. The final percentage is calculated by blending the Standardized Level Exam and the in-school technical training percentage scores to determine the final percentage score for Level 2. In-school technical training (combined theory & practical) is weighted at 80% and the ITA Standardized Level Exam is weighted at 20%. These two scores are combined to determine the final Level percentage score that is recorded in ITADA.

A final score of 70% or greater is required to pass Level 2.

**Program  
Results and  
Eligibility**

After the in-school mark and the exam mark are blended there will be situations where an apprentice will have to repeat one or the other component (in-school training or exam) in order to achieve the 70% required to pass. In the event that this occurs, the following table outlines the three scenarios an apprentice may encounter once the 80/20 blending is applied and the final mark is less than 70%.

<p><b>Scenario 1</b></p> <p>The apprentice receives less than 70% for the in-school training and 70% or greater on the level exam resulting in a final mark of less than 70%.</p>	<p>The apprentice will:</p> <ul style="list-style-type: none"> <li>• Re-take the level of in-school technical training</li> <li>• Receive credit for the exam</li> </ul>
<p><b>Scenario 2</b></p> <p>The apprentice receives 70% or greater for the in-school training and less than 70% on the level exam resulting in a final mark of less than 70%.</p>	<p>The apprentice will:</p> <ul style="list-style-type: none"> <li>• Receive credit for the in-school technical training</li> <li>• Re-write the level exam per ITA exam re-write policy</li> </ul>
<p><b>Scenario 3</b></p> <p>The apprentice receives less than 70% for the in-school training and less than 70% on the level exam resulting in a final score of less than 70%.</p>	<p>The apprentice will:</p> <ul style="list-style-type: none"> <li>• Re-take the level of in-school technical training.</li> <li>• Re-write the level exam per ITA exam re-write policy.</li> </ul>

In cases where the apprentice receives a mark that is less than 70% for the in-school technical training and still achieves a final blended mark of 70% or greater, credit for the Level will be granted.

**Interprovincial  
(Red Seal)  
Exam**

In order to achieve certification, Millwright apprentices are required to write the Industrial Mechanic (Millwright) Interprovincial (Red Seal) exam.

To be eligible to write the IP exam, apprentices must have passed all levels of in-school technical training and have received a Level 4 in-school technical training final mark of 70% or greater.

A score of 70% or greater is required for a pass on the Interprovincial (Red Seal) exam.

Interprovincial (Red Seal) exams should be requested by training providers via the usual ITA procedure.

The ITA will administer and invigilate the Industrial Mechanic (Millwright) Interprovincial (Red Seal) exam and score and record exam results in ITA Direct Access.

**For more  
information  
contact:**

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**Grading Sheet: Subject Competency and Weightings – LEVEL 2**

PROGRAM: IN-SCHOOL TRAINING: ITADIRECTACCESS CODE:		INDUSTRIAL MECHANIC (MILLWRIGHT) LEVEL 2 0015MW	
LINE	SUBJECT COMPETENCIES	THEORY WEIGHTING	PRACTICAL WEIGHTING
B	Trade Science	17%	0%
D	Lubricants, Seals & Bearings	17%	25%
E	Install Equipment	17%	25%
F	Cut, Fit & Fabricate	16%	0%
H	Service Power Transmission	16%	25%
I	Service Fluid Power	17%	25%
	Total	100%	100%
<b>Calculated by the Training Provider</b> Industrial Mechanic (Millwright) in-school theory & practical subject competency weighting		75%	25%
<b>Training Provider enters final in-school mark into ITA Direct Access</b>		IN-SCHOOL %	

<b>Calculated by ITA: In-school Mark</b> ITA Direct Access calculates the percentage weighting once the in-school mark is entered. Combined theory and practical subject competency multiplied by	80%
<b>Calculated by ITA: Standard Level Exam Mark</b> ITA Direct Access will calculate the percentage weighting once the standard level exam marks have been entered. The exam score is multiplied by	20%
<b>Calculated by ITA: Final Mark</b> The final mark for determining credit is calculated by ITA Direct Access.	FINAL%