

OFFICIAL PROGRAM STANDARDS NOTICE (OPSN)

ISSUED: MARCH 12, 2025

Program(s): CABINETMAKER

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

RE: OPSN 2025 002

Effective Date: March 31, 2025

Summary: SkilledTradesBC Standardized Level Exams (SLEs) are being introduced for **Level 1, Level 2, and Level 3** of the **Harmonized Cabinetmaker (2023)** program.

Details: Apprentices enrolled in **Level 1, Level 2, and Level 3** of technical training for the **Harmonized Cabinetmaker (2023)** program that begins on, or after, **March 31, 2025** will be required to write the SkilledTradesBC **SLE for their respective level**. The exam will contribute 20% to an apprentice's final mark.

Please refer to the SkilledTradesBC [website](#) to find exam support material for the **Harmonized Cabinetmaker (2023) Level 1, Level 2, and Level 3 SLEs** including:

- An exam breakdown, which show the number of questions on the exams per General Area of Competency (GAC) and Competency
- An acronym list and formula sheet, which will be included in the exam reference booklet that accompanies the exam.

This exam does **not** require the use of a code book.

For more information about code books, calculator requirements, and what to expect on exam day please refer to the SkilledTradesBC [website](#).

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-providers>. Training providers are required to complete a SkilledTradesBC Exam Request Form 6-8 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:

Program Standards
Team: programstandards@skilledtradesbc.ca

cc:

All SkilledTradesBC Staff