

Counsellor Commitment Statement

This statement constitutes an agreement between the candidate and the counsellor.

When a candidate nominates a counsellor in the Assessment Platform, the counsellor will receive an email notification asking them to confirm that they:

- Agree to act as the candidate's counsellor
- Will complete the [mandatory training](#) for the role
- Have read and signed this commitment statement

Roles and responsibilities

A candidate cannot apply for assessment until the counsellor has confirmed that, in their opinion, the candidate has reached the required level of competence. This verification is a mandatory assessment requirement.

As a counsellor, responsibilities include:

- Acting as an unbiased, critical friend
- Providing input into the candidate's professional and personal development in relation to the achievement of the competency standard
- Having direct knowledge of the candidate's relevant work experience and the competencies evidenced
- Having direct knowledge and experience of local legislation that applies to the candidate's job and tasks
- Having detailed knowledge of the RICS assessment requirements and verifying that the submission complies
- Where applicable, engaging with the candidate's supervisor to support the candidate's development

Time Commitment

The number of candidates a counsellor chooses to support is a matter of personal judgement. However, RICS recommends counselling no more than **five candidates** at any one time. This is an advisory limit, and RICS recognises there may be circumstances where counsellors support more candidates.

Counsellors must carefully consider the time commitment involved and their duty of care to candidates.

“Paid-for” services

Some counsellors provide “paid-for” services to candidates. In these cases, payment **must be for support and training only**. Payment cannot be received for signing off a candidate as ready for assessment.

An appropriate contract for services must be in place between the counsellor and candidate, making this explicitly clear.

Any declaration is made in the counsellor’s capacity as an RICS professional and must be carefully considered with reference to the RICS Rules of Conduct.

Candidate responsibilities

When candidates enrol, they are committing to becoming a chartered surveyor (MRICS) or Associate member (AssocRICS). Candidates have six years from the date of enrolment to qualify.

When starting the assessment journey, candidates must prepare appropriately by reading the:

- Candidate guide for their assessment route
- Requirements and competencies guide
- Relevant pathway guide

Candidates are responsible for keeping up to date with current guidance and remaining committed to their assessment.

If a candidate changes their counsellor, they must update their record in the Assessment Platform so the new counsellor receives the notification and signs the commitment statement.

If a candidate believes their counsellor is not fulfilling their responsibilities in line with this commitment statement, RICS encourages the candidate to raise concerns with their employer (where appropriate) and/or the RICS Candidate Support Hub.

For serious matters, further guidance is available on the RICS [Speaking Up](#) webpage.

Assessment cap

From 1 January 2026, a limit on assessment attempts was introduced. Candidates have up to four attempts at the chartered assessment and four attempts at the Associate assessment.

Candidates may apply for a fifth and final attempt after completing a period of further experience. Attempts made before 1 January 2026 do not count towards the limit.

To confirm acceptance of this statement, please complete the following sections

Counsellor's details

Name:	
RICS membership number:	
Signature:	
Date:	

Candidate's details

Name:	
RICS membership number:	
Signature:	
Date:	

If you have any questions about the content of this statement, please contact the [Candidate Support Hub](#).