



# UCEM

22/23

# BUILT FOR LIFE

Chartered Surveyor Degree  
Apprenticeship

Building Surveying pathway



# Help shape the future of the built environment

A University College of Estate Management (UCEM) chartered surveyor apprenticeship will enhance your career and increase your confidence in the field, all while giving you the skills necessary to become a Chartered Surveyor. Whether you're at the beginning of your career or building on your experience, now is the time to enhance your prospects with an industry leading and accredited apprenticeship programme with UCEM.





# Welcome

UCEM is the leading provider of chartered surveying apprenticeships in England. The degree content is taught online, enabling you to study at a time and place that suits you.

Thank you for considering studying for an apprenticeship with UCEM. We are dedicated to ensuring your success and providing the best possible learning experience for all our students.

Since 1919, when we were founded as the College of Estate Management, we have supported around 150,000 students worldwide.

With over 100 years' experience of providing specialist and innovative training globally, we are here to support you through your studies and ensure you join the path to a rewarding career. We are steadfast in our aspiration to be the centre of excellence for built environment education.



Ashley Wheaton  
UCEM Principal



UCEM Patron  
His Royal Highness, The Prince of Wales

## 5 reasons to choose UCEM apprenticeships

### 01 Built for online

We have been teaching online since 2001 so we are experts in online education.

03 All our programmes are recognised and accredited by at least one professional body, including:



### 02

Designed for busy working professionals, our apprenticeship programmes can be studied wherever you are; whether on a train, at home or in the office.



04 As an apprentice you can earn while you learn. With your employer paying for your fees, there has never been a better time to start a career in the built environment.

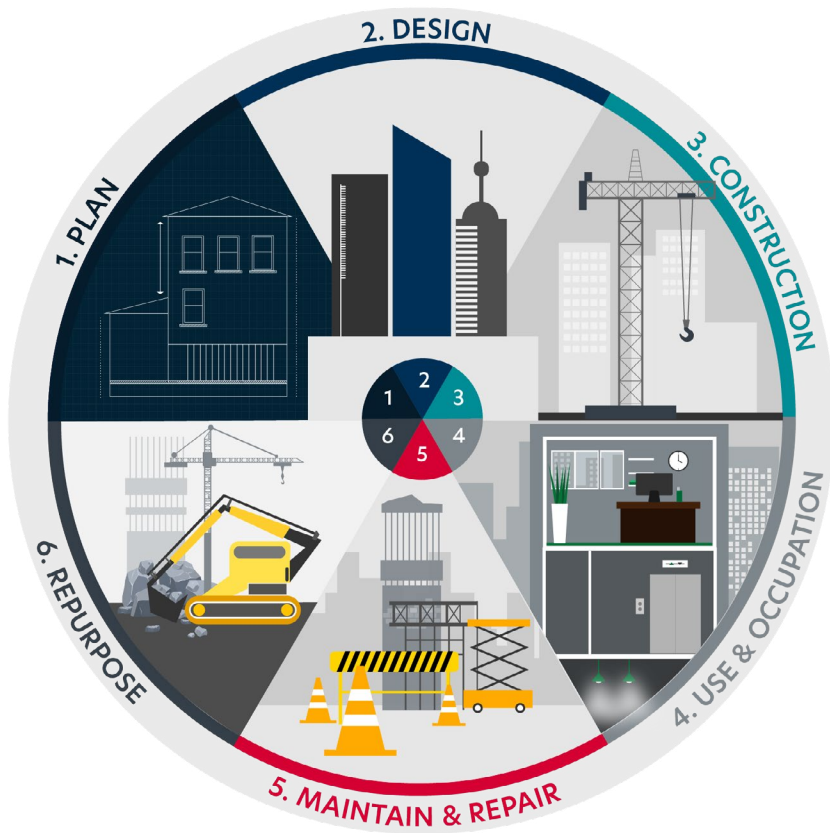
05 UCEM is rated 'Good' by the Office for Standards in Education, Children's Services and Skills (Ofsted) and 'Outstanding' in the area of behaviour and attitudes.



# What does a chartered surveyor do?

Once you have completed your apprenticeship and passed your APC, you will become a chartered surveyor and a member of the Royal Institution of Chartered Surveyors; but what does a Chartered Surveyor actually do?

There is a diverse range of career paths you can take as a Chartered Surveyor. Surveyors' jobs involve working in either land, infrastructure, construction or property. They play a key role in shaping the world around us and are involved at every stage of the complex and dynamic building life cycle.



## Pathways

### Building Surveying Pathway



As an apprentice, you will already be employed within the built environment, but it is likely that you will begin to focus on a more specific role during your time studying.

You and your employer will choose a specific pathway to align yourself to. This pathway is what you will be assessed on when it comes to your Assessment of Professional Competence (APC). The APC is a process you go through to ensure that you meet the high standards of professionalism required to become a Chartered Surveyor.

#### Building surveying pathway

Building surveyors provide professional advice on property and construction projects, which can range from modest adaptations and repairs to multi-million-pound structures. They inspect new and existing buildings, identifying defects and advising repair, maintenance and restoration. They may also implement preventative measures to keep buildings in good condition and look for ways to make buildings sustainable. Building surveyors may also project manage

building works and some offer a design service too.

All of the information about this pathway can be found in the **RICS pathway guide**.

For more information about the different RICS pathways on offer, including what skills each pathway requires, what they are like in practice and the kind of workplace environment you can expect to find, take a look at our **careers webpage**.

# Say hello to your new community

Find out about what your fellow apprentices think about studying with UCEM.



“ One thing I love about learning with UCEM is the flexibility. You are given the responsibility to plan your learning at a pace which suits you.

Sadaqat Hussain  
**Cushman & Wakefield**

“ I have been impressed with the support available, the standard of programme material continues to be high, the tutors are extremely knowledgeable and the variety of people who are undertaking the programme enable discussion.

Ben Smith  
**Cornwall Council**



“ The best thing about being an apprentice is earning a real income while gaining real experience in your profession and earning a degree!

Aaran Pearson  
**Faithful+Gould**



“ I love how the theory I learn with UCEM comes to life at my workplace since many of the jobs I assist with directly link with the topics I'm studying.

Tiffany Wrotten  
**Workman LLP**

“ Completing university online has many benefits. The biggest benefit by far is that I can access it anywhere at any time, as long as I am connected to Wi-Fi! This gives me the freedom to tune into lectures on my commute to work and complete any readings when I have a few minutes spare.

Louise Lawrence  
**Savills**



Join our ever-growing community

# UCEM Chartered Surveyor Apprenticeship overview

This apprenticeship provides you with the knowledge, skills and behaviours to meet the requirements of the RICS Assessment of Professional Competence (APC). On passing the APC, you will become a Chartered Surveyor (MRICS).

BSc (Hons) month						
1-12	13-24	25-36	37-48	49-52/53	53/54	54/55-56/57
Development of the required knowledge, skills and behaviours in the workplace					End-point assessment (EPA) gateway review	End-point assessment (EPA) online test, case study and presentation
		Production of Summary of Experience Portfolio covering required knowledge, skills and behaviours (must include 400 days of work experience).  Typically starts from months 25-30 depending on your individual learning plan.				
Professional practice workshops delivered by UCEM approximately every three months, beginning from approximately month three						
Completion of BSc (Hons) degree				Degree conferral period		
4 x 20 credit modules	4 x 20 credit modules	4 x 20 credit modules + project module	4 x 20 credit modules + project module			
Completion of L2 maths/ English qualifications (if required)						

The APC ensures that candidates are competent and meet the high standards of professionalism required to become a Chartered Surveyor. These are a mix of technical and professional practice, interpersonal, business and management skills.

UCEM offers two routes for the Chartered Surveyor Apprenticeship, depending on academic qualifications. Below you will find the key programme elements and indicative timelines to give you an overview of your apprenticeship roadmap.

MSc month				
1-12	13-24	25-29	30	31-32/33
Development of the required knowledge, skills and behaviours in the workplace			End-point assessment (EPA) gateway review	End-point assessment (EPA) online test, case study and presentation interview
Production of Summary of Experience Portfolio covering required knowledge, skills and behaviours (must include 400 days of work experience).  Typically starts from month two depending on your individual learning plan				
Professional practice sessions delivered by UCEM approximately every two months, beginning from approximately month two				
Completion of MSc degree		Degree conferral period		
4 x 20 credit modules	3 x 20 credit modules + project module			
Completion of L2 maths/ English qualifications (if required)				

# Chartered Surveyor BSc (Hons)

## route Building Surveying



### Programme Leader

Dr James Ritson

MSC POP INVEST FRICS FHEA

 J.ritson@ucem.ac.uk

James is an architecturally trained building conservator specialising in sustainability and recording of the historic built environment.

James was made a fellow of the Royal Geographic Society in 2010 for his work on sustainability of the built environment. He has published widely on sustainability, health and conservation issues and his main research interests are sustainability of the existing built environment and the recording of existing buildings.

### Award

BSc (Hons) Building Surveying

MRICS (on passing APC)

Apprenticeship completion certificate

### Typical duration

55-56 months

### Dates

	Apply by	Start date
Autumn	<b>22 Aug 2022</b>	<b>26 Sept 2022</b>

### Time commitment

An apprenticeship is linked with a full-time job. Employers are required to release an apprentice to undertake off-the-job training for at least 20% of their normal working hours. Typically, this is an average of one day per week.

The BSc (Hons) Building Surveying element of the apprenticeship requires 15-20 hours of study a week for 42 weeks per annum – this means that in addition to the release time that your employer gives, you will need to study for several hours per week in your own time.

Yr	Smtr	Autumn (UK) entry	Spring (UK) entry
1	smtr 1	Law for the Built Environment People and Organisational Management	Digital Technologies Construction Technology 1
	smtr 2	Digital Technologies Construction Technology 1	Law for the Built Environment People and Organisational Management
2	smtr 1	Introduction to Regulatory Frameworks Property Law	Construction Technology 2 Economics for the Built Environment
	smtr 2	Construction Technology 2 Economics for the Built Environment	Introduction to Regulatory Frameworks Property Law
3	smtr 1	Planning and Conservation Project and Cost Control	Construction Technology 3 Design and Environmental Science
	smtr 2	Construction Technology 3 Design and Environmental Science	Planning and Conservation Project and Cost Control
4	smtr 1	Building Pathology	Building Surveying Practice Construction Project Management
		electives (choose one)	
		Commercial Property Management; or Professional Surveying Practice	
	smtr 2	Workbased Research Project	Workbased Research Project
		Building Surveying Practice Construction Project Management	Building Pathology electives (choose one) Commercial Property Management; or Professional Surveying Practice
		Workbased Research Project (continued)	Workbased Research Project (continued)

 core modules  smtr: semester



# Entry requirements



## Entry requirements

Applicants must have the right to work in England, meet Education and Skills Funding Agency residency status requirements, spend at least 50% of their working hours in England and be directly employed in a job role that will enable the requirements of the apprenticeship to be achieved.

- 96 UCAS tariff points (or an equivalent level of attainment through recognised qualifications not included in the UCAS tariff\*) **or:**
- completed an Advanced Apprenticeship in Surveying or an Advanced Apprenticeship in Construction Technical\* through which a Construction and Built Environment Diploma with a minimum DD profile was obtained or through which a Construction and Built Environment Extended Diploma with a minimum MMM profile was obtained, or an equivalent qualification **or:**
- a current Royal Institution of Chartered Surveyors (RICS) Associate qualification (AssocRICS)

relevant employment **or:**

- successfully completed the UCEM BSc Access module **and**
- GCSE grade 4 (or C) or above in English and mathematics (If you do not have these English and maths qualifications, you will need to complete an assessment that shows you are working at Level 1 or above. You will then need to complete functional skills qualifications as part of your apprenticeship.)

Please note that students are required to be 18 years or over at the start of their programme.

# Dates for your diary



**Initial meeting  
with apprenticeship outcomes officer**

**week 4-6**

**First assignment due**

**week 10-11**

**Second assignment due**

**week 18-20**

**Progress reviews**

**week 12 onwards**

Chartered surveyor professional practise workshops will begin at the end of year one, during semester break periods. These workshops are to help you with the mandatory competencies and the APC submission.

“

Building surveyors are the ‘general practitioners’ of the built environment;

often the first point of call for many people who don’t know quite what their needs are, or how to find a solution to what ails their home or workplace. The ability to diagnose and recommend a course of action, or refer to a construction specialist, is one of several key skills required of building surveyors.”

**James Ritson**

Programme Leader, BSc (Hons)  
Building Surveying



# Chartered Surveyor MSc route

## Building Surveying



### Programme Leader

Dr James Ritson

MSC POP INVEST FRICS FHEA

 J.ritson@ucem.ac.uk

James is an architecturally trained building conservator specialising in sustainability and recording of the historic built environment.

James was made a fellow of the Royal Geographic Society in 2010 for his work on sustainability of the built environment. He has published widely on sustainability, health and conservation issues and his main research interests are sustainability of the existing built environment and the recording of existing buildings.

### Award

MSc Building Surveying  
MRICS (on passing APC)  
Apprenticeship completion certificate

### Typical duration

32-33 months

### Dates

	Apply by	Start date
Autumn	<b>8 Aug 2022</b>	<b>26 Sept 2022</b>

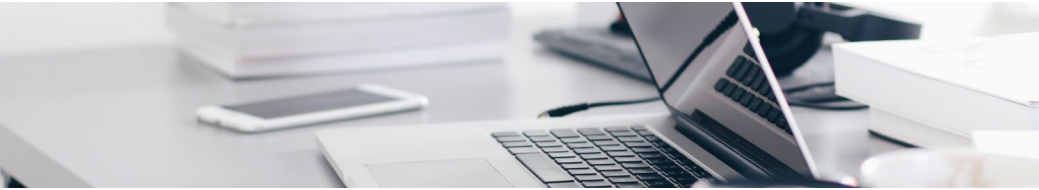
### Time commitment

An apprenticeship is linked with a full-time job. Employers are required to release an apprentice to undertake off-the-job training for at least 20% of their normal working hours. Typically, this is an average of one day per week.

The MSc Building Surveying element of the apprenticeship requires 15-20 hours of study a week.

Yr	Smtr	Autumn entry	Spring entry
1	smtr 1	Sustainable and Innovative Construction Costing and Contracts	Sustainable and Innovative Construction Planning and Development
	smtr 2	Law for Surveyors Planning and Development	Law for Surveyors Costing and Contracts
2	smtr 1	Building Pathology and Maintenance	Analysis and Adaptation of Buildings
		electives (choose one)	electives (choose one)
		Management of Construction or Property Management	Management of Construction or Property Management
		Building Control and Inspection (available from Autumn 2022)	Building Control and Inspection (available from Autumn 2022)
		Postgraduate Project	Postgraduate Project
	smtr 2	Analysis and Adaptation of Buildings	Building Pathology and Maintenance
		Postgraduate Project (continued)	Postgraduate Project (continued)

# Entry requirements



Applicants must have the right to work in England, meet Education and Skills Funding Agency residency status requirements, spend at least 50% of their working hours in England and be directly employed in a job role that will enable the requirements of the apprenticeship to be achieved.

## In addition, you should have:

- a bachelor's degree with honours at lower second standard (2:2), or equivalent **or**:
- a bachelor's degree, or equivalent, plus experience in a relevant field **or**:
- a level 5 qualification as defined by Framework for Higher Education Qualifications for England, Wales and Northern Ireland (FHEQ) plus 5 years' relevant experience **or**:
- a professional qualification plus 5 years' relevant experience **and**
- GCSE grade 4 (or C) or above in English and mathematics (If you do not have these English and maths qualifications, you will need to complete an assessment that shows you are working at Level 1 or above. You will then need to

complete functional skills qualifications as part of your apprenticeship.)

## Dates for your diary

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**First assignment due**

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# Your time as an apprentice



## How your time will be spent

This apprenticeship is a three-way partnership between the employer, the apprentice and UCEM. The aim is to provide you with the knowledge, skills and behaviours to become a successful building control surveyor.

You will spend 80% of your time working "on the job" and putting what you are learning into practice. You will do this by:

- interacting with clients
- learning from your peers
- understanding industry processes
- interacting professionally

Your employer will provide you with a workplace mentor to help you along the way.

The remaining 20% of your time will be studying "off the job" towards your apprenticeship.

Most of your learning will take place via UCEM's Virtual Learning Environment (VLE) with apprenticeship workshops

provided to engage with subjects supporting you through the end point assessment.

## Participation

Activities you can be expected to participate in with UCEM:

- webinars
- online discussion forums
- videos
- interactive case studies
- reading textbooks and study papers
- coursework

At least every twelve weeks, you will have a review session with your line manager and apprenticeship outcomes officer. These sessions designed to support you and highlight any areas that require additional support.





“ I have felt very supported throughout my degree and apprenticeship. Attending quarterly meetings with both my workplace mentor and my UCEM co-ordinator allows me to raise any concerns I may have and reflect on my studies and career. My apprentice co-ordinator with UCEM is always on hand to answer any questions I have and provide guidance when needed.

On the VLE, there are forums each week to ask questions about the weekly learning material and exam/assignment. Student central services are also there to answer non-module specific questions and they are very efficient in responding.”



**Louise Slimm**

Faithful+Gould  
Chartered Surveyor apprenticeship

“ I consider one of our greatest achievements as business owners has been the development of our apprentices; not just in their professional development but in their growth as a person.”



**Martin Munday**

Director, Modus Ltd



# Studying online

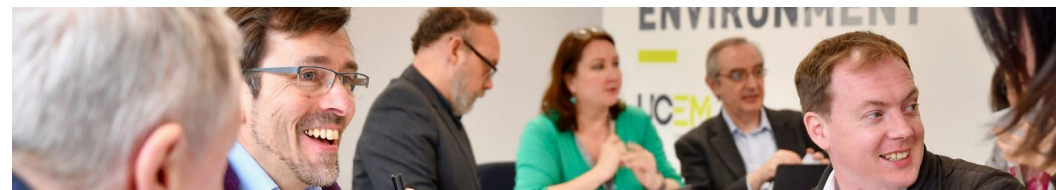


When you study at UCEM, you'll be using our state-of-the-art Virtual Learning Environment (VLE), a specialised resource which provides you with everything you need to keep on top of your studies and succeed.

## Virtual Learning Environment (VLE)

- You'll be guided through your learning with weekly study schedules and course guides. Studying online doesn't mean studying alone, as you'll also be fully supported by tutors and fellow students throughout your studies.
- The VLE is at the heart of your studies. Here you will find all the learning resources you need for your studies, you can participate in discussion with your tutor and other students, attend timetabled webinars or watch recordings.
- You'll also have access to our fantastic e-Library, which hosts a vast collection of e-books, journals, articles and other online resources, enabling you to access a wealth of subject-specific and credible information to support you throughout your studies

# Support



Apprentices can be confident in UCEM's online teaching expertise, which we've been perfecting since 2001. We've outlined just some of the features of our online education model below, so that you can be confident that studying with UCEM is the best choice for you.

## Apprenticeship outcomes officers (AOO)

Your first point of contact as an apprentice. The AOO role is all-encompassing and includes providing you with regular progress reviews to support with academic and personal development goals as well as ensuring you are supported pastorally.

## Disability and welfare

UCEM has a dedicated disability and welfare team who work to provide all students with the support and tools they need to succeed. Support is available to students with a range of disabilities, health conditions, and learning difficulties.



[disabilitysupport@ucem.ac.uk](mailto:disabilitysupport@ucem.ac.uk)



0800 019 9697



## Module tutors

Your module leader is assisted by a team of module tutors who provide additional support via the weekly discussion forums and through webinars.



## Academic support tutors

This team will help you navigate the world of online learning. Whether you need help using the VLE, the e-Library, understanding how to submit assignments, or managing your workload, these tutors are here to help you in a variety of ways throughout your studies.



# What do I need to do to apply for an apprenticeship?

If you are currently employed within the built environment in England, then you will need your employer's support as they will fund your apprenticeship. Speak to your employer about the possibility of undertaking an apprenticeship. If they have questions, then our business development team will be happy to answer them.



**Businessdevelopment@ucem.ac.uk**



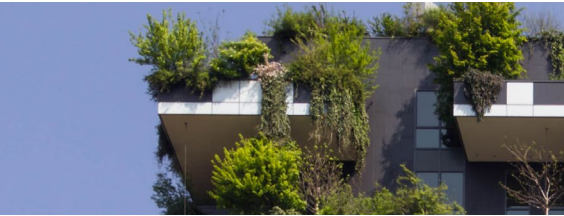
**0118 467 2316**

## Not currently employed?

If you are looking to do an apprenticeship but are not currently employed, then you will need to search for an apprenticeship before applying with UCEM. You can do this by searching on the government website **[www.findapprenticeship.service.gov.uk](http://www.findapprenticeship.service.gov.uk)**, or by reaching out to relevant employers to see if they have any vacancies.



# Sustainability



## Our sustainability commitment

"UCEM fully accepts its responsibilities to the natural environment and the global society. We are committed to driving forward the sustainability agenda and will play a positive and transformative role that will contribute to securing an economically, politically, environmentally and socially sustainable future."

Sustainability is as much about our future as what we do today. The built environment encourages sustainable thinking and UCEM is leading the way in educating the sector's future leaders.

## Teaching sustainability

Realising UCEM's sustainability potential goes beyond addressing day-to-day operations, to recognising our position to influence and educate industry professionals who design, develop and manage the built environment. Delivering academic excellence is one of UCEM's primary goals.

## Recognition

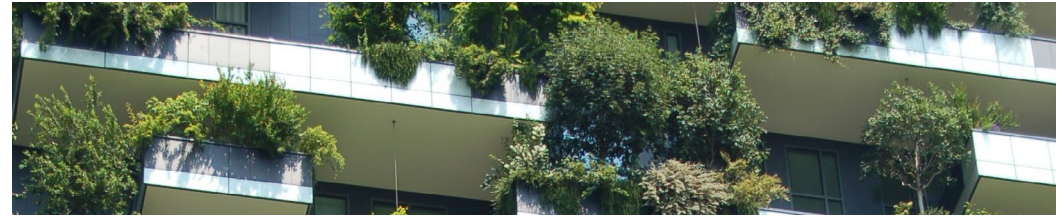
UCEM is proud to have been the first alternative provider to be awarded the Responsible Futures accreditation by the NUS (National Union of Students). This highlights UCEM's commitment to promoting sustainability and social responsibility. UCEM was also recognised with a 'Highly Commended' accolade at the Green Gown Awards.

## UN sustainability goals

The United Nations' Sustainable Development Goals (SDGs) outline 17 interconnected objectives in order to achieve a better and more sustainable future for all. These goals address the challenges we face as a planet, including poverty, inequality, climate change, environmental degradation, peace and justice.

The UN sets out to achieve these wide-reaching goals by 2030, and UCEM is working institutionally to achieve these goals where possible, as well as striving to incorporate them into our curriculum. We are currently in the process of mapping our curriculum to these goals, so check our website in the future for more information.

# The UN's sustainability goals





Patron: HRH The Prince of Wales

## Our programmes at a glance

Our programmes allow our students to meet the academic requirements to progress to professional membership and gain chartered status. Please see our website for specific accreditation details for each degree.

### Our undergraduate programmes:

- BSc Access Module
- Undergraduate Single Module Study
- Certificate of Higher Education Built Environment Studies
- BSc (Hons) Building Control
- BSc (Hons) Building Surveying
- BSc (Hons) Construction Management
- BSc (Hons) Quantity Surveying
- BSc (Hons) Real Estate Management

### Our apprenticeship programmes:

- Chartered Surveyor Degree Apprenticeship
- Building Control Degree Apprenticeship
- Construction Site Management Degree Apprenticeship

### Our postgraduate programmes:

- Postgraduate Access Programme
- Postgraduate Single Module Study Programme
- MSc Building Surveying
- MSc Construction Management
- MSc Quantity Surveying
- MSc Real Estate

### Our specialist programmes:

- MBA Construction and Real Estate