

Accelerated Route to Membership International Arbitration November 2023



2023 VIRTUAL TRAINING PROGRAMME COURSE INFORMATION SHEET

What is the aim of the course?

The course is aimed at assessing the candidates' detailed knowledge of the procedural elements of an international (i.e. non-domestic) arbitration using legislation based on the United Nations Commission on International Trade Law (UNCITRAL) Model Law, regional arbitration law and the UNCITRAL Arbitration Rules, and the skills needed to enable them to fully understand and competently participate in such proceedings as party representatives and counsel.

The course focuses on the legal principles, process, practice and procedure in international arbitration. It is therefore valuable for anyone with some knowledge of international arbitration but wishing to understand this topic more fully. It is an essential requirement for qualification as a Member of the Chartered Institute of Arbitrators (Ciarb) and for those who aim to practice as international arbitrators. Ciarb membership provides a world-class qualification demonstrating excellence in ADR. Becoming a Member is a step through its world-renowned training programme to become a Fellow.

What is covered within the syllabus?

Through private study and virtual workshops, candidates will learn, gain knowledge of and be assessed on:

- An Overview of Dispute Resolution Processes
- A History of Arbitration
- The Pillars of International Arbitration
 - The New York Convention, the UNCITRAL Arbitration Rules and the UNCITRAL Model Law
- Choices Available to Parties
- The Arbitration Agreement and Commencement
- Appointing an Arbitral Tribunal
- The Arbitral Tribunal – Independence, Impartiality, Jurisdiction, Powers, Duties and Procedural Choices
- Procedures – Pleadings, Documents, Evidence, Applications to the Tribunal and the Hearing
- Remedies, Costs, Interest and Currency
- Arbitral Awards
- The Role of the State Court

What are the learning outcomes?

On successful completion of this course, candidates will be able to:

- Define what is meant by the term 'international arbitration'.
- Identify, explain and apply the legal procedural principles, rules and agreements relevant to the conduct of an international arbitration:
 - The legal framework, including limitations of matters that may be legally arbitrated;
 - The contractual nature of the appointment of an arbitrator;
 - The range and limitations of an arbitrator's powers and jurisdiction;
 - The rights, duties and responsibilities of a party to an arbitration;
 - The methods of initiating and processing an arbitration;
 - The relevance of the court regarding all stages in an arbitration;
 - The requirements of an enforceable award.
- Evaluate and apply the principles and legal requirements of an international arbitration.
- Evaluate issues and apply the principles of the UNCITRAL Model Law as well as regional arbitration law, appropriately.
- Demonstrate practical skill in carrying out the tasks required in preparing for and progressing an international arbitration.
- Demonstrate skill in controlling an international arbitration, communicating effectively with the parties, applying the UNCITRAL Arbitration Rules and adopting appropriate procedures.

What are the entry requirements?

The entry requirements for this course are the applicant's evidence to show that he/she:

- i. Has a fair knowledge of the framework of international arbitration
- ii. Can evaluate and apply the principles and requirements of international arbitration
- iii. Can demonstrate awareness of the practical tasks required in preparing for and progressing an international arbitration

These requirements will be judged on the application form and supporting evidence and can normally be met by possession of a law or other degree with a component of international arbitration, a law degree and successful completion of an introductory course in international arbitration or practical experience of international arbitration as a party representative, counsel or arbitrator. An introductory course in international arbitration is available prior to this course for anyone who needs the additional training to meet the above requirements.

Training and assessment are carried out in English. It is therefore essential that candidates are proficient in both written and spoken English.

What is the enrolment process?

To enrol on the course, submit the completed Registration Form, along with evidence to support the aforementioned entry requirements, to the Course Administrator at info@ciarbcaribbean.org **NO LATER THAN 6 NOVEMBER 2023**. Upon successful registration on the course, candidates will receive confirmation that they are provisionally booked on the course, subject to full payment of the course fee, and instructions on how to pay the fee by wire transfer to the Ciarb Caribbean Branch London Bank Account. **Wire transfer is the only method of payment.**

Upon payment of the fee, registration will be confirmed. Candidates will receive joining instructions, course materials, the course schedule and pre-course questions by email but not earlier than the above closing date for registration.

What is the course fee and what does it include?

The course fee is US\$1,000.00 or its equivalent in GB£ at the time of invoicing. The fee includes registration, study materials, access to virtual classrooms and workshop assessment. Ciarb Student and Associate members are entitled to a 10% discount.

How is the course delivered?

The fast-track course is delivered over a period of two weeks with a combination of private study and virtual workshops. Private study includes reading course materials and undertaking self-assessment tasks in the candidates' own time. Virtual workshops, consisting of both discussions and role-playing, involve the candidates attending four half-day virtual classrooms via the Zoom online platform on Tuesdays and Wednesdays from 21 to 29 November 2023, starting at 9:00 am (Eastern Caribbean Time).

How will candidates be assessed?

Candidates will be assessed on three components:

- i. Pre-course written questions – Candidate's answers to be submitted by the start of the first workshop. Candidates must achieve the minimum pass mark of 65%.
- ii. Workshop assessments – Candidates will be split into working groups and presented with situations for their consideration as to what legal principles apply in such circumstances. Candidates are assessed in terms of their knowledge, interactivity, judgement and ability to write answers to specific trial questions. Assessment of this element is on a pass or fail basis and candidates must pass all workshop sessions.
- iii. Post-course written assignment – Candidates will have 48 hours to complete this assignment within a 5-day window period starting on 30 November 2023, and to submit their answers online via LearnADR, Ciarb's online learning platform. Candidates must achieve a minimum overall mark of 65%.

The post-course assignment consists of two parts:

- Part I is a case study exercise with a number of questions that the candidates will be required to answer
- Part II will consist of five questions, candidates will be required to select and answer three

Prior to the start date of the pre-course questions and post-course assessments candidates will receive an email with their username and password

Results are made available to candidates normally twelve weeks from the deadline date of the post-course submission but may be delayed.

On successful completion of the pre-course written questions, the workshop assessments and the post-course written assignment, candidates will be awarded an Advanced Certificate, will be eligible to apply for Member grade membership of Ciarb and take advantage of a range of educational and professional benefits and may progress onto the Module 2 course in International Arbitration.

What is Ciarb's policy on cancellation?

Ciarb reserves the right to cancel the course or change the tutors or the dates or the content of the programme. Candidates will be provided with adequate notice of any cancellation or changes. If Ciarb cancels the course, candidates will be provided with a full refund of any fees paid or the opportunity to transfer their registration to the next course if available.

Should a candidate wish to cancel his or her confirmed registration of a course, notification must be received by email, prior to the start of the course, to info@ciarbcaribbean.org. Cancellation charges will apply.