

Programme overview

The Chartered Surveyor apprenticeship is one of the new generation of apprenticeships that has been developed by employers for employers. The apprenticeship develops the technical, interpersonal and behaviour skills, knowledge and competence required to work as a chartered commercial property surveyor. The key elements of the apprenticeship are:

- BSc (Hons) Real Estate Management degree (RICS accredited)
- Structured workplace training to develop the required competencies
- Assessment of Professional Competence (APC) through the Commercial Property Practice Pathway leading to RICS chartered membership (MRICS).

The BSc is primarily delivered through UCEM's state-of-the-art online learning environment and digital library, supported with guidance from highly experienced tutors. This allows you as the employer flexibility on when you release the apprentice to undertake the off-the-job training.

The planned apprenticeship duration is 56 months. The actual duration is determined by when the apprentice is deemed to be ready to undertake the APC. Apprentices can start the programme in either October or April:

- Applications must be received by 21 August to start 02 October 2017.

Structure of BSc (Hons) Real Estate Management			
<p>This table indicates the modules included in the BSc and the structure which they follow.</p> <p>Please note: Students can either start in October or April.</p> <p>Where considered necessary to do so at any stage, UCEM may seek to make variations to programme content, entry requirements and methods of delivery, and to discontinue, merge or combine programmes. This is subject to consultation with relevant students and other stakeholders, setting out the reasons for the proposed amendment(s), and compliance with the requirements of the UCEM Code of Practice on Programme Monitoring, Amendment, Review and Discontinuation. Should such an eventuality occur during the admissions and registration process, applicants will be informed immediately of any change and the alternative arrangements that have been put in place.</p>	Year	October Semester	April Semester
	1	Legal Studies People and Organisational Management	Economics Building, Environment, Technology and Simple Construction
	2	Financial and Resource Management Property Law	Building, Environment, Technology and Framed Structures Economics of Property and Construction
	3	Developing Process & Appraisal Planning Policy and Practice	Valuation Context and Principles Valuation Core Methods
		Work Based Learning Project (Part 01)	
	4	Commercial Property Management	Applied Valuations
		Elective modules (choose one from): Construction Law Professional Surveying Practice	Elective modules (choose one from): Investment Statutory Valuations
		Work Based Learning Project (Part 02)	
		 Core Modules Elective Modules Project Modules	

Entry requirements

For standard entry the following applies: 96 UCAS tariff points (2017 UCAS Tariff) 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 RICS Associate qualification and be in relevant employment; **and** GCSE Grade C or above in English and mathematics or an equivalent Level 2 qualification in English and mathematics as defined by the Regulated Qualifications Framework (RQF) in England.

What's involved in employing an apprentice?

- The apprentice must be employed as an apprentice on or before the first day of the apprenticeship. Being 'employed' is defined as having a 'contract of employment'. The apprentice cannot be self-employed. If fixed-term, the contract of employment must be at least for the required apprenticeship duration.
- The minimum hours of employment for an apprentice is 30 hours per week. For under 18s, working hours should not exceed 40 hours per week.
- Employers must allow the apprentice to undertake off-the-job training (online study, completion of assignments, shadowing etc.) as part of their normal working hours. A minimum of 20% of the-job training is required across the duration of the apprenticeship. Typically, employers will need to release their apprentice for a minimum of 7-8 hours per week to undertake off-the-job training.
- An apprenticeship is a real job so you must ensure your apprentice is undertaking real work which is productive and provides the range of experience and opportunities required to enable the apprentice to complete the apprenticeship and to help aid their future progression.
- You will need to provide access to the required range of on-the-job training and assessment opportunities.
- As the employer you must give your apprentice an induction into their role and provide on-the job training, support and mentoring. On-the-job training is approximately 80% of the apprenticeship.
- You are required to provide any personal protective clothing and safety equipment required for apprentices to carry out their day-to-day work.
- The apprentice must be paid at least the National Minimum Wage for their age unless in the first year of the apprenticeship in which case the apprentice must be paid at least the National Minimum Wage for apprentices.
- You are required to fund travel costs where the apprentice is required to travel to a place other than their normal place of work in order to undertake training and/or assessment related to their apprenticeship.

In most situations employers' liability insurance is a legal requirement. A family business is normally exempt from this requirement if all of the employees are closely related unless the business is incorporated as a limited company.

Costs and funding

The standard cost of this apprenticeship is £27,000. The cost will be reduced where relevant prior achievement is agreed.

- **Levy paying employers**
Typically (see below), where a levy-paying employer has sufficient funds in their Apprenticeship Service account, the employer pays the cost of the apprenticeship in full. Where insufficient funds are available, the employer is required to pay 10% of the cost and the government will pay 90% of the cost.
- **Non-levy paying employers***
Typically (see below), non-levy-paying employers are required make a 10% contribution to the cost of the apprenticeship and the government will pay 90% of the cost.
- **Funding and payments for 16-18-year-old and eligible 19-24-year-old apprentices**
Levy paying and non-levy paying employers will receive a £1,000 payment from the government (paid via UCEM) where on the first day of the apprenticeship, the apprentice is aged between 16 and 18 years old or is aged between 19 and 24 years old and either has an Education, Health and Care Plan provided by the local authority, or has been in the care of the local authority. In addition, where the employer employs fewer than 50 people the government will fully fund the cost of the apprenticeship.

*Availability of apprenticeship training for non-levy paying employers is subject to availability of government (Education and Skills Funding Agency) funding.

For further information on apprenticeships, please contact:

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