UNIVERSITY COLLEGE
OF ESTATE MANAGEMENT

Surveying Technician Diploma

Programme Specification

Academic year September 2019 to August 2020

Reference:
Version: 18.00
Status: Final
Date: 20/04/2020

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 one:	N/A
Credit points:	N/A
Level of award (QAA FHEQ):	N/A
Intermediate award two:	N/A
Credit points:	N/A
Level of award (QAA FHEQ):	N/A
Validation	
Validating institution:	University College of Estate Management (UCEM)
Faculty	Apprenticeships
Date of last validation:	August 2019
Date of next periodic review:	August 2024
Professional accreditation / Recognition	
Recognising* body:	Royal Institution of Chartered Surveyors (RICS) *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 recognition	N/A
Date of next periodic review:	N/A

Miscellaneous	
Regulatory alignment	N/A as a level 3 qualification it is aligned with the Regulated Qualifications Framework (RQF) by the Office of Qualifications and Examinations Regulation (Ofqual) please click here (accessed 22/05/2019). This superseded the Qualifications and Credit Framework (QCF), which has helped in framing the size of the qualification as this was in place at the time BIS signed of the apprenticeship framework. Please click here for the regulatory arrangements for the QCF. (accessed 22/05/2019).
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)
UCAS Code	N/A
Programme Code	UDS3BS/UDS3QS/UDS3RE/UDS3RS/ TBC Programme code for Real Estate Agency - TBC
Other coding as required	N/A

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 strategic aim 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:

i. been accepted upon a Surveying Technician Apprenticeship,

and

ii. 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

iii. 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:

i. been accepted upon a Surveying Technician Apprenticeship
ii. achieved a minimum of three GCSEs at Grade C/Grade 4 and above (excluding maths and English)

or

iii. has prior attainment at full Level 2 (as defined by the ESFA) or higher

and

iv. has an accepted current or prior equivalent maths or English qualification or higher

and

v. has, through BKSB initial assessment, demonstrated a working level of Level 2

or

vi. a working level of Level 1 and a BKSB 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
Students who successfully complete this qualification and the Surveying Technician Apprenticeship may progress to one of UCEM's related BSc (Hons) programmes.

Award Regulations
Assessments are conducted and awards are conferred in accordance with the Academic and Programme Regulations for this programme (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:

Programme aims
• Residential or Commercial Valuation; • Residential or Commercial Property Management; • Planning and Development; • Building Surveying Consultant; • 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.

Programme Learning Outcomes

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

	Level 3 Learning Outcome		X. Ref. to Surveying Technician Apprenticeship Standard	Relevant Diploma Units
A - Knowledge and Understanding	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
	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

	Level 3 Learning Outcome	X. Ref. to Surveying Technician Apprenticeship Standard	Relevant Diploma Units
A - Knowledge and Understanding (continued)	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	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	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	D3.1 Communicate appropriately and effectively.	See note 1	All
	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.

For an additional detailed overview of how the Diploma links to the apprenticeship standards and professional body requirements, please see the PSRB Benchmark Mapping section of this document.

Programme Structure

Programme Structure

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	Proposed 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
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

The units per pathway are:

	Pathway					
	Building Surveying	**Residential Survey and Valuation**	**Quantity Surveying and Construction**	**Commercial Property Management**	**Real Estate Agency**	**Valuation**
Core units	**Unit 1:** Construction Technology and Drawings **Unit 2:** Law and Regulations **Unit 3:** Sustainability **Unit 4**: Economics, Measurement and Data					
Specialist units	**Unit 5:** Building Pathology and Building Surveys **Unit 9:** Tendering, Contracts and Procurement Processes	**Unit 5:** Building Pathology and Building Surveys **Unit 6:** Residential and Commercial Valuation & Appraisal	**Unit 7:** Quantification, Costing and Cost Planning of Construction Works **Unit 9:** Tendering, Contracts and Procurement Processes	**Unit 6:** Residential and Commercial Valuation & Appraisal **Unit 8:** Land, Property and Planning Law		

Notes
Electives are to support specialist pathways: (see programme structure, above for the guide).
BS – Building Surveying.
RSV – Residential and Survey and Valuation
QS – Quantity Surveying and Construction.
REM – Real Estate Management.
CPM – Commercial Property Management;

Delivery Structure
Level 3 Surveying Technician Diploma Apprenticeship.
540 Directed Learning Hours (DLH)
Six Units.
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 September 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) Activities Per Unit	
Face to face/tutor led learning hours	9 hrs
Directed learning hours	37hrs,
Self-directed learning hours	14hrs,
Assessment learning hours	30hrs

Year one Curriculum
Unit 1, core: 90 DLH.
Unit 2, core: 90 DLH.
Unit 3, core: 90 DLH.
Unit 4, core: 90 DLH.

Assessment
Written coursework assignment, 100%
CMA following week 9 VLE-based, pass/fail

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Year two Curriculum
Unit 5, 6 and 7 specialist: 90 DLH.
Unit 8 and 9 specialist: 90 DLH.

Assessment
Written coursework assignment, 100%
CMA following week 9: VLE-based, pass/fail

Core Units
Unit 1: Construction Technology and Drawings
Unit 2: Law Regulations
Unit 3: Sustainability
Unit 4: Economics, Measurement and Data

Pathways
BS - Building Surveying
RSV - Residential Survey and Valuation
QS - Quantity Surveying and Construction
CPM - Commercial Property Management
REA - Real Estate Agency
VAL - Valuation
Specialist Units
Unit 5: BS and RSV - Building Pathology
Unit 6: RSV, CPM, REA and VAL – Valuation and Appraisal.
Unit 7: QS - Quantification, Costing and Cost Planning of Construction Works
Unit 8: CPM, REA and VAL- Land, Property and Planning Law
Unit 9: BS and QS – Tendering, Contracts and Procurement Processes

Unit Summaries
Core Units

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.

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.*

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*)

Unit learning outcomes	Grading Criteria	Assessment	Word count or equivalent	Pass mark criteria	Weighting
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.*

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. 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.*

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.*

Unit Summaries
Elective, 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.

5. Building Pathology and Building Surveys
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.*

6. Residential and Commercial Valuation & Appraisal

Unit learning outcomes	Grading Criteria	Assessment	Word count or equivalent	Pass mark criteria	Weighting
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*)
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.*

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	Meets at least all Pass	N/A (must pass*)

Unit learning outcomes	Grading Criteria	Assessment	Word count or equivalent	Pass mark criteria	Weighting
			out assignment brief)	Grading criteria	
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.*

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.

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.*

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 Strategy
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 assessments returned in week 3 • Formative feedback to students given in week 5 • Summative assessment that builds on the formative assessment and feedback • Summative assessment submitted in week 9 • A CMA completed post week 9 The initial face to face workshop session for of each unit will ensure the student is ready to learn and introduces the unit, issues the assessment and the student will understand what to expect and what's expected of the student and topics, assessment and learning outcomes of the unit 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 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

Learning & Teaching Strategy

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.

As per its current approach 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.

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 unit.

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.

To pass this unit, the student must demonstrate that they have met all the learning outcomes of this unit. To achieve a merit all of the pass criteria and the merit criteria must be met. To achieve a distinction, all pass, merit and all distinction criteria needs to be met in full. The assessment criteria are set out and explained in the assessment brief.

Learning & Teaching Strategy per unit, for year one and two:

Week	1	2	3	4	5	6	7	8	9
Workshop	X				X				

Learning & Teaching Strategy

VLE Study	X	X	X	X	X	X	X	X	X
Learning Outcome	LO1, LO4	LO1, LO4	LO1, LO4	LO2, LO4	LO2, LO4	LO3, LO4	LO3, LO4	All LOs	All LOs

LO = Learning Outcome

Assessment Strategy

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

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.

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 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.

Assessment Strategy, per unit for year one and two:

Week	1	2	3	4	5	6	7	8	9	Post week 9
Learning Outcome	LO1, LO4	LO1, LO4	LO1, LO4	LO2, LO4	LO2, LO4	LO3, LO4	LO3, LO4	LO3, LO4	All LOs	LO1, LO2, LO3
Assessment	Issue F & S		Submit form		Feed-back form				Submit S	CMA S

LO = Learning Outcome F = Formative S = Summative

Assessment Diet:

Nine Credit units

Year one units:

- CMA – pass/fail (must pass)
- Written coursework assignment – 100% per unit

Year two units:

- CMA – pass/fail (must pass)
- Written coursework assignment – 100% per unit

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.

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 work place. 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.

Benchmark Mapping

As a level 3 qualification it is aligned with RQF – Ofqual, please click here (accessed 22/05/2019).

This sets out a level 3 qualification as:

Benchmark Mapping
Knowledge descriptor (the holder…) Has factual, procedural and theoretical knowledge and understanding of a subject or field of work to complete tasks and address problems that while well-defined, may be complex and non-routine. Can interpret and evaluate relevant information and ideas. Is aware of the nature of the area of study or work. Is aware of different perspectives or approaches within the area of study or work. Skills descriptor (the holder can…) Identify, select and use appropriate cognitive and practical skills, methods and procedures to address problems that while well- defined, may be complex and non-routine. Use appropriate investigation to inform actions. Review how effective methods and actions have been.

PSRB Benchmark Mapping

The table below maps the programme and its units against the approved apprenticeship framework and assessment plan.

		What is required - in the context of land, property and construction:	**Standard and key requirements**	**Link to AssocRICS Level 1 Mandatory Competencies**
		CORE KNOWLEDGE	**CORE KNOWLEDGE Standards Reference**	**MANDATORY AND TECHNICAL COMPETENCIES Reference**
CORE Units	**Learning Outcomes**			
1: Construction Technology and Drawings	**LO1** Understand the principles of building design processes and most common construction techniques and services commonly used in low rise domestic construction.	Describe the technology of low-rise buildings including materials.	**CK6.1** Low rise domestic building construction techniques and services.	**Building pathology** *(technical)* Demonstrate your knowledge and understanding of building defects including collection of information, measurements and tests. **Construction technology and environmental services** *(technical)* Demonstrate knowledge and understanding of the principles of design and construction relating to your chosen field of practice. **Design and specification** *(technical)* Demonstrate knowledge and understanding of the design process, and the scope and content of related documentation **Inspection** *(technical)* Demonstrate knowledge and understanding of the different requirements for inspection, together with the required information and factors affecting the approach to an inspection. **Measurement and inspection of land and property** *(technical)* Demonstrate knowledge and understanding of the principles and limitations of measurement and inspection for a range of different purposes. **Communication and negotiation** *(mandatory)* Demonstrate knowledge and understanding of effective oral, written, graphic and presentation skills including the methods and techniques that are appropriate to specific situations**.**
	LO2 Understand the principles of the selection and use of materials commonly used in the construction of low-rise domestic buildings.		**CK6.2** Construction materials for low rise domestic buildings.	
	LO3 Understand the principles of building failure in low rise domestic buildings		**CK6.3** Principles of building failure.	
	LO4 Demonstrate the English and maths skills relevant to the surveying profession.			

				Teamworking (*mandatory)* Demonstrate knowledge and understanding of the principles, behaviour and dynamics of working in a team.
2: Law and Regulations	**LO1** Understand the principles and workings of the English legal system. **LO2.** Understand the principles of law of contract and the law of tort including duty of care, negligence, nuisance, trespass and remedies **LO3.** Understand the regulatory and compliance framework associated with low rise domestic building construction **LO4**. Demonstrate the English skills relevant to the surveying profession	Describe the principles and responsibilities imposed by law, codes of practice and other regulations.	**CK1.1** The English legal system **CK1.2** Principles of law of contract **CK1.3** Principles of law of tort. This includes duty of care, negligence, nuisance, trespass and remedies.	**Health and safety** *(mandatory)* Demonstrate knowledge and understanding of the principles and responsibilities imposed by law, codes of practice and other regulations appropriate to your area of practice. **Design and specification** *(technical)* Demonstrate knowledge and understanding of the design process, and the scope and content of related documentation **Legal/regulatory compliance** *(technical)* Demonstrate knowledge and understanding of any legal/regulatory compliance requirements in relation to your area of practice. **Construction technology and environmental services** *(technical)* Demonstrate knowledge and understanding of the principles of design and construction relating to your chosen field of practice. **Contract practice** *(technical)* Demonstrate knowledge and understanding of the various forms of contract used in the construction industry and/or your area of business. **Communication and negotiation** *(mandatory)* Demonstrate knowledge and understanding of effective oral, written, graphic and presentation skills including the methods and techniques that are appropriate to specific situations**.** **Teamworking (***mandatory)* Demonstrate knowledge and understanding of the principles, behaviour and dynamics of working in a team.
	LO1.Know the economic, environmental and social principles relating to sustainability	Describe the principles and responsibilities imposed by	**CK5.1** Principles of sustainability - economic,	**Sustainability** *(mandatory)* Demonstrate knowledge and understanding of why and how sustainability seeks to balance economic, environmental and

3: Sustainability		law, codes of practice and other regulations.	environmental and social.	social objectives at global, national and local levels, in the context of land, property and the built environment.
	LO2. Understand the impact that construction related activities have on the environment and the sustainable techniques that can be used in construction and property sector to mitigate these.		**CK5.2** Sustainability in construction and property.	**Construction technology and environmental services** *(technical)* Demonstrate knowledge and understanding of the principles of design and construction relating to your chosen field of practice. **Design and specification** *(technical)* Demonstrate knowledge and understanding of the design process, and the scope and content of related documentation.
	LO3 Understand the importance of environmental legislation and regulations and their role in protecting the environment		**CK5.3** Legislation and regulation.	**Legal/regulatory compliance** *(technical)* Demonstrate knowledge and understanding of any legal/regulatory compliance requirements in relation to your area of practice.
	LO4. Demonstrate the English skills relevant to the surveying profession			**Inspection** *(technical)* Demonstrate knowledge and understanding of the different requirements for inspection, together with the required information and factors affecting the approach to an inspection. **Communication and negotiation** *(mandatory)* Demonstrate knowledge and understanding of effective oral, written, graphic and presentation skills including the methods and techniques that are appropriate to specific situations**.** **Teamworking (***mandatory)* Demonstrate knowledge and understanding of the principles, behaviour and dynamics of working in a team.
	LO1 Understand the basic principles of economics, the principles of economic markets, and their effect on property and construction markets. markets.	Be aware of economic principles and the operation of economic and property/ construction markets Explain key mathematical principles, principles of measurement, the importance of accuracy,	**CK3.1** Basic economic principles.	**Data management** *(mandatory)* Demonstrate knowledge and understanding of the sources of information and data, and of the systems applicable to your area of practice, including the methodologies and techniques most appropriate to collect, collate and store data. **Client Care** *(mandatory)*
	LO2. Understand the key mathematical principles relating to data collection.		**CK3.2** The principles of economics markets.	

4. Economics, Measurement and Data	**LO3** Understand the principles of data measurement and importance of accuracy and confidentiality in the collection and management of data	data management and confidentiality.	**CK3.3** The property and construction market.	Demonstrate knowledge and understanding of the principles and practice of client care including: • the concept of identifying all clients/colleagues/third parties who are your clients and the behaviours that are appropriate to establish good client relationships • the systems and procedures that are appropriate for managing the process of client care, including complaints • the requirement to collect data, analyse and define the needs of clients. **Property records/information systems** *(technical)* Demonstrate knowledge and understanding of the factors required for property records/ information systems, including the sourcing and collation of data. **Design economics and cost planning** *(technical)* Demonstrate knowledge and understanding of the main factors that affect design economics over the whole life of a building. Demonstrate knowledge and understanding of how cost planning assists in the financial control of projects during the design development stage **Measurement of land and property** *(technical)* Demonstrate knowledge and understanding of the principles and limitations of measurement relevant to your area of practice. **Analysis and appraisal** *(technical)* Demonstrate an understanding of the principal factors which affect the financial performance of an asset, the principal sources of supporting evidence, and the common techniques used to appraise and communicate their impact on value, in the context of valuation or investment/development appraisal. **Communication and negotiation** *(mandatory)* Demonstrate knowledge and understanding of effective oral, written, graphic and presentation skills including the methods and techniques that are appropriate to specific situations**.** **Teamworking (***mandatory)*
	LO4. Demonstrate the English and maths skills relevant to the surveying profession.		**CK2.1** Key mathematical principles relating to data collection.	
			CK2.2 Principles of measurement and importance of accuracy.	
			CK2.3 Data management and confidentiality.	

				Demonstrate knowledge and understanding of the principles, behaviour and dynamics of working in a team.

		What is required - in the context of land, property and construction:	Standard and key requirements	Link to AssocRICS Level 1 Mandatory Competencies
SPECIALIST Units	**Learning Outcomes**	**CORE KNOWLEDGE**	**CORE KNOWLEDGE Standards Reference**	**MANDATORY AND TECHNICAL COMPETENCIES Reference**
6 Residential and Commercial Valuation & Appraisal	**LO1** Understand the reasons and purpose for which valuations are undertaken	Describe the reasons for valuations and the methods to provide both capital and rental valuation advice.	**CK8.1** Reasons for valuation.	**Landlord and tenant** *(technical)* Demonstrate knowledge and understanding of the law and practice relating to landlord and tenant. **Measurement and inspection of land and property** *(technical)* Demonstrate knowledge and understanding of the principles and limitations of measurement and inspection for a range of different purposes. **Property records/information systems** *(technical)* Demonstrate knowledge and understanding of the factors required for property records/ information systems, including the sourcing and collation of data. **Rental appraisal** *(technical)* Demonstrate knowledge and understanding of rental appraisals requiring analysis and understanding of lease terms. **Leasing/letting** (*technical)* Demonstrate knowledge and understanding of how various types of property are let (or a similar interest is acquired for a client) and the different types of interests that may be placed on the market. Demonstrate an understanding of the economics of the market for such interests and the appropriate legal frameworks. **Local taxation/ assessment** *(technical)*
	LO2 Understand and be able to propose methods of valuation for residential and commercial property		**CK8.2** Methods of valuation.	
	LO3 Understand the principles of freehold and leasehold valuations		**CK8.3** Freehold and leasehold valuations.	
	LO4. Demonstrate the English and maths skills relevant to the surveying profession.			

				Demonstrate knowledge and understanding of the provisions for taxation of real estate, plant and machinery and/or other property types at a local/municipal level. **Valuation** *(technical)* Demonstrate knowledge and understanding of the purposes for which valuations are undertaken; the relevant valuation methods and techniques; the appropriate standards and guidance and any relevant statutory or mandatory requirements for valuation work. **Analysis and appraisal** *(technical)* Demonstrate an understanding of the principal factors which affect the financial performance of an asset, the principal sources of supporting evidence, and the common techniques used to appraise and communicate their impact on value, in the context of valuation or investment/development appraisal. **Measurement of land and property** *(technical)* Demonstrate knowledge and understanding of the principles and limitations of measurement relevant to your area of practice. **Communication and negotiation** *(mandatory)* Demonstrate knowledge and understanding of effective oral, written, graphic and presentation skills including the methods and techniques that are appropriate to specific situations**.** **Teamworking (***mandatory)* Demonstrate knowledge and understanding of the principles, behaviour and dynamics of working in a team.
5 Building Pathology and Building Surveys	**LO1** Understand the cause and mechanics of varying types of building failure **LO2** Understand building defects likely to be encountered in typical building surveying activities. **LO3** Understand building surveying/inspection processes including the various methods to collect,	Be aware of common building defects, including collection of information, measurement and tests.	**CK9.1** Reasons for failure. **CK9.2** Common building defects **CK9.3** Collection of information, measurement and data	**Building pathology** *(technical)* Demonstrate your knowledge and understanding of building defects including collection of information, measurements and tests. **Construction technology and environmental services** *(technical)* Demonstrate knowledge and understanding of the principles of design and construction relating to your chosen field of practice. **Inspection** *(technical)*

	store and retrieve information for various differing purposes when carrying out surveys/inspections			Demonstrate knowledge and understanding of the different requirements for inspection, together with the required information and factors affecting the approach to an inspection. **Legal/regulatory compliance** *(technical)* Demonstrate knowledge and understanding of any legal/regulatory compliance requirements in relation to your area of practice. **Communication and negotiation** *(mandatory)* Demonstrate knowledge and understanding of effective oral, written, graphic and presentation skills including the methods and techniques that are appropriate to specific situations**.** **Teamworking (***mandatory)* Demonstrate knowledge and understanding of the principles, behaviour and dynamics of working in a team.
	LO4 Demonstrate the English and maths skills relevant to the surveying profession			
7 Quantification, Costing and Cost Planning of Construction Works	**LO1** Understand the principles of quantification and costing of construction works at the various stages of a project and their interrelation to the financial control of construction projects (including both measurement and definition).	Be aware of the principles of quantification and costing of construction works and how cost planning assists in the financial control of projects.	**CK12.1** Quantification of construction works (measurement and definition)	**Quantification and costing of construction works** *(technical)* Demonstrate knowledge and understanding of the principles of quantification and costing of construction works as a basis for the financial management of contracts. Demonstrate understanding of the legal and contractual constraints and the effect of time and quality on the cost of a project **Building information modelling (BIM) management** *(technical)* Demonstrate knowledge and understanding of the technical, process and collaborative aspects of the use of BIM on projects **Design economics and cost planning** *(technical)* Demonstrate knowledge and understanding of the main factors that affect design economics over the whole life of a building. Demonstrate knowledge and understanding of how cost planning assists in the financial control of projects during the design development stage **Communication and negotiation** *(mandatory)*
	LO2 Understand the measurement of buildings and structures to agreed standards		**CK12.2** Measurement of buildings and structures to agreed standards.	
	LO3 Understand the methods used in the costing of construction works including the production and use of pricing documents		**CK12.3** Costing of construction works.	
	LO4 Demonstrate the English and maths relevant to the surveying profession			

				Demonstrate knowledge and understanding of effective oral, written, graphic and presentation skills including the methods and techniques that are appropriate to specific situations**.** **Teamworking (***mandatory)* Demonstrate knowledge and understanding of the principles, behaviour and dynamics of working in a team.
8 Land, property and planning law	**LO1** Understand the principles of land law. Understand the principles of land law. **LO2** Understand the importance of the of landlord and tenant law. **LO3** Understand the principles of planning law. **LO4** Demonstrate the English and maths skills relevant to the surveying profession	Explain principles of land law, the law of landlord and tenant and planning law.	**CK10.1** Principles of land law **CK10.2** Landlord and tenant law. **CK10.3** Planning law.	**Landlord and tenant** *(technical)* Demonstrate knowledge and understanding of the law and practice relating to landlord and tenant. **Property management** *(technical)* Demonstrate knowledge and understanding of property management and the relationship between owner and occupier. **Rental appraisal** *(technical)* Demonstrate knowledge and understanding of rental appraisals requiring analysis and understanding of lease terms. **Leasing/letting** *(technical)* Demonstrate knowledge and understanding of how various types of property are let (or a similar interest is acquired for a client) and the different types of interests that may be placed on the market. Demonstrate an understanding of the economics of the market for such interests and the appropriate legal frameworks. **Local taxation/assessment** (*(technical)* Demonstrate knowledge and understanding of the provisions for taxation of real estate, plant and machinery and/or other property types at a local/municipal level. **Property management accounting** *(technical)* Demonstrate knowledge and understanding of any legal or regulatory principles (including taxation implications where appropriate) that apply to property management accounts and service charge accounts. **Communication and negotiation** *(mandatory)*

				Demonstrate knowledge and understanding of effective oral, written, graphic and presentation skills including the methods and techniques that are appropriate to specific situations**.** **Teamworking (***mandatory)* Demonstrate knowledge and understanding of the principles, behaviour and dynamics of working in a team.
9 Tendering, Contracts and Procurement Processes	**LO1.** Understand the main types of procurement and tendering processes used in the construction industry (mapped to OK11.1). **LO2.** Understand the various forms of contracts and agreements used in the construction industry (mapped to OK11.2). **LO3.** Understand the most appropriate form of contract and tender process for a given range of	Describe the main types of procurement and tendering, and the various forms of contract used in the construction industry.	**CK11.1** Types of procurement. **CK11.2** Forms of Contract **CK11.3** Tendering and negotiation processes	**Contract administration** *(technical)* Demonstrate knowledge and understanding of the contractual, legislative, and statutory terminology/requirements of a construction contract. **Contract practice** *(technical)* Demonstrate knowledge and understanding of the various forms of contract used in the construction industry and/or your area of business. **Procurement and tendering** *(technical)* Demonstrate knowledge and understanding of the tendering and negotiation processes used in the construction industry and/or your area of business. **Communication and negotiation** *(mandatory)* Demonstrate knowledge and understanding of effective oral, written, graphic and presentation skills including the methods and techniques that are appropriate to specific situations**.** **Teamworking (***mandatory)* Demonstrate knowledge and understanding of the principles, behaviour and dynamics of working in a team.

	projects (mapped to OK11.3). **LO4.** Demonstrate the English and maths relevant to the surveying profession.			