



UNIVERSITY COLLEGE  
OF ESTATE MANAGEMENT



Diplomas/Degrees in Surveying  
**Information for Employers 16/17**

# Trailblazer Apprenticeships

SUPPORTED  
ONLINE LEARNING  
WITH [UCEM.AC.UK](http://UCEM.AC.UK)



Realising your potential in the Built Environment

# Introduction

University College of Estate Management (UCEM) is a leading online learning, Higher Education Institution for the Real Estate and Construction sectors. Established in 1919, we offer sector relevant education that enables our students to enhance their careers as qualified property professionals.

All our programmes are delivered by supported online learning, enabling students to continue working whilst studying.

Our degrees are accredited by RICS and/or CIOB and are the gateway to membership of these professional bodies.

## Employer benefits

- Keen, willing, hard-working apprentices with a positive attitude - 85% success rate among CSTT trainees compared with the national average of 56%
- Apprentices represent 'Value-for-money'
- Government contracts often require consultants and contractors to be supporting 'a certain number of government funded apprenticeships'
- Corporate Social Responsibility benefit - equality and diversity
- Marketing and PR opportunities for employers.



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We are the academic partner to the Chartered Surveyors Training Trust (CSTT) for the Surveying Trailblaser Apprenticeships.

Government funding and incentives available for employers who wish to help their staff gain better qualifications.

Level 3 - Surveying Technician page 06

Level 6 - Chartered Surveyor page 10

## **Levels** page 14

A brief explanation of the different levels of education from GCSE to PhD.

## **Online taster** page 15

We have provided an example of a learning resource intended to give you a sense of what it is like to study an online programme with UCEM.

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# Apprenticeship programme

## Recruitment

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- All potential trainees undertake a thorough recruitment process comprising:
  - Detailed application form
  - Psychometric testing (numeric & verbal reasoning)
  - An in-depth interview with a Chartered Surveyor and a member of the CSTT Team
  - Interview guidance
- All successfully recruited apprentices complete a comprehensive Induction Programme. Activities include:
  - A full introduction to the academic programme, and the support package available
  - Equal opportunities training
- Health & Safety training
- Communications skills workshop.

## Education Support

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- A dedicated Education Officer provides support for both apprentice and employer
- Termly progress review meetings at college/university for each apprentice with their Education Officer
- Regular meetings with a dedicated Tutor/Assessor (Chartered Surveyor) assigned to each apprentice
- An Internal Verifier who ensures the quality of the Tutor/Assessors
- Extra tuition if required for apprentices
- Assistance with University choices and applications
- RICS Associate assessment training and mentoring
- RICS Assessment of Professional Competence training and mentoring.

## **Pastoral Support**

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- Counselling for those experiencing difficulties in the lives
- Life-Coaching
- 'Coffee & Chat' with their dedicated Education Officer
- Social activities/ Networking events
- A personal mentor.

## **Financial Support**

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- All college and university fees paid
- An annual book allowance for apprentices
- Access to a hardship fund
- RICS Associate/APC fees paid
- Apprenticeship registration fees paid
- Training costs met for apprentices needing additional support

## **Funding**

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- CSTT is part-funded by the Skills Funding Agency and Welsh Government and partly by employers, donations and fundraising.

## **Employer' Roles & Responsibilities**

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- Provide relevant work experience
- To pay at least the minimum wage by age
- Two year commitment for Level 3
- Four year commitment for Level 6.

# Apprenticeship funding

## Available for Level 3 Diploma Apprenticeship - Surveying Technician

The Skills Funding Agency (SFA), within The Department for Business, Innovation & Skills (BIS), will fund 2/3 of the qualification with the employer funding the remaining 1/3.

The Government will also pay the employer a grant if they recruit a 16-18 year old and a further grant when the apprentice passes their Associate Assessment.





Employer signs apprenticeship agreement with CSTT for each apprentice

This will detail payment schedule and amount as detailed below.  
It will also allocate a purchase order number for each apprentice.

### Month 1 - Employer recruits apprentice

Employer contribution payment to CSTT.

**£1,500**

CSTT provides evidence of payment to SFA and the apprentice begins learning

SFA releases funds for the qualification to the CSTT

These payments will be monthly and over the length of the programme.

#### Month 3

If the employer has taken on a 16-18 year old, the SFA will make an additional payment to the CSTT. This will then be passed on, in full, from the CSTT to the employer within 10 working days.

**£900**

#### Month 3

If you are an SME with 1-49 staff you would receive an additional payment.

**£900**

### Month 12

1 employer contribution payments to CSTT.

**£1,500**

#### Month 12

If the employer has taken on a 16-18 year old, the SFA will make an additional payment to the CSTT. This will then be passed on in full from the CSTT to the employer within 10 working days.

**£900**

### Completion payment to employer

On the nearest SFA payment date to the apprentice completing, the SFA will make an additional completion payment to the CSTT. this will be passed on, in full, to the employer within 10 working days.

**£900**

# Level 3

## Diploma apprenticeship

### Surveying Technician

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The programme is blended in its approach, effectively using the online content as the knowledge and content store with a mixture of online activities based on our Virtual Learning Environment (VLE). The VLE study is complemented by monthly full day workshop sessions. These workshop sessions create the opportunity to apply the concepts, theories and models, and engage creatively in the subject matter. The delivery is broken up into eight stages, six of which are paired against specific learning outcomes.

Students will be assessed by a mixture of Computer Marked Assessments online and the production of portfolios of evidence. In the first year, utilising problem based approaches; students will work on a single project to enable them to meet the portfolio assessment requirements for the three units.

The apprentice will be undertaking the Diploma in Surveying Technician - technically part of the apprenticeship.

The competency part of the apprenticeship will be to gain their Associate member status with RICS. Apprentices will be allocated an assessor to coach, mentor and guide them through the process. The submission of the Associate would be in the summer of their second year.

### Employer' Roles & Responsibilities

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- Provide relevant work experience within the chosen pathway
- Pay a basic salary- at least the minimum wage for the age
- Commit to a two year contract of employment.



Activities	Core Modules
Core Skills	Specialist Modules

**6 units @ 7 credits each (50 GLH & 20hrs SD)**  
**4 Core, 2 Specialist per pathway, + 1 Core skill across both years** - Concurrent delivery of 3 units per year  
**September to June** - 30 weeks nominally

Activities	<b>Workshops:</b> 10 approx. monthly workshops (6hr each)
	<b>VLE:</b> 8 stages per unit, 6 of which have approx. 5hrs/module guided learning on VLE
	<b>Portfolio work:</b> 6 stages of approx. 3hrs self directed work (plus workshop time)

Year 1 curriculum	<b>Construction Technology</b> - Core module
	<b>Law Regulations and H&amp;S</b> - Core module
	<b>Sustainability</b> - Core module

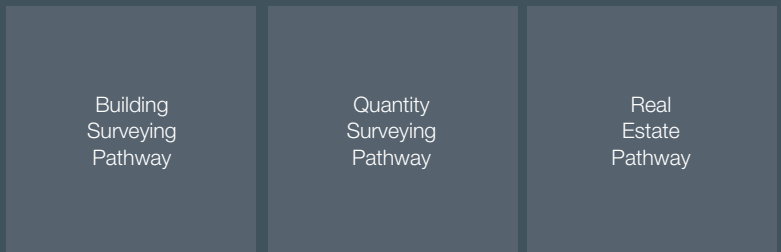
Core skill (18 GLH & 12hrs SD)	<b>Personal effectiveness / Study Skills</b> ( IT, Numeracy, Literacy, Reflective Practice & Online Study Skills)
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Assessment	<b>Project Portfolio across all 3 Units</b> - Mahara Based
	<b>Monthly Computer Marked Assessments (CMAs) / Unit</b> - VLE based

Year 2 curriculum	<b>Economics, Costing and Pricing (&amp; data)</b> - Core module		
	<b>Building Pathology</b> Specialist module	<b>Costing and Cost Planning of Construction Works</b> Specialist module	<b>Valuation and Appraisal</b> Specialist module
	<b>Procurement and Contracts</b> Specialist module		<b>Property and Planning Law</b> Specialist module

Core skill (18 GLH & 12hrs SD)	<b>Personal effectiveness / Study Skills</b> ( IT, Numeracy, Literacy, Reflective Practice & Online Study Skills)
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Assessment	<b>Portfolio per Unit</b>
	<b>Monthly Computer Marked Assessments (CMAs) / Unit</b> - VLE based

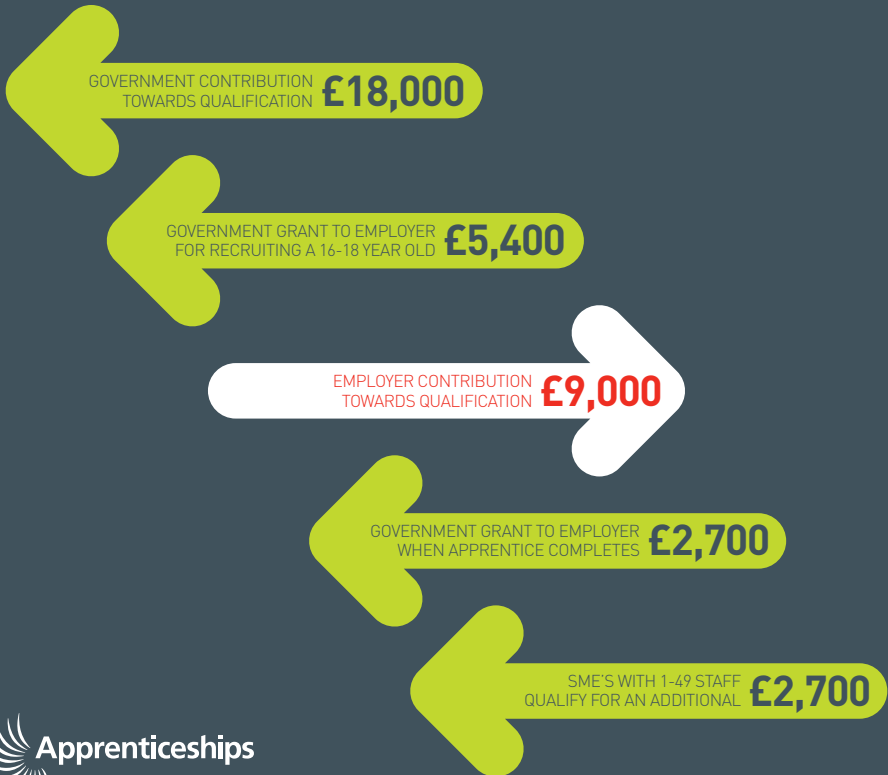


# Apprenticeship funding

## Available for Level 6 Degree Apprenticeship - Chartered Surveying

The Skills Funding Agency (SFA), within The Department for Business, Innovation & Skills (BIS), will fund 2/3 of the qualification with the employer funding the remaining 1/3.

The Government will also pay the employer a grant if they recruit a 16-18 year old and a further grant when the apprentice passes their APC.





Employer signs apprenticeship agreement with CSTT for each apprentice

This will detail payment schedule and amount as detailed below.  
It will also allocate a purchase order number for each apprentice.

### Month 1 - Employer recruits apprentice

Employer contribution payment to CSTT.

**£2,250**

CSTT provides evidence of payment to SFA and the apprentice begins learning

SFA releases funds for the qualification to the CSTT

These payments will be monthly and over the length of the programme.

### Month 3

if the employer has taken on a 16-18 year old, the SFA will make an additional payment to the CSTT. this will then be passed on, in full, from the CSTT to the employer within 10 working days

**£2,700 - 50% of the Grant**

### Month 3

If you are an SME with 1-49 staff you would receive an additional payment.

**£2,700**

### Month 12

1 employer contribution payments to CSTT.

**£2,250**

### Month 12

Second 50% of the 16-18 year old grant.

**£2,700 - 50% of the Grant**

### Month 24 & 36

2 employer contribution payments to CSTT.

**£2,250 each**

### Completion payment to employer

On the nearest SFA payment date to the apprentice completing, the SFA will make an additional completion payment to the CSTT. This will be passed on, in full, to the employer within 10 working days.

**£2,700**

# Level 6

## Degree apprenticeship

### **Chartered Surveying - 4 years**

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Benefits to employers of having their apprentices on the UCEM Trailblazer Degree include:

- All are RICS accredited
- They offer access to Graduate Route 1 for APC
- All studied online, therefore no travel costs
- eBooks at no additional cost to the apprentice or employer
- 4 year degree
- APC work can be started in the final two years of the degree
- Complete the apprenticeship when degree and APC are passed.

### **Employer' Roles & Responsibilities**

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- Provide relevant work experience within the chosen pathway
- Pay a basic salary- at least the minimum wage for the age
- Commit to a four year contract of employment.

**Work Based Learning Project**

**Core Modules**

Elective Modules (choose two, one for each semester)

16 Modules @ 20 credits each & 1 Module @ 40 credits

Year 1	Legal Studies		
	People & Organisational Management		
	Economics		
	Building, Environment, Technology & Simple Construction		

Year 2	Financial & Resource Management		
	Building, Environment, Technology & Framed Structures		
	Economics of Property & Construction		
	Property Law	Measurement & Quantification of Construction Work	Property Law

Year 3	Building, Environment, Technology & Complex Projects		Development Process & Appraisal
	Planning & Conservation	Contract Procedures	Planning Policy & Practice
	Project & Cost Control	Estimating & Tendering	Valuation Context & Principles
	Design & Structures	Building Economics	Valuation Core Methods
	Work Based Learning Project (Part 01)		

Year 4	Work Based Learning Project (Part 02)		
	Building Pathology	Construction Law	Commercial Property Management
	Building Surveying Practice	Contemporary QS Practice	
	Construction Law	International Construction	Applied Valuations
	Commercial Management in Construction	Maintenance Management	Construction Law
	Commercial Property Management	Construction Project Management	Professional Surveying Practice
	Professional Surveying Practice	Commercial Management in Construction	Investment
	Construction Project Management	Commercial Property Management	Statutory Valuations
	International Construction		

Building Surveying Pathway

Quantity Surveying Pathway

Real Estate Management Pathway

# Levels

FE/HE qualifications in the Built Environment



# Try online learning today

We have provided an example of a learning resource intended to give you a sense of what it is like to study using UCEM's Virtual Learning Environment (VLE).

The sustainability resource explains the importance of sustainability at all stages of the building lifecycle, and the skills that professionals in the built environment sector need to develop. As a guide, it should take you about 40 minutes to complete, but you have the flexibility to study at your own pace. The resource is divided into short bite-sized chunks and if you need to take a break while working through it, you can then resume it at a later time, from where you left off.

Please use the link below to try online learning today and see what UCEM programmes can offer you.

[www.ucem.ac.uk/taster](http://www.ucem.ac.uk/taster)



Patron: **HRH The Prince of Wales**

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