



香港調解仲裁中心
Hong Kong Mediation and Arbitration Centre



香港理工大學工商管理碩士校友會

www.hkpolyumbaaa.com

Organizer:

Co-organizer:

General Mediation Training

Date: 15/12, 22/12, 29/12/2018, 5/1, 19/1/2019 (5 Saturdays)

Time: 9am-6pm, Total 40 hours

Location: The Hong Kong Polytechnic University (tentative)

Language: Chinese and supplemented by English

Course fee: \$7800 (Exclusive discount for Polyu MBAAA members), Nonmember: TBC

Payment method: Bank in slip to Polyu MBAAA's Bank of China account, as below:

The HK POLYU MBA ALUMNI ASSOCIATION LTD 香港理工大學工商管理碩士校友會有限公司
Bank of China 中國銀行 A/C no.: 012-70410052466

Registration: Please e-mail the completed application form and course bank in slip to polyumbaaa@gmail.com

Free Seminar: 22/8/2018, details please follow [Polyu MBAAA facebook](#)

Application deadline: 31/10/2018

Recruit candidates: min. 20

Enquiry: please e-mail to polyumbaaa@gmail.com



The HK PolyU MBA Alumni Association Limited reserves all rights to change any programme contents, time, number of participants, and/or place of teaching. Tuition fees will not be refunded once the application has been approved and confirmed by HK Polyu MBAAA. In case of any dispute, HK Polyu MBAAA prevails the final decision.



香港調解仲裁中心
Hong Kong Mediation and Arbitration Centre



香港理工大學工商管理碩士校友會

MBA Alumni
www.hkpolyumbaaa.com

Organizer:

Co-organizer:

Hong Kong Mediation and Arbitration Centre (HKMAAC) is a professional association established by a group of young and talented professionals with an aim to promote mediation and arbitration services by both efficient and cost effective ways in Hong Kong.

All of our members come from different professional backgrounds: lawyers, former prosecutors, accountants, medical staff, bankers, senior executives, engineers, surveyors, social workers, teachers etc.

We aim to become the leading Alternative Dispute Resolution Centre in the Asia Pacific region and to serve the development needs of Hong Kong as a mediation and arbitration city.

Course contents: The professional mediation training organized by HKMAAC is suitable for candidates whom is interested in mediation or required negotiation and problem solving skills to resolve disputes in daily life or be a mediator in their professional area. The course includes theoretical training, case studies and role-play. After completing the training, passed examination and attendance higher than 80%, they can award "Certificate of Professional Mediation Training" from HKMAAC.

Candidates who have completed the theoretical training, passed the written examination and completed the role-play training can sit for the qualifying examination, Mediator Qualifying Examination (MQE) at their own fee. The qualifying examination consists of two cases role-play examinations. Candidates who have satisfactorily passed the qualifying examination will be accredited by HKMAAC as Panel Mediator.

1. 調解 / 家事調解 / 仲裁 / 訴訟概述 Mediation/ Family Mediation/ Arbitration/ Litigation
2. 替代爭議解決 Alternative Dispute Resolution
3. 調解員的角色 / 調解特點 Role of Mediators / Features of Mediation
4. 調解模式 / 調解程序 Mediation Process
5. 調解技巧 Mediation technique
6. 調解條例 Mediation Ordinance (Cap. 620) Mediation Bill Mediation Ordinance (Cap. 620)
7. 道歉條例 Apology Ordinance (Cap. 631)
8. 調解守則 / 調解員執業指引 Mediation rules / Mediator guidelines
9. 合同法概論 Fundamentals of Contract Laws
10. 調解協議之草擬 (Agreement to Mediate / Mediated Settlement Agreement) Drafting of Settlement Agreement (Agreement to Mediate / Mediated Settlement Agreement)
11. 個案分析 (調解策略) Mediation case studies
12. 調解員開場白 Mediators' Demonstration
13. 聯席會議及單獨會議 Joint sessions vs. Caucus
14. 課程考試 (3 小時筆試) Written examination (3 hours written test)
15. 實務訓練 Role play