

Exam Schedule

2021–2022



Certification, Rewrites and Trade Qualifier Exams

- All clients currently enrolled in harmonized technical training will be automatically scheduled for a level exam. If not successful on this first attempt, you must submit an exam application to rewrite that level.
- **PM** = Afternoon exam

Exam Date	Apply Before	Exam Location	Sitting ID
11-Sep-21	13-Aug -21	Akerley Campus	112701
		Kingstec Campus	112700
18-Sep-21	20-Aug-21	Pictou Campus	112747
25-Sep-21	27-Aug-21	Akerley Campus	112702
		Burridge Campus	112698
		Marconi Campus	112699
02-Oct-21	03-Sep-21	Akerley Campus	112894
16-Oct-21	17-Sep-21	Akerley Campus x 2	112895 & 112975
30-Oct-21	01-Oct-21	Akerley Campus x 2	112896 & 112976
		Kingstec Campus	112897
06-Nov-21	08-Oct-21	Akerley Campus	112898
		Marconi Campus	112899
		Marconi Campus PM	112900
13-Nov-21	15-Oct-21	Akerley Campus	112901
		Akerley Campus PM	112902
		Local 116	113225
27-Nov-21	29-Oct-21	Akerley Campus x 2	112903 & 113331
11-Dec-21	15-Nov-21	Akerley Campus x 2	112904 & 113332
18-Dec-21	19-Nov-21	Akerley Campus x 3	112905 & 113333 113553
		Pictou Campus	112906
		Marconi Campus	112907
15-Jan-22	17-Dec-21	Akerley Campus	112908
21-Jan-22	23-Dec-21	Akerley Campus (Welder Practical)	113554
22-Jan-22	23-Dec-21	Akerley Campus x 2	112909 & 112910
29-Jan-22	30-Dec-21	Akerley Campus x 2	112911 & 112912
		Kingstec Campus	112913
		Marconi Campus	112914
05-Feb-22	07-Jan-22	Akerley Campus	112915
		Marconi Campus	112916
19-Feb-22	21-Jan-22	Akerley Campus x 2	112917 & 112918
		Sheet Metal Union Local 56 (CB)	

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26-Feb-22	28-Jan-22	Akerley Campus x 2	112919 & 112920
		Pictou Campus	112921
		Marconi Campus	112922
05-Mar-22	04-Feb-22	Akerley Campus	112923
12-Mar-22	11-Feb-22	Akerley Campus	112924
		Burridge Campus	112925
19-Mar-22	18-Feb-22	Akerley Campus x 2	112926 & 112927
		Akerley Campus PM x 2	112928 & 112929
26-Mar-22	25-Feb-22	Akerley Campus x 2	112930 & 112931
		Akerley Campus PM x 2	112932 & 112933
		Burridge Campus	112934
09-Apr-22	11-Mar-22	Akerley Campus	112935
		Burridge Campus	113563
		Pictou Campus	112936
		Marconi Campus	112937
		Sheet Metal Union Local 56 (CB)	
16-Apr-22	18-Mar-22	Akerley Campus	112938
		Pictou Campus	112939
		Marconi Campus	112940
		Plumbers & Steamfitters Local 56 (D)	
23-Apr-22	25-Mar-22	Akerley Campus x 2	112941 & 112942
		Burridge Campus	113567
		Marconi Campus	112943
30-Apr-22	01-Apr-22	Akerley Campus	112944
07-May-22	08-Apr-22	Marconi Campus	112945
20-May-22	22-Apr-22	Akerley Campus (Welder Practical only)	113546
21-May-22	22-Apr-22	Akerley Campus x 2	112946 & 113349
		Akerley Campus PM	112947
		Burridge Campus	112948
		Pictou Campus	112949
		Plumbers & Steamfitters Local 56 (D)	113567
28-May-22	29-Apr-22	Akerley Campus x 2	112950 & 112951
		Akerley Campus PM x 2	112952 & 112953
		Marconi Campus	112954
04-Jun-22	06-May-22	Akerley Campus	112955
11-Jun-22	13-May-22	Marconi Campus	112956
18-Jun-22	20-May-22	Akerley Campus x 2	112957 & 112958
25-Jun-22	27-May-22	Akerley Campus	112959
		Marconi Campus	112960

IMPORTANT INFORMATION FOLLOWS

How do I apply for an exam?

- Make sure you are a [Registered Apprentice](#) or have been approved through the [Trade Qualifier Program](#) before you apply.
- Complete and submit the [Standard Exam Application Form](#):
 - Submission of the form does not guarantee you a seat at the selected exam sitting. Your application will be reviewed by an [Industry Training Consultant](#) to ensure all qualifications have been successfully met before being approved for processing and scheduling.
 - Once your application has been fully processed, you will receive a confirmation email with an official [Exam Confirmation Letter](#) and a set of [Examination Procedures and Rules](#) that will include important details about your exam sitting.
 - All applications are subject to space availability at time of application approval. In the event an exam sitting reaches capacity before your application is approved, agency staff will contact you to reschedule you to the next available exam sitting at the location of your choice.

How do I reschedule an exam?

- If you have already submitted an exam application; paid the exam fee (when applicable); or were previously registered to an exam sitting that was cancelled; please email [Erica Potter \(Erica.Potter@novascotia.ca\)](mailto:Erica.Potter@novascotia.ca) to request to be rescheduled to a new available exam sitting. With your reschedule request, include your [Full Name](#), [Client ID Number](#), and [Exam Sitting Location/Date](#).
 - Submission of a reschedule request does not guarantee you a seat at the selected exam sitting. All requests are processed in the order in which they are received. In the event an exam sitting reaches capacity before your request could be processed, agency staff will contact you to reschedule you to the next available exam sitting at the location of your choice.

General exam sitting information:

Exam Date

- If an exam date is no longer listed in the selection menu on the online [Standard Exam Application Form](#), then it has either reached capacity and has been disabled or the apply before date has already passed.

Capacity

- Maximum of eighteen (18) clients per exam sitting.
 - Some smaller regional locations may have a lower capacity limit.
 - If capacity is reached before all clients who have applied can be scheduled, those affected will be contacted by agency staff to be

rescheduled to the next available exam sitting at the location of your choice.

Apply Before Date

- Your application must be received at the Halifax Office of the Nova Scotia Apprenticeship Agency by the set apply before date (4 weeks).
 - Applications received after the apply before date will be processed for the next available exam sitting at the location of your choice.
 - Applications received by the apply before date will have every effort made to process it for the exam sitting requested. However, this is a requested or preferred selection only. If it is not possible to schedule you for your requested exam sitting, you will be scheduled to write at the next available exam sitting at the location of your choice.

Start Time

- Morning exam sittings are held at 8:30 AM and afternoon exam sittings are held at 2:30 PM (unless otherwise specified).
 - Clients must be present at the exam location at the designated start time to ensure all exam procedures and rules can be reviewed and executed before the exam starts.
 - The exam will start once all clients have been fully seated and are ready to begin writing.

Time Limit

- Four (4) hours.
 - All clients will have a maximum of four (4) hours to complete the exam from the time the exam starts (as determined by the exam invigilator).

Exam Materials

- All exam materials required to write your exam will be provided.
 - Exam materials include exam booklet, bubble sheet, pencils, eraser, calculator, and codebook (when applicable).

Passing Standard

- A passing standard of 70% is required on all Nova Scotia Apprenticeship Agency exams.

Rewrites

- Clients who are unsuccessful with their exam on the first attempt may be permitted a second attempt.
 - Third and each subsequent exam attempts thereafter must be preceded by a period of technical training and will be required to be reviewed and approved by an [Industry Training Consultant](#).

Cancellations

- An applicant who is unable to attend their scheduled exam may withdraw from that sitting and reschedule one time only without

penalty. The candidate must notify Nova Scotia Apprenticeship Agency a minimum of twenty-four (24) hours in advance of the exam sitting.

- Certification exam fee will be forfeited if you fail to report for the scheduled exam or fail to contact Nova Scotia Apprenticeship Agency to reschedule within twenty-four (24) hours in advance.

Denied Applications

- In the event your application is denied, the reviewing [Industry Training Consultant](#) will contact you to go over the details and explain what options are available to you.

Frequently asked questions:

- For a comprehensive list of [Frequently Asked Questions](#) regarding our exams, please visit the [Training and Exams](#) section of our website.
 - <https://www.nsapprenticeship.ca>