

# COURSE INFORMATION

**ciarb.** | **International  
Certification**

## IN **INTERNATIONAL ARBITRATION**

(Entry Level Course)

24 – 25 February 2025

Pullman Thamrin Hotel Jakarta

### **COURSE OBJECTIVE**

This introductory course covers the fundamental concepts of international arbitration and its interconnections with different approaches of dispute resolution. Participants will receive an introductory overview of the legal framework, as well as best practices and procedures pertaining to international arbitration.

### **LEARNING OUTCOME**

Participants who have completed this course will possess the following outcomes :

- Comprehend the background of international arbitration;
- Capable to describe the process and procedure of international arbitration;
- Understand the concept of international arbitration in relation to other forms of dispute resolution.



## SYLLABUS

- Comparison of dispute resolution procedures;
- Fundamental principles of the international arbitration process;
- The UNCITRAL Model Law and Arbitration Rules;
- Arbitration rules, institutional and ad hoc agreements;
- Arbitration procedures, documents only and oral hearing (live or virtual);
- The legal framework: the importance of the seat, the New York Convention, procedural laws, and procedural rules;
- The arbitration agreement;
- Commencement of the arbitration;
- An arbitrator's jurisdiction and powers;
- The arbitration process: obligations of the tribunal, responsibilities and obligations of the parties;
- Managing the arbitration process: communications, preliminary meeting, interlocutory matters, dealing with factual and opinion evidence and disclosure of documents including introduction to the IBA guidelines;
- Presenting the claim and the defense: alternative methods;
- Procedure at a typical hearing, including contrasting common and civil law jurisdictions; costs and interest; alternative approaches in different jurisdictions;
- Essentials of an enforceable award.

## COURSE FACULTY MEMBER

- Ms **Mary Thomson**, Chartered Arbitrator
- Ms **Karen Mills**, Chartered Arbitrator



## PROGRAMME DELIVERY

The course is delivered in-person for two days (Monday, February 24 to Tuesday, February 25, 2025) at Pullman Thamrin Hotel Jakarta.

## COURSE ASSESMENT

Participants are required to complete the online multiple-choice examination. After receiving login credentials for the online platform, candidates will be granted a 28-day period to finish the assessment. During that time, they will be permitted three attempts to complete the task. The questions will be conducted in accordance with the material covered in the Ciarb Introduction to International Arbitration course workbook. The course charge encompasses the assessment cost.

## ENTRY REQUIREMENTS

There are **no prerequisites for admittance**. The course is intended for those who are:

- new to the field of international arbitration;
- wish to learn about international arbitration and its benefits users;
- aspire to obtain associate membership in Ciarb.

## COURSE FEE

**IDR 10,000,000 (ten million Rupiah)** is the standard course fee. Course enrolment, course materials, online examination as well as lunch and coffee break during course are all included in the fees.



## COURSE REGISTRATION

Registration and submission of supporting documents shall be completed through the provide link: <https://forms.gle/JcutLSgmVee8NkYv7>

Participants who successfully register for the course will be issued confirmation that their enrollment has been confirmed. Subsequently, participants will receive joining instructions and course materials through email approximately one week prior to the commencement of the course. A suggested reading list and hardcopy of a workbook will be furnished to candidates in order to assist them in their studies.

The deadline for registration and payment of the complete course fee is **February 17, 2025**.

## CANCELLATION POLICY

Ciarb reserves the right to cancel or change the date, venue, or content of program, and the names of speakers, lectures, and tutors. All changes will be duly communicated to the participants. In the event that the Institute is compelled to terminate a course, participants shall be offered either a complete refund or the option to transfer their registration, which requires written notification to Justitia Training Center ([informasi@justitiatraining.co.id](mailto:informasi@justitiatraining.co.id)) no later than one week prior to the course's scheduled start date. A participant's cancellation may result in the application of the course fee towards a future course or a refund of 75%. In the absence of such notification, the participant will not be eligible for a refund.

## CONTACT PERSON

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