



## **ILSCA 40-hours Mediation Training Programme Assessment Policy**

### **1. ILSCA Practical Assessment**

1.1. Upon completion of the 40-hours Mediation Training Programme at the ILSCA, the participants of such training shall be required to appear for Practical Assessment in the live presence of a neutral assessor on such date and time as shall be communicated to the participants.

1.2. For the conduct of the practical simulation exercise rounds, participants shall be divided into groups of three/six, as the case may be. One assessor shall be assigned to each group.

1.3. Every member shall participate in three mediation simulation exercises – two as party and one as mediator – for the assessment. The assessment will be done for mediators only; however, parties will also be observed.

1.4. The assessment will be carried out live, and feedback will be given to the participants either at the end of each round or after the completion of all rounds.

1.5. The criteria for assessment will be provided to the participants well in advance and they will also be given the chance to self-evaluate themselves on a mock-assessment simulation one day prior to the actual simulation.

1.6. In order to succeed in the practical assessments, every participant should have satisfied the assessor on a majority of the criteria in the evaluation sheet.

### **2. ILSCA Theory Examination**

2.1. Upon appearing for all rounds of the practical simulation exercise, the participants shall be required to also complete theory assessments.

2.2. The theory assessments shall be conducted online.

2.3. Theory assessments shall be a combination of multiple-choice questions, true/false questions and descriptive-answer questions.



2.4. The participants shall be given one week (7 days) from the date of completion of practical assessments to complete and submit their theory assessments.

2.5. In order to succeed in the theory assessments, participants must secure at least 70% of the total marks.

### **3. Criteria for Successful Completion**

3.1. For the participants to be declared as mediators certified and accredited by the ILSCA, it is mandatory that they attend all 40 hours of the training, as well as complete both their practical and theory assessments successfully.

3.2. In order to attempt the theory assessment, it is mandatory for all participants to appear for all rounds of the practical assessment. The link to the theory assessments is only sent to those participants who have appeared for all rounds of the practical assessment.

### **4. Appeal**

4.1. Where, for any reason, a participant has not been able to attend all 40 hours of the training, such participant may, at the discretion of the trainers and the ILSCA, be given the permission to review the recording of the session missed, if available, and/or be subjected to additional coursework.

4.2. Where, for any reason, a participant has not been successful in the practical assessment after appearing for all rounds, a recording of such assessment will be played before another neutral assessor to review the performance of such participant.

4.3. In cases where a participant is declared unsuccessful in completing the practical assessment after the review, such participant shall undergo another mediation simulation at such date and time as may be notified to him by the ILSCA.

4.4. Where a participant fails to appear for the practical re-assessment or is again unsuccessful in completing the same, the participant may be asked to undergo the 40- hours training again with the following batch upon payment of an additional nominal fee.



4.5. Where a participant is unsuccessful in completing the theory assessment, such participant may apply for review of his assessment. Such review shall be carried out by another neutral evaluator.

4.6. Where, after review, the participant has been declared unsuccessful, or in cases where the participant has, for any reason, failed to appear for the theory assessment, such participant shall be subjected to another theory assessment on such date and time as may be specified by the ILSCA.

4.7. Due notice of the date and time of the re-examination shall be given to the participant well in advance.

4.8. Where the participant fails to appear for the re-examination or is declared unsuccessful in completing the assessment, such participant shall be encouraged to undergo the 40- hours mediation training again with the following batch upon payment of additional nominal charges.