Organised by Faculty of Law

Graduate Certificate in International Arbitration

The increasing use of arbitration and other dispute resolution mechanisms means that more professionals will be called upon to act as arbitrators. Conducting arbitration properly necessarily assumes that the arbitrator understands the law supporting the process, the procedures that he is required to follow and the powers he is expected to exercise. While many lawyers are familiar with court procedures and the judicial process, fewer are familiar with the arbitral process. Non-lawyers have an even greater challenge when hearing disputes where parties are represented by lawyers in the arbitration.

This course is designed for both lawyers and non-lawyers who wish to be involved in the practice of arbitration as arbitrators. Students will be taught the basics of the law of contract, tort and evidence, the law and practice of arbitration and will receive training in drafting directions, orders and the arbitral award.

On successful completion of the course, candidates will be awarded the Graduate Certificate in International Arbitration. They will then be qualified for direct admission as Fellows of the Singapore Institute of Arbitrators (SIArb). In addition, such candidates will upon satisfying the age and other requirements and completing the prescribed Peer Interview be considered for admission as Fellows of the Chartered Institute of Arbitrators in London (CIArb). Candidates may thereafter complete the assessment and pupilage programmes of the CIArb to gain further recognition as a Chartered Arbitrator.

Modes of Instruction

Instruction will be through a combination of weekly lectures or seminars (2 to 3 hours) to be held in the evenings commencing at 6.30pm, together with a final practicum (comprising 2 half days plus 2 full days).

The Course Director is Assoc Prof Neale R Gregson.

Course Duration

This course will be conducted over a University Semester. Teaching will commence in the second week of January 2010 and will end within May 2010.

Venue

Executive Seminar Room, Level 3, Block B, Faculty of Law, NUS, 469G Bukit Timah Road, Singapore 259776

Admission requirements

A good bachelor's degree from a recognised university.

Course Modules

a. Principles of Contract, Tort and Evidence [CTE]
b. Arbitration Law & Practice [ALP]
c. Drafting and Award Writing Practicum [DAW]

Assessment/Examinations

The CTE Module will be assessed through an 'open-book' written examination (3 hours).

The ALP Module will be assessed through a combination of class presentations and drafting exercises (30%) as well as an 'open-book' written examination (70%) (2 hours).

The DAW Module will be assessed through a series of drafting exercises (25%) and a final award writing examination (75%) (3 hours).

Exemptions –

i. Candidates with good LLB degrees from recognised universities may apply to be considered for exemption from the written examination for the CTE module.
ii. A candidate who has successfully completed the 'Commercial Arbitration' or the 'International Commercial Arbitration' module at the Law Faculty NUS may be considered for exemption from the written examination for the ALP Module.

Fees

$6,000.00, plus the applicable GST.

Class Size

Intake is usually limited to 30 students.

Closing date for Application

Monday, 7 December 2009.

Application Form Request Slip

For a copy of the application form, please email us at clemail@nus.edu.sg or fill in and mail or fax to us the attached form. The application form may also be downloaded from http://law.nus.edu.sg/cle/courses/docs/GCIA_Applicn_Form_2010.pdf

REQUEST FORM

Mail to: CLE Co-ordinator
Faculty of Law
National University of Singapore
Eu Tong Sen Building
469G Bukit Timah Road
Singapore 259776

Or Fax: 6779 0979

Or Email: clemail@nus.edu.sg

❑ Yes, please send me the application form for the ***Graduate Certificate in International Arbitration Course***.

Mr/Mrs/Mdm/Ms/Dr: _____

Occupation: _____

Mailing Address: _____

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Contact Numbers: (Home)_____(Office)_____

(Handphone)_____(Pager) _____

Fax Number: _____Email:_____

Signature: _____

Faculty of Law
National University of Singapore
Eu Tong Sen Building
469G Bukit Timah Road
Singapore 259776

INSTRUCTIONS FOR AND TERMS OF APPLICATION

Please complete the Application Form (Appendix A).

Please obtain a letter from your referee in the manner set out in Appendix B ('Referee's Report').

The fees payable are $6,000 plus prevailing GST.

When you send in your application, please make sure that you enclose the following:

1) The completed Application Form (Appendix A)

2) Supporting Documents *(to be arranged in the following order):*

a) Photocopy of NRIC/ Passport/ Documentary Proof of Permanent Resident Status

b) Certified copy of Bachelor's Degree Certificate *(with a *certified English translation if the original is not in English)*

c) Certified copy of postgraduate Degree Certificate, if any *(with a *certified English translation if the original is not in English)*

d) Referee's Report (sealed and signed in the manner set out in Appendix B)

e) Certified copy of the transcripts of your LLB and (if applicable) LLM degree if you are applying, under heading (I) of the application form, for exemption from examinations

The above documents should reach us by **7 December 2009**. Please send the documents to: Continuing Legal Education Co-ordinator (Attn: Poova / Connie), Faculty of Law, National University of Singapore, Eu Tong Sen Building, 469G Bukit Timah Road, Singapore 259776.

Please note that the intake for this course is limited to 30 students a year.

For enquires, please contact: Poova at tel: 6516 3644 or send an email to clemail@nus.edu.sg

Faculty of Law

Graduate Certificate in International Arbitration

APPLICATION FORM

This form may take you 10-15 minutes to complete.
Please complete the application form (also available at http://law.nus.edu.sg/cle/courses/docs/GCIA_Applicn_Form_2010.pdf and return it to the address below together with

- All relevant documents
- One passport-size photograph
- Your **cheque** for the relevant amount, crossed and made payable to **National University of Singapore**

Attn: CLE Co-ordinator (Ms Poova)
Faculty of Law, National University of Singapore
Eu Tong Sen Building
469G Bukit Timah Road
Singapore 259776

Affix a passport-style photograph of applicant here

(A) PERSONAL PARTICULARS

Surname/family name (Mr/Mrs/Mdm/Ms/Dr): _____

First/given names: _____

Sex: □ Male □ Female Occupation: _____

Home Address: _____

_____

Mailing Address: _____

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Office Address: _____

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Contact Nos: _____ (home) _____(office)

_____ (handphone)

Fax No: _____ E-mail address: _____

Date of Birth : _____ Place of Birth: _____

NRIC/Passport No: _____ Country of Residence: _____

Date & Place of Issue: _____

CITIZENSHIP

□ Singaporean □ Malaysian

□ Singapore PR □ Others (specify _____)

TYPE OF NRIC

□ Singapore Pink □ Malaysian Blue □ Others/Not Applicable

□ Singapore Blue □ Malaysian Pink

(B) PARTICULARS OF NEXT-OF-KIN

Name (Mr/Mrs/Mdm/Ms/Dr) : _____

Address: _____

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Nature of Relationship : _____

Telephone Number: _____

(C) QUALIFICATIONS

TERTIARY EDUCATION

FROM	TO	UNIVERSITIES ATTENDED & COUNTRY	DEGREE OBTAINED	CLASS/ RANK	GRADUATION YEAR

PROFESSIONAL TRAINING

FROM	TO	INSTITUTIONS ATTENDED	QUALIFICATION OBTAINED & DATE

(D) MEMBERSHIP OF PROFESSIONAL ORGANISATIONS

FROM	TO	ORGANISATION	POST HELD

(E) WORK EXPERIENCE *(Please list jobs held during last 5 years)*

PERIOD	NAME & LOCATION OF ORGANISATION	TITLE & NATURE OF WORK

(F) ENGLISH LANGUAGE PROFICIENCY

Level of Proficiency in English:

□ Excellent □ Good □ Fair

(G) DETAILS OF REFEREE

Name (Mr/Mrs/Mdm/Ms/Dr):_____

Mailing Address: _____

_____

Telephone number:_____ Email:_____

(H) SOURCE OF FINANCE (*You may tick more than one category*)

□ Employer □ Self

□ Others

Please specify: _____

(I) REQUEST FOR EXEMPTION FROM EXAMINATIONS

1) Do you wish to be considered for exemption from the written examinations for the Contract, Tort and Evidence module? □ No □ Yes

   Note that this request can be considered only if you have a LLB degree, and it is subject to approval on a case-by-case basis.

2) Do you wish to be considered for exemption from the written examinations for the Arbitration Law and Practice Module? □ No □ Yes

   Note that you may make this request only if you have successfully completed the 'Commercial Arbitration' or the 'International Commercial Arbitration' module offered by NUS Law Faculty.

   If you say yes to 1 and/or 2 above, please provide a certified copy of the transcript(s) of your LLB degree and (if applicable) LLM degree.

(J) PERSONAL STATEMENT

Please indicate your reasons for wishing to take up this course, and give such other information as you would like us to take into account when considering your application. Continue on a separate sheet if necessary.

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Declaration and Signature

I affirm that the information given on this form is true, complete and accurate and that no material information has been omitted. I agree that if I give any inaccurate or false information or if I omit to give any material information, the National University of Singapore can cancel my application or, if I have been admitted, they can require my withdrawal from the course and I will have no claim against them in relation thereto.

_____ _____

Signature of Applicant Date

Faculty of Law

Graduate Certificate in International Arbitration

CONFIDENTIAL

REFEREE'S REPORT

TO THE APPLICANT:

Your referee should forward the completed report to you in a sealed envelope and sign across the sealed flap of the envelope.

Name of Applicant : _____

NOTE TO REFEREE:

Thank you for agreeing to act as a referee for the person named above. He or she is applying for admission to our Graduate Certificate in International Arbitration Course. We would be grateful if you would fill in this form. Please put the completed form in an envelope, seal it and sign across the flap. Once that is done, please give the envelope to the applicant who will forward the same to us with his or her application form.

For how long have you known the applicant and in what capacity?

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Please comment on the applicant's abilities, and on his or her potential as an arbitrator. You may also give us such information as you think bears on the suitability of the candidate for the course (such as his or her professional competence, intelligence, proficiency in English, standard of writing, etc). Please continue on a separate sheet if necessary.

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Signature : _____ Date: _____

Name of Referee : _____

Mailing Address : _____

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Occupation:_____ Telephone No. :_____

Fax No.:_____ Email Address : _____