# Postgraduate Certificate Built Environment Studies

Programme Specification

# Postgraduate Certificate Built Environment Studies

# Summary Programme Details

| Final Award | |
|---|---|
| **Award:** | **Postgraduate Certificate** |
| **Title of (final) Programme** | **Built Environment Studies** |
| **Credit points:** | 60 |
| **Level of award** (QAA FHEQ): | 7 |
| **Interim award(s)** | |
| **Interim award 1:** | **N/A** |
| **Credit points:** | |
| **Level of award** (QAA FHEQ): | |
| **Interim award 2:** | |
| **Credit points:** | |
| **Level of award** (QAA FHEQ): | |
| **Validation** | |
| **Validating institution:** | University College of Estate Management (UCEM) |
| **Date of last validation:** | November 2014 |
| **Date of next periodic review:** | November 2019 |
| **Professional accreditation** | |
| **Accrediting body:** | N/A |
| **Date of last programme accreditation:** | N/A |
| **Date of next periodic review:** | N/A |
| **Accrediting body:** | |
| **Date of last accreditation:** | |
| **Date of next periodic review:** | |
| **Miscellaneous** | |
| **QAA benchmark statement** | *Construction Property and Surveying* QAA (2008)<br><br>*Master's Degrees in Business and Management* QAA (2007) |
| **Start Date** | March 2015 |
| **Duration** | 6 months – 1.5 years |
| **Maximum period of registration** | 4 years |

# Programme Overview

## Rationale

The programme is designed for students wishing to undertake a selection of modules from the UCEM Master's provision. The Postgraduate Certificate is primarily aimed at experienced employees in industry seeking to gain additional specialist knowledge or to gain knowledge in new areas. There are various pathways in the programme suited to the various professional disciplines.

## Entry requirements

Entrants to this programme are normally required to have attained one of the following:

- A Bachelor Degree with honours at lower second standard (2:2), or equivalent; or

- A Bachelor Degree, or equivalent, plus 3 years' experience in a related field; or

- A Level 5 qualification as defined by the Framework for Higher Education Qualifications for England, Wales and Northern Ireland (FHEQ) plus 5 years' relevant experience in a senior position; or

- A professional qualification plus 5 years' relevant experience in a senior position.

Students may apply to enter the programme in either semester.

For overseas students where English is not their first language the following applies;

Students are required to have one of the following:

- Grade B or above in English (Language or Literature) at GCSE or its equivalent;
- Grade 6.0 or above, with at least 6.5 in the reading and writing modules, in the International English Language Testing System (IELTS) test administered by the British Council in the Social Sciences academic module;
- 88 or above in the Internet option, 230 or above in the computer-based option or 570 or above in the paper-based option, of the Teaching of English as a Foreign Language (TOEFL) test;
- Grade C or above in Use of English at A/S Level.

Note: In all cases, if post-compulsory school leaving age (further education) qualifications have been taught and examined in the English language students can be considered for entry in the absence of the qualifications detailed above.

## Recognition of prior learning (RPL) or recognition of prior experiential learning (RPEL) routes into the Programme

UCEM policy and procedures for Recognition of Prior Experiential Learning (RPEL) and Recognition of Prior Certificated Learning (RPCL) are set out in UCEM Code of Practice: Admissions and Recognition of Prior Learning.  This policy statement takes precedence in any such decision.

RPEL may be used for admission onto a level 7 programme in accordance with the entry requirements stated in the section above.  However, RPEL and RPCL do not normally enable transfer of credit into a level 7 programme nor enable exemption from any

# Postgraduate Certificate Built Environment Studies

component on these programmes.

## Programme progression

Students completing the Postgraduate Certificate programme may progress onto the full Master's offer in the pathway of their choice. Credit transfers in to a Master's programme will only be given for applicable modules successfully completed from the selected pathway.

## Awards

- Postgraduate Certificate in Built Environment Studies is conferred upon successful completion of 60 credits of study.

Awards are conferred in accordance with the UCEM Academic and General Regulations for Students and the UCEM Postgraduate Programme Assessment, Progression and Award Regulations.

## Career prospects

This Programme supports students in furthering their professionalism within industry and will enhance their career path opportunities.

## Study support

**Induction module:**

All students are expected to complete the non-credit bearing Induction Module before the Programme commences. The Induction Module is designed to equip students with the skills they need to study at UCEM.  The topics covered include:

- Studying at a distance,
- Understanding your learning style,
- How to manage your time,
- Reading actively and critically,
- Introduction to the e-library,
- Developing academic writing,
- Writing in your own words - a guide to how to reference your work.

The induction topic about referencing prepares students for the online test in referencing and citation that must be completed and passed prior to commencement of their studies.

The resources within the Induction Module are available to students throughout the duration of their study with UCEM.

**Student learning support:**

The Postgraduate Certificate programme is delivered via the UCEM VLE and academic teaching and support is provided online, giving students access to UCEM tutors and other

students worldwide.

The Academic Programme Leader will act as the main point of contact for students throughout the duration of their programme. The academic team will guide and support students' learning. Other UCEM teams provide support for assessments, exams and technical issues including ICT. Each student, wherever their location, will have access to a wealth of library and online materials to support their studies.

**English language support:**

For those students whose first language is not English, or those students who wish to develop their English language skills, additional support is provided through online resources on the VLE in the resource 'Developing Academic Writing'. The resource includes topics such as sentence structure, writing essays and guidance for writing at master's level aimed at developing students study skills.

**Personal and professional development:**

Students will be offered support to prepare them for the RICS APC assessment if they so require.

# Programme Aims

## Programme aims

The programme is designed for holders of a non-cognate or semi-cognate Bachelor's degree to study a postgraduate award that is focussed on the core disciplines associated with a range of Built Environment pathways. It develops a student's ability to integrate interdisciplinary theory and practice and to research and evaluate data in order to solve complex problems.  The Programme also prepares students with a foundation for further professional development and extension of their knowledge in preparation for further academic study, including completion of a masters award at UCEM or at level 8.

# Learning Outcomes

## A: Knowledge and Understanding

### Learning outcomes

By the end of the programme students should be able to demonstrate:

**A1** Critical awareness and systematic understanding of issues and the wider business context in the built environment sector as informed by research and practice;

**A2** Evaluation of the theories and techniques utilised in the built environment sector.

### Teaching and Learning

Module delivery follows a standard format incorporating a range of subject appropriate resources suitable for the online distance learner. This may include, but is not limited to, audio visual presentations, interactive case studies and online journals. Modules will be supported by a core text, normally an e-book.

### Assessment methods

Formative assessment opportunities and feedback are provided throughout the Programme. These vary in format and may include self-assessment quizzes and tutor guided discussion. All are designed to motivate and support the student.

Summative assessment methods and formats vary across the modules and are appropriate to the module and its stated learning outcomes.

## B: Cognitive skills

### Learning outcomes

By the end of the programme students should be able to demonstrate how to:

B1 Synthesise of a range of information and solve complex problems involving the creative application of built environment knowledge.

### Teaching and Learning

Students are encouraged to develop and apply their knowledge and understanding through a range of online activities and exercises. These require students to apply research and analysis to construction or real estate issues.

### Assessment methods

Intellectual skills are assessed through a range of coursework artefacts and examinations.

# C: Practical and professional skills

## Learning outcomes

By the end of the programme students should be able to demonstrate how to:

C1  Acquire, analyse and evaluate data and judge its relevance and validity to a range of built environment situations.

## Teaching and learning

Students are encouraged to share knowledge and ideas in relation to the built environment sector. A range of online activities require students to analyse given information and make reasoned decisions.

## Assessment methods

A range of formative assessment activities are utilised to help develop the ability to analyse problems and provide reasoned advice. Summative assessment tests that the students have formulated appropriate strategies for built environment issues.

# D: Key/transferable skills

## Learning outcomes

By the end of the programme students should be able to:

**D1** Demonstrate a structured approach to research and decision making;

**D2** Communicate and collaborate effectively with relevant stakeholders within a built environment context.

## Teaching and learning

The learning activities require students to undertake research, evaluate their findings and develop solutions. Teaching of module topics requires students' engagement with a range of online activities that develop research and evaluation skills and cultivate a systematic approach to problem solving. Engagement with the UCEM learning community develops communication and collaboration skills.

## Assessment methods

Formative assessment through the VLE provides feedback and support for independent learning as students work through the Programme.

Communication, collaboration, evaluation and problem solving skills are tested through the

| range of formative and summative assessments. |
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No curriculum mapping for summative assessment is provided as all learning outcomes will be assessed in all modules.

# Programme Structure

| Semester | | Module | | Core /Elective | Credit points |
|---|---|---|---|---|---|
| September | LAW7LFS | Law for Surveyors | | E | 20 |
| | QSP7CAC | Costing and Contracts | | E | 20 |
| | TEC7BPA | Building Pathology | | E | 20 |
| | CON7CMC | Management of Construction* | | E | 20 |
| | QSP7CAP | Contract Administration and Practice | | E | 20 |
| | MAN7SMC | Strategic Management of Change | | E | 20 |
| | MAN7MLP | Managing and Leading people | | E | 20 |
| | QSP7PCM | Professional Cost Management | | E | 20 |
| | VAL7VAE | Valuation and Ethics | | E | 20 |
| | PTY7PRM | Property Management* | | E | 20 |
| | INV7REV | Real Estate Investment | | E | 20 |
| | VAL7AVL | Applied Valuation* | | E | 20 |
| | PLN7PLD | Planning and Development* | | E | 20 |

| Semester | | Module | | Core /Elective | Credit points |
|---|---|---|---|---|---|
| March | CON7SDC | Sustainable and Innovative Construction | | E | 20 |
| | PLN7PLD | Planning and Development* | | E | 20 |
| | TEC7MAB | Maintenance and Adaptation of Buildings | | E | 20 |
| | PTY7PRM | Property Management* | | E | 20 |
| | CON7CMC | Management of Construction* | | E | 20 |
| | QSP7PST | Procurement and Tendering | | E | 20 |
| | QSP7BEC | Building Economics | | E | 20 |
| | VAL7AVL | Applied Valuation* | | E | 20 |
| | PRP7PRT | Property Transactions | | E | 20 |
| | MAN7MFI | Management Finance and Science | | E | 20 |
| | MAN7AIM | Applied International Marketing | | E | 20 |
| **Notes:** | | | | | |

# Postgraduate Certificate Built Environment Studies

*Available in both semesters.

**Students study three modules part time over either six months, one year or 1.5 year period. Students are advised to take only 1 module in their first semester.**

All modules are elective in terms of the award, however students must first choose a pathway and then modules from the selected pathway (see following diagrams for clarification).

The choice of 'No pathway' allows a choice to be made from all modules but limits possibilities of progression onto an MSc post award of the PG Cert, with potentially only some of the credit transferred.

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Pathways: To support the various RICS APC pathways it is recommended that students choose their modules from the following pathways

|  | **Quantity Surveying**<br>**Module** | **Construction Management**<br>**Module** |
|---|---|---|
| September | Law for Surveyors | Law for Surveyors |
|  | Management of Construction | Management of Construction |
|  | Contract Administration and Practice | Contract Administration and Practice |
|  | Professional Cost Management |  |
| March | Sustainable and Innovative Construction | Sustainable and Innovative Construction |
|  | Management of Construction | Management of Construction |
|  | Procurement and Tendering | Procurement and Tendering |
|  | Building Economics | Management Finance and Science |

|  | **Building Surveying**<br>Module | **Real Estate**<br>Module |
|---|---|---|
| September | Law for Surveyors | Law for Surveyors |

# Postgraduate Certificate Built Environment Studies

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|---|---|---|---|
| | Costing and Contracts | Valuation and Ethics | |
| | Building Pathology | Property Management | |
| | | Planning and Development | |
| | | *Either* Real Estate Investment *or* Applied Valuation ( but not both)* | |
| March | Sustainable and Innovative Construction | Property Management | |
| | Planning and Development | Property Transactions | |
| | Maintenance and Adaptation of Buildings | Planning and Development | |
| | | Applied Valuation | |

*\* choice of **Valuation** follows **APC Valuation route** and **Investment** follows **APC Commercial route**- should this be a determining factor for a student)*

## MBA

| | **Module** |
|---|---|
| September | Strategic Management of Change |
| | Managing and Leading People |
| | Planning and Development |
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| | |
| March | Planning and Development |
| | Management of Finance and Science |
| | Applied International Marketing |
| | |

# Postgraduate Certificate Built Environment Studies

| Distinctive features of the Programme |
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| <ul><li>The interactive Induction Module.</li><li>The flexibility to choose the start date – two intakes per academic year (September or March Semester).</li><li>The flexibility for students to choose the pace of their study.</li><li>The ability to interact with students from different Programmes and in varied geographical locations locally and internationally via the VLE.</li><li>International professional, personal and academic networking opportunities.</li></ul> |