

# Course Information

## Module 3 - Evidence, Decision Making and Award Writing of International Arbitration - Face to Face Delivery

### **What is the aim of the course?**

This module provides candidates with the knowledge required to understand and consider evidence, to weigh it up and analyse submissions, arrive at a conclusion and write a final, reasoned and enforceable Arbitration Award in compliance with UNCITRAL Model Law.

This course focuses on the processes followed by an Arbitrator in defining the issues that have to be decided by an Award, dealing with the submissions made by the parties, analysing the appropriate law, evaluating the evidence, applying the law to that evidence, arriving at a conclusion and then writing a final, reasoned and enforceable Award.

### **What are the learning outcomes?**

On successful completion of this course candidates, will be able to demonstrate sound conceptual, technical and/or practical knowledge of:

- recognising and evaluating evidence,
- the issues that arise from the parties' submissions,
- being able to create structure and deal with all the issues that arise,
- deciding matters in dispute logically and in accordance with the law,
- the skills required to write Awards correctly,
- the discursive and operative parts of the Award,
- being able to deal with the parties' costs and interest of an Award,
- allocating Arbitrator's fees and expenses,
- demonstrating compliance with the legal and other requirements for an enforceable Award.

### **What is covered within the syllabus?**

- Basic Concepts & Types of Evidence
- The Burden and Standard of Proof
- Hearsay
- Privilege
- Written Evidence and Disclosure of Documents
- Witnesses
- Expert Witnesses
- Introduction: The Purpose of the Award
- The Need for Plain Language
- Legal and Substantive Requirements
- Identifying the Issues for Determination
- Reasoning and Decision Making
- Structure of an Award
- The Form of the Award
- Publishing the Award

### **How is the course delivered?**

The course is delivered over a period of three months, with a combination of private study and three tutorials.

### **How will I be assessed?**

This assessment is completed via LearnADR, CI Arb's online learning platform. Candidates will be given 48 consecutive hours within a 5-day window to submit their award online. Candidates must achieve 70% in Part A, Part B and overall to pass the assessment.

Part A: Focuses on the technical merit and counts as 40% towards the overall mark.

Part B: Focuses on the judicial merit and counts as 60% towards the overall mark.

The assessment is split into two stages:

**Stage One:** This consists of the papers in the case. They are sufficient to enable you to grasp the nature of the case and the likely legal problems. Most of the documents are extracts only. You should consider the recitals you intend to include and the relevant law.

**Stage Two:** This is the equivalent of the hearing stage. It includes an extract from your (i.e. the arbitrator's) notebook. This records the oral evidence and arguments the arbitrator has heard, as well as any other relevant documents. From the evidence you must make your findings of fact. Different candidates will no doubt make different findings. This is of no consequence, except that it means there are a great many possible answers to the question. When you have made your findings of fact, write the award. It must be a final award as regards the issues you decide.

Stage One of the assessment is released via LearnADR 10 days before the assessment start date.

Stage Two is released at 12pm noon London Time on the assessment start date via LearnADR too.

Stage 2 will be available for 5 days from the assessment start date and within those 5 days, you will have 48 consecutive hours to submit your award back onto LearnADR.

**The assessment fee is not included in the course fee.** It must be registered and paid for separately. The assessment fee is £408 inclusive of VAT.

Results are dispatched to candidates normally twelve weeks from the deadline date of the submission. Candidates will be informed of any delays.

#### **What are the entry requirements?**

In order to register for the course, candidates must:

- have successfully completed and passed the CIArb Module 1 Law, Practice and Procedure,
- have successfully completed and passed the CIArb Module 2 Law of Obligations, or
- been granted an exemption from the CIArb Module 2 Law of Obligations.

English Language Competence - CIArb training and assessment is carried out in English. It is therefore essential that candidates are proficient in both written and spoken English. Where English is not a candidate's first language, it is recommended that they have achieved a standard that is, as a minimum, equivalent to the International English Language Testing System (IELTS) level 7 or a score of 94-101 in the Test of English as a Foreign Language (TOEFL) system. CIArb issues this advice as a guideline and, while it will not require any evidence of this standard prior to enrolment on a course, candidates who do not have this standard of English may be disadvantaged.

#### **What is the course fee and what does it include?**

The course fee is RM8,200 for CIArb members (Non-Members = RM8,700). The fee includes registration on the course, study materials, lunch and refreshments throughout the day.

#### **What happens when I register for the course?**

Upon successful registration on the course, candidates will receive confirmation they are booked on the course. Candidates will receive their course materials approximately 2 weeks before the course start date on the condition that 70% of the course fee has been received. The balance is payable before the course start date.

#### **What is CIArb's policy on cancellation of courses?**

CIArb reserves the right to cancel or change the date, venue or content of programmes and the names of speakers, lecturers and tutors. Candidates will be provided with adequate notice of any change. If CIArb has to cancel a course, candidates will be provided with a full refund or the opportunity to transfer their registration to the next course. Should a candidate wish to cancel/defer their registration of a course, notification must be received in writing to [ciarbmb@gmail.com](mailto:ciarbmb@gmail.com). Deferral charges apply. Please refer to the Fee Terms and Conditions for full details.

#### **What is my next step when I complete the course?**

On successful completion of this course, candidates may schedule a Peer Interview with CIArb's Membership department in order to apply for Fellow grade membership of CIArb and take advantage of a range of educational and professional benefits.