

# CERTIFIED MEDIATION TRAINING PROGRAMME

(Accredited by the Mediators' Institute of Ireland)

## Nomination Form (Please complete in BLOCK CAPITALS)

Which training programme are you nominating for (please tick):

Programme 1  Programme 2

(Please see programme dates overleaf)

Mr  Ms  Mrs  First Name  Surname

Organisation  Position

Address

Telephone  Mobile

E-mail  Fax

Invoice to

Invoice Address

Signature of Applicant  Date

Signature of Authorising Officer  Date

Purchase Order Number (if applicable)

The IPA would like to contact you from time to time with details of future relevant events such as courses, seminars and conferences. Please tick this box if you would like to be kept informed of such events.

Where did you hear about the course?

IPA Mail Shot or E-mail  IPA Website  Course brochure  HR/Training Officer

Public Sector Times  Other (Please specify)

**NB. Numbers are limited on this programme and early booking is recommended. Bookings will only be accepted upon receipt of completed nomination form.**

**Please send completed nomination form to:**

Training & Development Division  
Institute of Public Administration  
57-61 Lansdowne Road, Dublin 4, Ireland

**Tel:** (01) 240 3666 **Fax:** (01) 668 9135

**E-mail:** training@ipa.ie **Website:** www.ipa.ie

**IPA**  
AN FORAS RIARACHÁIN  
INSTITUTE OF PUBLIC  
ADMINISTRATION

# Dates for 2018

## Certified Mediation Training Programme

### Programme One

Module 1: 13-14 February 2018  
Module 2: 13-14 March 2018  
Module 3: 17-18 April 2018

### Programme Two

Module 1: 16-17 October 2018  
Module 2: 31 October - 1 November 2018  
Module 3: 27-28 November 2018

*\*Dates may be subject to change.*

## Programme Fee

€1,950 per person. Programme fee includes course documentation, tuition, lunch and refreshments.  
(Fee for Assessment Day is payable separately, please see below)

## Assessment Day

Those who aspire to practice as Professional Mediators at 'Certified Member' level may do so by undertaking a further and separate 'Assessment Day'. The IPA runs a number of Assessment Days throughout the year.

Please note that a separate fee of €250 per person is payable for the Assessment Day.

## Cancellation Policy

In the event of a cancellation less than seven days before the commencement of this course, a 15% cancellation fee will be charged.

## Venue

Training Programmes will take place at the Institute of Public Administration's Training and Education Centre, Lansdowne Road, Dublin 4 (unless otherwise advised). This is a purpose-built facility with state-of-the-art technology to create a challenging and enjoyable learning environment. Parking is available but limited. The Institute is located beside Lansdowne Road DART Station.

## Further information

For clarification or additional information about the Certified Mediation Training Programme, please contact:

Lily Regan, Programme Director, Mediation Training Programmes, IPA  
Telephone: 01 2403692 Email: [lregan@ipa.ie](mailto:lregan@ipa.ie)

