

Issued: November 21, 2013

Program: **Motor Vehicle Body Repairer (Metal and Paint) (Automotive Collision Repair Technician)**

To: ITA Training Providers
ATSO
All School Districts

RE: **OPSN 2013 029**
ITA STANDARDIZED LEVEL EXAMS FOR LEVEL 1 AND LEVEL 2

Timing: 1st January 2014

Information: Please be advised that effective immediately, the Industry Training Authority (ITA) will be launching Standardized Level Examinations for the Motor Vehicle Body Repairer (Metal and Paint) (Automotive Collision Repair Technician) Program.

All Motor Vehicle Body Repairer (Metal and Paint) (Automotive Collision Repair Technician) Level 1 and Level 2 classes starting training sessions after January 1, 2014 will be scheduled to write an ITA Standardized Level Examination.

Background

In 2012, ITA started launching ITA Standardized Level Examinations for a number of programs. For each level of technical training that includes an ITA Standardized Level Exam a training provider in-school percentage score and a standardized level exam percentage score will be blended to produce a final percentage score. The in-school percentage score will be multiplied by 80% and the exam percentage score will be multiplied by 20%. The two blended (80/20) scores will be added by ITA Direct Access to produce a final percentage score for the level of training.

***Scheduling
Level Exams***

The Motor Vehicle Body Repairer (Metal and Paint) (Automotive Collision Repair Technician) Level 1 and Level 2 exams are to be requested by training providers via the usual ITA procedure. Training providers are required to complete an ITA Examination Request Form six weeks prior to the exam scheduled date.

The Motor Vehicle Body Repairer (Metal and Paint) (Automotive Collision Repair Technician) Level 1 & 2 exams will be available to write through an online computer-based platform. Paper-based exams will continue if a training provider is unable to arrange a computer lab. If a training provider uses the online computer-based platform a computer facility must be booked for a minimum of 4 hours to accommodate the online examination writing. The location of the computer lab must be noted on the ITA Exam request Form.

The benefits of moving to an online platform include:

- Immediate processing of exam results and a quicker turnaround for exam marks;
- Increased exam protection and security with the removal of paper-based exams;
- The ability to “scramble” questions which enhances security of the exam as questions will be presented in a different sequence for each candidate;
- Colour diagrams can be easily reproduced;
- Diagrams in the exams can be manipulated to clarify details, i.e., zoom-in capabilities;
- A consistent evaluation process for all examinations with the ability to quickly modify or remove questions as required.

**Training
Provider
Component:
Calculating the
Level 1 & 2
Exam Marks**

The ITA will administer and invigilate the Level 1 and 2 exams, score and record exam results in ITA Direct Access. ITA will enter the in-school percentage score and standard level examination percentage scores in ITA Direct Access.

Once an in-school percentage score and the Level 1 and 2 exam scores have been entered into ITA Direct Access, the system will automatically calculate the final percentage score. The final score for the Level is determined by blending the in-school percentage score and the ITA standardized exam score. The in-school percentage score is multiplied by 80% and the exam percentage scores is multiplied by 20%.

A final score of 70% or greater is required to pass Levels 1 & 2 of the Motor Vehicle Body Repairer (Metal and Paint) (Automotive Collision Repair Technician) program.

Apprenticeship Program:

Instructors are expected to follow the *Grading Sheet: Subject Competencies and Weightings* table on pages 6 - 8 to calculate the final in-school percentage score and then enter the in-school percentage score in ITA Direct Access.

Training providers delivering Motor Vehicle Body Repairer (Metal and Paint) (Automotive Collision Repair Technician) Levels 1 and 2 in-school technical training are required to enter an in-school percentage score for each apprentice into ITA Direct Access.

**Training
Provider
Component:
Calculating the
In-School
Technical Mark**

As per the *Grading Sheet: Subject Competencies and Weightings table*, on pages 6-8 the in-school percentage score for Motor Vehicle Body Repairer (Metal and Paint) (Automotive Collision Repair Technician) is derived from a percentage weighting of theory and practical assessments within each level training topic.

To calculate the in-school percentage score for Apprenticeship classes:

Motor Vehicle Body Repairer (Metal and Paint) (Automotive Collision Repair Technician) Level 1 and 2:

- Total the level theory column competency score as noted in the competencies and weightings tables and multiply the total by 50% to produce a weighted theory score;
- Total the level practical column competency results as noted in the competencies and weightings tables and multiply the total by 50% to produce a weighted practical score;
- Add the weighted theory and practical competency scores together to determine the final in-school percentage score for each level;
- After completing the final percentage score for the level on each apprentice enter the score into ITA Direct Access.

**ITA Component:
Standardized
Level 1 Exam
Percentage
Score**

ITA will enter the standard level examination percentage score in ITA Direct Access for Level 1 and 2.

**Calculating the
final percentage
mark for Level 1
and 2**

Once the training provider has entered the in-school percentage score and ITA has entered the exam percentage score ITA Direct Access will automatically calculate the final percentage score.

The in-school technical training percentage score is multiplied by 80% and the ITA Standardized Level Exam percentage score is multiplied by 20%. These two scores are combined to determine the final level percentage score. This result is the final percentage score that is recorded in ITA Direct Access.

A score of 70% or greater is required to pass Motor Vehicle Body Repairer (Metal and Paint) (Automotive Collision Repair Technician) Level 1 and 2 when the final in-school percentage score and the final ITA Standardized Level Exam percentage score are blended.

**Training
Provider
Component:
Calculating the
In-School
Technical Mark
for Level 3**

Motor Vehicle Body Repairer (Metal and Paint) (Automotive Collision Repair Technician) Level 3:

The Motor Vehicle Body Repairer (Metal and Paint) (Automotive Collision Repair Technician) Level 3 training session does not have an ITA Standardized Level Exam. The final percentage score for each apprentice is based on the in-school technical training session. Motor Vehicle Body Repairer (Metal and Paint) (Automotive Collision Repair Technician) Level 3 assessment is determined by in-school proprietary exams and practical lab marks. **Note:** The Level 3 proprietary exam is weighted at 50% of the theory competencies for Level 3.

As per the *Grading Sheet: Subject Competencies and Weightings table, on pages 6 - 7* the in-school percentage score for Motor Vehicle Body Repairer (Metal and Paint) (Automotive Collision Repair Technician) is derived from a percentage weighting of theory and practical assessments within each level training topic.

To calculate the in-school percentage score for Apprenticeship classes:

- Total the level theory column competency score as noted in the competencies and weightings tables and multiply the total by 50% to produce a weighted theory score;
- Total the level practical column competency results as noted in the competencies and weightings tables and multiply the total by 50% to produce a weighted practical score;
- Add the weighted theory and practical competency scores together to determine the final in-school percentage score for each level;
- After completing the final percentage score for the level on each apprentice enter the score into ITA Direct Access.

A score of 70% or greater is required to pass Motor Vehicle Body Repairer (Metal and Paint) (Automotive Collision Repair Technician) Level 3.

**Program Results
and Eligibility**

After the in-school percentage score and the exam percentage score are blended and a final percentage score is placed into ITA Direct Access there will be situations where an apprentice will have to repeat one of or both the in-school training and exam in order to achieve the required 70% to pass Motor Vehicle Body Repairer (Metal and Paint) (Automotive Collision Repair Technician) Level 1 and 2.

In the event that this does occur, the following table outlines the three scenarios an apprentice may encounter once the 80/20 blending is applied and the final score is less than 70%.

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

Interprovincial (Red Seal) Exam

In order to achieve certification, Motor Vehicle Body Repairer (Metal and Paint) (Automotive Collision Repair Technician) apprentices are required to write the Motor Vehicle Body Repairer (Metal and Paint) Interprovincial (Red Seal) exam after completing all levels of in-school technical training.

Apprentices must have passed all levels of in-school technical training to sit the exam. A score of 70% or greater is required for a pass.

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

The ITA will administer and invigilate Interprovincial (Red Seal) exams and score and record exam results in ITA Direct Access.

Follow-up: ITA Communication

ITA will be hosting a conference call for interested participants who wish to discuss this Motor Vehicle Body Repairer (Metal and Paint) (Automotive Collision Repair Technician) OPSN on **Thursday, 28th November at 9am to 10am.**

Dial-in Code: 1.866.323.9093

Participant Code: 3492857

For more information contact:

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Grading Sheet: Subject Competency and Weightings

PROGRAM: IN-SCHOOL TRAINING: ITA DIRECT ACCESS COURSE CODE:		MOTOR VEHICLE BODY REPAIRER (AUTOMOTIVE COLLISION REPAIR TECHNICIAN) LEVEL 1 0001ABSE01	
LINE	TRAINING TOPICS & SUGGESTED TIME ALLOCATION	THEORY WEIGHTING	PRACTICAL WEIGHTING
A	Occupational Skills and Safety	4%	4%
B	Tools and Equipment	8%	5%
C	Oxy-Acetylene Welding	8%	6%
D	Mig Welding	20%	22%
E	Sheet Metal Repair	20%	24%
F	Plastics and Composites	12%	22%
G	Surface Preparation	16%	12%
H	Auto Body Construction and Components	12%	5%
	Total	100%	100%
MOTOR VEHICLE BODY REPAIRER (AUTOMOTIVE COLLISION REPAIR TECHNICIAN) in-school theory & practical subject competency weighting.		50%	50%
Calculated by the Training Provider: Multiply the total percentage scores in the theory column for each of the theory topics and multiply by 50%. Multiply the total percentage scores in the practical column for each of the theory topics and multiply by 50%. Add the two percentage scores to achieve a final percentage score for the level. This final percentage score is entered into ITA Direct Access.		IN-SCHOOL%	
Calculated by ITA: In-school Mark ITA Direct Access calculates the percentage weighting once the in- school mark is entered. The in-school percentage score is multiplied by:		80%	
Calculated by ITA: Standard Level Exam Mark ITA Direct Access will calculate the percentage weighting once the standard level exam percentage score have been entered. The exam score is multiplied by:		20%	
Calculated by ITA: Final Mark The final percentage score is calculated by ITA Direct Access.		FINAL%	

PROGRAM: IN-SCHOOL TRAINING: ITA DIRECT ACCESS COURSE CODE:		MOTOR VEHICLE BODY REPAIRER (AUTOMOTIVE COLLISION REPAIR TECHNICIAN) LEVEL 2 0001ABSE02	
LINE	TRAINING TOPICS & SUGGESTED TIME ALLOCATION	THEORY WEIGHTING	PRACTICAL WEIGHTING
D	Mig Welding	14%	23%
E	Sheet Metal Repair	60%	60%
F	Plastics and Composites	12%	10%
I	Mechanical Components	14%	7%
	Total	100%	100%
MOTOR VEHICLE BODY REPAIRER (AUTOMOTIVE COLLISION REPAIR TECHNICIAN) in-school theory & practical subject competency weighting		50%	50%
Calculated by the Training Provider: Multiply the total percentage scores in the theory column for each of the theory topics and multiply by 50%. Multiply the total percentage scores in the practical column for each of the theory topics and multiply by 50%. Add the two percentage scores to achieve a final percentage score for the level. This final percentage score is entered into ITA Direct Access.		IN-SCHOOL%	
Calculated by ITA: In-school Mark ITA Direct Access calculates the percentage weighting once the in- school mark is entered. The in-school percentage score is multiplied by:		80%	
Calculated by ITA: Standard Level Exam Mark ITA Direct Access will calculate the percentage weighting once the standard level exam marks have been entered. The exam score is multiplied by:		20%	
Calculated by ITA: Final Mark The final mark is calculated by ITA Direct Access.		FINAL%	

PROGRAM: IN-SCHOOL TRAINING: ITA DIRECT ACCESS COURSE CODE:		MOTOR VEHICLE BODY REPAIRER (AUTOMOTIVE COLLISION REPAIR TECHNICIAN) LEVEL 3 0001ABSE03	
LINE	TRAINING TOPICS & SUGGESTED TIME ALLOCATION	THEORY WEIGHTING	PRACTICAL WEIGHTING
J	Structural repair	27%	79%
K	Suspension and Steering	16%	13%
L	Insurance Estimating and Industry Liaison	3%	6%
M	Refinishing for Collision Repair Technicians	4%	2%
	Final Proprietary Exam	50%	
	Total	100%	100%
MOTOR VEHICLE BODY REPAIRER (AUTOMOTIVE COLLISION REPAIR TECHNICIAN) in-school theory & practical subject competency weighting		50%	50%
Calculated by the Training Provider: Multiply the total percentage scores in the theory column for each of the theory topics and multiply by 50%. Multiply the total percentage scores in the practical column for each of the theory topics and multiply by 50%. Add the two percentage scores to achieve a final percentage score for the level. This final percentage score is entered into ITA Direct Access.		IN-SCHOOL%	

All apprentices who have completed all levels of the Motor Vehicle Body Repairer (Metal and Paint) (Automotive Collision Repair Technician) program with a FINAL level mark of 70% or greater will write the Interprovincial Red Seal examination as their final assessment.

ITA will enter the apprentices' Motor Vehicle Body Repairer (Metal and Paint) Interprovincial examination mark in ITA Direct Access. A minimum mark of 70% on the examination is required for a pass.