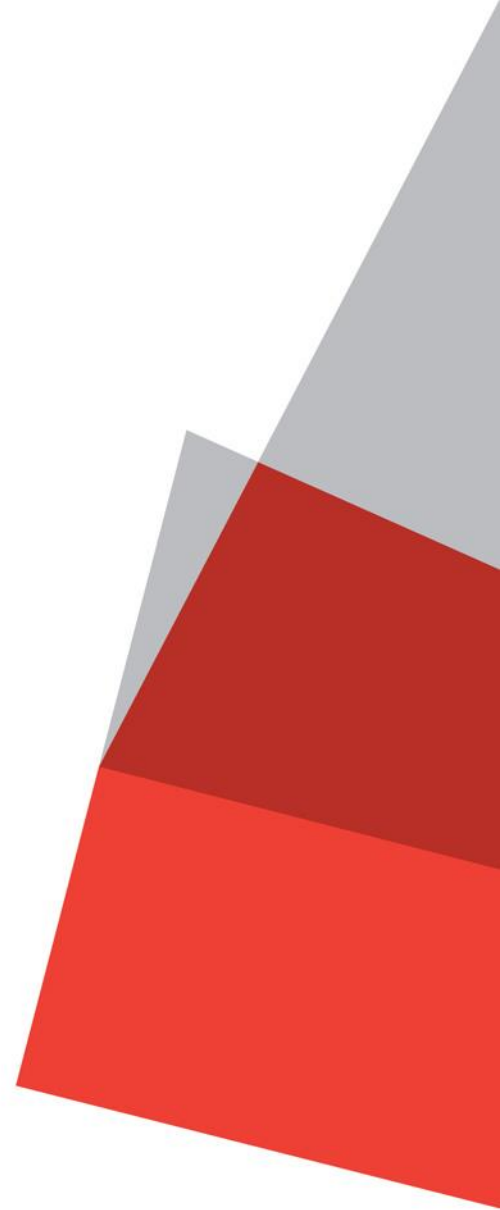


Membership and Education Overview



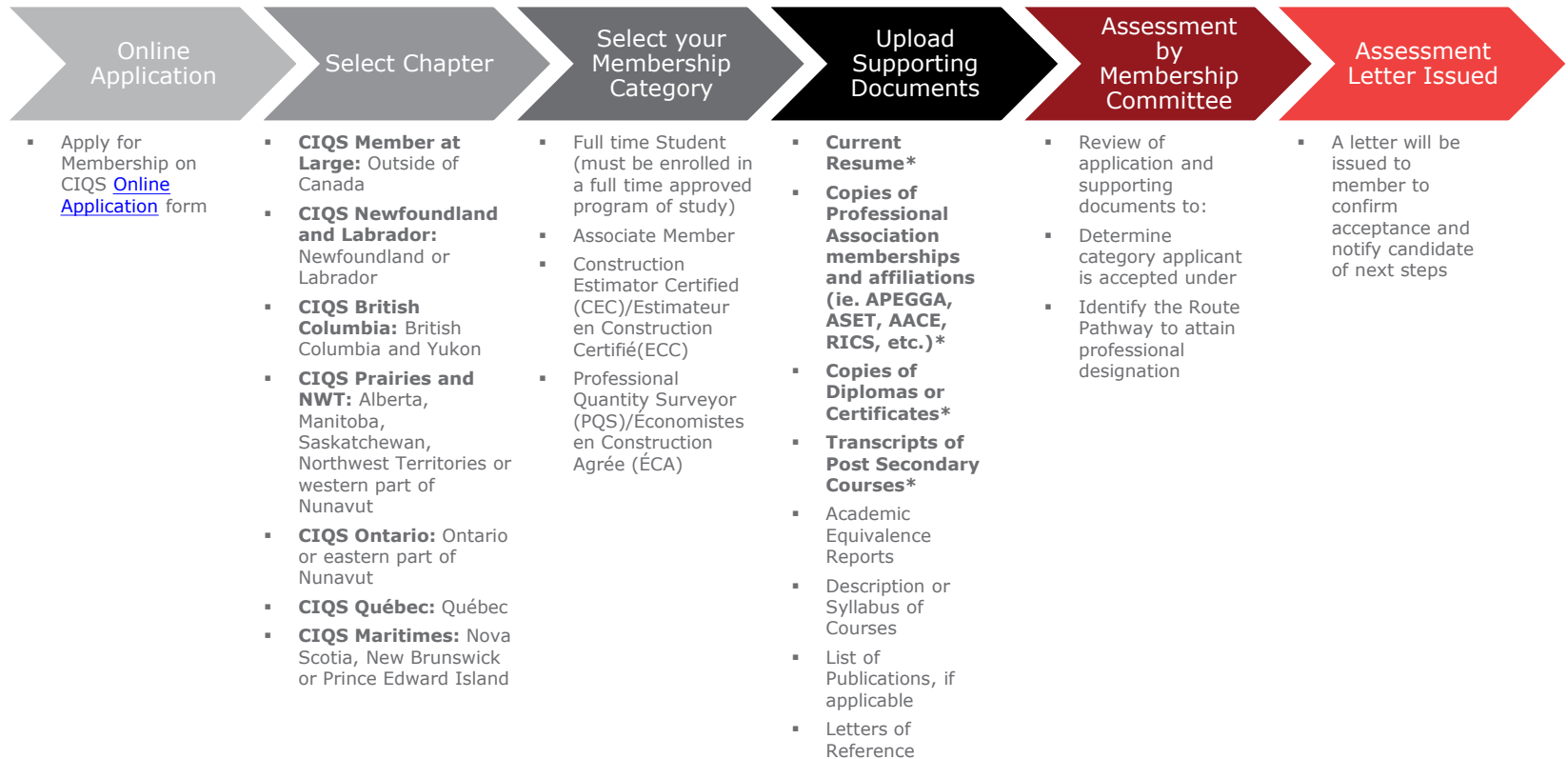
Canadian Institute of
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Become a Member

How to Become a Member



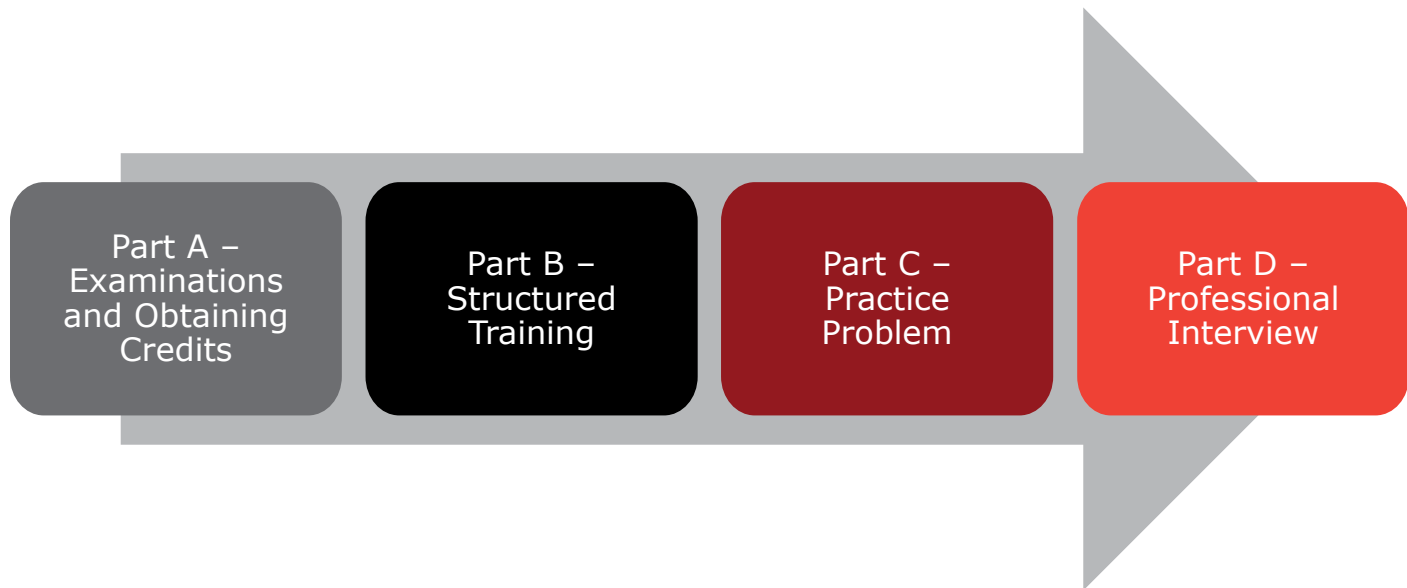
Next Steps

Test of Professional Experience (TPE)

- Part A – Examinations and Obtaining Credits
- Part B – Structured Training Period
- Part C – Practice Problem
- Part D – Professional Interview

Test of Professional Experience (TPE)

To ensure that members have gained the required minimum level of practical experience in addition to the academic requirements, the CIQS has implemented the Test of Professional Experience (TPE). All members must successfully complete the requisite TPE before CIQS grants the designations of Professional Quantity Surveyor (PQS)/Économiste en Construction Agréé (ECA) and Construction Estimator Certified (CEC)/Estimateur en Construction Certifié (ECC).



TPE Part A – Examinations and Obtaining Credits

For applicants who have subjects outstanding or for students who are contemplating making quantity surveying their profession, there are several choices available to gain the required academic credits:

Option 1:	Write the CIQS Exams – Register online in Member’s Only Portal or submit registration form by email to Aliya Karim at assistant@ciqs.org .
Option 2:	Enroll in accredited continuing education program (list of programs available on the CIQS website under the Education tab). Once completed, send a copy of your transcript of marks to Sophia Chin You at membership@ciqs.org to obtain credits.
Option 3:	Enroll in an accredited full time education program (list of programs available on the CIQS website under the Education tab). Once completed, send a copy of your transcript of marks to Sophia Chin You membership@ciqs.org to obtain credits.



TPE Part B – Structured Training Period

Members must complete a minimum number of working hours of approved industry experience based on the membership pathway for which they qualify. In addition, members must record and submit work diaries for the minimum number of working hours of approved industry experience for the qualified membership category they hope to obtain.

To start the process candidates must:

- Contact **Sophia Chin you** at membership@cigs.org to obtain an application form to start the diary process.
- Once approved, a letter will be issued to confirm Class of Diaries and start date.
- Templates and instructions will also be issued.
- Diaries must be submitted in quarters to **Sophia Chin You** at membership@cigs.org for review and approval before submitting the next quarter.

Candidates who wish pursue their professional designations via Route 9 (Mature Candidate) or Route 12 (Professional Experience) Pathways will be exempt from the diary process. They must submit an application form to be accepted into this pathway. Once approved, candidates are to submit their Mature Candidate papers or Route 12 Case Studies to Sophia Chin You, Membership Coordinator.



TPE Part C – Practice Problem

Candidates are only eligible to attempt the Practice Problem when they have successfully completed Parts A and B of the TPE.

- The Practice Problem is comprised of two sections:
 - (a) A study of the CIQS By-Laws, CIQS Rules & Regulations and CIQS Code of Ethics, and
 - (b) A project
- Practice Problem registration form will be issued to candidates who have completed Part A and Part B of the TPE, for completion and submission to **Aliya Karim at assistant@ciqs.org** .
- The Practice Problem exam package with instructions will be issued to the candidate.



TPE Part D – Professional Interview

Candidates are only eligible to attempt the Professional Interview when they have successfully completed Parts A, B and C of the TPE.

The candidate will be contacted once the interview has been scheduled to confirm date, time and location.

The duration of the Professional Interview will be approximately 45 to 50 minutes in length.



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Membership Pathways

Membership Pathways

As noted, a member seeking the qualified status of Professional Quantity Surveyor (PQS)/Économiste en Construction Agréé (ECA) and Construction Estimator Certified (CEC)/Estimateur en Construction Certifié (ECC) must complete the requisite TPE requirements. However, these requirements will vary according to the applicant’s academic qualifications and approved industry working experience.

Listed below are some of the typical TPE membership pathways (routes):

Current Membership Category	Membership Category Upgrading To	Academic Background	Educational Policy Guidance Note Number(s)	TPE Route #	Test of Professional Experience (TPE)				
					Part A (Academics)	Part B Structured Training		Part C - Practice Problem	Part D - Professional Interview
						Minimum Approved Working	TPE Diary Type		
Associate	PQS	Graduate from Fully Accredited	B3	#1	Exempted	3,600 hrs (2 yrs.)	D3	Required	Required
Associate	CEC	Graduate from Fully Accredited	B3	#2a	Exempted	3,600 hrs (2 yrs.)	D1	N/A	N/A
CEC	PQS	Graduate from Fully Accredited	B3	#2b	Exempted	Additional 1,800 hrs (1 yr.)	D2	Required	Required
Associate	PQS	Graduate from Partially Accredited	B4	#3	Any outstanding subjects of the 25 required by CIQS	3,600 hrs (2 yrs.)	D3	Required	Required
Associate	CEC	Graduate from Partially Accredited	B4	#4a	Any outstanding subjects of the 14 required by CIQS	3,600 hrs (2 yrs.)	D1	N/A	N/A
CEC	PQS	Graduate from Partially Accredited	B4	#4b	Any outstanding subjects of the 25 required by CIQS	Additional 1,800 hrs (1 yr.)	D2	Required	Required



Membership Pathways

Current Membership Category	Membership Category Upgrading To	Academic Background	Educational Policy Guidance Note Number(s)	TPE Route #	Test of Professional Experience (TPE)				
					Part A (Academics)	Part B Structured Training		Part C - Practice Problem	Part D - Professional Interview
						Minimum Approved Working	TPE Diary Type		
Associate	CEC	Recognized Mechanical or Electrical	B5	#5	Exempted	3,600 hrs (2 yrs.) in QS role	D1	N/A	N/A
Associate	CEC	Recognized Mechanical or Electrical	B5	#5	Exempted	5,400 hrs (3 yrs.) in QS role	D1	N/A	N/A
Associate	CEC	Recognized Mechanical or Electrical Technician or Mechanical or Electrical trade	B5	#5	Exempted	7,200 hrs (4 yrs.) in QS role	D1	N/A	N/A
Associate	CEC	Mechanical or Electrical trade	B5	#5	Exempted	7,200 hrs (4 yrs.) in QS role	D1	N/A	N/A
CEC (M or E)	PQS	Coming through TPE Route #5	B5	#6	Any outstanding subjects as determined by	Additional 1,800 hrs (1 yr.)	D2	Required	Required
Direct Finalist	CEC	N/A	B6	#7	Subjects 302, 303 & 304 (all disciplines)	Must have minimum 15 yrs. of approved	N/A	N/A	N/A
Direct Finalist	PQS	N/A	B6	#8	Subjects 302, 303, 304, 308 & 309 (all	Must have minimum 15 yrs. of approved	N/A	Required	Required
Mature Candidate (automatically gets CEC)	PQS	N/A	B7	#9	2 - Written Papers plus Professional Interview	Must have minimum 20 yrs. of approved	N/A	Section (a) of Practice problem	Included in part A
Associate	PQS	Equivalent Professional Qualification as	B8	#10	N/A	1,800 hrs (1 yr.) in QS role	N/A	Section (a) of Practice problem	Required
MRICS	PQS	Primary RICS discipline must	B9	#11	Exempted	Exempted	Exempted	Exempted	Exempted
AssocRICS	CEC	Primary RICS discipline must	B9	#11	As determined by CIQS	As determined by CIQS	As determined by CIQS	N/A	N/A
AssocRICS	PQS	Primary RICS discipline must	B9	#11	As determined by CIQS	As determined by CIQS	As determined by CIQS	Required	Required



Membership Pathways

Current Membership Category	Membership Category Upgrading To	Academic Background	Educational Policy Guidance Note Number(s)	TPE Route #	Test of Professional Experience (TPE)				
					Part A (Academics)	Part B Structured Training		Part C - Practice Problem	Part D - Professional Interview
						Minimum Approved Working	TPE Diary Type		
Equivalent Professional Qualification	PQS	Primary discipline must be QS	B10	Reciprocity Agreement	Exempted	1,800 hrs (1 yr.)	Exempted	Section (a) of Practice problem	Required
Gold Seal Certified Estimators	PQS	Certification Agreement with CCA	B11	#8	Subjects 302, 303, 304, 308 & 309 (all)	Exempted	Exempted	Required	Required
Associate	CEC	Graduate of Construction/QS related program	B12	#12a	14 subjects as determined by CIQS	10,800 hrs (6 yrs.) in QS role	Summary must be submitted	Upto 4 case studies & 3 sponsors	N/A
Associate	PQS	Graduate of Construction/QS related program	B12	#12b	25 subjects as determined by CIQS	12,600 hrs (7 yrs.) in QS role	Summary must be submitted	Upto 4 case studies & 3 sponsors	Required



Our Mission Statement:

- To promote and advance professional quantity surveying and construction estimating;
- To establish and maintain national standards;
- To recruit, educate and support our members.



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