



NZIBS Core Module Training Course Registration Form 2020

Terms and Conditions

NZIBS Diploma in Building Surveying. ISO9001:2015 – NZIBS Core Module Training Programme 2020 terms and conditions;

The fees shown on the registration form are exclusive of GST. The registration cost covers the course, pre course reading, trainer, exam marking and moderation fee, morning / afternoon tea, lunch and a completion certificate.

Completing the NZIBS Core Module training registration form 2020, confirms your attendance. Should you wish to cancel and not incur any cancellation fees, you will need to provide in writing your cancellation request before registrations close for the training course. Payment is required before the commencement of the module or when registrations close.

For a NZIBS Core Module Course to run we require a minimum of 10 and a maximum of 20 participants. Notice will be given two weeks prior to the course date should the course be cancelled, due to attendance numbers.

Should you wish to register for any Core Module training course after registrations have close, confirmation in writing acknowledging that you are aware the pre course reading has already been issued and that you confirm that you will not be disadvantaged by receiving this information late. We are unable to register or provide pre course reading to anyone 5 working days before a training course.

Please note, the Core Module training pre course reading is extensive and it will help you prepare for your examination at the end of the course day. Therefore, you will need to allow yourself time to read and study this material before attending the course.

No refund will be given for any cancellation after registrations have closed, or as a no show or for sickness on the course day.

Cancellation policy: \$250.00 + GST per day will apply. A substitute can be provided in place of the person who is unable to attend.

No refund or discounts are offered if the participant chooses to attend the course and not undertake the examination.

Examination resits will incur a charge shown on the registration form. Please note, a supplementary fee will be charged for resits for Core Module 6 On-site examination.

Any course information previously provided that is requested at a later date will incur an administrative charge of \$25.00 + GST.

Examination resits will need to be taken within 18 months of attending the Core Module training course, a maximum of two resits are allowed. If you fail the examination resits or are unable to resit the examination within this timeframe, you will need to complete the module course again, at a discounted one off fee.

Please refer to examination guidance for exam resits for Core Module 6 as this is a two part course involving a site visit.

The pass mark is 70% for a NZIBS Core Module Examination. For those who are unsuccessful in the NZIBS Module Exam and have achieved a mark under 55% or similar, your exam mark will be referred to the NZIBS Training committee who will determine whether you can undertake an exam resit or you will need to complete the course again; NZIBS will offer a discount off the course registration fee in such circumstances.

The Diploma in Building Surveying ISO9001:2015 is only available to those students who attend all Core Module Training courses and have passed their Core Module 1 – 14 exams from 2015 onwards. If you completed and passed an exam prior to 2015, you will need to attend the course and undertake the examination again. Since February 2015, NZIBS Core Module training programme has undertaken an extensive review which in turn has changed most training courses and how the examinations are conducted.

Should you wish to apply for your Diploma in Building Surveying.

(ISO9001:2015), please contact NZIBS:

- Tel: 0800 11 34 00, option 1
- Email: secretary@buildingsurveyors.co.nz.

Please note, the application can take up to 6 – 8 weeks to be finalised. There is a Diploma application fee of \$295.00 + GST.

As part of awarding the Diploma we present these at the annual NZIBS Conference each year in September. Should you wish to receive your Diploma beforehand, we can courier;

- Diploma certificate only in a tube - \$35.00 + GST
- Framed Diploma, wrapped - \$99.00 + GST

