

Rules for registration on regulatory schemes for individuals

Version 7 with effect from 1 September 2026

1 Authority

1.1 These Rules are made by the Standards and Regulation Board, by authority granted through [Regulation 7.2.4](#).

2 Scope

2.1 This document sets out the eligibility requirements, processes and obligations for members of and applicants to any RICS regulatory schemes for individuals.

2.2 This document does not set out scheme-specific rules. Individual requirements, processes and obligations for each scheme are included in the relevant Rules document, which can be found on the [regulatory scheme webpage](#).

What is a regulatory scheme?

2.3 A regulatory scheme is a method of regulating a specific surveying activity. RICS Regulation creates these where they are needed to address risk and reduce harm to consumers and the public.

2.4 These schemes include specific regulatory requirements, as laid out in this document, which include (but are not limited to):

- a restricting practice of a specific activity to Scheme Members, ensuring that RICS knows who is working in this area and that RICS is able to write and enforce specific rules
- b specific qualification or experience requirements that are individual to each scheme, ensuring Scheme Members working in this area have adequate knowledge and experience
- c an audit, assurance, compliance and enforcement regime, to support and ensure Scheme Members are following the rules.

Definitions

2.5 The following definitions apply to these Rules.

Term	Definition
Scheme Applicant	A person who has applied for or is in the process of applying to register onto a scheme.
Scheme Member	A person who has registered onto a scheme and has not been deregistered from that scheme. Previous versions of this document have referred to this as a 'Scheme registered person'. These terms are interchangeable.

Term	Definition
Member	A Member of RICS, including Associates and Fellows, or a member of the Attached Classes as described in Regulation 2.1.2 .
Regulated Non-Member	An individual who is not a Member but who has agreed to be regulated by RICS for the purpose of business activities covered by the scheme.

3 Eligibility for registration

3.1 To register on a scheme, Scheme Applicants must be Members or Regulated Non-Members. However, not all Members and Regulated Non-Members will be eligible to join all schemes.

3.2 Individual eligibility requirements for each scheme are included in the relevant Rules document, which can be found on the regulatory scheme webpage.

4 Registration process

4.1 This section outlines the general process for scheme registration. Any deviations or additions to this process for specific schemes will be outlined in the relevant Rules document.

4.2 A Scheme Applicant must:

- a** provide all application information requested, in the specified form, by the Head of Regulation (on behalf of the Standards and Regulation Board), and
- b** agree that RICS may share relevant information about them with government, regulators and law enforcement bodies where there is an appropriate lawful basis to do so. Further information about how RICS processes personal data is available in [RICS' Privacy policy](#).

4.3 Upon receipt of an application to register for a scheme, the Head of Regulation may:

- a** register the Scheme Applicant onto the scheme
- b** register the Scheme Applicant subject to specific conditions, giving reasons
- c** refuse to register the Scheme Applicant, giving reasons, or
- d** request more information from the Scheme Applicant prior to making a decision.

5 Fees and costs

5.1 A Scheme Member is liable, subject to any scheme-specific rules, for the payment of any scheme fee, subscription, levy or other sums payable while they are or were a Scheme Member.

5.2 Registration and ongoing scheme fees are set by the Standards and Regulations Board and are subject to change. Current scheme fees can be found on the [RICS website](#).

5.3 The Standards and Regulation Board, or those exercising delegated authority on its behalf, may charge interest and take such other action it considers appropriate if any Scheme Member fails to pay, including pursuing court action for payment of money owed and removal of membership (of the scheme or of RICS) in line with [Regulation 4.4](#).

5.4 The Scheme Member is ultimately responsible for all fees owed, even if those fees are paid by an RICS-Regulated Firm or other party.

6 Obligations of Scheme Members

6.1 All Scheme Members, including Regulated Non-Members, must comply with RICS' [Rules of Conduct](#), including Appendix A: Professional obligations to RICS. For the purposes of interpretation, references to members in the *Rules of Conduct* also refer to Scheme Members.

6.2 All Scheme Members must comply with the rules in this document and any scheme-specific rules found in the relevant Rules document.

6.3 Scheme Members may be subject to scheme-wide or individual audit requirements. Scheme Members must provide information requested by the Standards and Regulation Board, or those exercising delegated authority on its behalf, which could include, but is not limited to, client files.

6.4 Scheme Members must submit information annually as requested by the Standards and Regulation Board, or those exercising delegated authority on its behalf, for continued registration on the regulatory scheme.

6.5 Scheme Members must comply with any requirements, actions or directions made in a decision by an ombudsman or any other independent arbitrator within the time specified.

6.6 Scheme Members must inform the Head of Regulation of any finding against them by any disciplinary or regulatory body, court or statutory authority.

6.7 Scheme Members must notify the Head of Regulation within seven days of any change to their circumstances which may affect their ability to meet the scheme-specific rules, including a change in their eligibility (such as no longer being a Member or Regulated Non-Member).

6.8 Scheme Members must maintain an appropriate level of competence and complete relevant [continuing professional development](#) according to RICS' requirements, which may be updated from time to time.

6.9 Scheme Members must comply with relevant RICS standards on data and AI.

6.10 Where a Scheme Member has a reasonable belief that there has been a breach of the Rules for registration on regulatory schemes as laid out in this document and/or the scheme-specific rules, either by themselves or others, they must promptly report this to the Head of Regulation.

6.11 Scheme Members must maintain up-to-date contact details via their account with RICS.

7 Deregistration process

7.1 A Scheme Member will remain registered until:

- a** an application for deregistration has been approved by the Head of Regulation (on behalf of the Standards and Regulation Board),
- b** they no longer meet the requirements of registration or
- c** until the Scheme Member is deregistered as part of a disciplinary outcome (outlined in section 9 below).

7.2 A Scheme Member may also be deregistered due to non-payment of fees, unless the Head of Regulation refuses to deregister under the provision in 7.4.

7.3 A Scheme Member who wishes to deregister must apply to be deregistered from a scheme using the form specified for that scheme. The Scheme Member will remain registered until the application is approved by the Head of Regulation and they have been notified of this.

7.4 The Head of Regulation may refuse to deregister a Scheme Member if:

- a** the Scheme Member is the subject of an investigation by RICS or other partner organisations for the relevant scheme, or
- b** the Head of Regulation believes a Scheme Member may have breached the rules in this document and any scheme-specific rules.

7.5 Once a Member is deregistered they must:

- a** immediately cease referring to themselves as a Scheme Member or using any scheme-specific titles or badges, and
- b** immediately cease working in the regulatory scheme-reserved practice area.

7.6 If a Scheme Member is no longer able to meet the eligibility conditions for the scheme, for example if they are no longer a Member or Regulated Non-Member, the Scheme Member will be deregistered from the scheme by the Head of Regulation.

8 Review and appeal

8.1 A person may apply for a review by the Registration Panel of the Regulatory Tribunal of any decision of the Head of Regulation under these Rules within 28 days of the decision. The Registration Panel will follow the process and procedure as set out in the [Regulatory Tribunal Rules](#).

8.2 Any review under 8.1 shall be a fresh consideration of the application, and the powers available to the Registration Panel in such circumstances shall be the same as the powers available to the Head of Regulation in these Rules.

8.3 The Scheme Member or Scheme Applicant shall pay any fees, costs or fines levied under the Regulatory Tribunal Rules.

9 RICS powers and obligations

9.1 RICS will hold and publish a register of Scheme Members.

9.2 The Head of Regulation shall have the power to deregister, suspend, apply conditions on the membership of and reinstate Scheme Members.

9.3 For the purposes of interpretation, the [RICS Monitoring and Investigation Rules](#) and the [Regulatory Tribunal Rules](#) shall apply. References to Members or Firms in the *RICS Monitoring and Investigation Rules* shall also include Scheme Members.

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