

Qualification Centre – not just a training centre!

At CEA, we see the course as just a part of the process. Sure, a well presented, informative course is very important – and we arrange things so as to minimise your time away from your business – but this is just the start. The ABBE qualification demands a high level of effort on your part, (which is why it is so well regarded by the accreditation schemes) and we recognise that your qualification centre should play an active role in matters after the course has finished. Therefore your trainer also becomes your mentor – you will have direct phone and e-mail access to your trainer, free of any further charge, and as required right through the portfolio preparation and qualification process. **We believe that this level of personal commitment to your training is unrivalled within the industry.**

Secondly, when it comes to portfolio assessment, you will also have direct telephone and e-mail access to your nominated assessor who, incidentally, will see you right through the assessment process from start to finish. No chopping and changing, no double assessing. Subject to the quality of work submitted, and thanks to our recently awarded Direct Claims Status at Level 3 (reportedly the quickest that any ABBE centre has ever achieved this) , we aim to get you out of the system, qualified within 6 weeks of your initial submission of the complete portfolio. (Level 4 can take up to 8 weeks) In other words, as long as you do your bit – we will do ours.

Our course materials are also highly regarded as well. We have added to these, refined them and present a complete package with no additional expensive books to buy. Everything you will need to qualify is there.

Our small but dedicated team of trainers and assessors are all vocationally qualified people, and most importantly, are successful active commercial assessors in their own right. All are passionate about their profession, and you will be impressed by their enthusiasm and depth of knowledge.

The courses are, by their very nature intense. We try therefore very hard to provide a comfortable, calm environment in which to train and supply all teas, coffees and lunches whilst on the course. We select good, well run hotels in which to train and for those who do not wish to travel each day , can arrange full board accommodation at cost and on request.

Candidates choosing to stay in the venue also benefit from great networking opportunities plus of course free additional time with their trainer! Please contact the office for details of the costs involved. As a guide, typically our group rates offer £20 - £35 off normal hotel prices.

Passing the ABBE exam at commercial level can be daunting to say the least. As a new addition to our courses, we now offer a free optional evening examination/revision session where we look together at the sample questions from the ABBE website, discuss the best way to approach the exam itself, and how to prepare effectively in order to succeed. In the event that you do slip up first time, don't worry - you get two attempts within the course fee.

Completing the portfolio of evidence can also seem daunting. So we also offer a further free optional evening session which goes into detail about the documents you will need to produce, how to approach them, and how to present them to a professional standard. Plus don't forget your trainer is available for as much assistance as you need after the course has finished!

We also have recently added a free branded portfolio folder, complete with index, a full list of documents and sub dividers all pre-printed and ready to be populated by your own work. Plus you don't need to 'map' your own evidence. Working closely with our assessment team, we have pre-mapped the documents for you!

Another recent innovation is what we are calling 'the fifth day' Our regular Level 3 courses last four days – Monday – Thursday inclusive and will furnish you with two of the three assessments required for your portfolio. One of these assessments is 'observed', which means your trainer will accompany you, discuss your approach and how you handle different issues and complete an observation statement which goes into your portfolio as evidence. If you decide to book the optional 'fifth day', then you will do one more assessment, again observed, which will complete the set of three. **This innovation is highly recommended for candidates who wish to qualify as quickly as possible.**

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Level 3 or Level 4?

An NDEA qualified to Level 3 will be able to cover c 76% of the commercial market. A Level 4 assessor will be able to cover c 95% of the market. However whilst some people can progress straight to Level 4, others would be advised to qualify at Level 3 first. It is all a matter of prior experience, economic requirements (you will almost certainly qualify at Level 3 faster and be able to earn money sooner) and the sort of properties you aim to cover. As this is very much an individual decision, we invite you to contact us to discuss your options in more detail on an individual basis. We can also arrange for you to speak to a trainer if that would help.

Level 4 Course detail

Candidates going straight to Level 4 will sit the first three days of our Level 3 course as a 'foundation' before going on to the two day Level 4 upgrade - total five days. These can be sat separately or concurrently as your needs dictate. However due to the amount of material we have to cover at Level 4, we only supply one portfolio property – a 'new build' simulation. Candidates at Level 4 will need to source two suitable properties of their own to complete their portfolios (assistance is available if required) and assess these after the course has finished. Remember though, your trainer is available to assist and support as and when required.

OK then – what is the cost?

You **can** pay as little as about £1700 all in with cheaper centres (remember to add on the 'extras' when comparing prices!) or way into the thousands. **Incidentally, there is no need to qualify as a DEA or Home Inspector as well! In fact with the massive oversupply of DEAs and the total lack of demand for Home Condition Reports we heartily advise you against putting money into these qualifications for now.** We do not pretend or aspire to be the cheapest. Our class sizes are small in comparison with some training providers, but that is how we offer a high degree of individual attention.

Our Level 3, four day option costs **£2250 + VAT ALL IN.**

The 'fifth day' costs an additional **£350 + VAT**, but if you book them together the total comes down to **£2495 + VAT ALL IN**

Our Level 4 course costs **£2750 + VAT ALL IN.**

Some providers promise work afterwards – what about you?

We are not an accreditation scheme, we do not involve ourselves in the insidious business of operating a commercial panel, and we make no false claims about getting you work afterwards. **We strongly advise you to research the actual levels of work that some providers appear to offer.** We do get requests for commercial EPCs from time to time, which we now channel through the Association of Commercial Energy Assessors (ACEA) – an organisation we are proud to support and are heavily involved in. ACEA is both a mutual marketing group and a professional body which seeks to promote its' members businesses by pooling advertising resources and directing potential clients to its website, where a search facility puts the client directly in touch with the member or members in that area. The member agrees the fee with the client, and **no panel fees, referral fees or franchise fees** of any kind are involved. ACEA also aims to promote higher professional standards across the industry, and in time, seeks to create new products which members will be able to market more widely. Our offer to you is straight forward. Book your qualification course with CEA, and **we will pay** your first six months ACEA membership for you. This is worth **£225 + VAT** at current full membership fees. Your free membership will start as soon as you are accredited.

If you'd like to know more, please call me direct on 0845 643 1761, or visit our website at: www.cea-epc.co.uk

If you'd like to speak to past candidates, please e-mail me at: matt@cea-ep.co.uk and I will send you a list of people who will be happy to independently refer for us. Or you can request a free information pack by e-mail or telephone. Or if you'd like to speak to our Director of Training we'd be happy to arrange that too! To book or to discuss availability of courses, please call Paula Harding on 0845 643 1761

If you are serious about becoming a Commercial Energy Assessor, we are serious about training you and helping you to qualify.