Acceleration Course for Building Surveying

Blended course for Building Surveying APC
8 online modules
5 classroom sessions
21 June – 30 October 2019
Hong Kong

rics.org
Building surveyors work in most real estate markets including residential, commercial, retail, industrial, leisure, education and health. Consequently, there are a wide variety of opportunities for building surveyors to work in both the commercial, private, and public sectors. Many building surveyors work for property consultancies, public sector organisations, real estate owning clients and contractors as well as in a number of specialist niche areas such as insurance, rights to light, party wall matters, etc.

Course Summary

Building surveying is one of the largest areas of surveying practice, and covers a wide range of professional roles.

Through this interactive programme, we will teach you the technical aspects and core principles of building surveying, as well as equipping you with knowledge of the techniques used in the industry.

This course is made up of 8 technical units covering the practices and principles of building surveying.

Who is this course for?

This course is suitable for:

- BS APC candidates who want to fast-track their progress.
- Surveyors from other backgrounds who wish to become chartered as BS members.
- Other professionals in the built environment (e.g. Architects, Engineers and Construction Project Managers) who want to become chartered building surveyors, by taking the APC pathway to become members of the RICS.
Course Summary

Delivered over 5 months, this course outlines the practices and core principles of building surveying in 8 content modules. Each module covers a competency required by the profession and using a blended style of online study. Through a mixture of learning content and interactive sessions, delegates will gain a thorough grounding of the required technical knowledge of each competency. There will also be a face to face consolidation session in how to demonstrate your knowledge of each competency and a personal feedback from the trainer on your summary of experience.

Each content module is composed of the following, to support and enhance the learners’ needs in gaining knowledge throughout the course programme.

- E-learning sessions
- Reading material
- Face to Face Sessions
- Case studies
- Online forum
- End of module quizzes
- Assessor feedback

E-learning sessions
The online technical e-learning sessions provide you with a detailed overview of the principles and methodologies covered within each module. These are created by highly experienced trainers to give the core competencies of Building Surveying practice.

Reading materials
Further your study and understanding of the methodologies with the directed reading material. Sourced from textbooks and articles, these readings support your development throughout the course programme.

Face-to-face sessions
The face to face sessions consolidate your learning from the modules. Here you will have a chance to meet the course tutor and to ask any questions directly.

Case studies
Technical case studies provide you with examples of practice, within these case studies you will be able to practice the theory taught within the module. Your responses will be shared within the online forums.

Online forum
Each module has a dedicated forum to provide you with constant access to your tutor and a shared learning area with fellow delegates. Creating a dedicated learning environment you will be able to partake in topic discussion and share you learning with lots of other people from all over the world.

End of module quizzes
At the end of each module is a short quiz, to check your understanding of the content and to help track your progress.

Summaries of experience for assessor feedback
The trainer will review your summary of experience for each competency and give personalized feedback strengths and weaknesses.
## Course contents

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<thead>
<tr>
<th>Module 1</th>
<th>Introduction to the building surveying (online)</th>
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<tr>
<td></td>
<td>Introduction to building surveying and the core competencies of the APC pathway</td>
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<tr>
<td></td>
<td>Meet the tutors and other delegates</td>
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<td></td>
<td>Outline of the conversion course structure</td>
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<thead>
<tr>
<th>Module 2</th>
<th>Construction technology and environmental services for domestic and more complex buildings (online)</th>
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<tr>
<td></td>
<td>Alternative elemental options and sustainability</td>
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<tr>
<td></td>
<td>Construction technology for domestic buildings and more complex buildings</td>
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<tr>
<td></td>
<td>Environmental services for domestic buildings and more complex buildings</td>
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### 1st Day Face-to-face (Friday, 21 June 2019)

- Face to Face consolidation: how to demonstrate the competency
- Submit summaries of experience for Assessor feedback

<table>
<thead>
<tr>
<th>Module 3</th>
<th>Design and specification (online)</th>
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<tr>
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<td>Evaluate the different stages of design and construction from inception to completion</td>
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<td>Establish the appropriate various stages of the design process</td>
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<tr>
<th>Module 4</th>
<th>Inspection (online)</th>
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<tr>
<td></td>
<td>Identify building works and how they relate into different property structures</td>
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<tr>
<td></td>
<td>Determine the appropriate processes of construction and alteration</td>
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<td></td>
<td>Establish various techniques of carrying out inspections</td>
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<td>Review the different methods of completing property inspections</td>
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### 2nd Day Face-to-face (Thursday, 10 July 2019)

- Face to Face consolidation: how to demonstrate the competency
- Submit summaries of experience for Assessor feedback

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<tr>
<th>Module 5</th>
<th>Building pathology (online)</th>
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<tr>
<td></td>
<td>Identify building defects likely to be encountered in typical building surveying</td>
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<td></td>
<td>Establish the causes of failure, and the likely results of failure, together with recommendations of appropriate remedial measures</td>
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## Module 6
**Contract administration (online)**
- Effectively implement administrative procedures necessary for the smooth running of a construction contract
- Identify the roles and responsibilities of the contract administrator
- Considering other common contractual mechanisms

### 3rd Day Face-to-face (Friday, 23 August 2019)
- Face to Face consolidation: how to demonstrate the competency
- Submit summaries of experience for Assessor feedback

## Module 7
**Legal / regulatory compliance and property management (online)**
- Recognise the legal/regulatory requirements for surveying
- Identify health and safety risks in relation to building surveying regulations and guidance

### 4th Day Face-to-face
- Face to Face consolidation: how to demonstrate the competency
- Submit summaries of experience for Assessor feedback

## Module 8
**Course revision and consolidation (online)**
- Course summary and review
- Exam on technical modules

### 5th Day Face-to-face
- Submit summaries of experience for Assessor feedback
- APC –Writing your critical analysis
- Optional competencies
- Final interview practice

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**Scan the QR code to register or learn more about this training**
What you get from this course?

Upon reaching the end of the course, candidates will have gained the required knowledge to be able to:

- Technical building surveying training
- APC process and competency masterclasses
- Access to our industry-leading online library isurv (Building Surveying channel only)
- 200 study hours available
- Upon passing the online multiple-choice question assessment delegates will be awarded with a RICS Certification of Completion

Face-to-face membership training

After undertaking the RICS membership training sessions, delegates will be:

- Confident of how to demonstrate their understanding of the core competencies of the Building Surveying APC pathway in the summaries of experience
- Able to prepare their case study and presentation for submission, or know which areas to improve to be able to submit
- Ready to sit their final assessment interview, or know the areas in which to improve and develop in order to become ready

End of course assessment

Your progress in the technical module content will be supported through your training programme by a dedicated course tutor and membership training by BS Assessors. You will then be assessed through an online examination within the RICS Online Academy. The examination will take place within a 1-month window period towards the end of the programme.

Upon successful completion of the course delegates would have completed 200 CPD hours study over the 5-month period. Delegates will also receive a certificate of course completion confirming you have successfully attended and passed the Course in Building Surveying.

Trainer

Mr PF Chan

BSc, MPM, MRICS, MHKIS (BS, PFM), MCIOB, MHKIE, FHKICM, BEAM Pro, RPS(BS), RPE(BUD), AP(S), RI(S)

Mr PF Chan is a Chartered Building Surveyor with over 30 years post-qualification experience in building surveying practice, with regard to the control, development, maintenance and management of various kinds of properties embracing the core competences of the RICS building surveying pathway.

He has been the RICS APC assessor/chairperson since 2005. He also serves as assessor / council member of other local professional institutions in building surveying and construction management respectively.
APC Acceleration Course for Building Surveying

Course Date: 21 June 2019 – 30 October 2019
Duration: 5 months
Venue: Room 3707, Hopewell Centre, 183 Queen's Road East, Wanchai, Hong Kong
Time: 9:30am – 5:30pm
Deadline for registration: 14 June 2019
Early bird registration deadline: 1 June 2019
To register, please complete this form and return it with payment to Mr Peter Au at +852 2116 9719 or email pau@rics.org

Delegate fees
Please select one of the following:

<table>
<thead>
<tr>
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<th>Early bird discount</th>
<th>Full price</th>
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<tbody>
<tr>
<td>RICS member / APC trainee</td>
<td>$13,000</td>
<td>$15,000</td>
</tr>
<tr>
<td>Non RICS member</td>
<td>$16,000</td>
<td>$19,000</td>
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</tbody>
</table>

Delegate information

Surname ____________________________
Given name _________________________

☐ RICS membership No. ______________
☐ APC trainee membership No. __________
☐ Non-member _______________________
Company ____________________________
Position ____________________________
Correspondence Address ____________________________

Mobile ____________________________
Email ______________________________

(For use in an emergency on the day of the event)

(please write your email clearly)

Data protection
RICS will always make sure you receive compulsory communications such as those relating to the administration of your membership, renewal notices, regulation and conduct, practice and guidance notes and AGM information. Furthermore, RICS would like to use the contact details that you have provided to us in relation to the communications described below (including by email/telephone, where appropriate). Please tick the relevant boxes below:

- If you do not wish to receive additional communications from RICS about membership and the profession, tick here.
- If you do not wish to receive additional communications from RICS about RICS conferences, events, products, services and training (some of which may complement your CPD requirements), tick here.
- If you do not wish to receive additional communications from RICS detailing offers from third parties with whom we have negotiated special deals for members, tick here.
- RICS would like to pass your details (including email address and phone number) to selected third parties pre-approved by RICS so that they can let you know from time to time about their offers, products and services. Please tick here if you do wish to receive communications from these third parties.

Signed ____________________________
Date ______________________________

Terms and Conditions

- The organiser reserves the right to cancel or reschedule the function at its discretion.
- Applicants will only receive an e-mail notification from the RICS office to confirm their registration status. Should you not received an e-mail confirmation prior to the event, you are advised to call the RICS office at +852 3759 4105 to inquire about the status of your registration.
- No refund is made for cancellation or “no show” but a substitute delegate may be permitted, please inform RICS at least one day prior to the event.
- In the event a Typhoon Signal No. 8 or above or Black Rainstorm Warning being hoisted, the event will be postponed and details will be announced in due course. Should the aforesaid warnings be lowered before 12:00 noon on the date of event, the event will proceed as scheduled.
- Seat(s) will be confirmed upon receipt of completed registration form and payment.
- Please ensure the exact amount is deposited as no change or refund will be provided.
- Separate payment cheque should be prepared for individual event.
- Incomplete and incorrectly completed registration form will not be processed.
- Attendance certificate and receipt will be emailed to participants within 10 working days after the event. Please inform RICS immediately if you do not receive the relevant documents within the said period.
- Any requests made 30 days after the event will not be accepted.
- CPD is an essential part of being a professional. All RICS members are required to complete and register for a minimum of 20 hours of CPD online each year.

Methods of payment

1. By cheque
   Please mail a crossed cheque made payable in Hong Kong dollar to “RICS International Ltd” together with the completed registration form to Ms Hayden Lau at Room 3707-09, Hopewell Centre, 183 Queen’s Road East, Wanchai, Hong Kong.

2. By bank deposit
   Please deposit to the following bank account and fax the deposit slip along with the completed registration form at fax no.: 2537-2756.
   Payee: RICS International Ltd
   Name of bank: The Hongkong and Shanghai Banking Corporation Limited
   Account no: 5417-5874-4002

3. By online registration
   Please submit your online registration at our RICS website: rics.org

Enquiries: Mr Peter Au – +852 2116 9719 – pau@rics.org