



THE CENTRAL ASSOCIATION OF AGRICULTURAL VALUERS

Scottish Agricultural Arbiters' & Valuers' Association

**PRACTICAL TUTORIAL
Wednesday 6th August 2025**

At

**Sandystones, Jedburgh Scottish Borders, TD8 9UP
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**By kind permission of
The Lee Family**

Important Notes:

1. Candidates are expected to be on time and to be properly prepared as if for the exam.
2. All candidates should have read the Central Association of Agricultural Valuers publication '*Examinations for Fellowship of the CAAV – Guidelines for the Practical and Written Examinations and the Oral Interview*' and be aware of the syllabus.
3. No smoking is allowed during the tutorial.
4. No mobile phones may be taken to the Tutorial. There will be a fine of £20 made payable to the Royal Agricultural Benevolent Fund for any person who's mobile telephone interrupts the proceedings of the Tutorial.
5. As in any valuation situation candidates are responsible for their own Health and Safety whilst on the farm and should make themselves aware of the hazards and take appropriate precautions.
6. To be eligible to sit the CAAV exam for admission to Fellowship, candidates are required to attend at least four 6-hour tutorials within the three years prior to 31st August in the year of taking the exam.
7. In preparation for the next exam in Scotland to be run in November 2025 a tutorial will be run at Sandystones Farm, Jedburgh **commencing at 10am and ending at 4pm**. The cost will be £47 per head.

The tutorial will cover: -

- Use of the CAAV field notebook.
- Approach to valuation/recording/costings of various items relevant to the exam syllabus.

It is intended that this will serve as an introduction to the practical exam format for those interested in admission to Fellowship of CAAV; but will be structured so as to provide suitable training for those already embarked on the exam. It will also provide useful training in respect of RICS APC in agriculture, land management etc.

Those attending should bring appropriate footwear/clothing for a farm visit in adverse weather conditions. They will be expected to have familiarised themselves with the syllabus as set out in <https://www.caav.org.uk/files/Examination-Guidelines-2022.pdf> Disinfection of footwear will be required. Clipboards, pencils and a calculator etc should be taken. CAAV field notebooks will be available to purchase for £5.

Introduction

The tutorial will be based on the practical exam format.

Candidates will be split into groups and rotate round various stands. As in the examination, no information will be provided other than that given in the questions. Candidates may use the CAAV costings.

The groups will be expected to treat the tutorial as a mock exam. After an initial attempt at answering the question, guidance will be provided by tutors and candidates are encouraged to ask relevant questions. Tutor input will be tailored to the ability of the group.

Candidates will be expected to answer all questions during the morning session in the Notebooks provided having received guidance on approaches to Notebook layout. The notebooks will be collected by the tutors and at the end constructive comments given to individuals on the content.

Location

Sandystones Farm, Jedburgh Scottish Borders, TD8 6UP

DRAFT TIMETABLE

10.00 am prompt	Meet at Sandystones Farm, Jedburgh. Introduction from Tutorial organisers.
10.15 – 10.30 am	How to fill in your field notebook. Question papers will be handed out and Candidates will be divided into groups.
10.30 am – 1.00 pm	Inspection of items included in the tutorial papers, with time after for going through the answers. Candidates will be accompanied to the site of the various questions around the farm buildings and fields. Timings for each question will be controlled by the tutor.
1.00 – 1.45 pm	Lunch Break (you need to provide your own lunch). Notebooks will be expected to be handed in for comments from the Tutors.
1.45 – 3.30 pm	Continuation of morning session with chance to take comments from Tutors on board regarding filling in of notebooks.
3.30 – 4.00 pm	Presentation on the Examination – what to expect, the syllabus, exam technique, timing and format, what to wear and how to behave! Advice on exam preparation. [Tutors will be available for questioning at the end of the day].

Booking Form

I would like to attend the Tutorial to be held at Sandystones Farm,
Jedburgh TD8 6UP
on 6th August 2025.

I have/do not have any disabilities.

(Please give details of any disabilities or health issues that we need to be aware of)

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I have paid £47.00 as follows (delete as applicable):-

- Sort code **83-23-18** / Account **00110096** / Account Name **SAAVA**).
Quote your name on the payment reference.

Name

Work Address

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Telephone NumberEmail.....

Signed Date2025

I intend to apply to sit the exams in November(enter year)

Please list the CAAV/SAAVA training you have undertaken to date

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Please return to: Mags Clark, SAAVA Secretary,

c/o FBR Seed, Rose Lane, Kelso, TD5 7AP

**as soon as possible and by Friday 1st August 2025 at the latest – by email
preferred – secretary@saava.org.uk**