



THE NIGERIAN INSTITUTE OF QUANTITY SURVEYORS

**MEMBERSHIP POLICIES
AND GUIDELINES**

DATE ISSUED: 25TH AUGUST, 2015

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EFFECTIVE DATE

THESE POLICIES AND GUIDELINES COME INTO EFFECT ON 25th
AUGUST, 2015 AND ARE REVIEWABLE AFTER 5 (FIVE) YEARS

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MEMBERSHIP COMMITTEE

COMMITTEE COMPOSITION AND POWERS

Composition

The Membership Committee shall comprise of the following members:

1. The Deputy President who shall be the Chairman.
2. Six other Members who shall be Corporate Members of The Institute and who shall be appointed by the National Executive Council and out of which one shall be the Secretary.

Powers and Responsibilities

The Membership Committee is saddled with powers and responsibilities of receiving, examining, processing and making recommendations to relevant organs of The Institute of all applicants seeking membership (all grades, all routes), upgrades, exemptions and registration of firms.

The following are specific duties and responsibilities:

- i. Consider and decide on the eligibility of applicants for membership as Students, Technicians and Probationers and making recommendations to the National Executive Council;
- ii. Consider and decide on the eligibility of applicants seeking exemptions and making recommendations to the National Executive Council;
- iii. Consider and decide on the eligibility of applicants seeking upgrade from Probationers to Members and making recommendations to the National Executive Council;

- iv. Consider and decide on the eligibility of applicants seeking upgrade from Members to Fellows and making recommendations to the Fellows Forum who shall in turn screen and make recommendations to the National Executive Council;
- v. Consider and decide on the eligibility of applicants seeking registration of firms upon recommendation of Association of Consulting Quantity Surveyors and making onward recommendations to the National Executive Council;
- vi. Consider and decide on the eligibility of applicants seeking registration as Corporate Affiliate Members and making recommendations to the National Executive Council;
- vii. Formulating programmes for engaging in and/or directing on new membership drive and mobilisation; and
- viii. Any other matter related to membership assigned to it by the National Executive Council.

REQUIREMENTS FOR VARIOUS GRADES OF MEMBERSHIP AND FIRMS

GENERALLY

- i. All applications shall be on the relevant and appropriately designed forms obtainable at the National Secretariat, Liaison Office, Lagos or downloaded from The Institute's website.
- ii. Applications must be accompanied with evidence of payment of prescribed fees.
- iii. An Applicant must first be a registered Member of a Chapter as attested to on the form by the Chapter's Chairman or Secretary in order to be eligible for consideration.
- iv. Applicants seeking upgrade to Members or Fellows stand elected as Members or Fellows from the day Council approves the upgrades.
- v. All Applicants seeking registration as Students, Technicians and Probationers are required to have completed Senior School Certificate Examination (SSCE) or General Certificate of Education (GCE) (Ordinary level) as conducted by the West African Examinations Council (WAEC) or National Examination Council (NECO) or such other equivalent and submit the results on the Examination bodies' letter headed papers or Certificates.

The following are the specific requirements for the various grades of membership and firms:

1. **Students**

Persons who are undergoing a course of study in Quantity Surveying in approved University or Polytechnic as evidenced by admission letter issued by the Institution.

For further details on training and experience, applicants should consult Rules and Guidelines to Professional Examination and Qualifications August 2015 as published by The Institute.

2. **Technicians**

Holders of Cognate BSc/B.Tech/HND in any of the disciplines in the built environment shall be considered for technicians and are eligible to write prescribed examination.

For further details on training and experience, applicants should consult Rules and Guidelines to Professional Examination and Qualifications August 2015 as published by The Institute.

3. **Probationers**

The following are qualified to be admitted as probationers:

- a. BSc/B.Tech/HND in Quantity Surveying from recognized Universities and Polytechnics.
- b. Holders of Cognate BSc/B.Tech/HND in any of the disciplines in the built environment who have passed the prescribed examination set by The Institute.

For further details on training and experience, applicants should consult Rules and Guidelines to Professional Examination and Qualifications August 2015 as published by The Institute.

For details on approved Examinations including relevant exemptions, please refer to Item 4 "Exemptions".

4. Exemptions

Approved Examinations relevant to qualifications, including grounds for granting exemptions are as stated below:

Qualification	Approved Examination	Exemption Granted
B.Sc. (QS) + M.Sc. (CM or PM)	TPC	Project Management
HND (QS) + PGD. (QS)	TPC	
HND (QS) + PGD. (PM)	Graduateship	Project Management
HND (QS) + PGD. (BLD)	Graduateship	Construction Technology
B.Sc./M.Sc. (Arc)	Probation	Construction Technology/Law
B.Sc. Building/Civil	Probation	Construction Technology/Tendering & Estimating
HND Building/Civil	Probation	Construction Technology
B.Sc. Building + M.Sc. (PM)	Probation	Construction Technology/Construction Management
Foreign Professional Qualifications (MRICS etc.)	PCI	All Examinations

For further details on training and experience, applicants should consult Rules and Guidelines to Professional Examination and Qualifications August 2015 as published by The Institute.

5. Members

'O' Level Requirement

All Probationers seeking upgrades shall have 5 (Five) Credits at 'O' Level Examination (WAEC, NECO, NABTEB) including English, Mathematics, Physics and any other 2 (Two) relevant subjects. However, results obtained at pre-Diploma and pre-Degree programmes covering the aforesaid subjects are acceptable.

Qualifying Routes and CPD Requirements

- a. Normal Route TPC/PCI with 60 CPD points.
- b. Experienced Route/PCI with 100 CPD points in not more than 5 (Five) years.
- c. MRICS Route/PCI with 60 CPD points.

Specific requirements for Experienced Route candidates and eligibility to write TPC and attend PCI are as stipulated in Rules and Guidelines to Professional Examination and Qualifications August 2015 as published by The Institute.

Applicants must be financially up to date as at the time of submitting applications.

For further details on training and experience, applicants should consult Rules and Guidelines to Professional Examination and Qualifications August 2015 as published by The Institute.

6. Fellows

Members of The Institute seeking upgrade to Fellows shall formally apply on the appropriately designed form and comply with the following requirements:

- a. Minimum Age: 40 years.
- b. Minimum years as Corporate Member: 10 years.
- c. CPD points: 300 points obtained after attaining academic qualification.
- d. Industry and Service.

Applicants shall fulfill two or more of the following criteria:

- i. Evidence to have presented at a Seminar/workshop organized at National/Chapter level or published or publishable by The Nigerian Institute of Quantity Surveyors editorial board, a minimum of 2 (Two) papers/articles on matters relating to Quantity Surveying/Construction Industry.
- ii. Persons whose sphere of influence in Government, Politics, Profession, Business or recognized pressure groups that in the opinion of the Membership Committee and National Executive Council shall be of value to the advancement and accomplishment of The Institute's fundamental objectives stipulated in Clause 2.0 (i-xiii) of the Constitution.

- iii. Persons who have supervised Diaries and Logbooks (Stages 1 – 3 in each case) of up to 8 candidates over a minimum period of 5 (Five) years.
- iv. Persons who have successfully supervised up to 5 degrees/HND Projects/dissertations over a minimum period of 5 (Five) years.
- v. Persons who have served The Institute in NEC for a minimum of One term as elected Member or served as a Chairman of a Chapter or served in a National Body/Committee for at least 4 (Four) years.
- e. Benevolence support:
Applicants shall show verifiable evidence of benevolence to The Institute by way of financial support or other philanthropic gestures.
- f. Applicants shall tender verifiable evidence other than CPD points to have actively participated in The Institute's activities at National and Chapter levels.
- g. Applicants must be financially up to date with The Nigerian Institute of Quantity Surveyors as at the time of submitting application.
- h. Applicants must be financially up to date with the Quantity Surveyors Registration Board of Nigeria as at the time of submitting applications.

