

Issued: March 23, 2015

**To:** ITA Training Providers  
All School Districts  
Machinist System Liaison Person

**Subject:** **Machinist – Levels 1, 2 & 3**  
**Launch of ITA Standardized Level Exams**

**RE:** **OPSN: 2015-006**

**Effective Date** March 31, 2015

**Summary** ITA Level Exams are being introduced for **Levels 1, 2 & 3** of the **Machinist** program. Apprentice technical training of **Levels 1, 2 & 3** of the **Machinist** program classes that begin after **March 31, 2015** will be required to sit an ITA Level Exam. The exam will contribute 20% to an apprentice's final mark.

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

**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-eight 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 Final Percentage Scores For ITA Level Exams** 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. 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.

**ITA Certificate of  
Qualification or  
Interprovincial  
(Red Seal) Exam  
(Final Level)**

Qualification exam results are NOT blended with in-school technical training results. ITA Certificate of Qualification exams and Interprovincial Red Seal exams remain stand-alone program completion requirements.

In order to achieve certification, **Machinist** apprentices are required to write the **Interprovincial (Red Seal)** exam after their final level of technical training.

To be eligible to write the qualification exam, apprentices must have passed all levels of in-school technical training. Qualification exams are requested by training providers via the usual ITA procedure.

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

ITA will administer and invigilate the qualification exam and record exam results in ITA Direct Access.

**For more  
information**

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