

## REGISTRATION REQUIREMENTS

Registration will be treated on a first-come, first-served basis

### PROGRAMME IN ADVANCED ALTERNATIVE DISPUTE RESOLUTION

(Accredited by the University of Pretoria)

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The following must accompany your completed registration form:

- 1 **Copy of identity document**
- 2 **Condensed CV**
- 3 **Proof of vaccination against Covid-19**

Upon receipt of the above, an invoice will be issued by AFSA (50% payable by 15 April and the remaining 50% by 24 June 2022)

#### CONDITIONS:

- On acceptance of above and once payment has been verified, AFSA's accounts department will issue confirmation that a place has been reserved for the delegate. Please ensure that this confirmation document is presented at the commencement of the module. **AFSA reserves the right to refuse admission to the course if this confirmation is not presented.**
- The outstanding balance is to be paid by **24 June 2022**. **AFSA reserves the right to refuse admission to the course if payment is outstanding.**
- The number of applicants is limited and acceptance of suitable candidates will be on a first-come, first-served basis.
- The course fee includes all course notes, lunches, refreshments and parking but excludes accommodation and travel costs.
- In the case of insufficient applications, AFSA reserves the right to cancel the course as such or a module. In this event, applicants will be informed and all fees will be refunded immediately.
- Unforeseen circumstances may necessitate the appointment of presenters other than from the ones advertised.
- **Entry requirements:** Literate persons with a working understanding of English.
- The course is presented in English.
- A written examination and/or project (per module) is to be completed.
- The course will take place at AFSA, 1st Floor Grindrod Tower, 8A Protea Place, Sandown.
- Cancellations accepted up to 1 month prior to commencement of course or module, but subject to a 10% administration fee. No refunds or cancellations will be allowed if cancelled less than two weeks before the date of commencement of the course. Replacement delegates are acceptable.
- **Delegates are required to be in attendance for the full hours of each block release. Delegates failing to do so may not be certified.**

Please return the registration form to **Selina Tshabalala** at: (Invoice to follow)

Docex 143, Randburg **or**

P.O. Box 653007, Benmore, 2010 **or**

1st Floor Grindrod Tower, 8A Protea Place, Sandown

For further queries, please contact Selina as follows:

**Telephone:** +27 (0)11 320 0600

**Facsimile:** +27 (0)11 320 0532

**E-mail:** selina@arbitration.co.za

# REGISTRATION FORM

## STUDENT INFORMATION

SURNAME: ..... FIRST NAMES: .....

KNOWN AS: ..... TITLE: Prof  Dr  Mr  Mrs  Ms  Other.....

ID NUMBER: ..... HOME LANGUAGE: .....

CELL NO.: ..... E-MAIL: .....

WORK CONTACT NO.: ..... HOME CONTACT NO: .....

POSTAL ADDRESS: .....

RESIDENTIAL ADDRESS: .....

.....

DIETARY REQUIREMENTS: .....

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## PAYMENT INFORMATION

Person/Institution responsible for payment of account (please ✓ one)

Self  Company  Bursary  Other: .....

### IF SELF

Title: ..... Initials: ..... Surname: ..... ID Number: .....

Residential Address: .....

.....

Postal Address: .....

### IF COMPANY

Company Name: ..... V.A.T. Registration No.: .....

Contact person (accounts): ..... Telephone No.:(Accounts): .....

Physical Address: .....

.....

Postal Address: .....

### IF BURSARY

Bursary Granted by: .....

Contact person (accounts): ..... Telephone No.(Accounts): .....

Physical Address: .....

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Postal Address: .....

**IF OTHER**

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Name of other: ..... V.A.T. Registration No.:.....  
Contact person (accounts):..... Telephone No.:(Accounts): .....  
Physical Address:.....  
.....  
Postal Address:.....

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**REGISTRATION DETAILS AND COST**

I hereby wish to register for the **PROGRAMME IN ADVANCED ALTERNATIVE DISPUTE RESOLUTION** which includes Mediation, Arbitration and an elected specialisation module.

Please indicate the specialisation module of your choice:

- Module A** – Arbitration in the Construction Industry
- Module B** – International Commercial Arbitration
- Module C** – Labour Arbitration

**Cost R30,000 excl. VAT (R34,500 incl. VAT)**

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I also wish to register for an **ADDITIONAL SPECIALISATION MODULE** at R3000 per module.

Please indicate the specialisation module of your choice:

- Module A** – Arbitration in the Construction Industry
- Module B** – International Commercial Arbitration
- Module C** – Labour Arbitration

**Cost per module R3,000 excl. VAT (R3,450 incl. VAT)**

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I wish to register for the following **STAND-ALONE SPECIALISATION MODULE** at R15000 per module.

Please indicate the stand-alone specialisation module/s you wish to register for:

- Module A** – Arbitration in the Construction Industry
- Module B** – International Commercial Arbitration
- Module C** – Labour Arbitration

**Cost per module R15 000 excl. VAT (R17,250 incl. VAT)**

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<b>TOTAL INCL. VAT</b>	
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**PAYMENT**

Upon registration, an invoice will be issued with the necessary payment details.

**DECLARATION AND UNDERTAKING**

I declare that all particulars furnished on this Registration Form are true and correct.  
I have read and agree to the conditions stipulated in this Registration Form.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of person responsible for account

\_\_\_\_\_  
Date

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# **A F S A PROGRAMME IN ADVANCED ALTERNATIVE DISPUTE RESOLUTION**

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## **CALENDAR 2022**

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**Module 1: MEDIATION**  
**17 - 20 May 2022**  
(4 days – Tuesday to Friday)

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**Module 2: ARBITRATION**  
**20 - 23 June 2022**  
(4 days – Monday to Thursday)

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**Module 3: APPLIED STUDY**

- **Specialisation Module A**  
**Arbitration in the Construction Industry**  
**Last quarter of 2022, dates soon to be announced**  
(5 days – Monday to Friday)

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- **Specialisation Module B**  
**International Commercial Arbitration**  
**19 - 23 September 2022**  
(5 days – Monday to Friday)

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- **Specialisation Module C**  
**Labour Arbitration**  
**15 - 19 August 2022**  
(5 days – Monday to Friday)

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