1. **Why should I become AssocRICS?**
Gain a recognized professional designation that demonstrates regulated, technical FM expertise and proven professional ethics.

2. **Who should pursue the AssocRICS qualification?**
Facility managers, technical and commercial experts with four years of FM experience or a credential recognized by RICS. CFM credential holders are eligible for direct entry meaning you could qualify without completing the written assessment. CFM credential holders would only need to complete the RICS Online Ethics Assessment in order to gain AssocRICS status.

3. **How do I earn the AssocRICS qualification?**
To qualify, you must complete the Associate assessment. You will be assessed through written submissions which will test a range of skill sets and the RICS Online Ethics Assessment.

4. **What does the Associate assessment include?**

<table>
<thead>
<tr>
<th>Associate assessment</th>
<th>Direct entry (including CFM credential holders)</th>
</tr>
</thead>
<tbody>
<tr>
<td>48 hours of recorded CPD</td>
<td>✓</td>
</tr>
<tr>
<td>3,000 word summary of experience</td>
<td>✓</td>
</tr>
<tr>
<td>2,500 word case study</td>
<td>✓</td>
</tr>
<tr>
<td>Online ethics assessment</td>
<td>✓</td>
</tr>
</tbody>
</table>

5. **How will I be assessed?**
Here is a summary of the competency requirements you will need to demonstrate:

**Technical competencies**
Choose six from the following:
- Analysis of client requirements
- Building Information Modelling (BIM) management
- Contract practice
- Procurement and tendering
- Project financial control and reporting
- Property management
- Supplier management

**Mandatory competencies**
- Client care
- Communication and negotiation
- Conduct rules, ethics and professional practice
- Conflict avoidance, management and dispute resolution procedures
- Data management
- Health and safety
- Sustainability
- Team working
6. **How will I benefit?**
   - AssocRICS is a mark of quality and respect among clients. It is an industry recognized benchmark of your technical expertise and commercial competence minimizing risk to their brand reputation
   - Gain elevated status as a specialist among colleagues and employees – gain the confidence to demonstrate the business value of FM and speak the same language as employers, clients and peers
   - Professional credibility for your technical knowledge and experience and build on your skills with exposure to an array of training and wider network of related property professionals
   - AssocRICS demonstrates your commitment to delivering consistent customer service and added value services, and acts as a guarantee of quality assurance in the procurement of FM and corporate real estate services.

7. **Where do I take the assessment?**
The assessment is taken online as it’s a written assessment. Your written submissions can be prepared and submitted while working.

8. **How long does it take to become AssocRICS?**
Depending on your experience and qualifications, once you have met the minimum requirements it will typically take six to twelve months to qualify.

9. **Do I have to recertify?**
No, as long as you maintain your RICS professional fees, adhere to the RICS rules of conduct and ethical standards and complete a minimum of 20 hours of continuing professional development (CPD) each year, you will maintain your professional status.

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**Ready to get started?**
Visit [www.fm.training/credentials](http://www.fm.training/credentials) to find out more.
Still have questions? Email [qualifyFM@RICS.org](mailto:qualifyFM@RICS.org).