

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

Any Special Needs/
Requirements?

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

Dates for 2019

Certified Mediation Training Programme

Programme One

Module 1: 26-27 February 2019
Module 2: 19-20 March 2019
Module 3: 8-9 May 2019

Programme Two

Module 1: 24-25 September 2019
Module 2: 15-16 October 2019
Module 3: 12-13 November 2019

**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:

Central Bookings Office
Training and Development Division
Telephone: 01 240 3666 Email: training@ipa.ie

