



NZIBS Core Module Registration Form 2026

If you wish to register for any of the below modules, please complete this form and return it with payment to the New Zealand Institute of Building Surveyors Inc. – operations@buildingsurveyors.co.nz

Registration Fees for 2026 Modules

Tick all modules you wish to register for. The fee covers the costs for the venue, presenter, admin, completion certificate and marking of the exam paper. Catering is included for full day courses.

SPECIAL OFFER

Discounted rate when you book the certificate or diploma packages

Core Modules – Auckland

Fees are exclusive of GST

TICK HERE	Date	Duration	Course	NZIBS Member rate	Non Member rate
	Wednesday 4 March 2026	1 day	Module 1: Introduction to Building Law and Regulations	\$965	\$1,275
	Thursday 5 March 2026	1 day	Module 2: Properties of Moisture	\$965	\$1,275
	Tuesday 14 & Wednesday 15 April 2026	2 days	Module 3: The Building Envelope and Cladding Systems	\$1,455	\$1,820
	Wednesday 20 May 2026	1 day	Module 4: Condition & Compliance Reporting	\$965	\$1,275
	Thursday 21 May 2026	1 day	Module 5: Residential Property Inspections	\$965	\$1,275
	Wednesday 24 & Thursday 25 June 2026	2 days	Module 6: Forensic Investigations *	\$1,615	\$1,995
	Friday 26 June 2026	1 day	Module 7: Technical Report Writing for Expert Witnesses	\$965	\$1,275
	Wednesday 5 August 2026 (AM)	½ day	Module 8: Decay, Fungi & Moulds	\$495	\$680
	Wednesday 5 August 2026 (PM)	½ day	Module 9: Durability & Materials Performance	\$495	\$680
	Thursday 6 August 2026	1 day	Module 10: Building Remediation	\$965	\$1,275
	Tuesday 8 September 2026	1 day	Module 11: Contract Administration	\$965	\$1,275
	Wednesday 9 September 2026	1 day	Module 12: Asset Management & Maintenance Planning	\$965	\$1,275
	Wednesday 14 October 2026	1 day	Module 13: Lease Reinstatement (Dilapidations)	\$965	\$1,275
	Thursday 15 October 2026	1 day	Module 14: Technical Due Diligence for Commercial Properties	\$965	\$1,275

NOTE: * Module 6 registration fee covers: Transport and arranging the off-site inspections for day two.

NZIBS Diploma / Certificate Packages

Fees are exclusive of GST

TICK HERE				NZIBS Member rate	Non Member rate
	Modules 1 – 5 Certificate Package	6 days	Certificate in Residential Property Inspections	\$5,050	\$6,580
	Modules 6 – 10 Certificate Package	6 days	Certificate in Forensic Building Surveying	\$4,310	\$5,610
	Modules 11 - 14 Certificate Package	4 days	Certificate in Commercial & Asset Management	\$3,665	\$4,845
	Modules 1 – 14 Diploma Package	16 days	Diploma in Building Surveying	\$12,340	\$16,135

TICK HERE	NZIBS DIPLOMA / CERTIFICATE AWARD (Billed on completion)	FEE (excl GST)
	NZIBS Diploma in Building Surveying Application Fee	Complimentary *
	NZIBS Certificate in Residential Property Inspection Application Fee	\$325
	NZIBS Certificate in Forensic Building Surveying Application Fee	\$325
	NZIBS Certificate in Commercial & Asset Management Application Fee	\$325

NOTE: * Issued following Executive acceptance of meeting criteria





NZIBS Core Module Registration Form 2026

I confirm, I would like to register to attend the NZIBS Module Course(s) as indicated on page 1:

Name:

Please enter your Company or employers name and address if they are to be invoiced for the fees.

Employer:

Auckland CBD \$

Inv. Address:

Wellington \$

Christchurch \$

Telephone:

Application Fee \$

Mobile:

SUB-TOTAL \$

Email:

Plus GST \$

TOTAL \$

Are you a NZIBS Member / Non-Member? Transitional Student Non-Member

If you are not a member of NZBIS, would you like information on joining the Institute? Yes No

Do you wish to advise us of any special requirements, ie, dietary, ESL, learning? Yes No
(You will be contacted for further information)

Following submission of this registration form, you will receive an email to confirm your attendance.

Payment is required 10 days prior to the date of the module.

Should you wish to cancel, please advise the Operations Officer in writing to avoid any cancellation fees 10 days before the module date. A credit note will be issued for future use.

Please make payment (incl GST) to NZIBS into the nominated bank account as shown below:

Please email this registration form to:
operations@buildingsurveyors.co.nz

An invoice will be issued following receipt.

Pre-course reading will be released 2-4 weeks prior to the date of the module or once payment is received providing the material is available.

For further information, please email the **Operations Officer** or telephone **021 989 499**

New Zealand Institute of Building Surveyors
Bank Acct: BNZ: 02-0910-0154498-00
Reference: Your name and module name

MEMBERSHIP ENQUIRIES:
TEL: 0800 11 34 00
EMAIL: office@buildingsurveyors.co.nz





NZIBS Core Module Registration Form 2026

Terms and Conditions

NZIBS Diploma in Building Surveying – NZIBS Core Module Programme 2026 terms and conditions:

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

Submission of the NZIBS Core Module registration form to the Operations Officer confirms your attendance. Should you wish to cancel and not incur any cancellation fees, you will need to provide in writing your cancellation request **7 days** before the module. Payment is required **10 days** before the day of the module.

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 module be cancelled due to low attendance numbers. We recommend that if you are travelling from out of the region, that you book **refundable** travel arrangements. NZIBS **cannot** be held liable for travel expenses due to unforeseen circumstances.

Should you wish to register for any Core Module course 14 days or less before the course date, 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 course.

Please note: the Core Module pre-course reading is extensive, and it will help you prepare for your examination at the end of the course day. Therefore, you need to allow yourself time to read and study this material before attending the course. You will be expected to sign a confidentiality agreement which states you have read the prescribed pre-course reading and will not divulge confidential / sensitive nature matters discussed during the module to non-attendees.

No refund will be given for any cancellation received 7 days or less before the course date, or for no show / sickness on the course day.

Cancellation policy: \$325.00 + 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.

Any request for course information previously provided will incur an administration charge of \$25.00 plus GST. Examination resits will incur a charge \$245.00 plus GST. Should you wish to re-attend the course, you will be eligible to a 50% discount. Please note, a supplementary fee will be charged for resits for Core Module 6 On-site examination.

Examination resits **must** be taken within **18 months** of attending the Core Module 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 50% discounted rate. Please refer to examination guidance for examination resits for 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 module examination and have achieved a mark under 55% or similar, your examination mark will be referred to the NZIBS Education committee who will determine whether you can undertake an examination resit or if you will need to complete the course again charged at a 50% discounted rate.

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

Should you wish to apply for your NZIBS Diploma in Building Surveying, you must ensure that you have met **all criteria including the notional learning requirement**.

Please note, the application can take up to 6 – 8 weeks to be finalised. There is a Diploma application is complimentary, an electronic copy will be emailed to you, hard copies are presented at the annual NZIBS Conference held annually in September. However, should you wish to apply for the individual certificates, then an application fee will apply.

FOR FURTHER INFORMATION CONTACT:

Email: operations@buildingsurveyors.co.nz

