

**Issued: August 21, 2015**

**Program: Heavy Mechanical Trades (HDET, DEM & TTM)**

**To:** ITA Training Providers  
Articulation Chair  
System Liaison Person  
School Districts

**Subject:** **Launch of ITA Standardized Level Exams for Level 2 & 3 of the Heavy Mechanical Trades**

**RE:** **OPSN 2015 019**

**Effective Date:** September 1, 2015

**Summary:** As announced in [OPSN 2014 019](#), ITA is introducing standardized exams for Levels 2 & 3 of the Heavy Mechanical Trades. This will affect the Heavy Duty Equipment Technician, Diesel Engine Mechanic (DEM) and Truck and Transport Mechanic programs. Apprentices who begin their Level 2 & 3 technical training after September 1<sup>st</sup>, 2015 will be required to sit an ITA Standard Level Exam (SLE). The exam will contribute 20% to an apprentice's final mark. These exams are not available for challenge at this time.

Please note that these exams only apply to the new model of the Heavy Mechanical Trades (launched September 2014). All apprentices must successfully complete their in-school technical training and SLEs with a final blended mark of 70% or better to be eligible to write the Red Seal or Certificate of Qualification (CoQ) Exam.

Training providers still offering Level 2 and 3 of the old programs (Heavy Duty Equipment Mechanic, Commercial Transport Vehicle Mechanic and Diesel Engine Mechanic) should not request the new SLEs.

As DEM consists of a two-level program, apprentices registered in the new trade program will need to write the SLEs for Level 1 and 2 as a completion requirement prior to writing their CoQ Exam. For in-school weighting information, refer to the updated assessment guidelines in the DEM [Program Outline](#). To schedule a DEM CoQ exam, please direct all DEM apprentices to call ITA for details.

**Rationale:** ITA is implementing Standardized Level Exams as part of an assessment strategy to ensure consistent outcomes at each program level for apprentices throughout BC.

General Information

**Scheduling Exams:** Exams are to be requested by training providers via the usual ITA procedure. Training providers are required to complete an ITA Exam Request Form six-to-eight weeks prior to the scheduled exam date. ITA will invigilate these exams unless other arrangements are made between ITA’s Exam Department and the training provider.

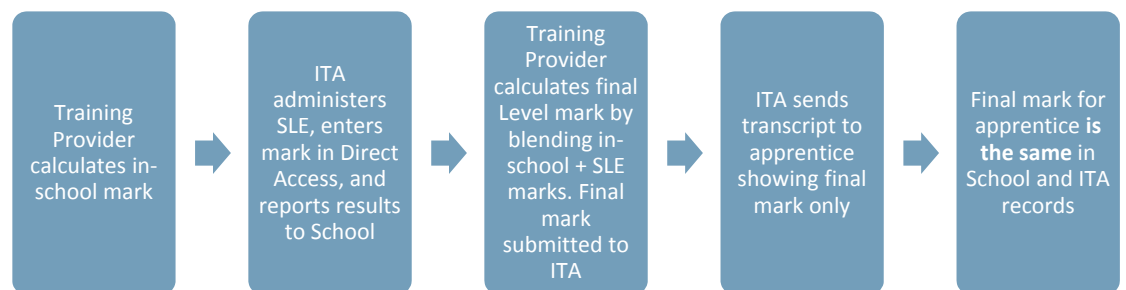
**Calculating Final Percentage Scores For ITA Level Exams**

**Process – effective October 1, 2014** (refer to Figure 1)

- ITA administers the SLE, records the mark in Direct Access, and reports it to the school. The apprentice is **not** notified when the SLE mark is entered.
- Training providers weight and blend the in-school (80%) and SLE (20%) marks to produce a final mark for the Level (or as indicated in the Assessment Guidelines). That final, blended mark is reported to ITA by the school and recorded in Direct Access.
- Direct Access reports the school’s final blended mark for the Level to the apprentice as a single percentage score.
- Once the final Level mark is entered in Direct Access, the system performs a reverse calculation using the SLE mark to determine the in-school mark. All three marks are stored in the apprentice’s record, but only the final Level mark is reported on the ITA transcript.

A percentage score of 70% or greater is required to pass when the final in-school percentage score and the final ITA Level exam percentage score are blended.

Figure 1. Process for calculating and reporting marks for technical training with SLE



**For more information**

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