

Accelerated Route to Fellowship International Arbitration



29 October 2026 (Refresher Course)

12 – 13 November 2026 (Assessment)

4 December 2026 (Online Assessment)

What is the aim of the course?

To provide a fast-track route to Fellowship through the International Arbitration Pathway. The Accelerated Route to Fellowship has been designed for busy professionals who have substantial unassessed knowledge and experience of International Arbitration. The aim of the course is to assess whether the candidate has the knowledge required to apply the principles and procedure of International Arbitration using arbitration legislation based on the UNCITRAL Model Law and Arbitration Rules and is capable of writing a reasoned and enforceable International Arbitration Award.

Candidates must evaluate their personal suitability to undertake the course, appreciating that the assessments are intensive and that they will be assessed against standard benchmarks.

This course focuses on the process, practice and procedures in International Arbitration which is an essential requirement for qualification as a Fellow and for those who aim to practice as an International Arbitrator.

What are the learning outcomes?

On successful completion of this course candidates will be able to:

- Identify and explain in depth all the key elements of the International Arbitration process
- Evaluate issues and apply the principles of the UNCITRAL Model Law appropriately
- Demonstrate practical skill in carrying out the tasks required in preparing for and progressing an International Arbitration
- Demonstrate skill in controlling an International Arbitration, communicating effectively with the parties, applying the UNCITRAL Arbitration Rules and adopting appropriate procedures.

What is covered within the syllabus?

- Arbitration agreements
- The legal framework: the importance of the seat, the New York Convention, procedural laws, and procedural rules conflict of laws, the Rome Convention
- The use and adoption by State entities of the UNCITRAL Model Law
- The UNIDROIT Principles of International Commercial Contracts
- Types of Arbitration: ad-hoc, institutional, documents only, time limited
- Commencement of the Arbitration, terms of reference
- Obligations of the Tribunal, responsibilities and obligations of the parties
- The Arbitrator's terms and conditions of appointment
- An Arbitrator's jurisdiction and powers
- Challenges to jurisdiction, conflicts of interest
- Managing the Arbitration process: communications, preliminary meeting, interlocutory matters, dealing with factual and opinion evidence and disclosure of documents
- Security for costs
- Presenting the claim and the defence: alternative methods
- Preparation for and procedure at a typical hearing, contrasting common law and civil law jurisdictions
- Essentials of an enforceable Award
- Costs, offers and interest; alternative approaches in different jurisdictions

What are the entry requirements?

In order to register for the Accelerated Route to Fellowship, candidates must submit evidence to show:

- They have a minimum of 5 years of practical experience of international arbitration either as a representative or an international arbitrator
- They have substantial knowledge of the framework of international arbitration
- They can recognise and evaluate evidence
- They can significantly evaluate and apply the principles and requirements of an international arbitration
- They can noticeably demonstrate practical skill in the carrying out of tasks required in preparing for and progressing an international arbitration.

Once accepted onto the course, we highly recommend that non-lawyers first complete the [Module 2 Law of Obligations Exemption Test](#) prior to commencement of the Accelerated Route to Fellowship in order to ensure they are familiar with both common and civil law legal principles. Access to the exemption test will be given free of charge.

Candidates enrolling on any Ciarb course/assessment are required to ensure that their command of spoken and written English is adequate for the course/assessment for which they have applied. Ciarb does not require any evidence of this standard prior to enrolment on a course/assessment. However, it is the candidate's responsibility to ensure their English language skills are at a Professional Working Proficiency level, in order to meet the required standard when enrolling for any Ciarb course/assessment. It is recommended that candidates have achieved a standard that is, as a minimum, equivalent to the International English Language Testing System (IELTS) level 7 or a score of 94–101 in the Test of English as a Foreign Language (TOEFL) system. (Please note that we do not require an official IELTS or TOEFL result).

How is the course delivered?

This is an assessment course as opposed to a teaching module. Learning will be based on private study prior to the oral assessment workshop, reinforced by tutor input and peer discussion during the workshop.

The course is delivered over a period of three days, the Refresher course will take place on Day 1 and the assessment workshops on Day 2 and 3. On the date of Online Assessment, the candidates will be given 48 consecutive hours within a 5-day window to submit their answers online for the final assessment. The course dates advertised are the dates when candidates will be required to attend the assessment workshops.

How will I be assessed?

Assessment of this course is split into three parts, all of which must be passed:

Assessment 1 (Oral Exercises)

- An interactive 2 day assessment in a series of workshops, where situations will be presented to candidates in groups for their consideration. Candidates' knowledge, judgment and interactive/self-presentation skills are assessed by oral exercises. Candidates are permitted to use any materials they wish throughout the workshops.
- This assessment is on a pass or fail basis. Candidates must pass all the workshop sessions. Candidates who fail the workshop will be required to re-sit this assessment.

Assessment 2 (Written Exercises)

Written exercises before and during the 2-day workshops:

- One written exercise on arbitration law to be submitted before the assessment workshops (10%)
- One written exercise on arbitration law to be submitted during the workshops (20%);
- Two written exercises to be submitted during the workshops (10% each)
- One written exercise to be completed overnight (30%)
- A final written exercise (20%)

– Candidates must achieve a minimum overall mark of 55% to pass this assessment.

Assessment 3 (Award Writing Exam)

This assessment is completed via LearnADR, Ciarb's online learning platform. Candidates will be given 48 consecutive hours within a 5-day window to submit their decision online. Candidates must achieve 70% to pass the assessment.

Assessment 3 is split into 2 parts:

Stage One

This consists of the papers in the case. They are sufficient to enable you to grasp the nature of the case and the likely legal problems. Most of the documents are extracts only. You should consider the introductory sections you intend to include and the matters of law and fact disputed by the parties. Stage One of the assessment is released via LearnADR 10 days before the assessment start date.

Stage Two

This is the equivalent of the hearing stage. It includes your record of the meeting. This records the oral evidence and arguments the adjudicator has heard, as well as any other relevant documents. From all the evidence you must make findings of law and findings of fact. Different candidates will no doubt make different findings. This is of no consequence, except that it means there are a great many possible answers to the question. When you have made your finding, write the remaining parts of your Decision. It must be a final Decision as regards the issues you decide. Stage Two is released at 12pm noon London Time on the assessment start date via LearnADR too. Stage 2 will be available for 5 days from the assessment start date and within those 5 days, you will have 48 consecutive hours to submit your decision back onto LearnADR. Results are dispatched to candidates approximately twelve weeks from the date of the submission of the assessment.

What is the course fee and what does it include?

The course fee is HK\$17,000. This fee will be discounted to HK\$15,000 for Ciarb Members. The fee includes a refresher course, course materials, first attempt at the assessments, and tea breaks. Candidates are advised to refer to the Registration Form for other details.

What happens when I register for the course?

Upon successful registration on the course, candidates will receive confirmation they are booked on the course. Joining instructions and course materials will be sent to candidates approximately 2 weeks before the course start date by email.

Candidates will be provided with an electronic copy of a Workbook to assist them with their studies together with a suggested reading list. It is recommended that candidates are familiar with the UNCITRAL Model Law and Arbitration Rules and the substantive law in their respective jurisdiction together with the relevant Act(s) and Scheme(s) and important case decisions (where applicable). Candidates should also refer to the recognised standard textbooks to supplement their study in their respective jurisdiction where these are available.

What is Ciarb's policy on cancellation of courses?

The course requires a minimum number of participants. In case such number is not met, Ciarb East Asia Branch reserves the right to cancel or change the date, venue or content of course and the names of speakers, lecturers and tutors. Candidates will be provided with adequate notice of any change. If the Institute has to cancel a course, candidates will be provided with a full refund or the opportunity to transfer their registration to the next course. Any cancellation received in writing less than 30 working days prior to the event date will be subject to a 50% cancellation charge.

What is my next step when I complete the course?

On successful completion of this course, candidates will:

- be eligible to apply for Member grade of Ciarb, and take advantage of a range of educational and professional benefits; and
- be eligible for a Peer Interview for Fellowship.
- candidates are only eligible to apply for the relevant membership grade for a maximum of 2 years after having successfully completed the course & assessment.

How do I register?

Please complete and follow the instructions in the attached Registration Form.

Registration

The Ciarb East Asia Branch is now receiving registrations for its next Accelerated Route to Fellowship (International Arbitration), a two-day workshop for experienced arbitration practitioners with a legal qualification wishing to obtain the Institute's Fellowship designation (FCI Arb). Registrations will be considered on a first-come, first-served basis and the number of candidates is limited.

Please attach a detailed CV with your registration, showing your arbitration experience to date. Upon acceptance, candidates will be invited to participate and pay the course fee. You will also receive a pre-course assignment, an essay of 1,500 words to be handed in on or before the commencement of the course.

This is not a purely teaching course, but rather it is a combination of refresher course to be held on 29 October 2026 and a series of workshops, to be conducted mainly in small groups where all candidates are expected to participate actively in discussions and role-plays in order to demonstrate their arbitration experience on 12 November 2026 and 13 November 2026. During the workshops, the candidates will be assessed on knowledge, judgment and presentation by experienced practitioner tutors.

Date and time (Hong Kong Time)

Refresher Course – Thursday 29 October 2026 (6:30pm – 9:30pm)

Accelerated Route to Fellowship (International Arbitration) Course:

- Thursday 12 November 2026, 9:00am–5:00pm
- Friday 13 November 2026, 9:00am–5:00pm, and Friday 4 December 2026

Venue

Hong Kong International Arbitration Centre

38/F, Two Exchange Square, 8 Connaught Place, Central, Hong Kong

Course fee per candidate

HK\$ 15,000 (Ciarb members) and HK\$17,000 (non-members). Full payment should be received upon registration. Refunds will be made to unsuccessful applications.

Eligible candidates can make payment by cheque or bank transfer. If a candidate makes payment by bank transfer, they will need to cover the transaction fees and send the Ciarb EAB Secretariat the the payment advice slip once payment has been made (for the full amount mentioned above, net of all deductions). For further information, please contact us at ciarb@hkiac.org.

What is Ciarb's policy on cancellation of courses?

Ciarb reserves the right to cancel or change the date, venue or content of programmes and the names of speakers, lecturers and tutors. Candidates will be provided with adequate notice of any change. If the Institute cancels a course, candidates will be provided with a full refund or the opportunity to transfer their registration to the next course. Should a candidate wish to cancel their registration of a course, notification must be received in writing to ciarb@hkiac.org, 30 days prior to the first day of the course. Any cancellation received in writing less than 30 working days prior to the event date will be subject to a 50% cancellation charge.

Registration Form

Please email us the completed form, along with your CV at ciarb@hkiac.org

I hereby apply to participate in the above course.

I have enclosed a cheque in the amount of HK\$ made payable to the “Chartered Institute of Arbitrators (East Asia Branch)”.

I will be paying by *Bank Transfer/Telegraphic Transfer (all bank charges are to be borne by the remitting party)

Account No: 002-554830-001

Payee Name: Chartered Institute of Arbitrators (East Asia Branch)

Payee Address: c/o HKIAC, 38th Floor, Two Exchange Square, Central, Hong Kong

Bank Name: HSBC

Bank Address: 1 Queen’s Road Central, Hong Kong

Swift Code/BIC: HSBC HK HHH KH

*Please notify us once payment has been made with proof of transfer/remittance by email at ciarb@hkiac.org.

Please indicate your membership:

Ciarb Member (member no. _____)

Non-member of Ciarb

Please indicate your suitability for the above courses:

I have a minimum of 5 years of practical experience of international arbitration either as a representative or an international arbitrator.

I have substantial knowledge of the framework of international arbitration.

I can recognise and evaluate evidence.

I can significantly evaluate and apply the principles and requirements of an international arbitration.

I can noticeably demonstrate practical skill in the carrying out of tasks required in preparing for and progressing an international arbitration.

Name:

Salutation:

Address:

Tel:

Email:

Employer:

Job title:

For enquiries, please email us at ciarb@hkiac.org.

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