

Accelerated Route to Fellowship in International Arbitration

Refresher: 29 October 2026 | 5:30 – 8:30pm | Virtual

Course dates: 5 to 6 November 2026 | Bangkok | In-person

Online assessment: 5-day window, beginning 4 December 2026

Early Bird price: Until 5 October 2026, 6pm BKT

Registration deadline: 22 October 2026, 6pm BKT



This flyer contains information about Ciarb Thailand Branch's upcoming Accelerated Route to Fellowship in International Arbitration course, as well as a **Registration form** at the bottom of this flyer.

To register for the course, please email us the completed form, along with your CV to ciarb@thailand.org.

1. Aims of the course

The course aims 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 write a reasoned and enforceable International Arbitration Award.

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.

Upon completion, you will be eligible to apply to become a Ciarb Fellow, the only globally recognised fellowship qualification for arbitration, and will be entitled to use the title FCI Arb after your name. The Accelerated Route to Fellowship course is designed for busy professionals who have substantial knowledge and experience in International Arbitration.

2. Entry requirements

To register for the Accelerated Route to Fellowship, candidates must:

- Have a minimum of **5 years** of practical experience of international arbitration either as a representative or an international arbitrator;
- Have substantial knowledge of the framework of international arbitration;
- Be able to recognise and evaluate evidence;
- Be able to significantly evaluate and apply the principles and requirements of an international arbitration;
- Noticeably demonstrate practical skill in the carrying out of tasks required in preparing for and progressing an international arbitration.

Candidates enrolling on any Ciarb course/assessment are required to ensure that their command of spoken and written English is adequate for the course. Ciarb does not require any evidence of this standard prior to enrolment, however it is the candidate's responsibility to ensure their English language skills are at a Professional Working Proficiency level to complete the course effectively.

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.)

3. 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;
- Be eligible to apply for Fellowship of Ciarb.

4. 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;
- 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;

- 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 and interest; alternative approaches in different jurisdictions.

5. 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.

Before the course, an **online** refresher will be conducted on **29 October 2026 from 5.30pm to 8.30pm BKT**.

The course is then delivered over a period of two days, involving in-person assessment workshops that candidates must attend in Bangkok, on **5 and 6 November 2026**. The workshops will 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.

The course will conclude with an online assessment, to be completed over a **5-day window beginning 4 December 2026**. Candidates will be given 48 consecutive hours within this 5-day window to submit their answers online.

6. How is the course delivered?

Assessment of the course is split into **three parts, all of which must be passed.**

Assessment 1: Oral Exercises	An interactive two-day assessment conducted through a series of workshops, where situations are presented to candidates in groups for their consideration and role play. Candidates' knowledge, judgment, communication, presentation and interactive skills are assessed through oral exercises. Candidates are permitted to use any materials they wish throughout the workshops. This assessment is on a pass/fail basis. Candidates must pass all workshop sessions. Candidates who fail the workshop will be required to re-sit this assessment.
Assessment 2: Written Exercises	Written exercises are completed before and during the two-day assessment 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 on procedure to be submitted during the workshops (10% each). One written exercise to be completed overnight (30%). One final written exercise (20%). Candidates must achieve a minimum overall mark of 55% to pass this assessment.

Assessment 3: Award Writing Exam

The final assessment is completed via LearnADR, Ciarb's online learning platform.

Candidates are given 48 consecutive hours within a 5-day window to submit their decision online. Candidates must achieve 70% to pass the assessment.

The assessment is divided into two stages:

Stage One

This consists of the papers in the case, which are sufficient to enable candidates to grasp the nature of the case and the likely legal problems. Most of the documents are extracts only.

Candidates should consider the introductory sections they intend to include and the matters of law and fact disputed by the parties.

Stage One is released via LearnADR **10 days before the assessment start date.**

Stage Two

This is equivalent to the hearing stage and includes the record of the meeting, recording the oral evidence and arguments heard, together with any other relevant documents. Candidates must make findings of law and fact from the evidence and then complete the remaining parts of their Decision.

Different candidates may make different findings. There may therefore be a number of possible answers, provided the candidate reaches reasoned findings and completes a final Decision on the issues determined.

Stage Two is released at **12 noon London time on the assessment** start date via LearnADR. Stage Two is available for five days from the assessment start date, within which candidates have 48 consecutive hours to submit their Decision.

Results are dispatched approximately **12 weeks** from the date of submission of the assessment.

7. What are the course fees?

Early Bird	45,000 Thai Baht (THB)
Regular price	49,000 Thai Baht (THB)

The fee includes registration on the course, study materials, tutorials, coursework assessment fee, and also includes the award writing exam (valued at GBP408). Lunch and refreshments throughout the duration of the course will be provided.

To take advantage of early bird pricing, submit the registration form below and make payment before **5 October 2026, 6pm BKT**.

All participants must register and make payment before **22 October 2026, 6pm BKT**.

8. What happens after I register?

Upon successful registration on the course, candidates will receive confirmation that they are booked on the course. Joining instructions and course materials will be sent to candidates prior to the course start date by email on the condition that full payment has been received.

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 arbitration textbooks (for example, Redfern and Hunter on International Arbitration) to supplement their study in their respective jurisdiction.

9. 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 Thailand 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 Branch has to cancel 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 his or her registration of a course, notification must be received in writing to thailand@ciarb.org at least 15 days before course commencement. If a candidate fails to give such notice, a cancellation charge of 50% of the course fee will be applied.

Registration form

Please email this completed form, along with your CV and proof of payment, to thailand@ciarb.org.

By completing this form, I hereby agree to Ciarb Thailand Branch's Privacy Notice at Section 10(e) below.

a) Payment:

For the course fees, see Section 7 above.

I will be paying the amount of THB by Bank Transfer (all bank charges and transaction fees are to be borne by the remitting party).

Account number: 408-385583-4
Payee name: The Chartered Institute of Arbitrators
Bank name: The Siam Commercial Bank Public Company Limited (SCB)
Bank code: 014
Branch name: Thanon Sathon Branch
Branch code: 0101
Branch address: 183 Rajanakarn Building
South Sathorn Road
Yannawa Sub-district, Sathorn District
Bangkok 10120, Thailand
SWIFT-BIC: SICOTHBKXXX

Please email proof of transfer, alongside this form, to thailand@ciarb.org.

b) Please indicate your membership:

☐ Ciarb Member (member no.)

☐ Non-member of Ciarb

c) Please indicate your suitability for the above course:

- ☐ 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.

d) Personal Details:

I hereby apply to participate in the above course:

Name:

Salutation:

Address:

Telephone:

Email:

Employer:

Job title:

e) Privacy notice

The Chartered Institute of Arbitrators – Thailand Branch ("Ciarb Thailand", "we", "us" or "our") respects your privacy and is committed to protecting your personal data.

This Privacy Notice explains how we collect, use, disclose, transfer, retain and otherwise process personal data in connection with Ciarb Thailand events, seminars, conferences, training programmes, networking activities and other Branch activities in Thailand in accordance with Thailand's Personal Data Protection Act B.E. 2562 (2019) ("PDPA").

1. Personal data we may collect

Depending on the activity concerned, we may collect:

- Identification information, including name, title and photograph;
- Contact information, including email address, telephone number and address;
- Professional information, including job title, employer, organization, professional qualifications and Ciarb membership status;
- Event and participation information, including registrations, attendance records, dietary or accessibility requirements, questions submitted during events and feedback;
- Photographs, audio recordings and video recordings taken during Ciarb activities;
- Communications between you and Ciarb Thailand; and
- Other information voluntarily provided by you in connection with the relevant activity.

Where information constitutes sensitive personal data under the PDPA, we will process such information only where permitted by law and, where required, with your explicit consent.

2. Purposes of Processing

Ciarb Thailand may process your personal data for the following purposes:

- Registering and administering participation in events, seminars, conferences, training programmes and other Branch activities;
- Communicating with participants before and after an event;
- Verifying membership or professional information where relevant;
- Issuing certificates or maintaining training and attendance records;
- Organizing venues, catering and event logistics;
- Responding to enquiries and participant requests;
- Maintaining records relating to Branch activities;
- Managing the professional and institutional activities of Ciarb Thailand;
- Promoting Ciarb Thailand activities, including through newsletters, websites, professional publications and social media;
- Maintaining appropriate security and safeguarding participants;
- Complying with applicable laws and regulatory obligations; and
- Informing participants of future Ciarb activities where permitted by applicable law.

3. Legal bases

Depending on the relevant processing activity, Ciarb Thailand may process personal data on one or more of the following legal bases under the PDPA:

Contractual necessity – where processing is necessary to administer your registration or participation in an activity;

Legitimate interests – where processing is necessary for the legitimate operation, administration, development and promotion of Ciarb Thailand's professional activities, provided those interests do not override your fundamental rights;

Legal obligation – where processing is required to comply with applicable law;

Consent – where consent is required under the PDPA or where we elect to rely upon consent for a particular activity.

Where processing is based on consent, you may withdraw your consent at any time, without affecting the lawfulness of processing undertaken before withdrawal.

4. Photographs and video recordings

Ciarb Thailand events may be photographed, filmed or recorded. Such materials may be used for legitimate professional and institutional purposes, including event reporting, Ciarb publications, newsletters, websites and social media.

Where consent is legally required for a particular use, Ciarb Thailand will obtain the appropriate consent.

Participants who have concerns regarding photography or recording should contact the event organizer or Ciarb Thailand using the contact details below.

5. Disclosure of personal data

Where necessary for the purposes described above, personal data may be disclosed to:

- The Chartered Institute of Arbitrators and relevant Ciarb branches or administrative units;
- Event co-organizers and institutional partners;
- Venues, training providers and event service providers;
- IT, communications, registration and administrative service providers;
- Professional advisers; and
- Government authorities, courts or regulators where required by law.

Ciarb Thailand will disclose only personal data reasonably necessary for the relevant purpose.

6. International transfers

As Ciarb is an international professional organization, personal data may in appropriate circumstances be transferred to or accessed

from jurisdictions outside Thailand, including by Ciarb's international administrative infrastructure.

Where the PDPA applies to such transfers, appropriate measures will be implemented in accordance with applicable requirements concerning international transfers of personal data.

7. Retention

Ciarb Thailand will retain personal data only for as long as reasonably necessary for the purposes for which it was collected, including legitimate administrative, professional, accounting, historical and legal requirements.

Different categories of personal data may therefore be subject to different retention periods.

When personal data is no longer required, it will be deleted, destroyed, anonymized or otherwise handled in accordance with applicable requirements.

8. Security

Ciarb Thailand will implement appropriate organizational and technical measures designed to protect personal data against unauthorized or unlawful access, use, alteration, disclosure, loss or destruction.

9. Your Rights

Subject to the conditions and exceptions provided under the PDPA, you may have the right to:

- Request access to and obtain a copy of your personal data;
- Request correction of inaccurate or incomplete personal data;
- Request deletion or destruction of personal data;
- Request restriction of processing;
- Object to certain processing;
- Request data portability where applicable;

- Withdraw consent where processing is based on consent; and lodge a complaint with the competent personal data protection authority.

Requests concerning these rights may be submitted through the contact details below.

10. Changes to this Privacy Notice

Ciarb Thailand may update this Privacy Notice from time to time to reflect changes in its activities, processing practices or applicable legal requirements.

The latest version will be made available through an appropriate Ciarb Thailand communication channel.

11. Contact

For questions concerning this Privacy Notice or the processing of personal data, please contact The Chartered Institute of Arbitrators – Thailand Branch:

Email: thailand@ciarb.org

Data Protection Contact/DPO: Dr Roland Amoussou-Guenou.