

Exam Schedule

2022–2023



Certification, Rewrites and Trade Qualifier Exams

Clients currently enrolled in harmonized technical training will be automatically scheduled for a level exam. If not successful this first attempt, you must submit an exam application to rewrite that level.

PM = Afternoon exam

Exam Date	Apply Before	Exam Location	Sitting ID
17-Sep-22	19-Aug-22	IT Campus	115208
		Marconi Campus	115209
		Pictou Campus	115210
24-Sep-22	26-Aug-22	Kingstec Campus	115338
15-Oct-22	16-Sep-22	IT Campus	115211
21-Oct-22	23-Sep-22	Akerley Campus (Welder Practical)	115212
22-Oct-22	23-Sep-22	IT Campus	115213
29-Oct-22	30-Sep-22	IT Campus	115214
05-Nov-22	07-Oct-22	Burridge Campus	115215
		IT Campus	115216
		Marconi Campus	115217
03-Dec-22	04-Nov-22	IT Campus	115218
		Marconi Campus	115219
10-Dec-22	11-Nov-22	IT Campus	115220
16-Dec-22	18-Nov-22	Akerley Campus (Welder Practical)	115221
17-Dec-22	18-Nov-22	IT Campus	115222
		Marconi Campus	115223
		Pictou Campus	115224
14-Jan-23	16-Dec-22	IT Campus	115225
21-Jan-23	23-Dec-22	IT Campus	115226
		Marconi Campus	115227
28-Jan-23	30-Dec-22	Burridge Campus	115228
		IT Campus	115229
11-Feb-23	13-Jan-23	IT Campus	115230
24-Feb-23	27-Jan-23	Akerley Campus (Welder Practical)	115231
25-Feb-23	27-Jan-23	IT Campus	115232
		Marconi Campus	115233
04-Mar-23	03-Feb-23	IT Campus	115234

11-Mar-23	10-Feb-23	IT Campus	115236
18-Mar-23	17-Feb-23	IT Campus	115237
25-Mar-23	24-Feb-23	Burridge Campus	115238
		IT Campus	115239
		Marconi Campus	115240
		Pictou Campus	115241
01-Apr-23	03-Mar-23	IT Campus	115242
		Kingstec Campus	115243
		Pictou Campus	115244
14-Apr-23	17-Mar-23	Akerley Campus (Welder Practical)	115245
		Burridge Campus (Welder Practical)	115246
15-Apr-23	17-Mar-23	Burridge Campus	115247
		IT Campus	115248
		Pictou Campus	115249
		Truro Campus	115250
22-Apr-23	24-Mar-23	IT Campus	115251
		Marconi Campus	115252
29-Apr-23	31-Mar-23	IT Campus	115253
		Kingstec Campus	115254
		Marconi Campus	115255
06-May-23	07-Apr-23	IT Campus	115256
		Marconi Campus	115257
		Pictou Campus	115258
13-May-23	14-Apr-23	IT Campus	115259
27-May-23	28-Apr-23	IT Campus	115260
		Marconi Campus	115261
03-Jun-23	05-May-23	IT Campus	115262
		Marconi Campus	115263
10-Jun-23	12-May-23	Marconi Campus	115264
17-Jun-23	19-May-23	IT Campus	115265
		Marconi Campus	115266
		Truro Campus	115267
24-Jun-23	26-May-23	IT Campus	115268
08-Jul-23	09-Jun-23	IT Campus	115269
		Marconi Campus	115270

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 \(Payment Required\)](#)

<https://novascotia.ca/lae/apprenticeship/InitialQuestions.aspx?AppType=Online&AppForm=LAEAFEXAM>

- 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 within 5 business days.
- 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 need to reschedule an exam; please email [**Morgen Skinner \(Morgen.Skinner@novascotia.ca\)**](mailto:Morgen.Skinner@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.

- If an Exam is Cancelled due to weather or any other unforeseen circumstances you will be contacted by your Industry Training Consultant by phone and email as soon as we are aware of the cancellation. You will Automatically be rescheduled into the next upcoming sitting and sent a new confirmation with the sitting details within 5 business days.

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 the exam sitting is no longer available.

Apply Before Date

- Your application must be received by the Nova Scotia Apprenticeship Agency by the 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.

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 before the exam starts.
 - The exam will start once all clients have been fully seated and are ready to begin writing. Clients who are late may have to be rescheduled to write at the next exam date.

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 Level exam on the first attempt are permitted a second attempt at no charge.
- Clients who need to re-write Certification exams will have to pay an exam fee each time they write.
- Any Further attempts of any exam may require additional training that would be approved by an [Industry Training Consultant](#) prior to writing.

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.
 - Exam fees will be forfeited if you fail to report for the scheduled exam without informing the 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>

(<https://www.nsapprenticeship.ca/apprentices/training-and-exams>)