



UNIVERSITY COLLEGE
OF ESTATE MANAGEMENT

MSc Quantity Surveying

Programme Specification 2024- 2025

Version: 31.00

Status: Final

Date: 19/04/2024

Summary Programme Details

Final Award

Award: MSc

Title of (final) Programme: Quantity Surveying

Credit points: 180

Level of award (QAA FHEQ): 7

Intermediate award(s)*

Intermediate award 1: Postgraduate Diploma Quantity Surveying

Credit points: 120

Level of award (QAA FHEQ): 7

Intermediate award 2: Postgraduate Certificate Building and Property Studies

Credit points: 60

Level of award (QAA FHEQ): 7

*Intermediate awards will be granted to students that exit the programme part way through if they have achieved sufficient credits in line with the [Academic and Programme Regulations \(opens new window\)](#).

Apprenticeship Standard and Assessment Plan (relevant to apprentices only)

Name of apprenticeship standard: Chartered Surveyor (Degree)

Reference number: ST0331

End Point Assessment: non-integrated

End Point Assessment Organisation: Royal Institution of Chartered Surveyors (RICS)

Link to apprenticeship standard: [Chartered Surveyor](#)

Link to assessment plan: [Chartered Surveyor Assessment Plan](#)

Validation

Validating institution: University College of Estate Management (UCEM)

Date of last validation: February 2020

Date of next periodic review: February 2025

Date of commencement of first delivery: September 2014

Duration: 2 years or 2 years plus external end point assessment, if taken as part of an apprenticeship programme

Maximum period of registration: In accordance with the [Academic and Programme Regulations \(opens new window\)](#).

UCAS Code/ HECoS Code: N/A/ 100217

Programming Code: PMSC

Other coding as required: QSS

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Professional accreditation / recognition

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

Details of the accreditation/recognition: MSc accredited. RICS is also the End Point Assessment Organisation for the apprenticeship programme.

Date of last programme accreditation/recognition: January 2023

Date of next periodic review: 2027

Accrediting/recognising body: **Chartered Institute of Building (CIOB)**

Details of the accreditation/recognition: MSc accredited

Date of last programme accreditation/recognition: December 2020

Date of next periodic review: 2025

Accrediting/recognising body: **Chartered Association of Building Engineers (CABE)**

Details of the accreditation/recognition: MSc accredited

Date of last programme accreditation/recognition: June 2020

Date of next periodic review: 2025

Accrediting/recognising body: **Hong Kong Institute of Construction Managers (HKICM)**

Details of the accreditation/recognition: MSc accredited. Graduates with this award are academically acceptable for Member class of membership of HKICM. Please note that applicants for Member class must have reached the age of 25 and have had 4 years working experience in the construction field gained within the HKSAR.

Date of last programme accreditation/recognition: April 2021

Date of next periodic review: April 2026

Accrediting/recognising body: **Chartered Institution of Civil Engineering Surveyors (CICES)**

Details of the accreditation/recognition: MSc accredited

Date of last programme accreditation/recognition: December 2023

Date of next periodic review: January 2029

QAA Guidance

[UK Quality Code for Higher Education \(opens new window\)](#)

[The Frameworks for Higher Education Qualifications of UK Degree-Awarding Bodies \(opens new window\)](#)

[Quality Assurance Agency \(QAA\) Subject Benchmark Statement: Land, Construction, Real Estate and Surveying April 2024 \(opens new window\)](#)

Programme Overview

Rationale

This is a postgraduate non-cognate conversion programme delivered by supported online learning, which is designed to align students' skills to the educational requirements of the industry's professional bodies.

The programme gives an informed view of the key areas of knowledge required to develop quantity surveying skills, including measurement of construction works, cost management, contract practice and procedures, construction law, procurement and building economics. The programme also includes a postgraduate research project, which will provide an in-depth assessment of each student's chosen topic.

This is one of a suite of Master's non-cognate conversion programmes that enables graduates from disciplines unrelated to real estate and construction to obtain a RICS, CIOB, CABE, ICES and HKICM accredited degree, giving access to professional membership.

Entry Requirements

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

- a Bachelor's Degree with honours at lower second standard (2:2), or equivalent;
Or
- a Bachelor's Degree, or equivalent, plus experience in a relevant field;
Or
- a Level 5 qualification as defined by Framework for Higher Education Qualifications for England, Wales and Northern Ireland (FHEQ) plus 5 years' relevant experience;
Or
- a professional qualification plus 5 years' relevant experience;
Or
- successfully completed the UCEM Postgraduate Access programme at the first attempt.

If an applicant does not meet the standard entry requirements UCEM will consider the application on an individual basis. In these cases, the application will be assessed by the Programme Leader or for students in Hong Kong by the Dean of School (International), who will give careful consideration to any professional and life experiences as well as any academic or vocational qualifications the applicant may hold. The applicant may be asked to provide a detailed personal statement and/or a reference or letter of support from an employer or mentor to support the application. Applications are assessed in accordance with the UCEM [Code of Practice: Admissions and Recognition of Prior Learning \(opens new window\)](#).

English language requirements

All UCEM programmes are taught and assessed in English. The applicant will therefore be required to demonstrate adequate proficiency in the language before being admitted to a course:

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- GCSE Grade 4 (or C) or above in English Language or English Literature, or an equivalent qualification. For further information on equivalent qualifications please contact: admissions@ucem.ac.uk.
- Grade 6.0 or above, with at least 6.0 in the reading and writing modules, in the International English Language Testing System (IELTS) academic test administered by the British Council.
- 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 4 (or C) or above in English (Language or Literature) at A/S Level.
- HKDSE (Hong Kong Diploma of Secondary Education) Grade 3, or HKALE (Hong Kong Advanced Level Examination – Advanced Level & Advanced Supplementary Level) Grade E, or HKCEE (Hong Kong Certificate of Education Examination) Grade 3-5 or Grade A-D (Syllabus B only).

Applicants with a bachelor's degree that has been taught and examined in the English medium can be considered for entry in the absence of the qualifications detailed above if applying for a non-apprenticeship programme.

Apprenticeship programme

Applicants to the apprenticeship programme must also:

- Have the right to work in England, meet Education and Skills Funding Agency residency status requirements, spend at least 50% of their working hours in England and be directly employed in a job role that will enable the requirements of the apprenticeship to be achieved.
- Have GCSE Grade 4 (or C) or above in Mathematics, or an equivalent qualification. For further information on equivalent qualifications please contact admissions@ucem.ac.uk. Applicants for the apprenticeship programme that do not have accepted current or prior equivalent Level 2 maths and English qualifications on entry will be required to achieve these as part of the apprenticeship.
- Meet all of the funding eligibility requirements contained in the [ESFA funding rules](#).

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 Learning (RPL) are set out in the UCEM Code of Practice: Admissions and Recognition of Prior Learning. This policy statement takes precedence in any such decision.

RPEL may be used to support an application for entry onto the programme in accordance with the entry requirements stated in the section above. UCEM also recognises credit awarded by higher education degree awarding bodies in accordance with the relevant higher education qualifications framework and allows that credit to count towards module exemption from the programme.

Normally at least one-third of any award must be accumulated as a result of learning assessed by UCEM, subject to any overriding Professional, Statutory and Regulatory Body requirements. For programmes leading to MSc or MBA awards:

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- at least 100 credits (including the final project module) must be accumulated as a result of learning assessed by UCEM, and
- the final project module must be based on work completed while a student at UCEM and not before.

Programme Progression

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

Successful completion of the MSc will enable the student to apply to the relevant professional body for membership, or to apply for a PhD/MPhil, or to conduct further research.

Award Regulations

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

Career Prospects

This programme will provide a route for both non-cognate and semi-cognate graduates into careers associated with membership of the CIOB, CABE, RICS, ICES and the HKICM.

This programme equips students with the essential subject knowledge and postgraduate skills and expertise to enable them to enter and work within the quantity surveying areas of practice within the property industry.

The opportunities available are fairly extensive, and include the following career prospects in professional practice:

- Cost consultancy;
- Project management;
- Contract administration;
- Commercial management of construction;
- Client quantity surveying;
- Contractor quantity surveying.

Programme Aims

Programme aims

The programme is designed for holders of a Bachelor's Degree or equivalent to study a Master's award that is focused on the core disciplines associated with quantity surveying.

It develops students' abilities 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 in professional practice and extension of their knowledge, in preparation for further academic study at PhD level.

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Market and internationalisation

This programme is aimed at a UK and broad international audience. However, it has as its basis UK law and regulatory controls.

The programme aims to utilise international case studies to further understanding and, where possible, international case studies are considered along with international codes and conventions.

The apprenticeship route is available to UK students only.

Programme Structure

Module List

Code	Module	Level	Credits	Core/ Elective
CON7SDC	Sustainable and Innovative Construction	7	20	Core
LAW7LFS	Law for Surveyors	7	20	Core
QSP7CAP	Contract Administration and Practice	7	20	Core
QSP7BEC	Building Economics	7	20	Core
QSP7PCM	Professional Cost Management	7	20	Core
QSP7SPT	Procurement and Tendering	7	20	Core
CON7CMC	Management of Construction	7	20	Core
PRJ7PRA/PRJ7PRS	Postgraduate Project	7	40	Core

Notes

Credits are part of the Credit Accumulation and Transfer System (CATS). Two UK credits are equivalent to one European Credit Transfer System (ECTS) credit.

Learning Outcomes

Having successfully completed the programme, the student will have met the following learning outcomes.

A – Knowledge and understanding

Learning Outcome	Relevant modules
A7.1 Define the roles of the commercial manager as a team leader in the context of international construction projects.	CON7CMC QSP7PCM

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Learning Outcome	Relevant modules
A7.2 Demonstrate awareness of contemporary and current quantity surveying issues in the built environment as informed by research and practice.	CON7CMC LAW7LFS QSP7PCM PRJ7PRA/ PRJ7PRS
A7.3 Give examples of the selection of the techniques for commercial management of construction projects, taking into account interaction with other areas of the organisation.	CON7CMC QSP7BEC QSP7CAP QSP7PCM QSP7SPT
A7.4 Interrelate knowledge of cost planning and management, bills of quantities production, value and risk management and dispute resolution, for the effective management and implementation of construction projects.	LAW7LFS QSP7BEC QSP7PCM

B – Intellectual skills

Learning Outcome	Relevant modules
B7.1 Critically evaluate the rigour and validity of established research, enquiry and scholarship, to identify and develop new approaches to quantity surveying practice.	CON7CMC CON7SDC QSP7BEC QSP7CAP QSP7PCM QSP7SPT PRJ7PRA/ PRJ7PRS
B7.2 Acquire, synthesise and analyse a range of data and information, to evaluate their relevance and validity in the context of new situations.	CON7CMC CON7SDC LAW7LFS QSP7CAP QSP7PCM

C – Subject practical skills

Learning Outcome	Relevant modules
C7.1 Acquire, analyse and evaluate data, judge its relevance and validity to a range of quantity surveying contexts and communicate and advise effectively using a range of media (for example: verbally, in writing and through digital media).	CON7SDC QSP7BEC QSP7CAP QSP7PCM QSP7SPT CON7CMC

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Learning Outcome	Relevant modules
	LAW7LFS PRJ7PRA/ PRJ7PRS
C7.2 Demonstrate an international perspective regarding the impact and responsibility of quantity surveying and quantity surveyors on business, societies and the environment.	CON7SDC QSP7BEC QSP7CAP QSP7PCM QSP7SPT CON7CMC
C7.3 Consistently apply subject-specific knowledge and integrate theory and practice, making informed decisions to deal with complex quantity surveying situations.	CON7SDC QSP7BEC QSP7CAP QSP7PCM QSP7SPT CON7CMC LAW7LFS PRJ7PRA/ PRJ7PRS

D – Key / Transferable skills

Learning Outcome	Relevant modules
D7.1 Demonstrate professional communication appropriate for relevant stakeholders.	All modules
D7.2 Evaluate and apply subject-specific knowledge and integrate theory and practice to make informed decisions to deal with complex problems.	All modules
D7.3 Demonstrate proactivity and originality in problem-solving, and the ability to act autonomously in planning and implementing tasks at a professional level.	All modules
D7.4 Demonstrate independent, self-directed learning, as required for continuing professional development.	All modules
D7.5 Critically evaluate data and develop solutions that reflect a holistic approach to sustainability and the opportunities and constraints this presents.	CON7CMC CON7SDC QSP7PCM

Delivery Structure

Autumn (UK) Entry

Level		Year 1 Semester 1
7	CON7SDC	Sustainable and Innovative Construction
7	QSP7CAP	Contract Administration and Practice
Year 1 Semester 2		
7	LAW7LFS	Law for Surveyors
7	QSP7BEC	Building Economics
Year 2 Semester 1		
7	QSP7PCM	Professional Cost Management
7	CON7CMC	Management of Construction
7	PRJ7PRA/PRJ7PRS	Postgraduate Project
Year 2 Semester 2		
7	QSP7SPT	Procurement and Tendering
7	PRJ7PRA/PRJ7PRS	Postgraduate Project

Spring (UK) Entry

Level		Year 1 Semester 1
7	CON7SDC	Sustainable and Innovative Construction
7	QSP7BEC	Building Economics
Year 1 Semester 2		
7	LAW7LFS	Law for Surveyors
7	QSP7CAP	Contract Administration and Practice
Year 2 Semester 1		

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7	QSP7SPT	Procurement and Tendering
7	CON7CMC	Management of Construction
7	PRJ7PRA/PRJ7PRS	Postgraduate Project
Year 2 Semester 2		
7	QSP7PCM	Professional Cost Management
7	PRJ7PRA/PRJ7PRS	Postgraduate Project

Module Summaries

Core Modules

CON7SDC Sustainable and Innovative Construction

This module develops the principles of construction technology, including modern, innovative and traditional construction. Within the framework of a sustainable built environment, assessment methods and relevant codes and regulations are explored in providing for a sustainable agenda.

LAW7LFS Law for Surveyors

This module introduces an overview of English law, the legal system and the law-making process. Students are introduced to the law of contracts, from their formation, acceptance and validity, through to termination and remedies for breach and the enforceability of exclusion clauses. Students are then introduced to the law of tort which deals with 'civil wrong' (tort being the French for 'wrong') that causes harm or loss to one or more parties. In tort we will explore the concept of duty and standard of care, vicarious liability, and remedies and specific classes of tort. An introduction to conflict avoidance, dispute resolution and, particularly, Alternative Dispute Resolution is provided, which includes considering when and how ADR is commonly used in a built environment context.

QSP7CAP Contract Administration and Practice

This module examines Joint Contracts Tribunal (JCT), New Engineering Contract (NEC) and International Federation of Consulting Engineers (FIDIC) Standard Forms of construction contracts to enable students to interpret and analyse the key provisions for effective control and management of a contract. The module also examines the interactions of stakeholders and addresses impartiality and lack of bias within construction contracts.

QSP7BEC Building Economics

This module provides students with a comprehensive understanding of commercial aspects of a construction project during the pre-contract phase including costs, financing, value management and cost control and where applicable the profitability of development opportunities.

QSP7PCM Professional Cost Management

This module brings together various cost management subjects and allows the exploration of a range of issues and challenges which contribute to the development of the cost

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management aspects of the quantity surveying profession. Therefore, it develops the knowledge, understanding and skills in construction quantification/measurement and cost management required to operate in a dynamic and contemporary construction environment.

QSP7SPT Procurement and Tendering

This module examines the principles and applications of project procurement. It also develops understanding of the effects of risk allocation on procurement choice and the impact this has on subsequent phases of the project cycle.

CON7CMC Management of Construction

This module develops both the personnel and organisational issues of construction management, with a focus on the managers of construction projects. Comprehensive understanding and practice of skills in managing, planning and controlling the safe production of a construction project are investigated.

PRJ7PRA/PRJ7PRS Postgraduate Project

This module requires students to develop their research skills within the context of the built environment and is a key part of their wider professional development. It provides them with an opportunity to conduct a self-directed research project that reflects the culmination of their studies in the relevant programme. The topics selected are expected to reflect the current and critical issues that concern the built environment. For many students the development of case study research, often emanating within their own workplace or arising from their professional activity, will be an appropriate approach to demonstrate research and expertise in a specific area.

Learning, Teaching and Assessment

Learning & Teaching

Knowledge and understanding

The teaching, learning and assessment strategy for the programme is guided by the UCEM-wide Learning, Teaching and Assessment Strategy (LTAS 2020-2025). This ensures all programmes promote a logical learning journey for students. The approach adopted is student-centred learning design that supports the educational needs of our diverse student community. Learning has been designed with flexibility in mind to support students to adopt their own learning experience best suited to their needs.

Students are taught through online learning resources available to them, including customised text material, study papers, learning activities and interactive media. These are complemented by a variety of Lecturer-facilitated sessions and interactions, using a range of media for enhancement of the learning experience.

Module delivery follows a standard format, incorporating a range of subject appropriate resources suitable for the online learner. This may include, but is not limited to, audio-visual presentations, interactive case studies and online journals.

Students are encouraged to research beyond the material provided and undertake self-directed learning throughout their programme. In the Postgraduate Project module, self-directed learning and problem solving further enhances knowledge and understanding, focusing on students' own chosen research topic.

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Intellectual skills

Learning and teaching methods are applied to enable the development of cognitive skills. These skills are aligned to those used by Quantity Surveyors, but also meet the needs of working in other industries. These skills are developed through interaction with multi-media learning resources, self-directed learning and via participation in student-centred learning activities. The approach to assessment is lecturer-guided and, formative feedback on these skills is given appropriate emphasis.

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 industry issues.

Subject practical skills

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 within commercial and contractual situations.

Key areas that are covered in the students' learning experience that are fundamental for their understanding of quantity surveying at Master's level include but are not limited to measurement and quantification of construction works, legislation, construction processes, technologies, management of the building process and people, economics and the contractual requirements associated with a building project.

Law for Surveyors at level 7 provides more advanced elements underpinning the student's understanding of the legal requirements relevant for Contract Administration and Practice.

The Building Economics module provides students with an understanding of the commercial aspects of a construction project during the pre-contract phase which includes for development appraisals.

The Management of Construction module considers both the personnel and organisational aspects of construction management, with a focus on the managers of construction projects. It provides a comprehensive understanding of the skills required in managing, planning and controlling the safe implementation of a construction project.

The Sustainable and Innovative Construction module develops the principles of construction technology, including modern, innovative and traditional construction. It enables students to critically assess appropriate, innovative construction technology within the framework of a sustainable built environment, taking account of relevant codes and regulations.

The administration of construction contracts from contract commencement through to final certification are taught via the Contract Administration and Practice module along with the investigation of various standard forms of construction contracts.

Students will consider the various ways in which construction projects can be procured and the consequent effects of procurement strategies on tendering.

The wide-ranging Professional Cost Management module explores a range of issues and challenges which contribute to the development of the cost management aspects of the quantity surveying profession. It develops the knowledge, understanding and skills in cost management and measurement / quantification of construction works.

Key/ Transferable skills

The BE Ready Orientation sets out the importance of transferable skills. These skills are developed through the programme, utilising study and assessment. This can be via virtual learning environment (VLE) discussion, tuition discussion, problem-solving exercises –

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which are conducted individually or in groups – and coursework, which provides the ideal combination to internalise these aspects through different learning methods. The Study Skills area of the VLE is a further resource for support in developing these skills.

The learning activities in this programme require students to undertake research, evaluate their findings and develop solutions. The 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. Additional support for transferrable skills is delivered via the joint programme webinars delivered to the student throughout the year. Students also have the opportunity to develop transferrable skills through formative and summative opportunities within the modules.

Assessment

The assessment strategy for the programme is guided by the UCEM-wide Learning, Teaching and Assessment Strategy (LTAS 2020-2025). The aim of UCEM's assessments is to allow students an opportunity to demonstrate what they have learned using a range of formats and which encourage critical self-reflection linked to personal development. To support this, assessments are clearly related to module learning outcomes and the activities within the module support students in achieving these.

UCEM's practice is to require assessments to be vocationally and professionally relevant. Assessments are built that have direct application to industry standards, and that enable students to learn through real world scenarios and working practice. This involves the generation of tasks based on problems, scenarios or case studies from recent real-world situations that reflect and/or replicate the vocational requirements of the industry and the international nature of the subject matter. All elements of assessments are discipline-specific for each programme as well as supporting the acquisition and promotion of transferable skills, including research skills development.

Formative assessment and feedback opportunities are provided throughout the programme in a variety of formats to motivate, guide and develop students through their learning. Students are required to complete various pieces of coursework in the modules which are assessed within set time frames. Detailed feedback is provided on lecturer-assessed work, which explains how the mark was derived, what was done well and what could be improved for future assessments. Objective testing is also utilised in formative (including self-assessment) and summative assessment. Individual projects in the final stage are assessed in accordance with their own guidelines and marking schemes.

All assessment contributing to award is subject to moderation policies. Moderation at UCEM is designed to reflect the quality of the student submission and the benchmark standards for the various levels of undergraduate study. Moderation of marking accords with QAA recommended best practice to ensure that marking criteria have been fairly, accurately, and consistently applied during first marking.

Assessment Diet

The types of assessments used on this programme will include coursework (such as essays, reports, portfolios, reflections, problem or short questions or video presentations), computer-based assessments, and computer marked assessments (CMAs). The exact combinations of assessment will vary from module to module.

In general, there will be 2 assessments per module. The first assessment is usually either coursework or a CMA. The second assessment is usually coursework. Some modules may

have up to a maximum of 4 assessments (except for PRJ7PRA/S Postgraduate Project which has 2 assessments: a research proposal and the final project submission).

Study Support

BE Ready Orientation

The purpose of BE Ready is to prepare students for online learning with UCEM but also to support students throughout their learning journey. Students are expected to visit BE Ready every semester for updates, welcome back week activities as well as advice specific to their level of study.

There are a variety of resources which will help students to get started. These include how to use the VLE, how to navigate a module, the UCEM e-library and how to join a webinar. BE Ready also provides practical advice such as how to manage independent study, where to find our Study Skills resources and how to access academic or pastoral support. All this information is key to having a successful start to supported online learning with UCEM.

Resources are available to support students with referencing and how to develop good academic practice to avoid academic misconduct. A range of study skills support materials are available to apprentices.

Student learning support

The programme is taught via UCEM's VLE and academic facilitation and support is provided online giving students access to UCEM Lecturers and other students worldwide.

The Education team will guide and support students' learning. Furthermore, all students who do not engage with initial assessment or the VLE will receive additional support from the Programme Team. Other UCEM administrative teams provide support for assessments and technical issues including ICT. UCEM's 'Student Central' portal provides the main point of contact for students for these teams throughout the duration of their programme.

Each student, wherever their location, will have access to a wealth of library and online materials to support their studies. International students are able to use their local context when writing their assessments.

The Academic Support & Enhancement (ASET) team works with departments to promote student retention, achievement and success. This work is achieved through a multi-faceted approach, which consists of:

- delivering support tutorials to students identified as academically at risk to develop the academic skills needed for success;
- developing 'self-serve' support resources to enable students to develop their academic skills;
- delivering teaching webinars and drop-in sessions on academic skills;
- working with the Education team and other support teams to identify ways in which student success can be further facilitated.

Relevant research is also carried out to inform proactive interventions, and to develop policy and practice.

Disability, neurodiversity, and wellbeing related support is provided via a dedicated Disability and Welfare team at UCEM.

Workplace apprenticeship support and apprenticeship support from UCEM

Students that are studying the programme as part of an apprenticeship programme will be assigned an Apprenticeship Outcomes Officer who is the primary point of contact for the apprentice and their employer during the apprenticeship. Apprentices and their employers will attend progress reviews scheduled at 12-week intervals which will review the apprentices progress, set targets and will check the completion of the off the job diaries and that the apprentice is making demonstrable progress on their apprenticeship.

Apprentice employers should work collaboratively with the apprentice and UCEM, including active participation at 12-week progress reviews, co-ordinating off the job training time and providing the apprentice with the opportunity to practice and embed new skills in the work environment.

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 are undertaking vocational programmes that are intrinsically linked to the accrediting professional bodies. Students are encouraged and supported to understand the need for the recognition of these bodies and guided as to how to meet the professional membership requirements.

More generally, UCEM has a dedicated careers advisor to ensure students have appropriate access to careers education, information, advice and guidance.

Programme specific support

Each programme has a Programme Leader, as well as Module Leaders, Module Lecturers and Academic Support Tutors to support the students throughout their time with the programme.

The UCEM staff are accessible during normal UK working hours, during which they also monitor the 24/7 forums asynchronously and provide encouragement, assistance and necessary lecturer and student feedback services.

Access to the UCEM e-Library is on a 24/7 basis and UCEM has a full-time e-Librarian during normal UK working hours.