

## OFFICIAL PROGRAM STANDARDS NOTICE (OPSN)

ISSUED: APRIL 11, 2023

**Programs:** INSULATOR (HEAT AND FROST)

**To:** SkilledTradesBC Training Providers  
Articulation Chair  
System Liaison Person  
Youth Train in Trades School Districts

**RE:** OPSN 2023 004

**Effective Date:** May 1, 2023

**Summary:** SkilledTradesBC Standardized Level Exams (SLE) are being introduced for Harmonized Level 2 of the INSULATOR (HEAT AND FROST) program.

**Details:** Apprenticeship technical training of **Level 2** of INSULATOR (HEAT AND FROST) that begins after **May 1, 2023** will be required to sit the SkilledTradesBC Level 2 Exam. The exam will contribute 20% to an apprentice's final mark.

An Exam Breakdown is available on the trade page for the [INSULATOR \(HEAT AND FROST\)](#) Level 2 in the box titled, SLE Exam Breakdown. . This breakdown shows the number of questions on the exam per General Area of Competency (GAC) and per Competency.

The exam includes a **reference booklet** with figures and a formula sheet.

**Rationale:** SkilledTradesBC 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 SkilledTradesBC procedure. For more information, please see <https://www.skilledtradesbc.ca/training-provider-resources>. Training providers are required to complete a SkilledTradesBC 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. SkilledTradesBC will provide an invigilator for these exams.

**Calculating and Submitting Final Marks for Blended Exams:**

**Process**

- SkilledTradesBC 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 SkilledTradesBC 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 SkilledTradesBC transcript.
  - A blended mark of 70% or greater is required to pass the level.

**For more information:**

SkilledTradesBC Program Standards  
[programstandards@skilledtradesbc.ca](mailto:programstandards@skilledtradesbc.ca)

**cc:**

SkilledTradesBC Staff