

What to do when you've qualified

APC qualification checklist

When you have been notified by RICS that you have passed, please notify your line manager and the DM academy team by emailing dmacademy@dalcourmaclaren.com

Your line manager will then need to complete a contract variation form to initiate the change in your employment.

Please add your certification to Workday by going to your career page, and adding the certification in, adding the issue date in as the date that you were notified that you passed.