FELLOWSHIP ASSESSMENT COURSE (FAC)

30th October 2013, Wednesday, 9.00am to 5.00pm
(Module 1)
8th & 9th November 2013, Friday & Saturday, 9.00am to 5.00pm
(Modules 2, 3, 4, and 5)
11th November 2013, Monday, 9.00am to 5.00pm
(Written Assessment)
Intellioffices, Level 3, 146 Robinson Road, Singapore 068909

The Singapore Institute of Arbitrators (SIArb) is pleased to announce that the annual Fellowship Assessment Course is now open for registrations. Candidates who pass the Course may, subject to satisfying other relevant criteria, qualify for admission as a Fellow Member of the Singapore Institute of Arbitrators.

SYNOPSIS OF THE COURSE

The Fellowship Assessment Course (FAC) consists of a two-full day programme (8th and 9th November 2013) which covers Modules 2, 3, 4 & 5 with topics such as: institution arbitration and ad-hoc arbitration, arbitration agreement, appointment of arbitrator, the UNCITRAL model law, roles of tribunal and parties, procedures for arbitration, drafting of directions, hearing, procedures for arbitration and drafting of Award.

Non-legally trained candidates are required to undertake Module 1 (30th October 2013) which covers topics related to Laws of Contract, Tort and Evidence.

AWARD WRITING EXAMINATION

The Award Writing examination to be scheduled for 11th November 2013 is open to all candidates. However, to complete the Fellowship Assessment Course successfully, candidates are required to achieve 100% attendance and pass assessments of Modules 1, 2, 3, 4 and 5. Lawyers are exempted from completing Module 1. This is an Open Book Examination and candidates may bring into the examination hall any books or documents deemed relevant.

Successful completion of the course modules and the Award Writing Examination will be deemed to be equivalent of passing the corresponding requirements for Fellowship of SIArb provided that candidates are aged at least 35 years old at the time of application.

Subject to other admission criteria, successful completion of the Award Writing Examination will qualify members of the Law Society of Singapore to be admitted to the Panel of Arbitrators of the Law Society Arbitration Scheme.

Practice Area : **Alternative Dispute Resolution**
Training Level : **Advanced**
Public CPD Points : **Up to 16.5** (Based on 100% attendance)

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SIArb FELLOWSHIP ASSESSMENT (FAC) PROGRAMME STRUCTURE

5 Modules and a written assessment to be passed for successful completion of the course:

Day 1, 30th October 2013

9:00 – 9:30	**Registration**
09:30 – 10:00	**Module 1:** **Introduction to Law**
10:00 – 11:45	**Contract Law**
12:00 – 15:15	**Tort**
15:15 – 16:00	**Evidence**
16:15 – 17:15	**Written Assessment**

Day 2, 8th November 2013

8:30 – 9:00	**Registration**
9:00 – 10:30	**Module 2:** • Essential features of arbitration • The arbitration agreement • The different types of arbitration • The laws applicable to an arbitration • The meaning of the "seat" and *lex arbitri* • An overview of the domestic and international arbitration
10:45 – 12:15	**Module 3:** • Commencement of arbitration • Establishment and composition of tribunal • Powers and jurisdiction of the tribunal • Challenge of the tribunal
12:15 – 13:00	**Tutorial 1**
14:15 – 15:45	**Module 4: Arbitration Procedure** • Ad hoc or institutional arbitration • Statement of Case • Statement of Defence • Reply & Terms of Reference • Preliminary meeting • Procedural Directions
16:00 – 17:00	**Tutorial 2**

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Day 3, 9th November 2013

8:30 – 9:00	**Registration**
9:00 – 10:30	**Module 4: Arbitration Procedure** • Documentary evidence and witnesses • The substantial hearing
11:00 – 12:30	**Module 5:** • The Award • Interim and Final Awards • Forms and Contents • Challenge and Appeal • Recognition and Enforcement of Awards
13:45 – 15:15	**Tutorial 3**
15:30 – 17:00	**Tutorial 4**

Day 4, 11th November 2013

8:30 – 9:00	**Registration**
9:00 – 10:30	**Award Writing Examination - Briefing & Reading of Materials**
10:30 – 12:00	**Notes Taking**
13:30 – 14:00	**Reading of further materials**
14:00 – 17:00	**Award Writing Examination**

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REGISTRATION DETAILS		
Prof/Mr/Mrs/Miss/Mdm	**Full name:** *(Pls underline surname.)*	**Date of Birth:** **Gender: Male / Female**
Organisation Name:		**Designation:** **Primary Profession:**
☐ Member of SIArb (Membership No.: _____) ☐ Member of other professional organizations: _____ *(pls indicate)*		**SILE CPD Points Required:** **Yes / No*** *(pls delete appropriately)* **AAS No.:**
Preferred Correspondent Address:		**Tel:** **Fax:** **Mobile:**
Email: *(A valid email address is required for confirmation of registration.)*		
Special dietary requirements, if any (ie vegetarian, etc..):		

REGISTRATION FEE			
Please select below as appropriate.			

NORMAL FEE			
Pls Tick	**Member or Associate Member of SiArb**	**Pls Tick**	**Non-Member**
	$3,060 (All Modules (Incl Award Writing Exam)		$3,400 (All Modules (Incl Award Writing Exam)
	$2,520 (Modules 2,3,4 & 5 (Incl Award Writing Exam)		$2,800 (Modules 2,3,4 & 5 (Incl Award Writing Exam)
	$540 (Module 1: Contract/Tort/Evidence)		$600 (Module 1: Contract/Tort/Evidence)
	$540 (Award Writing Exam)		$600 (Award Writing Exam)
	$495 (Modules 2, 3, 4, or 5) *(pls delete appropriately)*		$550 (Modules 2, 3, 4 or 5) *(pls delete appropriately)*

PAYMENT METHODS

Please select one of the following payment methods:

☐ **Cheque/Bank Draft:** Enclosed is a Cheque/Bank Draft made payable to **"Singapore Institute of Arbitrators"** for the amount of S$_____ (Bank: _____ /Cheque/Draft No.: _____)

☐ **Credit Card** *(Kindly note that an administrative charge of 1.75% will be imposed on payments via credit card)*

   Cardholder's Name:_____

   VISA / MASTER* Card No.: _____ (*pls delete appropriately) **Expiry Date:** _____

   Signature: _____

☐ **By Telegraphic Transfer.**
   Account Name: Singapore Institute of Arbitrators   **Account No.: 208-308-736-8**   **SWIFT Code: UOVBSGSG**
   Bank: United Overseas Bank Limited, 148 Upper Bukit Timah Road UOB Centre, Singapore 588178
   Please email us at siarb_events@siarb.org.sg after the T/T has been done for our follow-up with the bank.
   Payment must be **received nett** after deduction of all bank charges.

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ADMISSION CRITERIA

Admission to the Fellowship Assessment Course is open to:

1. Lawyers with at least 10 years involvement in litigation / dispute resolution;

2. Active arbitrators in other professions with similar period of practice as an arbitrator;

3. Members of the Singapore Institute of Arbitrators (SIArb) who have passed the International Entry Course and are professionally qualified as lawyers, architects, engineers, quantity surveyors, accountants, etc;

Important Notes

1. Acceptance or rejection of an application is at discretion of the Council of the Institute.

2. Closing date is **1st November 2013**. Placement is on a first-come-first-served basis.

3. Registrations received on or before the closing date are confirmed upon **RECEIPT OF FULL PAYMENT**.

4. The Organiser reserves the right to cancel, curtail or change the content of programmes and the names of facilitators without prior notice in the interests of improvements to the Course.

5. The Organiser is committed to staging a successful programme. However, we reserve the right to cancel or postpone the programme in which case refunds will be given, but otherwise, no refunds will be made for cancellations or no-shows by those who registered.

6. The Organiser reserves the right to change the venue or amend any of the other details published.

SILE Attendance Policy

Participants who wish to claim CPD Points must comply strictly with the Attendance Policy set out in the CPD Guidelines in respect of each module and the corresponding tutorial. Participants are reminded to sign-in on arrival and sign-out at the conclusion of a module and the corresponding tutorial in the manner required by the organiser. Participants must not be absent for a module and the corresponding tutorial for more than 15 minutes each. Participants who register for a module and comply strictly with the Attendance Policy in respect of that module and the corresponding tutorial may claim Public CPD Points for that module and tutorial. Participants who do not comply with this Attendance Policy will not be able to obtain CPD Points. Please refer to http://www.sileCPDcentre.org.sg for more information. This Attendance Policy is with regards to the CPD Scheme only.