

Fee Sheet

January to December 2016



CI Arb
evolving to resolve

Please note that the correct fee including VAT must be submitted with the relevant registration/re-sit form in order for CI Arb to process any submission.

Payment will be accepted in the following forms: debit or credit card, cheque, bank draft or bank transfer. For payments in currencies other than in Pound Sterling, the equivalent of £15 must be added to cover bank charges.

CI Arb accepts payment in installments. Please contact the Education and Training team for further details on payments to be made through installments.

COURSE REGISTRATION FEE

The course registration fee includes registration onto the course, tuition, access to study materials and entry to the first attempt of the assessment(s). This applies to all courses except for the Diploma in International Commercial Arbitration, where some study materials have to be bought separately by the candidate.

RESIT FEE

A resit fee will be charged for every further attempt of an assessment.

POSTPONEMENT FEE - Once a candidate has registered on a CI Arb course:

Course Postponement - The postponement fee is an administration charge of 50% + VAT of the course fee should a candidate wish to **transfer registration of a course** to a later date.

Assessment Postponement - The postponement fee is an administration charge of 50% + VAT of the assessment fee should a candidate wish to **transfer registration of an assessment** to a later date

CANCELLATION FEE

All cancellations to registration of courses must be received in writing to education@ciarb.org. Cancellation charges will apply as follows:

- If a registration is cancelled within 1-28 days of the course commencing, 100% of the course fee + VAT will be payable.
- If a registration is cancelled before 28 days of the course commencing, 50% of the course fee + VAT will be due and payable.

If the Institute has to cancel a course, candidates will be provided with a full refund or the opportunity to transfer their registration and fee to the next course.

APPEAL

A candidate may request an appeal if they feel they have been unfairly treated through one of the following means:

- Unfair consideration of extenuating circumstances;
- Unfair practice in the conduct of the examination, assignment or assessment process;
- Unfair conduct by an assessor or in application of the assessment process.

Please note these are the only conditions on which an appeal can be based as stated in the CI Arb Candidate Regulations. An appeal fee of £375 + VAT is payable by the candidate when applying for the appeal.

EXAMINATION AND ASSESSMENTS ONLY

If a candidate has studied elsewhere and wishes to take the CI Arb examination or to be assessed by CI Arb, they will be charged an entry fee equal to the resit fee for that course plus an administration charge (£75). This option is not available for Accelerated Routes. Please note that ALL assessments as set out in the Course Information Sheets must be passed to achieve recognition by CI Arb.

LOST OR DAMAGED CERTIFICATES

If a certificate is to be re-issued, an administration charge of £30 is payable by the candidate.



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Arbitration / Adjudication / Mediation / International Arbitration

Contact Us: To register for a course or for more information, please contact the Education & Training Team

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SCHEDULE OF COURSE REGISTRATION AND RESIT FEES

	COURSE REGISTRATION FEE	RESIT FEES
ALTERNATIVE DISPUTE RESOLUTION		
Introduction to ADR	£400 + VAT	Assignment – £80 + VAT
MEDIATION		
Introduction to Mediation	£400 + VAT	Assignment – £80 + VAT
Module 1 Mediation	£2000 + VAT	N/A
Module 2 Mediation	£1300 + VAT	£1300 + VAT
Module 4 Mediation	£550 + VAT	£550 + VAT
CONSTRUCTION ADJUDICATION		
Introduction to Construction Adjudication	£400 + VAT	Assignment – £80 + VAT
Module 1 Law of Obligations and Civil Evidence	£1100 + VAT	Assignment – £80 + VAT Examination – £140 + VAT
Module 2 Construction Adjudication	£1100 + VAT	Assignment – £80 + VAT Examination – £140 + VAT
Module 3 Construction Adjudication	£1550 + VAT	Assignment – £80 + VAT Examination – £280 + VAT Workshop – £680 + VAT
Module 4 Construction Adjudication	£1100 + VAT	Assignment – £330 + VAT Examination – £330 + VAT
Accelerated Route to Membership	£1100 + VAT	Assignment – £80 + VAT Examination – £140 + VAT Workshop – £680 + VAT
Accelerated Route towards Fellowship	£1550 + VAT	£1550 + VAT
DOMESTIC ARBITRATION		
Introduction to Domestic Arbitration	£400 + VAT	Assignment – £80 + VAT
Module 1 Law of Obligations and Civil Evidence	£1100 + VAT	Assignment – £80 + VAT Examination – £140 + VAT
Module 2 Domestic Arbitration	£1100 + VAT	Assignment – £80 + VAT Examination – £140 + VAT
Module 3 Domestic Arbitration	£1550 + VAT	Assignment – £80 + VAT Examination – £280 + VAT Workshop – £680 + VAT
Module 4 Domestic Arbitration	£1100 + VAT	Assignment – £330 + VAT Examination – £330 + VAT

Accelerated Route to Membership	£1100 + VAT	Assignment – £80 + VAT Examination – £140 + VAT Workshop – £680 + VAT
Accelerated Route towards Fellowship	£1550 + VAT	£1550 + VAT

INTERNATIONAL ARBITRATION		
Introduction to International Arbitration	£400 + VAT	Assignment – £80 + VAT
Module 1 Law of Obligations and Civil Evidence	£1100 + VAT	Assignment – £80 + VAT Examination – £140 + VAT
Module 2 International Arbitration	£1100 + VAT	Assignment – £80 + VAT Examination – £140 + VAT
Module 3 International Arbitration	£1550 + VAT	Assignment – £80 + VAT Examination – £280 + VAT Workshop – £680 + VAT
Module 4 International Arbitration	£1100 + VAT	Assignment – £330 + VAT Examination – £330 + VAT
Diploma in International Commercial Arbitration (Part 1)	£5000 + VAT	Examination – £280 + VAT
Diploma in International Commercial Arbitration (Parts 1 & 2)	£6000 + VAT	Examination – £280 + VAT (Mod 4) Assignment – £330 + VAT (Mod 4) Examination – £330 + VAT
Accelerated Route to Membership	£1100 + VAT	Assignment – £80 + VAT Examination – £140 + VAT Workshop – £680 + VAT*
Accelerated Route towards Fellowship	£1550 + VAT	£1550 + VAT

* Postponement not applicable, Resit fees only