Bank-account number: **310-1688167-65**

ING Bank Belgium

Marnixlaan 24

1000 Brussels

Belgium

IBAN paper form: BE18 3101 6881 6765

IBAN electronic form: BE18310168816765

BIC/SWIFT code: BBRUBEBB

**The Association for International Arbitration IVZW**

Avenue Louise 146, B-1050 Brussels

tel. +(32) 2 643 33 07

Fax: +(32) 2 646 24 31

E-mail: [administration@arbitration-adr.org](mailto:administration@arbitration-adr.org)

Web: [www.arbitration-adr.org](http://www.arbitration-adr.org)

**International Mediation Institute (IMI)**

**Qualifying Assessment Program**

**Tailored to European Cross-Border Mediation**

**By The AIA**

**Sunday 1st of September 2013 (9.00 am – 5.00 pm)**

**At the Brussels Office of the Association for International Arbitration,**

**Avenue Louise 146,**

**Brussels 1050, Belgium**

**REGISTRATION FORM:**

**First Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Last Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Occupation\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Organization\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Address\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Telephone \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Fax \_\_\_\_\_\_\_\_/\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Email \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Please, specify your professional achievements:**

**Amount of hours of mediation experience (minimum 200)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Amount of mediation cases (minimum 20)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

1. **The AIA’s assessment is offered at 800 euros per person (VAT excluded).**
2. **After filling in this registration form you need to submit it by email together with a logbook and 10 feedbacks from your clients to IMIQAP@arbitration-adr.org**
3. **As soon as we receive these documents a special questionnaire will be sent to your personal email. You need to fill it in within the period of 7 days and send it back.**
4. **You will then be invited for the skype interview that will take place within 2 weeks from the moment your questionnaire was received.**
5. **The assessment itself will be comprised of a role-play before 3 assessors and 50 multiple choice exam questions.**

**Successful participants will be granted the AIA’s QAP Certificate.**

**Note that to maintain IMI Certification, participants must comply with the following conditions:**

**- 18 hours of refreshing courses every 2 years;**

**- 10 mediation cases every 2 years.**