



RE- and ACCREDITATION FEE STRUCTURE European Courses 2017/18

I - Accreditation Application Fee

The Application Fee applies to all applications that are approved by the RICS Europe Board for accreditation or re-accreditation of a course delivered by a higher education provider. By an application RICS Europe understands a written submission that includes the completed RICS templates for accreditation or re-accreditation following the *RICS Policy and Procedures for Accredited Courses* and the *Assessment of Professional Competence (APC) Requirements and competencies*. A submission can only be submitted upon invitation of the RICS Europe Board.

There are four types of Application fees:

1) NEW COURSES

a) Accreditation application fee for new courses:

- i. For all new courses wishing to gain RICS Accreditation at schools where RICS does **NOT** hold any accredited course, the Application Fee is € 7,000. The fee is applicable per (different) course. Course providers that deliver the same course in different locations will be charged one Application Fee for all courses (if accredited at the same time and present only one document).
- ii. For all new courses wishing to gain RICS Accreditation at schools where RICS does already hold one or more accredited course, the Application Fee is € 3,500. The fee is applicable per (different) course. Course providers that deliver the same course in different locations will be charged one Application Fee for all courses (if accredited at the same time and present only one document). Normally accreditation of new courses at institutions that already deliver courses accredited by RICS will be dealt with online.

b) Re-accreditation application fee for “non converter” courses

Courses that are applying for re-accreditation will be charged an Application Fee of € 5,000 if few of their students have registered for RICS Assessment of Professional Competence. This applies to courses that have provided less than 5 candidates to membership (conversion results) per annum or less than 25 in the last 5 years of the last accreditation period. The fee is applicable per (different) course. Course providers that deliver the same course in different locations will be charged one Application Fee for all courses (if accredited at the same time and present only one document).

c) Re-accreditation application fee for “converter” courses

Courses that are applying for re-accreditation will be charged an Application Fee of € 3,500 if their students have shown a great interest in RICS membership. This applies to courses that have provided 5 or more candidates to membership (conversion results) per annum or 25 or more in the

last 5 years of the last accreditation period. The fee is applicable per (different) course. Course providers that deliver the same course in different locations will be charged one Application Fee for all courses (if accredited at the same time and present only one document).

2) Membership Assessment Conversion results

Membership Assessment Conversion results will be provided annually by the RICS Education staff in Europe to the higher education provider.

3) When can you expect an invoice

Once the RICS Education staff in Europe has reviewed and approved the submitted documentation, an invoice will be sent to the school. This is payable in line with the payment conditions mentioned on the invoice.

4) Additional costs for the schools

The course provider will also reimburse to RICS all travel and accommodation cost of the visiting accreditation panel (including one RICS staff member). This invoice is payable upon receipt of the RICS invoice and in line with the payment conditions mentioned on the invoice.

II - Annual Management Fee:

1) Course providers will be charged an **Annual Management Fee of € 2,000**. The fee will be charged per RICS business year (August to July) and per location for each accredited course. It will be invoiced every year in October/November.

2) The Annual Management Fee applies every year, during an accredited period, including the last year of any accreditation intake.

3) Course providers delivering several courses will be charged for each course. Course providers delivering identical courses in different locations will be charged per course and per location. Course providers delivering modular courses in different countries will be charged per country.

III - General payment conditions:

1) All fees are payable to RICS Europe or to the RICS local branch. This will be specified on the invoice.

2) The RICS course Application and Management Fees are to be paid as per the set deadlines. If RICS Europe has not received payment after 6 weeks (45 days) of invoice date, a late payment fee of € 250 will be added to the invoice. Failing to pay after 90 days of the original invoice date will lead to the loss of the course accreditation.

3) All course providers will be charged the same fee independently of their organisational/legal status. The course provider may be a business school, a private or public university or a not-for-profit organisation.

4) VAT will be added where applicable, depending on the country's legal requirements.

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