



UNIVERSITY COLLEGE
OF ESTATE MANAGEMENT

Surveying Technician Diploma

Programme Specification 2020- 2021

Version: 19.00

Status: Final

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Date: 10/03/2020

Summary Programme Details

Final Award

Award: Diploma

Title of (final) Programme: Surveying Technician

Credit points: 54

Level of award: RQF Level 3

Intermediate award(s)

Intermediate award 1: N/A

Credit points: N/A

Level of award: N/A

Validation

Validating institution: University College of Estate Management (UCEM)

Date of last validation: August 2019

Date of next periodic review: August 2024

Date of commencement of first delivery: January 2016

Duration: 18 months diploma duration to enable completion of the overall Surveying Technician apprenticeship in 24 months as stated within the Surveying Technician Apprenticeship Standard.

Maximum period of registration: In accordance with the [Academic and Programme Regulations for Students on Surveying Technician Diploma \(who started after September 2019\) \(opens new window\)](#)

UCAS Code/ HECoS Code: N/A/ N/A

Programming Code: L3APP

Other coding as required: A3(BSS)(CPS)(QSS)(RES)(RSS)(VAS)/(SEP)(MAR)

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Professional accreditation / recognition

Accrediting/recognising body: **Royal Institution of Chartered Surveyors (RICS)**

Details of the accreditation/recognition: The programme is recognised by the RICS as meeting the requirements of the surveying technician apprenticeship and Associate membership of RICS (AssocRICS).

Date of last programme accreditation/recognition: N/A

Date of next periodic review: TBC

Regulatory alignment

N/A - A level 3 qualification it is aligned with the Regulated Qualifications Framework (RQF) by the [Office of Qualifications and Examinations Regulation \(Ofqual\) \(opens new window\)](#).

This superseded the [Qualifications and Credit Framework \(QCF\) \(opens new window\)](#), which has helped in framing the size of the qualification as this was in place at the time BIS signed of the apprenticeship framework.

Programme Overview

Rationale

This programme is designed to provide the educational component of a Surveying Technician Apprenticeship, and is a pre-requisite to end point assessment, along with other elements of their apprenticeship, prior to becoming Associate members of RICS (AssocRICS). It is mapped against the requirements of the Surveying Technician Standard and the requirements of the Royal Institution of Chartered surveyors AssocRICS qualification.

UCEM's core purpose is to provide *“accessible, flexible and cost-effective online education producing leading talent for a better Built Environment.”* It is the Institution's fundamental mission to widen access to the property surveying and real estate sectors so that the profession benefits from the wide range of talent coming through our schools, colleges and from industry.

This programme is an opportunity to offer a supported and engaging learning experience to all aspiring surveyors irrespective of location, background or ability to pay. It is designed to ensure that all students have a stimulating and challenging education, which prepares them well for their professional career, and to prepare students for advancement to undergraduate level of study.

Entry Requirements

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

In addition, for standard entry the following applies:

- been accepted upon a Surveying Technician Apprenticeship;
and
- achieved five GCSEs at Grade C (or at grade 4 under the new grading system) or higher, including maths and English or have an accepted current or prior maths and English qualification;
or
- have prior attainment at full Level 2* (as defined by the ESFA) or higher and meet the requirements above for maths and English.

Non-standard applications will be considered where the applicant has:

- been accepted upon a Surveying Technician Apprenticeship;
- achieved a minimum of three GCSEs at Grade C/Grade 4 and above (excluding maths and English);
or
- has prior attainment at full Level 2 (as defined by the ESFA) or higher;
and
- has an accepted current or prior equivalent maths or English qualification or higher;
and
- has, through BKSB initial assessment, demonstrated a working level of Level 2;

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or

- a working level of Level 1 and a BKS Level 1 diagnostic assessment score of at least 75% for the other subject.

Non-standard applicants that are admitted to the programme will be required to achieve Level 2 Functional Skills in mathematics or English (as appropriate) within 12 months of the commencement of the programme.

*As defined in [ILR Specification 2018 to 2019 – Appendix G – Prior attainment levels \(opens new window\)](#).

Recognition of prior certificated learning (RPCL) or recognition of prior experiential learning (RPEL) routes into the programme

There is no recognition of prior learning allowed for this Level 3 programme.

Programme Progression

For details of progression arrangements, please view the [Academic and Programme Regulations \(opens new window\)](#).

Students who successfully complete this qualification and the Surveying Technician Apprenticeship may progress to one of UCEM's related BSc (Hons) programmes.

Award Regulations

For details of award arrangements, please view the [Academic and Programme Regulations \(opens new window\)](#).

Career Prospects

This programme equips students with grounding in the subject knowledge and study skills required to enable them to enter and work at technician level within the real estate and surveying areas of practice in the property industry. The opportunities available are extensive and include, but are not limited to, the following career paths:

- Property agency and management;
- Property development;
- Contract surveying;
- Quantity surveying;
- Estimating;
- Building surveying;
- Residential or commercial property;
- Construction project management.

Programme Aims

Programme Aims

Through studying the core units and then specialist profession pathway unit options, students will develop knowledge and understanding of surveying to support their working in the industry. The programme develops the student's knowledge and understanding in relation to the Surveying Technician Apprenticeship core/specialist/optional knowledge requirements and the RICS Associate (AssocRICS) Level 1 mandatory and technical competencies. The programme should provide an excellent bedrock for both working in the surveying profession and further study at higher levels.

It ensures that students are prepared with the general knowledge of sustainability, construction technologies, economics, law along with specialisms in one of the following areas:

- Residential or Commercial Valuation;
- Residential or Commercial Property Management;
- Planning and Development;
- Building Surveying Consultant; or
- Quantity Surveying.

Market and internationalisation

This programme is intentionally not aimed at an international market as it is aimed at the apprenticeship market in England.

Learning Outcomes

By the end of the programme, students will be able to:

Level 3

A – Knowledge and understanding

Learning Outcomes	Reference to Surveying Technician Apprenticeship Standard	Relevant Diploma Units
A3.1 Know and understand construction technology in relation to low-rise domestic construction.	CK 6.1, 6.2, 6.3	1
A3.2 Know and understand law, legislation and regulation in the context of the surveying profession.	CK 1.1, 1.2, 1.3	2, 3, 4
A3.3 Know and understand sustainability in the context of construction, property, economic, environmental and social factors.	CK 5.1, 5.2, 5.3	3

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Learning Outcomes	Reference to Surveying Technician Apprenticeship Standard	Relevant Diploma Units
A3.4 Know and understand data collection, principles of measurement and data management in the context of the surveying profession.	CK 2.1, 2.2, 2.3	4
A3.5 Know and understand basic economic principles, the principles of economic markets and economics in the context of the property and construction market.	CK 3.1, 3.2, 3.3	4
A3.6 Know and understand surveying standards, documentation and processes in relation to own area of surveying practice.	OK 8.1, 8.2, 8.3 OK 9.1, 9.2, 9.3 OK 10.1, 10.2, 10.3 OK 11.1, 11.2, 11.3	5, 6, 7, 8, 9

B – Intellectual skills

Learning Outcomes	Reference to Surveying Technician Apprenticeship Standard	Relevant Diploma Units
B3.1 Interpret legislation, codes of practice, standards relating to the surveying profession.	See note 1	All
B3.2 Apply reasoning skills to analyse, evaluate, problem solve and process information.	See note 1	All

C – Subject practical skills

Learning Outcomes	Reference to Surveying Technician Apprenticeship Standard	Relevant Diploma Units
C3.1 Apply knowledge and understanding to support the development of practical skills relevant to own area of surveying practice.	All CS and OS topics	All

D – Key / Transferable skills

Learning Outcomes	Reference to Surveying Technician Apprenticeship Standard	Relevant Diploma Units
D3.1 Communicate appropriately and effectively.	See note 1	All

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Learning Outcomes	Reference to Surveying Technician Apprenticeship Standard	Relevant Diploma Units
D3.2 Apply various numerical techniques.	See note 1	4, 6, 9
D3.3 Use information technology effectively	See note 1	All

Note 1. The Surveying Technician Apprenticeship Assessment Plan states that diploma element of the apprenticeship is primarily focused upon the development of knowledge and understanding. However, the application of knowledge and understanding to support the development of intellectual skills, practical skills and the opportunity to apply transferable skills in an occupational context is considered an essential element of the diploma to support the students wider development and acquisition of the skills required to meet the full requirements of the apprenticeship. As such, this learning outcome does not directly relate to knowledge requirements of the apprenticeship but does however, support the development of the students intellectual skills and practical skills and afford the student the opportunity to be able to apply transferable skills in an occupational context.

Programme Structure

Pathways

There are six pathways:

- Building Surveying;
- Residential Survey and Valuation;
- Quantity Surveying and Construction;
- Commercial Property Management;
- Real Estate Agency;
- Valuation.

Units

Each pathway has six units, four of which will be studied in year one and common (core) to all pathways and two of which will be studied in year two and will be pathway specific (specialist). The units are:

Unit Number	Unit Code	Name	Credit Value	Core/ Specialist	Year
Unit 1	3CONTDR	Construction Technology and Drawings	9	C	1
Unit 2	3LAWREG	Law and Regulations	9	C	1
Unit 3	3SUSTAI	Sustainability	9	C	1
Unit 4	3ECOMDA	Economics, Measurement and Data	9	C	1
Unit 5	3BPBSUR	Building Pathology and Building Surveys	9	S	2

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Unit Number	Unit Code	Name	Credit Value	Core/ Specialist	Year
Unit 6	3RCVAAP	Residential and Commercial Valuation & Appraisal	9	S	2
Unit 7	3QCCPCW	Quantification, Costing and Cost Planning of Construction Works	9	S	2
Unit 8	3LAPRPL	Land, Property and Planning Law	9	S	2
Unit 9	3TCPPRQ	Tendering, Contracts and Procurement Processes	9	S	2

Core units

The 4 units core to each pathway are:

- Unit 1: Construction Technology and Drawings;
- Unit 2: Law and Regulations;
- Unit 3: Sustainability;
- Unit 4: Economics, Measurement and Data.

Specialist units

Students will study two specialist, elective, units (from units 5, 6, 7, 8 and 9) according to their selected pathway, or as otherwise agreed by UCEM at the point of registration.

Building Surveying Pathway

- Unit 5: Building Pathology and Building Surveys
- Unit 9: Tendering, Contracts and Procurement Processes

Residential Survey and Valuation

- Unit 5: Building Pathology and Building Surveys
- Unit 6: Residential and Commercial Valuation & Appraisal

Quantity Surveying and Construction

- Unit 7: Quantification, Costing and Cost Planning of Construction Works
- Unit 9: Tendering, Contracts and Procurement Processes

Commercial Property Management

- Unit 6: Residential and Commercial Valuation & Appraisal
- Unit 8: Land, Property and Planning Law

Real Estate Agency

- Unit 6: Residential and Commercial Valuation & Appraisal
- Unit 8: Land, Property and Planning Law

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Valuation

- Unit 6: Residential and Commercial Valuation & Appraisal
- Unit 8: Land, Property and Planning Law

Delivery Structure

Four core and two specialist per pathway across both years. Four units in year one and two units in year two.

Linear delivery of one unit every 9 weeks, with a two-week gap for students to develop and consolidate AssocRICS requirements. The programme has two entry points in November and February and is approximately 70 weeks (excluding Christmas and Easter) in duration. UCEM will consider other combinations of specialist units that fall outside of the prescribed pathways. This could include any combination of specialist units. Variations would need to be agreed at the point of registration and are made at UCEM's discretion.

Directed Learning Hours (DLH)

540 Directed Learning Hours (DLH) across six units i.e. 90 DLH per unit.

Directed Learning Hours (DLH) Activities Per Unit

Face to face learning hours: 9 hrs

Directed learning hours: 37hrs

Self-directed learning hours: 14hrs

Assessment learning hours: 30hrs

Unit Summaries

Core Units

Unit 1: Construction Technology and Drawings

This unit aims to develop the student's knowledge and understanding in relation to the Surveying Technician Apprenticeship core knowledge requirements for Construction Technology (CK6)* and to contribute to development the student's knowledge and understanding in relation to the RICS Associate (AssocRICS) Level 1 mandatory competencies for Building Pathology, Construction Technology and Environmental Services, Communication and Negotiation.

In addition to these core topic areas the unit aims to support and underpin the wider English and maths skills required by the apprenticeship standard and AssocRICS.

*please refer to the Surveying Technician Apprenticeship Assessment Plan for details of core knowledge (CK) requirements.

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Unit learning outcomes	Grading Criteria	Assessment	Word count or equivalent	Pass mark criteria	Weighting
LO1, LO2 LO3 & LO4	All P, M and D criteria	Assessment 1 Coursework assignment	Equivalent to 2500 words (format to be set out assignment brief)	Meets at least all Pass grading criteria	N/A (must pass*)
LO1, LO2 & LO3	P1, P3, P4	Assessment 2 Computer Marked Assessment	20 Questions 30 minutes	60%	N/A (must pass*)

* The grade given for the unit is determined by the grade given for the Coursework assignment.

Unit 2: Law and Regulations

This unit aims to develop the student's knowledge and understanding in relation to the Surveying Technician Apprenticeship core knowledge requirements for Law (CK1)* and to contribute to development the student's knowledge and understanding in relation to the RICS Associate Level 1 mandatory competencies for conduct rules, ethics and professional practice.

In addition to these core topic areas the unit aims to support and underpin the wider English skills required by the apprenticeship standard and AssocRICS.

*please refer to the Surveying Technician Apprenticeship Assessment Plan for details of core knowledge (CK) requirements.

Unit learning outcomes	Grading Criteria	Assessment	Word count or equivalent	Pass mark criteria	Weighting
LO1, LO2 LO3 & LO4	All P, M and D criteria	Assessment 1 Coursework assignment	Equivalent to 2500 words (format to be set out assignment brief)	Meets at least all Pass grading criteria	N/A (must pass*)
LO1, LO2 & LO3	P12, P2, P3	Assessment 2 Computer Marked Assessment	20 Questions 30 minutes	60%	N/A (must pass*)

*The grade given for the unit is determined by the grade given for the coursework assignment.

Unit 3: Sustainability

This unit aims to develop the student's knowledge and understanding in relation to the Surveying Technician Apprenticeship core knowledge requirements for Sustainability (CK5)* and to contribute to development the student's knowledge and understanding in relation to the RICS Associate Level 1 mandatory competencies for communication and negotiation and sustainability.

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In addition to these core topic areas the unit aims to support and underpin the wider English skills required by the apprenticeship standard and AssocRICS.

*please refer to the Surveying Technician Apprenticeship Assessment Plan for details of core knowledge (CK) requirements.

Unit learning outcomes	Grading Criteria	Assessment	Word count or equivalent	Pass mark criteria	Weighting
LO1, LO2 LO3 & LO4	All P, M and D criteria	Assessment 1: Coursework assignment	Equivalent to 2500 words (format to be set out assignment brief)	Meets at least all Pass grading criteria	N/A (must pass*)
LO1, LO2 & LO3	P1, P2, P3	Assessment 2: Computer Marked Assessment	20 Questions 30 minutes	60%	N/A (must pass*)

* The grade given for the unit is determined by the grade given for the coursework assignment.

Unit 4: Economics, Measurement and Data

This unit aims to develop the student's knowledge and understanding in relation to the Surveying Technician Apprenticeship core knowledge requirements for Data Collection (CK2)* and Economics (CK3)* and to contribute to development the student's knowledge and understanding in relation to the RICS Associate Level 1 mandatory competencies for Data Collection, Regulatory Compliance, and communication and negotiation.

In addition to these core topic areas the unit aims to support and underpin the wider English and maths skills required by the apprenticeship standard and AssocRICS.

*please refer to the Surveying Technician Apprenticeship Assessment Plan for details of core knowledge (CK) requirements.

Unit learning outcomes	Grading Criteria	Assessment	Word count or equivalent	Pass mark criteria	Weighting
LO1, LO2 LO3 & LO4	All P, M and D criteria	Assessment 1 Coursework assignment	Equivalent to 2500 words (format to be set out assignment brief)	Meets at least all Pass grading criteria	N/A (must pass*)
LO1, LO2 & LO3	P1, P2, P3, P4	Assessment 2 Computer Marked Assessment	20 Questions 30 minutes	60%	N/A (must pass*)

*The grade given for the unit is determined by the grade given for the coursework assignment.

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Specialist Units

Unit 5: Building Pathology and Building Services

This unit aims to develop the student's knowledge and understanding in relation to the Surveying Technician Apprenticeship optional knowledge requirements for Building Pathology (OK9)* and to contribute to development the student's knowledge and understanding in relation to the RICS Associate Level 1 mandatory competencies for sustainability and communication and negotiation.

In addition to these topic areas, the unit aims to support and underpin the wider English and maths skills required by the apprenticeship standard and AssocRICS.

*please refer to the Surveying Technician Apprenticeship Assessment Plan for details of optional knowledge (OK) requirements.

Unit learning outcomes	Grading Criteria	Assessment	Word count or equivalent	Pass mark criteria	Weighting
LO1, LO2 LO3 & LO4	All P, M and D criteria	Assessment 1 Coursework assignment	Equivalent to 2500 words (format to be set out assignment brief)	Meets at least all Pass grading criteria	N/A (must pass*)
LO1, LO2 & LO3	P1, P2, P4	Assessment 2 Computer Marked Assessment	20 Questions 30 minutes	60%	N/A (must pass*)

**The grade given for the unit is determined by the grade given for the coursework assignment.*

Unit 6: Residential and Commercial Valuation and Appraisal

This unit aims to develop the student's knowledge and understanding in relation to the Surveying Technician Apprenticeship optional knowledge requirements for Valuation and Appraisal (OK8)* and to contribute to development the student's knowledge and understanding in relation to the RICS Associate Level 1 mandatory competencies for valuation, data collection and communication and negotiation.

In addition to these topic areas, the unit aims to support and underpin the wider English and maths skills required by the apprenticeship standard and AssocRICS.

*please refer to the Surveying Technician Apprenticeship Assessment Plan for details of optional knowledge (OK) requirements.

Unit learning outcomes	Grading Criteria	Assessment	Word count or equivalent	Pass mark criteria	Weighting
LO1, LO2 LO3 & LO4	All P, M and D criteria	Assessment 1 Coursework assignment	Equivalent to 2500 words (format to be set out assignment brief)	Meets at least all Pass grading criteria	N/A (Must pass*)

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Unit learning outcomes	Grading Criteria	Assessment	Word count or equivalent	Pass mark criteria	Weighting
LO1, LO2 & LO3	P1, P2	Assessment 2 Computer Marked Assessment	20 Questions 30 minutes	60%	N/A (Must pass*)

**The grade given for the unit is determined by the grade given for the coursework assignment.*

Unit 7: Quantification, Costing and Cost Planning of Construction Works

This unit aims to develop the student's knowledge and understanding in relation to the Surveying Technician Apprenticeship optional knowledge requirements for the Quantification, Costing and Cost Planning of Construction Works (OK12)* and to contribute to development the student's knowledge and understanding in relation to the RICS Associate Level 1 mandatory competencies for data management, and sustainability and in relation to the quantification and costing of construction works and the Building information modelling (BIM) management technical competencies.

In addition to these topic areas the unit aims to support and underpin the wider English and maths skills required by the apprenticeship standard and AssocRICS.

*please refer to the Surveying Technician Apprenticeship Assessment Plan for details optional knowledge (OK) requirements.

Unit learning outcomes	Grading Criteria	Assessment	Word count or equivalent	Pass mark criteria	Weighting
LO1, LO2 LO3 & LO4	All P, M and D criteria	Assessment 1 Coursework assignment	Equivalent to 2500 words (format to be set out assignment brief)	Meets at least all Pass Grading criteria	N/A (must pass*)
LO1, LO2 & LO3	P2, P4, P6	Assessment 2 Computer Marked Assessment	20 Questions 30 minutes	60%	N/A (must pass*)

**The grade given for the unit is determined by the grade given for the coursework assignment.*

Unit 8: Land, Property and Planning Law

This unit aims to develop the student's knowledge and understanding in relation to the Surveying Technician Apprenticeship optional knowledge requirements for land, property and planning law (OK10)* and to contribute to development the student's knowledge and understanding in relation to the RICS Associate Level 1 mandatory competencies for data management, and sustainability In addition to these core topic areas the unit aims to support and underpin the wider English skills required by the apprenticeship standard and AssocRICS.

*please refer to the Surveying Technician Apprenticeship Assessment Plan for details of optional knowledge (OK) requirements.

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Unit learning outcomes	Grading Criteria	Assessment	Word count or equivalent	Pass mark criteria	Weighting
LO1, LO2 LO3 & LO4	All P, M and D criteria	Assessment 1 Coursework assignment	Equivalent to 2500 words (format to be set out assignment brief)	Meets at least all Pass grading criteria	N/A (must pass*)
LO1, LO2 & LO3	P1, P2, P4, P7	Assessment 2 Computer Marked Assessment	20 Questions, 30 minutes	60%	N/A (must pass*)

**The grade given for the unit is determined by the grade given for the Coursework assignment.*

Unit 9: Tendering, Contracts and Procurement Processes

This unit aims to develop the student's knowledge and understanding in relation to the Surveying Technician Apprenticeship optional knowledge requirements for the Tendering, Contracts and Procurement Processes (OK11)* and to contribute to development the student's knowledge and understanding in relation to the RICS Associate Level 1 mandatory competencies for data management, and sustainability.

In addition to these topic areas, the unit aims to support and underpin the wider English and maths skills required by the apprenticeship standard and AssocRICS.

*please refer to the Surveying Technician Apprenticeship Assessment Plan for details of optional knowledge (OK) requirements.

Unit learning outcomes	Grading Criteria	Assessment	Word count or equivalent	Pass mark criteria	Weighting
LO1, LO2 LO3 & LO4	All P, M and D criteria	Assessment 1 Coursework assignment	Equivalent to 2500 words (format to be set out assignment brief)	Meets at least all Pass grading criteria	N/A (must pass*)
LO1, LO2 & LO3	P2, P3	Assessment 2 Computer Marked Assessment	20 Questions 30 minutes	60%	N/A (must pass*)

**The grade given for the unit is determined by the grade given for the coursework assignment.*

Learning, Teaching and Assessment

Learning & Teaching

The programme is blended in its approach and comprises of the following elements:

- Supported online learning via VLE;
- Face-to face workshops;
- Independent study via VLE;
- Regular formative feedback.

The VLE learning for each unit will be structured into nine weekly blocks to guide and support the students through the learning journey. The of delivery and assessment of every unit will follow the same model:

- A webinar every week;
- Quizzes every other week;
- Face to face sessions in week 1 and 5;
- Written assessment briefs issued and introduced in week 1 at the F2F session;
- Formative (Initial) assessments returned in week 3;
- Formative (Initial) feedback to students given in week 5;
- Summative (Final) assessment that builds on the formative assessment and feedback;
- Summative (Final) assessment submitted in week 9;
- A Computer Marked Assessment (CMA) completed post week 9.

Each unit will include two face-to-face workshop days. The first workshop day will be in week one of the unit delivery period. This will introduce the unit and issue the assessment. It will ensure that each student is ready to learn, is aware of the learning outcomes and the unit requirements.

The second workshop day will be in week 5 of the unit delivery period. This workshop will enable any issues identified through formative assessment to be addressed and will support apprentices in preparing for summative e-portfolio assessments. Workshop sessions will also focus on enabling students to understand and apply concepts, theories, and models and engage creatively in the subject matter.

The programme will be blended in its approach, effectively using a mixture of online activities based on UCEM's VLE, weekly webinars, quizzes and forums will be used to support the development of the learning. The VLE content will represent a mixture of theory and case studies utilising mixed media presentation of audio, video and screen-based presentations; e-Learning, including core texts such as eBooks and study papers; and quizzes as knowledge and engagement checks.

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Retake of a Unit

In the event that a student is required to retake a unit, the duration of a retake will be nine weeks. With the possible exception of the face-to-face sessions, the learning, teaching and assessment activities will be the same as set out above. Face to face sessions may be replaced by 1:1 or small group online tutorials as deemed appropriate. Where this occurs, records of student participation will be maintained.

British Values, English and Maths support and signposting will be embedded in the VLE and throughout units and included within the quizzes, assessments and CMAs for students to further develop their understanding of these topics.

The programme and individual unit content is fully mapped to the Surveying Technician Apprenticeship Standard and Assessment Plan and the delivery model will be integrated with the end point assessment and the Assoc RICS submission and not delivered as 3 separate parts of the apprenticeship. Each unit will cover 3 Core areas of knowledge (or learning areas) that align the both the apprenticeships standard's KBS and with the RICS competencies.

Each unit will be assessed through a combination of activities every unit will have 1 formative assessment, that leads to a summative assessment submission with 100% weighting, and weekly formative quizzes will be set, and the students expected complete them every other week. These will develop their knowledge and prepare them for a summative Computer Marked Assessment (CMA), which must be passed in order to pass the module.

Formative and summative assessments will be assessed via a variety of methods and designed to reflect the workplace, whilst being as realistic as practicable, (subject to consideration of GDPR and confidentiality issues and the employer's is agreement and all client and commercially sensitive information is redacted). Furthermore, the formative and summative assessments will help to prepare the students for the AssocRICS and EPA and for progression to level 4 at UCEM. Summative assessment is designed to be a progression and development of the formative assessment to enable the student to apply their formative feedback to improve their summative assessment grade. Feedback for formative submissions will be provided within 22 days of submission.

Unit specific grading criteria is used for the written assessments for both formative and summative assessment this is designed to enable the student to fully appreciate and understand what they need to do to improve their grades. The assessment outcome will be graded; pass, merit or distinction. Each student will be given a target grade to work towards. This will be based upon their initial assessment and /or their progress to-date with other units.

Assessment

Each unit will be assessed through a combination of activities every unit will have 1 formative assessment, that leads to a summative assessment submission with 100% weighting, and weekly formative quizzes will be set, and the students expected complete them every other week. These will develop their knowledge and prepare them for a summative Computer Marked Assessment (CMA) which must be passed in order to pass the module.

The VLE based discussion forums and webinars are used to enable students to interact with their tutors, discuss their learning with each other, which is particularly important in the blended approach undertaken.

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The main portion of assessment comes in the form of coursework assessments and students will be assessed using a variety of assessment methods, such as reports, essays, leaflets, posters, presentations, videos, podcasts etc. Much of the content will be produced by the individual in working alone but informed by the workshop sessions and associated group work which enables the exploration and engagement with the learning. Students are required to submit assessments in accordance with specified timescales.

Formative and summative assessments will be assessed via a variety of methods and designed to reflect the workplace, whilst being as realistic as practicable, (subject to consideration of GDPR and confidentiality issues and the employer's agreement and all client and commercially sensitive information is redacted). Furthermore, the formative and summative assessments will help to prepare the students for the AssocRICS and EPA and for progression to level 4 at UCEM.

Assessment Diet

Nine Credit units

Year one units:

- CMA – pass/fail (must pass);
- Written coursework assignment – 100% weighting.

Year two units:

- CMA – pass/fail (must pass);
- Written coursework assignment – 100% weighting.

Learning, Teaching and Assessment Strategy by Unit

Week 1

Learning via Workshop and VLE Study

Issue Formative and Summative Assessment

Learning outcomes 1 and 4

Week 2

Learning via VLE Study

Learning outcomes 1 and 4

Week 3

Learning via VLE Study

Submit Formative

Learning outcomes 1 and 4

Week 4

Learning via VLE Study

Learning outcomes 2 and 4

Week 5

Learning via Workshop and VLE Study

Formative Feedback

Learning outcomes 2 and 4

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Week 6

Learning via VLE Study

Learning outcomes 3 and 4

Week 7

Learning via VLE Study

Learning outcomes 3 and 4

Week 8

Learning via VLE Study

Learning outcomes 3 and 4

Week 9

Learning via VLE Study

Submit summative

All Learning Outcomes

Post Week 9

Learning via VLE Study

Summative CMA

Learning outcomes 1, 2 and 3

Study Support

Induction unit

Level 3 students are expected to complete induction activities. The activities are designed to equip students with the skills they need to study at UCEM. Level 3 students will receive an introductory workshop for induction purposes, which will take place prior to formal commencement of their studies.

Student Learning Support

The programme is delivered via UCEM's Virtual Learning Environment (VLE), and academic teaching and support is provided online and through face-to-face workshops, giving students access to UCEM tutors and other students.

UCEM Student Central 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 coursework, exams and technical issues, including Information and Communication Technology. Each student, wherever their location, will have access to a wealth of library and online materials to support their studies.

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Special Needs support is provided via a dedicated Disability and Wellbeing team at UCEM. The Academic Support Team work with departments to promote student retention, achievement and success. This work is achieved through a multi-faceted approach, which consists of:

- work with at risk students to ensure successful achievement;
- working with academics to identify ways in which student success can be further facilitated;
- supporting both students and academic staff through timely interventions which may include creating support materials and providing academic study skills support through academic skills surgeries.

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 aimed at developing students study skills.

Personal and professional development

This programme is part of an apprenticeship, principled upon developing the students personally with the skills and knowledge required for a career as a technician surveyor, and an understanding of the requirements of the workplace. Students are provided with the opportunities to develop an understanding of fundamental British Values, risks they might face in their lives, and how to keep themselves safe – helping them to become valuable members of society. The development of professional skills for the workplace, and in particular the necessary understanding and consideration of ethical practices, runs through all units on this programme. Consideration and application of these issues occur in the workshops, as students work on scenarios and compile their e-portfolios.

Programme Specific support

As a blended learning programme, students have regular access to tutors within weekly webinars via forums and in regular face to face workshops, to support their progress through their studies.