

BUILT FOR LIFE

Information for employers



RICS



CIOB



cabe

Developing talent with apprenticeships

Built for business

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“Page Hardy Harris has been working with UCEM for almost 15 years. We have found it to be a really beneficial collaboration with three of our team gaining real estate management degrees from UCEM and our latest apprentice currently enrolled on the part time programme. We have integrated the UCEM programme as a key element of our staff training and it has clearly helped us to develop high quality surveyors who we hope will lead Page Hardy Harris into the future.”



Nick Hardy MRICS, Director,
Page Hardy Harris Ltd



Introduction to apprenticeships

University College of Estate Management is the UK's number one provider of Chartered Surveyor Degree Apprenticeships.

We currently work with more than 500 commercial companies, local and central government departments and local authorities to deliver apprenticeship training to more than 1,500 apprentices on our apprenticeship programmes.

Apprenticeships are a fantastic way to transform the future skills of your business through the development of existing members of your workforce or through recruitment of new members of staff. An apprentice will gain new skills and knowledge through their job and formal training, to hugely benefit your business.

UCEM offers clear progression routes into the built environment through our apprenticeship programmes:

- **Chartered Surveyor Degree Apprenticeship**
(undergraduate and postgraduate routes available)
- **Construction Site Manager Degree Apprenticeship**
- **Building Control Degree Apprenticeship**

Why choose UCEM?



We are leaders
in online learning
within the built
environment

A dedicated
apprenticeship
team



Wrap-around support for
employer and apprentice

All degree programmes are recognised by a

professional body



trusted by industry

92.6%

employer satisfaction

Programmes
taught by
experts in
the built
environment



A vibrant
international
student community

Networking
opportunities with
150,000 alumni
already
spanning



“ Throughout my three years of studying with UCEM, I have seen first-hand how the university takes on feedback and implements real changes based on their student's thoughts and experiences. UCEM is a dynamic place to study and constantly evolving, with students at the heart of what they do. It is empowering to implement this philosophy into my career.”



Louise Slimm, Degree
Apprentice
Faithful+Gould

Chartered Surveyor Degree Apprenticeship

There are two options with the Chartered Surveyor Degree Apprenticeship depending on the experience of your apprentice. The BSc (Hons) route is available to those that have not studied in higher education before but have completed A-levels, an advanced apprenticeship or have AssocRICS. The MSc route is for those with a first degree or equivalent*.

Both routes lead to apprentices becoming chartered members of the Royal Institution of Chartered Surveyors (MRICS), upon successful completion of their assessment of professional competence (APC).

There are numerous APC Pathways to be considered by both apprentice and employer. It's important that the employer is able to provide their apprentices with relevant workplace experience in order for the requirements of the end point assessment to be met.

Pathways available:

- Building Surveying
- Commercial Real Estate
- Corporate Real Estate
- Land and Resources
- Project Management
- Quantity Surveying and Construction
- Residential
- Rural
- Valuation

* For full entry requirements please visit our website

key information

BSc route

Qualification

BSc (Hons) degree, MRICS and apprenticeship completion certificate

Application deadline

We have two intakes per year, spring and autumn. Please visit our website for exact dates

Study requirements

typically, 15-20 hours of study a week

Duration

56 or 57 months
(depending on pathway selected)

£27,000

MSc route

Qualification

MSc degree, MRICS and apprenticeship completion certificate

Application deadline

We have two intakes per year, spring and autumn. Please visit our website for exact dates

Study requirements


typically, 15-20 hours of study a week

Duration

32 or 33 months
(depending on pathway selected)

£25,000

Integrated end point assessment with RICS

Accreditations: 

Building Control Surveyor Degree Apprenticeship

Building control surveyors provide an impartial, independent and accountable third-party service certifying that building work achieves compliance with minimum standards, namely those set out in the building regulations.

This apprenticeship is suitable for:

- those that are new to the industry and looking to develop a career in building control
- Local Authority employees wanting to develop their knowledge
- career changers within the built environment

On completion of this apprenticeship, an apprentice will be awarded an BSc (Hons) Building Control and be eligible to apply for membership of the Chartered Institute of Building (CIOB) and/or the Institute of Fire Engineers (IFE). Apprentices also have the option to pursue CABE or RICS membership independent of the apprenticeship.

Key information	Duration
Study requirements	54 months
Typically, 15-20 hours per week	
Application deadline	£24,000
We have two intakes per year, spring and autumn. Please visit our website for exact dates	For entry requirements please visit our website

Accreditations:   

Construction Site Management Degree Apprenticeship

Construction site managers ensure that a construction project is completed safely, within an agreed timeframe and budget. Typical job titles can include: construction site manager, assistant construction site manager, site manager, sub agent, assistant site manager or construction planner.

This apprenticeship is suitable for:

- those that have completed their level 4 construction site supervisor apprenticeship
- those looking to develop themselves at undergraduate level

On completion of this apprenticeship, an apprentice will be awarded an BSc (Hons) Construction Management and an apprenticeship completion certificate. They will also be able to apply for membership of the CIOB.

UCEM will provide all apprentices on this apprenticeship with a coach to support them through their journey.

Key information	Duration
Study requirements	24-36 months
Typically, 15-20 hours per week	
Application deadline	£17,500
We have two intakes per year, spring and autumn. Please visit our website for exact dates	(price will vary dependent on entry point) Separate end point assessment with QFI For entry requirements please visit our website

Accreditations:    

Funding

Levy

The apprenticeship levy is a pot of money which is paid into by larger firms and is available to all organisations based in England to spend on training apprentices. The levy applies to all employers across all sectors in the UK and must be used on apprenticeship training.

Levy payers: currently, all UK employers with a payroll greater than £3 million per annum are required to pay the apprenticeship levy at a rate of 0.5% of their total payroll.

Non-levy payers: all UK employers with a payroll less than £3 million per annum are required to make a 5% contribution to the cost of apprentice training and government will pay the rest.

If you have fewer than 50 employees, then the government will fund the full cost of any apprenticeship if the apprentice is:

- under 18 years old
- aged 19+ with an education and health care plan

Incentive

All employers that have an apprentice join their organisation from 1 April 2021 will receive £3,000.

This payment is different to the levy and can be used on anything to support organisational costs; for example, apprentice travel or salary.

If an apprentice is aged 16-18 when they start their apprenticeship, then an additional £1,000 incentive will be paid to the employer.

There is also funding available for apprentices who require additional learning support.

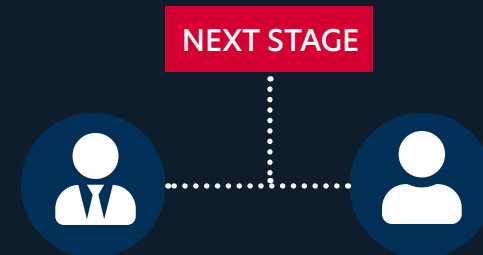
Reservation/allocation of funding

A government process using their apprenticeship service website



The employer will need to create an account

If non-levy they need to reserve funding and for both funding streams, attach UCEM as the training provider.



Once complete to this stage either the employer or UCEM can attach individual apprentices

Need help? businessdevelopment@ucem.ac.uk

Support for employers and apprentices

We understand that employing an apprentice might be new to some firms and we want to make the process as easy as possible for you. Our dedicated business development and apprenticeship management teams are always on hand to assist you with any enquiries you have.

We can:

- determine funding arrangements and profile costs for employers
- provide advice to help select the most appropriate apprenticeship and occupational route to meet business needs
- support your recruitment process (if recruiting externally), advising on the job advertisement and suitability of candidates
- guide you through the registration and sign-up process
- provide advice and guidance on how the apprenticeship works
- advertise apprenticeship vacancies to the industry via the governments find an apprenticeship portal and our JobShop



Meryl Bonser

Director of Business Development

“ My team are passionate about providing employers with information, advice and guidance. We provide our clients with a dedicated account manager who is available to assist with any queries the employer may have. A great joy for me is seeing apprentices succeed and hearing about the positive impact they are having in their business.”



Once on board, our business development team and apprenticeship team work closely with you and your apprentice to provide all the support that you need throughout your time with UCEM.

You will both be introduced to your apprenticeship outcome officer (AOO) who will be your main point of contact. The AOO role is all-encompassing and includes providing you both with regular progress reviews to support with the knowledge, skills and behaviours needed to complete the apprenticeship. AOO's will also ensure that apprentices are supported pastorally.

Support available to all UCEM apprentices:

- a welcome programme
- student representatives
- student services
- library enquiry service
- programme leader
- tutors
- disability and wellbeing team

“ I am passionate and committed to deliver the best experience for our apprentices and employers. Apprenticeships are forever changing so no two days are ever the same! Our apprenticeship outcomes team support your apprentice throughout their UCEM journey, providing information, advice and guidance. This support is essential for success!”



Rebecca Bickerton

Head of Apprenticeship Outcomes

Delivery model

The combination of on-the-job learning in the workplace and both formal and informal off-the-job training is vital for the success of an apprenticeship. On and off-the-job elements complement each other, ensuring apprentices have the broad range of knowledge, skills and behavioural development needed to pass through the end point assessment gateway of their chosen apprenticeship programme. All UCEM apprentices will study online with no requirement for apprentices to travel for studies, workshops or assessments.



Off-the-job training:

Apprentices will study alongside a vibrant student community, with access to our experienced tutors and a wealth of learning resources, all at their fingertips. Our Virtual Learning Environment (VLE) contains all the learning resources needed for studies. Apprentices can participate in discussion with tutors and other students, attend timetabled webinars or watch recordings.

Off-the-job hours recorded must be at least 20% of the apprentice's working hours. Three important principles are that;

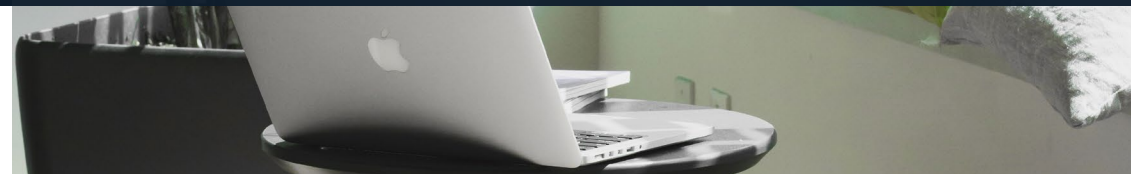
- they must be within normal working hours
- all off-the-job training activities must contribute to at least one of the knowledge, skills or behaviours required by the apprenticeship standard
- the off-the-job training activities recorded should reflect a balanced approach with an emphasis on knowledge elements (i.e. the degree) as well as the behaviours and skills required by the apprenticeship standard.

On-the-job training:

80% of an apprentice's time will be spent learning on the job. Therefore, employers have a responsibility to provide apprentices with a real job, exposing them to experiences needed to meet the knowledge, skills and behaviours within their chosen apprenticeship. This could come in the form of client interaction, peer learning, industry processes etc.

Apprentices will need to be provided with:

- time to study – this typically looks like the equivalent of one day of study per week within normal working hours.
- on the job training and support
- a workplace mentor
- a RICS qualified counsellor (for apprentices on the Chartered Surveyor)



Next steps

Our enterprise business development team is here to answer any questions you may have and to help you begin the process of working with UCEM and employing apprentices.

businessdevelopment@ucem.ac.uk



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
- MSc Innovation in Sustainable Built Environments