



## CAMP Arbitration & Mediation Practice Pvt. Ltd

### *Process Flow for Applicants Interested in IMI Certified Mediator Status*

*Mediators who meet the below requirements may apply for IMI certified mediator status:*

- 1. Completed 40 hour training program from a recognised program over the past 3 years*
- 2. 200 hours of meditation OR 20 mediations*

#### **STEP 1:**

Applicants who meet the above requirements are requested to submit the Application Form along with the required documents to [mail@campmediation.in](mailto:mail@campmediation.in) with the subject : IMI Certified Mediator Application

(Application Form is available on our website)

Documents to be submitted along with Application Form :

- Scanned copy of the completed 40-hour training program. (Training should have been recent, not over 3 years old)
- Certification document from a recognized mediation service provider whether the applicant has completed a minimum of 200 hours of mediation (OR) 20 completed mediations. However, if no certificate is available, then the applicant must produce his/her mediator log to show 200 hours of mediation, a sample is attached in the Application Form.
- Scanned copy of any refresher courses. (starting from the latest courses)
- Feedback form from a minimum of 15 parties, a sample is attached in the Application Form.
- Scanned copies of any publications.

---

#### **STEP 2:**

After receiving the complete application, CAMP IMI Coordinator will send out the first email confirming complete application or need for additional documentation.

---

#### **STEP 3:**



Once application is complete, applicant must make the payment of Rs. 20,000 + GST for Indians and Rs. 35,000+ GST for non-Indians, for processing the application. Upon payment, CAMP will release the date of Assessment 1 (Written Test) Assessments 2 (Role Play) and Assessment 3 (Interview). Dates for these tests will be scheduled keeping in mind Applicant and Assessors availability.

---

#### **STEP 4:**

Assessment 1 – Written Tests

- Multiple Choice Questions (MCQs): 10 questions to be answered in 10 minutes
- Will be administered live on a zoom call via Google Forms by CAMP IMI Coordinator
- For Short Answers, Applicants will have to submit the answers by email within an hour

---

#### **STEP 5:**

Assessment 2 – Role Play

- The observed simulation will last 90 minutes with a debrief led by the assessor
- Role play facts will be shared with the Applicant 5 days before assessment..

---

#### **STEP 6:**

Completion Self-Assessment Questionnaire

- Applicant will complete a Self-Assessment questionnaire after their roleplay. The questionnaire must be submitted to CAMP IMI Coordinator within 48 hours..

---

#### **STEP 7:**

Assessment 3 - Interview with the assessor

- An interview will be set up between the applicant and the assessors within 7 days of the roleplay, to discuss role play as well as responses to the Questionnaire.



- Interview will last 45-min to 60-min

---

## STEP 8:

Peer Reviews – 3 Reviews / References from your peers

This should include:

- Name and Contact Details,
- Professional Experience,
- How long they have known you,
- Have you done any Mediations together?
- Details if yes
- Their review

---

**Please Note:** If the applicants fail to score the minimum requirement of the assessments at any stage, they will be given a minimum of 2 weeks as a buffer for them to reflect on their limitations and schedule a re-exam. Only one re-exam is permitted.