

Issued: **May 12, 2022**

<b>Program:</b>	<b>Machinist</b>
<b>To:</b>	ITA Training Providers Articulation Chair System Liaison Person Youth Train in Trades School Districts
<b>OPSN No.:</b>	<b>OPSN 2022 008</b>
<b>Effective Date:</b>	June 1, 2022
<b>Summary:</b>	An ITA Standardized Level Exam (SLE) is being introduced for <b>Harmonized Level 1</b> (HL1) of the <b>Machinist</b> program.
<b>Details:</b>	<p>Apprentices enrolled in <b>HL1</b> technical training of the <b>Machinist</b> program beginning on, or after, <b>June 1, 2022</b>, will be required to write the HL1 SLE. The exam will contribute 20% to an apprentice's final mark.</p> <p>An Exam Weighting Chart is available for the <b>Machinist Harmonized Level 1</b> SLE on ITA's <a href="#">website</a>. This chart shows the approximate percentage of weighting per General Area of Competency (GAC).</p>
<b>Rationale:</b>	ITA implemented 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. For more information, please see <https://www.itabc.ca/training-provider-resources>. Training providers are required to complete an ITA Exam Request Form six to eight weeks prior to the scheduled exam date. Training providers are encouraged to identify courses using the Session ID to aid in confirmation of exam type. ITA will provide an invigilator for these exams.

## Calculating and Submitting Final Marks for Blended Exams:

### Process

- ITA administers the exam, records the mark in Direct Access (DA), and reports it to the training provider.
- The training provider blends the in-school (80%) and SLE (20%) marks to produce a final mark for the level (or as indicated in the Assessment Guidelines).
- The training provider reports the final, blended mark to ITA and records it in DA.

- DA reports the final, blended mark to the apprentice as a single percentage score.
  - When the final mark is entered into DA, 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 blended mark is reported on the ITA transcript.
  - A blended mark of 70% or greater is required to pass the level.

**For more  
information:**

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