

## Practicum Mediation Request Form

### ***How do I make a request for additional practicum mediation sessions?***

*To request additional practicum mediation sessions after completing your practicum, please complete the attached request form and send it to the address provided below. Applicants will be informed of their acceptance status soon after they have applied. Offers of acceptance will be based on mentors' availability and volume of cases referred to the Program.*

### ***What are the pre-requisites?***

*Individual practicum mediation sessions are currently available to mediators who have recently completed their Court Mediation practicum and have valid insurance in place for a sufficient period of time. If you do not fit into this category, please contact the Program to discuss your specific circumstances.*

### ***When should I complete my Final Self-Evaluation Form?***

*You must complete the Final Self-Evaluation form before making a request for additional mentored sessions.*

### ***How long does it take to schedule and complete the extra sessions?***

*Length of time to complete the practicum depends upon the number of sessions purchased, practicum mediator and mentor availability, volume of cases referred to the Program and cancellations of mediations by parties.*

### ***Will I receive confirmation of additional sessions completed?***

*You will receive a 5-page feedback form after every mentored session. The first 2 pages of the form maybe used as a reference to the BC Mediator Roster Society at the discretion of the practicum mediator.*

### ***What is the cost?***

*The fee for each individual session is \$341.25 (\$325 + GST). Please make cheque payable to 'D.R. Innovation Society'.*

### ***Will completion of additional mediation sessions qualify me as a Small Claims Mediator?***

*Completion of the Court Mediation Practicum Program or doing additional practicum mediation session(s) does not guarantee qualification as a Small Claims Mediator; acceptance will be based on a number of criteria, including need for additional mediators.*

### ***How to obtain further information***

*If you have questions regarding your training qualifications or would like to receive further information, please contact the Court Mediation Program.*



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**Protection of Personal Information:** The personal information sought by this application form is being collected for the purpose of determining eligibility for the Court Mediation Practicum Program and for administering the Program. The information will not be disclosed to any other person or organization except as authorized by the Personal Information Protection Act. The Society's Personal Information Protection Policy is published on its website at <http://www.courtmediation.com/privacy.php>.

1. NAME: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
CITY: \_\_\_\_\_ PROVINCE: \_\_\_\_\_ POSTAL CODE: \_\_\_\_\_  
WORK PHONE: \_\_\_\_\_ HOME PHONE: \_\_\_\_\_  
FAX: \_\_\_\_\_ MOBILE PHONE: \_\_\_\_\_  
E-MAIL: \_\_\_\_\_

2. How many additional practicum mediation sessions are you requesting? \_\_\_\_\_

3. When did you complete your 10 small claims practicum mediation sessions? \_\_\_\_\_

4. Write a few sentences about why you are requesting additional practicum mediation sessions?  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

5. **Proof of Liability Insurance.** All mediators will be required to maintain their liability insurance while participating in the practicum. *If you have insurance*, you may attach a copy of your most recent policy. If you are a member of the Law Society of British Columbia, you may provide a copy of your most recent Certificate of Professional Liability Insurance. *If you do not have insurance at time of application*, you will be required to provide proof of insurance before beginning the practicum.

6. Attach a cheque for the total amount of requested additional practicum mediation session(s), **payable to 'D.R. Innovation Society'**.

DATED: \_\_\_\_\_ SIGNED: \_\_\_\_\_