

REGIONAL BOARDS OF EXAMINERS

INTRODUCTION

In discussions surrounding the issue of setting up a National Board, we noticed that there was a lack of information on the role and function of Regional Boards of Examiners, what Common Core Syllabus subject exams are and how they are managed.

We hope this paper will help address this deficiency in preparation for the March National Forum on Harmonization of Standards and Processes for Entry to the Surveying Profession.

WHAT ARE REGIONAL BOARDS?

All provincial land surveyor associations, except Ontario and Québec, delegated their responsibility of assessing candidates on Common Core Syllabus subjects to 2 Regional Boards:

- Atlantic Provinces Board of Examiners for Land Surveyors (APBELS): for Nova Scotia, New Brunswick, Prince Edward Island and Newfoundland and Labrador.
- Western Canadian Board of Examiners for Land Surveyors (WCBELS): for Manitoba, Saskatchewan, Alberta and British Columbia.

The Regional Boards issue 'Certificates of Completion' to candidates who have satisfied their educational requirements. The most direct route to a Certificate is for the candidate to obtain a degree in a Geomatics Engineering program from an accredited University. In those cases, the Certificate is issued without further examination. Other candidates can be issued exemptions from certain examinations based upon studies or courses they have completed. Still others may have to write all thirteen of the Common Core examinations based upon self-study. The Common Core Syllabus subjects were established to ensure that candidates have achieved an education equivalent, in the technical sense, to an accredited geomatics university degree level. The examinations in the Common Core syllabus (Schedules I and II) can be viewed in either the ACLS 'Information for Candidates' booklet at:

[http://www.acls-aatc.ca/files/candidates/forms/Information for Candidates - August 2003.pdf](http://www.acls-aatc.ca/files/candidates/forms/Information%20for%20Candidates%20-%20August%202003.pdf), or in the WCBELS 'Information for Candidates' booklet at:
<http://www.acls-aatc.ca/files/candidates/forms/WCBE%20Information%20for%20Candidates%20-%20August%202003.pdf>.

Once a candidate has a Certificate of Completion he or she can apply for articling to the Province where he or she wishes to practice and/or become a CLS candidate. The provincial associations and the ACLS continue to manage their own professional exams.

Both Regional Boards have representation from each member association and from academia. The Boards meet to discuss administrative issues, approve candidates, examiners and exams, set policies and so on. The costs are supported by levies on the Provincial Associations, based upon membership.

NATIONAL MEMORANDUM OF UNDERSTANDING (MOU)

The Association of Canada Lands Surveyors (ACLS), the WCBELS, the APBELS and the Association of Ontario Land Surveyors (AOLS) have operated cooperatively under an MOU for several years.

The objective is to continue the co-operation that began under the MOU signed by the Board of Examiners for Canada Lands Surveyors (the ACLS Board's predecessor), the WCBELS, the APBELS and the AOLS on April 22, 1998. Those MOU's adopted a common core syllabus for use by the parties based on the Canadian Council of Land Surveyors *Board of Examiners Coordinating Committee* policy "Accreditation and Reciprocity for Land Surveyors in Canada - A Proposal for Change", approved in May 1996. This document can be viewed on the CCLS web site at www.ccls-ccag.ca/files/Accred-Rec-Proposal.pdf. At a meeting of the Boards of Examiners on June 24, 2001 in Fredericton, N.B., a common core syllabus was adopted based on the examinations in actual use, which in turn, were based upon the 1990 syllabus.

Under this MOU, the parties agreed to the following areas of co-operation:

1. Identify and adopt common rules and criteria for the assessment of qualifications.
2. Make any changes to course descriptions, textbooks and reference books.
3. Select and appoint suitable persons to act as Special Examiners.
4. Review and approve the examinations set by the Special Examiners.
5. Establish an examination fee for the Common Core Syllabus.

The WCBELS and the APBELS would:

1. Direct all their candidates to write the examinations in the Common Core Syllabus at the ACLS administered examination sittings each year.
2. Remit to the ACLS the examination fees collected.

The AOLS would:

1. Inform their applicants with a post-secondary degree that they may write the common core examinations at the regular ACLS administered examinations.
2. Recognize that the successful completion of the appropriate ACLS examinations will satisfy the AOLS academic requirements in that subject area.

The ACLS would:

1. Accommodate all candidates of WCBELS, APBELS and the AOLS at the ACLS administered examination centres.
2. Establish convenient examination centres in geographical areas governed by the WCBELS, APBELS and the AOLS.
3. Remunerate the examiners who prepare examinations and cover the cost of the examination centres.
4. Arrange for the marking of all examinations and provide the marks of the candidates to the appropriate Board in a timely manner.

A copy of the MOU is appended to this document.

THE WCBELS/ACLS AGREEMENT

Since November of 2001, the WCBELS and the ACLS have an ongoing Agreement under which the ACLS provides Registrar and administrative services for the WCBELS.

THE ROLE OF THE ACLS

In addition to managing its own candidates and professional exams, the ACLS is responsible for:

- Selection of examination locations across the country
- Logistics involved with examination sittings
- Administration of Examiners and Special Examiners
- Arrangements for the marking of all examinations
- Registrar and administration services for the WCBELS

APPENDIX

Memorandum of Understanding

Between	The Association of Canada Lands Surveyors (ACLS), the Western Canadian Board of Examiners for Land Surveyors (WCBELS), the Atlantic Provinces Board of Examiners for Land Surveyors (APBELS) and the Association of Ontario Land Surveyors (AOLS) together known as the parties.
Objective	The objective of this Memorandum of Understanding (MOU) is to continue the co-operation amongst the parties begun under the Memorandum of Understanding signed by the Board of Examiners for Canada Lands Surveyors (BECLS), the WCBELS, the APBELS and the AOLS on April 22, 1998; and continued in the MOU signed by the ACLS, WCBELS, APBELS and AOLS in June 2000. Those MOU's adopted a common core syllabus for use by the parties based on the Canadian Council of Land Surveyors <i>Board of Examiners Co-ordinating Committee</i> policy Accreditation and Reciprocity for Land Surveyors in Canada - A Proposal for Change , approved May 1996. At a meeting of the Boards of Examiners on June 24, 2001 in Fredericton, N.B., a common core syllabus was adopted based on the examinations in actual use, which in turn, were based upon the 1990 syllabus.
Scope	The Memorandum of Understanding covers a common core syllabus as listed in the attached " Annex A " as agreed upon by the Parties. These examinations may be amended from time to time to reflect the needs of the profession, upon agreement by all the parties.
Agreement	<p>Under this Memorandum of Understanding, the parties agree to the following areas of co-operation.</p> <p>Representatives of the parties will on a yearly, or more frequent basis as necessary, consult to:</p> <ol style="list-style-type: none"> 6. Identify and adopt common rules and criteria for the assessment of qualifications and granting of exemptions for candidates of the parties. 7. Make any changes to course descriptions, textbooks and reference books for examination subjects in the common core syllabus. 8. Select and appoint as needed, suitable persons to act as Special Examiners for the common core syllabus. A guiding principle will be to select Special Examiners to achieve equal regional representation by the parties. 9. Review and approve the examinations set by the special examiners. 10. Establish an examination fee for the common core syllabus. The fees for the year 2003 examinations are as shown in the attached "Annex B". <p>The WCBELS and the APBELS will:</p> <ol style="list-style-type: none"> 3. Direct all their candidates to write the examinations in the common core syllabus at the ACLS administered examination sittings each year, at such times as may be agreed upon. 4. Remit to the ACLS the examination fees collected in accordance with the established fee schedule.

Agreement
(continued)

The AOLS will:

3. Inform their applicants (candidates) with a post-secondary degree that they may write the common core examinations, in the required subject areas as identified by the AOLS, at the regular ACLS administered examination sittings each year.
4. Inform their applicants (candidates) they are required to pay to the ACLS the fees in accordance with the established fee schedule.
5. Recognize that the successful completion of the appropriate ACLS examinations will satisfy the AOLS academic requirements in that subject area.

The ACLS will:

5. Accommodate all candidates of WCBELS, APBELS and the AOLS at the ACLS administered examination centres.
6. Establish convenient examination centres in geographical areas governed by the WCBELS, APBELS and the AOLS at such places deemed necessary by consensus of the parties.
7. Remunerate the examiners who prepare examinations and cover the cost of the examination centres.
8. Arrange for the marking of all examinations and provide the marks of the candidates to the appropriate Board in a timely manner, prior to the meeting of said Board to consider and approve the marks.

Termination

This Memorandum of Understanding terminates on December 31, 2003, contingent upon the formation of a National Board of Examiners before that date.

for WCBELS

for APBELS

for AOLS

for ACLS