



INSOL
INTERNATIONAL

GLOBAL INSOLVENCY PRACTICE COURSE

COURSE BROCHURE 2024 / 2025

Leading to an award with the designation:

INSOL Fellow



CONTENTS

About INSOL International.....	1
Quick Guide for Registration.....	2
Introduction.....	3
Course Aims and Objectives.....	5
Literature and Web-based Learning.....	7
Core Committee.....	8
Global Insolvency Practice Programme – Brief Overview.....	9
Examination Process and Grading.....	14
Application Process.....	16
Applications and Fees.....	18
Outcome of Participation.....	20
INSOL Fellowship Alumni Benefits.....	22
Disclaimer and Practical Arrangements.....	23

CONTACT INFORMATION

Heather Callow - Course Administrator
INSOL International, 29-30 Ely Place, London EC1N 6TD
Tel: (0)20 7248 3333
E-mail: heather.callow@insol.org



GLOBAL INSOLVENCY
PRACTICE COURSE

INSOL International

INSOL International is a world-wide federation of national associations of accountants and lawyers who specialise in turnaround and insolvency. There are currently over 44 Member Associations with over 12,000 professionals participating as members of INSOL International

INSOL also has ancillary groups that represent the judiciary, regulators, lenders and academics. These groups play an invaluable role within INSOL and provide valuable forums for discussions of mutual problems.

INSOL was formed in 1982 and has grown in stature to become the leading insolvency association in the world. It is an important source of professional knowledge, which is being put to use around the world on diverse projects to the benefit of the business and financial communities.

INSOL'S VISION AND PURPOSE

INSOL with its Member Associations will take the leadership role in international turnaround, insolvency and related credit issues; facilitate the exchange of information and ideas; encourage greater international co-operation and communication amongst the insolvency profession, credit community and related constituencies.

OUR GOALS

- To work with and involve our Member Associations in our activities;
- To implement research into international and comparative turnaround and insolvency issues;
- To participate in Government, NGO and intergovernmental advisory groups and to liaise with these institutions on relevant issues;
- To assist in developing cross-border insolvency policies, international codes and best practice guidelines;
- To provide a leadership role in international educational matters relating to turnaround and insolvency topics;
- To facilitate the exchange of knowledge amongst our Member Associations through our conferences and publications.

Through these goals INSOL International aims to assist its members with vital research, by developing internationally accepted legislation and guidelines, and providing through conferences, our web site and publications, a forum to exchange knowledge and learn from the experiences of other countries.

Quick Guide for Registration

1. Go to www.insol.org.
2. If you are not registered as a user on the INSOL International website, click on the red "Sign In" button at the top right-hand corner of the page. (If you are already registered, sign in using your username and password.)
3. On the right-hand side of the page, enter your first name, last name, e-mail address and select your country from the drop-down. Click on the red "Register" button. If you are a member of INSOL International, please remember to use the e-mail address associated with your membership.
4. When the verification e-mail is received, confirm your e-mail address and then select a password. Ensure that you write down your password as you will not only need this to register, but also to access the course once you are enrolled.
5. Make sure you are signed in before applying for a place on the course and make sure you have read this Course Brochure in its entirety before starting the application process.
6. Once signed in, click on the "Education" tab on the main menu.
7. Click on the "Global Insolvency Practice Course" tile.
8. Once the Global Insolvency Practice Course web pages open, click on the red "Apply Now" button and follow the prompts until you are informed that your application has been submitted.
9. Please note that the application form will not progress if all compulsory fields have not been completed.
10. After submission, an auto-generated e-mail will be sent to you informing you that your application has been successfully submitted. Please check your junk mail / spam folder if you do not receive the auto-generated e-mail within 10 minutes of having submitted it.

Introduction

Welcome to the Global Insolvency Practice Course (GIPC), offered by INSOL International in conjunction with professors and lecturers from leading universities, institutions and firms from around the world. The GIPC is a postgraduate certification programme with a duration of approximately nine months. The programme is the result of INSOL International's strong relationships with a community of academics (and practitioners), specialised in international and comparative insolvency law. These academics, like the members of INSOL International, work in all continents of the world.

To allow participants to enjoy a stimulating learning environment, the first part of the programme (Module A) is usually held in London. The second part of the programme (Module B) is usually organised in conjunction with one of INSOL's annual conferences and, in addition to attending the sessions of the GIPC programme, participants are then able to register to attend the INSOL Annual Conference that takes place after the presentation of Module B in order that they may learn from practical experiences and exchange views with practitioners, academics, judges and lenders from all over the world. This course therefore envisages personal attendance and participants are expected to commit to doing so.

Globalisation has fundamentally altered insolvency practice, creating new challenges for lawyers, accountants and turnaround professionals. It is accompanied by the development, enactment and amendment of new legislative instruments, such as the EU Insolvency Regulation and the UNCITRAL Model Law on Cross-Border Insolvency, which has been adopted in many jurisdictions across the globe. Firms and individuals are increasingly aware that it is essential to prepare for the future by enhancing their knowledge of the cross-border aspects of legal and financial problems of businesses in distress. Participants signing up for the GIPC will considerably broaden and deepen their knowledge and skills in international and transnational insolvency law and practice.

The GIPC course content is largely based on LLM and international insolvency law programmes offered by senior academics associated with the INSOL Academic Group. The course builds on the experience of the highly successful previous courses. INSOL International is once again in the unique position to work together with the most qualified and reputed scholars and practitioners in the field to provide a course on the legal and financial elements of insolvency and restructuring. This brochure provides the essential information regarding the content and requirements of the programme. An extremely competent and dedicated INSOL International team are in charge of the administration of this programme. The number of participants admitted to the programme has been kept purposefully low in order to create an informal atmosphere in which the participants and teaching staff are encouraged to share their knowledge and experience.

The Global Insolvency Practice Course for 2024/25 starts with **enrolment by 31 July 2024** (enrolment commences on 1 May 2024). Course preparatory work will commence on **1 August 2024** and the course will conclude in **June 2025**. The course is divided into three parts, namely Modules A, B and C, although participants will be required to undertake tasks prior to and after Modules A and B. Module C, which will take place over 10 days, is conducted online.

Introduction

We are confident that the manner in which we propose to present the programme will combine to make your participation a very rewarding investment towards a successful future in the field of insolvency and restructuring. The course combines high level professional development with the experience of engaging with fellow professionals from around the globe to provide a unique learning experience, enhancing and enriching your career development. If you have any questions regarding the course, please do not hesitate to contact the Course Administrator at the number or e-mail address provided on the Contents page.

On behalf of the Core Committee

Course Aims and Objectives

The Global Insolvency Practice Course focuses on the concepts of reorganisation, work-out, insolvency, winding-up, bankruptcy and the means by which the problems of multi-national companies in financial difficulty can be addressed, including approaches to preventing liquidation and insolvency. It also examines how the insolvency process is regulated by either legislation or other means.

Emphasis is placed on management, accounting and finance in relation to internationally active companies; on insolvency law in the corporate context; and on the effectiveness of mechanisms for dealing with cross-border insolvency. Recent results of research, best practices and cross-border collaboration will be dealt with in detail, with practical case studies and several interim assessments.

The course focuses on:

- (1) management issues, including causes of business failure, early warning signs, stages of the turnaround process and the implementation of an out-of-court reorganisations;
- (2) accounting and finance, specifically understanding financial statements, cost of capital, capital structure and the valuation of businesses;
- (3) the United Nations Commission on International Trade Law (UNCITRAL) Model Law on Cross-Border Insolvency and its enactment in several countries around the world, including Chapter 15 of the US Bankruptcy Code and the Cross-Border Insolvency Regulations 2006 in the United Kingdom;
- (4) the EU Regulation on Insolvency Proceedings, applicable in most European countries, including leading court cases applying to this Regulation;
- (5) the Global Insolvency Practice Course offers both the theoretical framework and the practical applications thereof within the international or cross-border environment, with the objective of preventing liquidation or administering insolvent corporations. It will also provide information on the most recent developments and relevant sources of supporting material.

The specific goals of the course are:

- (1) to introduce and to appraise basic elements and requirements of turnaround management, including relevant accounting and financial topics;
- (2) to introduce legal concepts and reasoning in the subject area, including the introduction to primary and secondary source materials;
- (3) to appraise international legislative initiatives and chosen approaches to cross-border issues and the roles of parties involved;

Course Aims and Objectives

- (4) to recognise specific roles and tasks in given international insolvency proceedings, for example the aim of the proceedings, the role of office holders and courts, and the position of (secured and unsecured) creditors;
- (5) to understand, interpret and apply recent legislation and regulation dealing with cross-border insolvency to given cases;
- (6) to transfer skills that are necessary to the conduct of international insolvency cases and to show how best to apply the aforementioned legislation and regulation to make international insolvency law work to optimum effect in practice; and
- (7) to develop a future generation network through the Fellowship Alumni who will be able to draw on each other's experiences through meetings and through their own dedicated web pages on the INSOL International website.

By the end of the course, the successful participant will have;

- a thorough insight into the major issues, debates, and theories in legal and financial topics in international insolvency;
- the analytical and practical skills to apply international insolvency rules in practice;
- the professional skills to anticipate, prevent, analyse and solve legal problems arising in practice;
- the skills to take a critical and independent view when confronted with legal or financial issues in international insolvency; and
- the skills to reach his or her own conclusions as to the appropriate course of action.

Case studies and practical examples will be extensively used on the programme. Participants will be divided into different working groups from time to time throughout the course in order to solve certain hypothetical challenges. Interactive lectures and participation are actively encouraged. The combination of world-renowned lecturers and expert practitioners as lecturers, afford an excellent mix of both practical and academic knowledge. Participants are expected to contribute personal perspectives throughout the contact sessions on the programme. The course attracts a particularly diverse group of professionals with a variety of cultures and backgrounds, providing a unique learning opportunity that is stimulated by group debate.

Literature and Web-based Learning

Literature

The materials for the course include applicable legislation (the EU Insolvency Regulation, the UNCITRAL Model Laws dealing with insolvency, EU Directives, etc), guides or explanations to these, protocols, best practices or recommendations provided by formulating agencies and bodies such as the World Bank, United Nations Commission on International Trade Law (UNCITRAL) and INSOL International. The course materials will be supplemented by written materials on specific subjects and references to books and articles. Course materials will be provided for each session on the GIPC web pages.

Every session prescribes required reading, additional literature and source materials. Participants are advised to study the required reading well before the start of a module. Additional literature is also provided as background reading for the course. Additional literature will also be available on the course website or be made available just before or during the various sessions, unless copyright laws prevent us from doing so. At the very least the references to these materials will be provided so that participants can obtain the relevant materials by their own means.

Additional literature will normally consist of recent case law, articles, or other examples of best practice. The aim of providing additional literature is to capture the most relevant recent developments and the most recent experiences of the lecturer that has been invited to present on the relevant topic. All materials provided are intended for study on the programme. However, please note that the information and opinions they contain are not intended to be a comprehensive study or to provide legal advice. Before taking action based on these materials, legal advice should always be sought. Neither INSOL International, the Core Committee nor the lecturers on the programme, bear responsibility for any errors or omissions contained in the materials. Course materials will be provided to you via the course web pages on the INSOL International website. Some publications will need to be purchased, or participants need to have ready access to copies for reference purposes.

Web-based Learning

Access to the GIPC course website is provided automatically after the course commencement date once registration on the course has been confirmed (that is, after an application has been approved by the Core Committee and full payment of the registration fee has been made). All successful applicants will have access to the Course Handbook that contains step-by-step instructions on how to access the various modules and sessions on the course. Participants require access to a high-speed broadband internet connection in order to complete the course. Please note that after-hours accessibility to such facilities will be required to complete Module C, as well as for access to a video conference facility for the live court hearing. It is essential that participants have access to appropriate facilities for the live court hearing at the beginning of Module C. **Please note that whilst INSOL will provide every assistance possible, it remains the responsibility of the participant to source and (if necessary) to fund the provision of such facilities.**

Core Committee

David Burdette	Course Leader - Head of Education, INSOL International, UK
Jan Adriaanse	Professor, Leiden University, The Netherlands
Hamish Anderson	Norton Rose Fulbright, UK
Scott Atkins	INSOL Fellow, President of INSOL International, Norton Rose Fulbright, Australia
Jane Dietrich	INSOL Fellow, Cassels Brock & Blackwell LLP, Canada
Allan Gropper	US Bankruptcy Court (Ret), USA
Michael Veder	Professor, Radboud University Nijmegen and RESOR N.V., The Netherlands
Adrian Walters	Professor, Chicago-Kent College of Law, Illinois Institute of Technology, USA
Peter Walton	Professor, Wolverhampton Law School, UK

Global Insolvency Practice Programme - Brief Overview

Application Process

All applications **must be made online** by going to www.insol.org. Once on the INSOL landing page, log in with your username and password (if you are not a member of INSOL International, you will first need to register as a user on the website - this can be done by clicking on the red "Sign in" button at the top right-hand corner of the page; this will open a new window where you can register by filling in the fields on the right-hand side of the page and submitting. You will then be prompted to validate your e-mail address, after which you will be able to select a password. Once validated, you will be registered on the site and can follow the rest of the instructions below).

Once signed into the INSOL website, click on the "Education" tab at the top of the page. When on the Education landing page, click on the "Global Insolvency Practice Course" tile which will take you to the GIPC landing page. On this page find and click on the "Apply Now" button, which will take you directly to the online registration form. Once an application has been successfully submitted, applicants will receive an auto-generated e-mail acknowledging receipt of their application (if such an e-mail is not received within 10 minutes of having submitted an application, please check your junk / spam folder as the e-mail may have ended up there; if the e-mail is not found in your junk / spam folder, please contact Heather Callow (heather.callow@insol.org) immediately).

Each application is considered by the Core Committee in the first instance, with applicants being informed of the outcome by either receiving (a) confirmation that their place on the course is confirmed, or (b) rejecting the application (together with reasons).

Please note that the Core Committee reserves the right to limit the number of participants from any single jurisdiction and may request any number of applicants to defer their applications to the following year. This is to ensure a good number of participants from different jurisdictions and to prevent the enrolment of too many participants from a single jurisdiction.

While applicants are required to complete their payment details before submitting an application, **it is important to note that INSOL International will only process a payment by credit or debit card once the applicant's place on the course has been confirmed. Payment by BACS is also an option if applicants wish to present their invoices to their employer for payment. If an application has been rejected, INSOL international will not process payments by credit or debit card, despite the payment information having been submitted.**

Please note that applicants must include their current employer as one of their referees on the application form.

It is to be noted that participants must complete all modules with the class they are registered with. Modules A and B are intensive, and participants must attend in person and devote their full attention to each session. Only in the most exceptional circumstances (documented to the satisfaction of the Core Committee) will a participant be allowed to miss a session or defer

Global Insolvency Practice Programme - Brief Overview

completion of the programme to a future date. **Please do not apply for a place on the programme unless you are confident that you can fully participate in all the modules.**

PRIOR TO MODULE A

Participants will be provided with a case study that must be completed prior to the commencement of Module A.

MODULE A

Module A: Three-day face-to-face meeting

Date: Tuesday 22, Wednesday 23 and Thursday 24 October 2024

Venue: London, UK (Hilton London Tower Bridge)

Module A contains 9 sessions totalling approximately 20 hours.

INTERVAL BETWEEN MODULES A AND B

- Write short paper (topic to be approved)
- Complete a case study on Sessions 1-9

MODULE B

Module B: Two-day face-to-face meeting, one full day oral examinations

Date: Late March / Early April 2025 (exact dates to be confirmed by end of May)

Venue: TBC (specific venue to be confirmed by end of May)

Module B has nine sessions totalling approximately 14 hours.

ORAL EXAMINATION

Individual oral exam based on materials from Modules A and B and the participant's short paper. These exams will take place during Module B.

Candidates are allowed to use and consult all their course material during the oral examination (the oral is a so-called "open-book" examination).

Global Insolvency Practice Programme - Brief Overview

MODULE C

10 days online sessions (part time, given different time zones)

Date: Late May / Early June 2025 (precise dates to be determined)

Module C represents a minimum of 36 hours preparation and contact time.

Practical Section: This section accounts for 30 course units. **Participation in Module C is dependent on successful completion of Modules A and B.** While this section represents a minimum of 36 hours preparation and contact time, in practice the intensive nature of the exercise may require substantially more time (20-25 hours) to be spent online in contact with fellow participants.

Please note that this section of the course is scheduled to take place over an intensive 10-day period and time must therefore be set aside from your regular office activities to fully participate in this module. At the time of enrolment, participants are required to commit the time to undertake Module C. Participants will require access to a high-speed broadband internet connection and must be sufficiently computer literate to complete Module C. After-hours accessibility to such facilities will be required to complete Module C as well as to access the live court hearing. The live court hearing will be held during late May 2025 (the exact date to be confirmed).

Please note that while INSOL will provide every assistance possible, it remains the responsibility of the participant to source and (if necessary) to fund the provision of appropriate facilities necessary to complete Module C.

Successful completion of the course will be calculated by taking into account the results of a variety of assessments as set out below. For the grading of tests or examinations, the following grades and values apply: 1 to 10 out of 10, with 1 being the lowest and 10 being the highest. The assessment of participants on the course is comprised of five blocks of units, each of which is separately scored, according to the following schedule:

Case Study 1 (to be completed prior to Module A)	10 units
--	----------

Assessments after Module A:

Take home Case Study 2 (on Sessions 1-9)	20 units
--	----------

Write short paper (topic to be approved)	20 units
--	----------

Global Insolvency Practice Programme - Brief Overview

Immediately after Module B:

Oral exam (maximum 45 minutes duration) 20 units

Module C:

Hypothetical case involving one video conference motion before a court and one week of asynchronous e-learning platform-based negotiations and court proceedings. Assessment based on successful participation in and completion of the exercise 30 units

Total 100 units

Participants must pass all five assessments in order to pass the course. The Core Committee will decide whether a participant has passed all five of the prescribed assessments based on the scores achieved during the course. A 50% pass mark for **each** assessment (ie 5 out of 10) is required. If a participant fails to achieve the pass rate on one or more of the assessments, re-take assessments will be arranged as described elsewhere below.

Oral Examination

The oral exam is conducted by two examiners and is taken individually. The oral examination should last approximately 45 minutes.

If more than one examiner grades an examination, the grade will be calculated as the average of the individual grades given by each examiner. This calculation will be made to the first decimal place and any further decimal places will be disregarded without rounding-off the mark.

Short Paper

The topic of the paper must be agreed upon with the Core Committee. The Core Committee assigns a faculty member to supervise the paper. One original Microsoft Word-formatted paper must be submitted.

The deadline for submission may be extended upon written request by the participant. The Core Committee must decide on any requests for an extension. If the paper is submitted after the final deadline without permission for an extension, it will be deemed to be rejected.

The paper must be organised and written according to the Paper Guidelines (included in the Course Handbook available to participants) and accompanied by a declaration attesting that the candidate has prepared the content of the short paper independently (the wording of the author declaration form can be found in Appendix A of the Course Handbook).

Global Insolvency Practice Programme - Brief Overview

Short Paper Evaluation

The short paper will be evaluated by the assigned faculty member and one further examiner, who the Core Committee must appoint from among the course faculty lecturers and other examiners. With regard to the grade, each examiner has the right to request the participant to address criticisms through improvements or additions to the paper. If the participant declines to, or fails to, meet the request within a period set by the Core Committee, the examiner must grade the paper without such additions or improvements. Alternatively, following consultation between the examiner and the candidate, the paper may be returned to the participant for revision within an agreed period. As is the case with the grading of other assessments on the course, the following grades and values also apply to the evaluation of a short paper: 1 to 10 out of 10 (with 1 being the lowest and 10 being the highest).

Procedural Regulations

The Core Committee may remove any participant from the programme at any stage or decline to award the Fellowship if, before or after the award of the Fellowship, it is established that:

- (a) the participant has engaged in an unfair practice (ie, cheating, including plagiarism) in relation to the programme; or
- (b) the requirements for admission to the programme have not been met.

No refund will be given if the participant does not complete the programme, regardless of the reason.

Examination Process and Grading

All in all, the programme consists of 100 units, reflecting 180 hours of study over a period of more or less nine months, as follows:

Prior to Module A	Case Study 1 - 20 hours	Total: 20 hours
Module A	9 sessions - 18 hours live sessions, 20 hours preparation	Total: 38 hours
	Case Study 2 - 30 hours	Total: 30 hours
Module B	8 sessions - 13 hours live sessions, 14 hours preparation	Total: 27 hours
	Short paper - 16 hours	Total: 16 hours
	Preparation for oral examination - 12 hours Oral examination - approximately 45 minutes	Total: 13 hours
Module C	Video conference and e-learning platform, 36 hours	Total: 36 hours

The final grade will be calculated as the sum of the individual grades given for each of the five blocks of units (each assessment grade will count towards the final grade in proportion to the unit value of the assessment). This calculation will be made to the first decimal place and any further decimal places will be disregarded without being rounded-off.

Each participant will be assessed on the results of the two case studies, short paper, oral exam and Module C, each of which is separately scored / assessed. Participants must pass all five examinations in order to pass the course. Prior to Module C, participants are able to retake assessments for:

- Case Study 1 and 2
- Short paper
- Oral exam

Examination Process and Grading

For each of these retake sections of the exam a fee of **£250** will be charged and must be paid in advance. The grade awarded for Module C is final and no retake is permitted; however, if there are exceptional circumstances that prevented a participant from participating and completing Module C effectively, the Core Committee may allow the participant to complete an additional task or assignment related to Module C, in an attempt to reach the required pass mark for Module C. A decision by the Core Committee to allow or disallow a participant to effectively undertake a re-sit opportunity for Module C is in the absolute discretion of the Core Committee.

As a guide, retakes can be addressed as follows (to be decided by the Core Committee):

- Case study 1 to be resubmitted addressing specific issues;
- Case study 2 in the form of an extended research paper (topic to be agreed);
- Short paper, either by an improved paper or a paper on a different topic (topic to be agreed);
- Module C, by undertaking an additional task or assignment related to Module C.

Where required, an oral examination will be retaken at the earliest mutually convenient time but **must** take place within three weeks of the date of the original oral examination. With the written approval of the Core Committee, the retake of an oral exam can take place via conference call in a setting in which the participant will be accompanied by a person, to be selected by the Core Committee, in the country of the participant's residence.

Application Process

The course is open to all individuals seeking a continuing education opportunity, including lawyers, accountants, insolvency practitioners and turnaround managers. Professionals within financial institutions, banks or professional services firms will also benefit from this course.

Note that participants must complete the entire programme with their class. The programme is intensive, and participants must devote their full attention to each session. Only in the most exceptional circumstances (documented to the satisfaction of the Core Committee) will a participant be allowed to miss a session or defer completion of the programme to a future date. Please do not apply for a place on the programme unless you are confident that you can fully participate in all three modules.

Minimum Criteria for Admission to the Programme

A candidate:

- must hold a degree or a certificate of qualification from an accredited college or faculty of law, university or professional education institute;
- possess a minimum of five (5) years' relevant experience in the field of their work, three (3) of which have to be in restructuring and insolvency, including two (2) years of cross-border experience. **Such experience must be demonstrated in the applicant's curriculum vitae.** (Please note that applicants who have obtained the Foundation Certificate in International Insolvency Law will be exempt from the requirement of also having to have two years' cross-border experience).

To apply, applicants must submit / confirm the following in their online applications:

- a document reflecting a degree or a certificate of qualification from an accredited college of law, university or professional education institute;
- a statement that the applicant possesses a minimum of five (5) years of consulting experience, three (3) of which have been in restructuring and insolvency (this must be ascertainable from the applicant's *curriculum vitae*);
- a statement that the applicant has at least two (2) years' experience in cross-border insolvency, OR, where a candidate does not have two years' cross-border experience, that they have passed the Foundation Certificate in International Insolvency Law (a copy of the Foundation Certificate will need to be uploaded as part of the application);
- a *curriculum vitae*, describing an applicant's experience.

Each application will go through an approval for admission process by the Core Committee.

Application Process

The number of admissions to the programme will be **limited to a maximum of 25 participants** in order to ensure academic excellence and direct, personal contact between students and faculty.

Application

All decisions regarding admissions to INSOL International's Global Insolvency Practice Course, including its organisation and its exams, are made by the Core Committee. The course and examinations will be conducted in English.

Applications and Fees

Tuition Fees

The tuition fee of the Global Insolvency Practice programme is set at **£8,750**. This fee covers tuition, teaching materials, the examination, membership of INSOL International for the duration of the course, a copy of all INSOL publications, conferment of the Fellowship upon successful completion of the programme, password access for the participants section of the INSOL International website and for Module C, and the availability of materials, certificate on successful completion, inclusion in INSOL press releases, lunches, refreshments and selected extracurricular activities at both learning locations for Modules A and B.

The tuition fee **does not cover** the cost of accommodation and travel for Modules A and B, the cost of the annual conference held in conjunction with Module B (although participants will be entitled to a 10% discount if they wish to attend), materials, computer consumables or any video link requirements for Module C. The fee for the course will be charged by INSOL International, which is currently not subject to VAT. However, INSOL International is in the process of registering as a VAT vendor, which means that **participants who are resident in the United Kingdom** will have 20% VAT added to their invoices if registration as a VAT vendor takes place before registrations close at the end of July 2024.

Collection of Fees

The claim for payment of the tuition fee arises upon approval of an applicant's submitted application by the Core Committee. The tuition fee cannot be paid in instalments. Access to and the right to participate in the programme will only be provided after receipt of full payment of the course fee. Payment is by bank transfer (BACS) or debit / credit card.

The INSOL Office will specify in the billing notice, in particular:

- the amount due;
- the date by which payment must be made; and
- the account into which payment is to be transferred.

Application Deadline

Applications will be open between 1 May and 31 July 2024. Admissions will be conducted on a "rolling" basis, meaning that applications will be considered by the Core Committee as soon as they are received. Admissions will be approved on a "first come, first served" basis; however, please note that the Core Committee reserves the right to ensure that there is an even spread of participants across the various jurisdictions. If the Core Committee feels that there too many participants from one particular jurisdiction, they retain the right to limit the numbers from that jurisdiction. **See the more detailed explanation on page 8 above.**

Applications and Fees

No application fee is required, although applicants will have to register as a user on the INSOL International website if they are not current members of INSOL (there is no fee for registering as a user). Once the Core Committee has considered and approved the application, notification will be sent and upon receipt of the payment your place on the course will be confirmed.

How to Apply for a Place on the Course

Applicants who meet the entry requirements for the course may submit an application any time on or before the **application deadline of 31 July 2024**. Only online applications will be accepted, and no late applications will be considered. **All applications must be made online** by going to www.insol.org. Once on the INSOL landing page, log in with your username and password (if you are not a member of INSOL International, you will first need to register - this can be done by clicking on "Sign In" at the top right-hand corner of the page; this will open a new window where you can register by filling in the fields on the right-hand side of the page and submitting. You will then be prompted to validate your e-mail address, after which you will be able to select a password. Once validated, you will be registered on the site and can follow the rest of the instructions below).

Once signed into the INSOL website, click on the "Education" tab at the top of the page. When on the Education landing page, click on the "Global Insolvency Practice Course" tile which will take you to the GIPC landing page. On this page find and click on the "Apply Now" button, which will take you to the online registration form. Once an application has been successfully submitted, applicants will receive an auto-generated e-mail acknowledging receipt of their application (if such an e-mail is not received within 10 minutes of having submitted an application, please check your junk / spam folder as the e-mail may have ended up there; if the e-mail is not found in your junk / spam folder, please contact Heather Callow at heather.callow@insol.org immediately).

Copies of original documents must be uploaded in PDF format. Once the admissions process has been completed, the applicant receives a written confirmation of registration from INSOL. It is the policy of INSOL not to return any application materials of applicants. These will be destroyed in compliance with English data protection legislation.

Website and Accessing the Course

Written confirmation of your acceptance onto the course will be sent to you once your application has been approved. At the start of the course on 1 August 2024, you can **access the course** by logging on to the INSOL International website and clicking on the Education tab. Once on the Education web page, click on "My Courses" tile which will open a new page with a red button stating "My Courses". Click on the red button and this will open a tile for each of the courses you are enrolled on (in most cases there will be only one tile reflecting the GIPC course and will state "Global Insolvency Practice Course 2024/25"). Click on the relevant tile and this will take you straight to your student portal where the course materials will be visible, including the Course Handbook. Download the Course Handbook in order to see how to navigate the course web pages and to see what is required of you on the course.

Outcome of Participation

The course materials are an integral part of the programme and are crucial for the preparation of case studies and the examination. To ensure that a participant is adequately prepared for the contact sessions and examination, INSOL International encourages applicants to access the materials as soon as the course commences so that adequate time is provided to review the materials.

If you have any queries or questions with regard to your participation on the course, please contact Heather Callow at heather.callow@insol.org, Tel: 44 (0) 20 7248 3333.

Examinations

INSOL International is responsible for the organisation and administration of the examinations. The Core Committee (with additional representatives) will carry out the examinations. The lecturers conducting lectures or exams are selected by the Core Committee. Unless any parts of the course must be retaken, the costs of all tests and exams are included in the tuition fee.

The outcome of participation in the Global Insolvency Practice Course 2024/25 is a Certification honouring the candidate with the designation "INSOL Fellow".

Other outcomes are:

- listing the candidate's name on INSOL International's website as a Fellow;
- press release of the results of the course, to be sent to the full INSOL membership of over 12,000 professionals;
- participants who are awarded the Fellowship have an awareness of the mechanics of how international insolvency issues in a large part of the world are solved. They will have an increased understanding of the complexity of related questions and the principles underlying possible solutions, allowing them to make continuing and useful contributions to the improvement of the services to clients and other interested parties;
- a participant's credibility as an expert in matters of international insolvency will be recognised;
- Fellows will receive a 30% discount on INSOL Conference delegate fees for a set period of three years;
- the participant who is first in class will be awarded the Stephen Adamson Award, allowing him or her to attend and travel free of charge to collect their certificate at the in-person INSOL International Annual Conference in 2026;
- the top three Fellows in the class will be recognised as passing with honours;

Outcome of Participation

- an awards ceremony where certificates will be awarded will take place at the in-person INSOL International Annual Conference in 2026;
- after completing the programme successful candidates will be able to use the title INSOL Fellow in all their professional publicity;
- participants who successfully complete the programme automatically become members of the INSOL International Fellowship Association.

INSOL Fellowship Alumni Benefits

Please note that completion of the Global Insolvency Practice Course is the only way in which an INSOL Fellowship can be obtained.

INSOL Conferences

All Fellows will receive a 30% discount off future INSOL conferences delegate fees for a three-year period.

Fellowship Alumni Website

A secure separate site on INSOL web site includes the contact details and brief biographies of Fellows.

Networking Events

INSOL will arrange a reception or dinner, where possible, for fellows in the region where INSOL may be hosting a conference.

Fellows will be invited to participate in younger / new members' reception prior to each conference as ambassadors of INSOL.

INSOL will look to arrange specific formal educational or social programmes at INSOL Conferences for the benefit of Fellows. Exact details of these events will be decided by the Fellows Committee.

As the number of Fellows increases, INSOL will look to host more dedicated events for the Fellows group.

INSOL World, the Quarterly Journal of INSOL International

Fellows are requested to submit articles for the Fellowship section in INSOL World.

E-mail Group

The Fellowship round-robin e-mail group will be available for requests for advice, contacts, and feedback.

The information and data contained in this brochure is provided by INSOL International and may be used for informational purposes only. While INSOL International has done its utmost to make the contents of this brochure accurate and reliable, INSOL International cannot guarantee the accuracy, validity or reliability of this brochure. No right can be derived from the information contained in this brochure and users should always check to confirm the accuracy of the information with the relevant authorised body of INSOL International.

Disclaimer and Practical Arrangements

INSOL International is not responsible for any changes in the information provided in this brochure that might occur after issue. Potential candidates should always refer to the INSOL Office for the latest update available.

The literature provided may refer to links to other websites. INSOL International makes no representation whatsoever regarding the content of any other websites which you may access whilst participating in this programme, as INSOL International has no control over the content of these websites and cannot guarantee the reliability or accuracy of any external information to which it is linked.

Checklist

Before travelling, you must ensure that you have:

- a valid passport;
- a visa or authorisation for a temporary stay, if applicable;
- a letter of acceptance confirming that you are taking part in the course;
- medical insurance and a travel policy.

Module C Video Conference Hearing and E-learning Platform

It is essential that participants have access to videoconference facilities for the live court hearing at the beginning of Module C in Late May / Early June 2025 (exact date to be confirmed).

Please note that whilst INSOL will give every assistance possible, it remains the responsibility of the participant to source and (if necessary) to fund the provision of such facilities.

Cancellation of the GIPC Programme by the Organisers and Insurance

In the event that the Programme is cancelled by INSOL, or by any reason of any factor outside the control of INSOL and cannot take place, the amount of the Registration fee will be refunded. The liability of INSOL shall be limited to that refund, and INSOL shall not be liable for any other loss, cost or expense, howsoever caused, incurred or arising.

Cancellation by an Applicant

Notification of cancellation must be received in writing (e-mail is acceptable but is only effective if receipt has been confirmed by INSOL). Cancellations will not be reviewed or processed until they are received in writing. Cancellation by phone is not accepted. If a written notification of programme cancellation is received up to 30 business days prior to the start of the programme, a participant will be issued with a refund less a processing fee of £250. Cancellations received within 30 business days of the start of the programme will not be refunded. **Deferrals will not**

Disclaimer and Practical Arrangements

be permitted once the course has started except in the most exceptional circumstances (documented to the satisfaction of the Core Committee).

Substitution Policy

Substitution is permitted up to five days before the start of the programme. Individual modules, tests or exams cannot be substituted. The request for substitution must be submitted in writing (e-mail is acceptable but is only effective if receipt has been confirmed by INSOL). Substitution requests will not be reviewed or processed until they are received in writing. Substitution by phone is not accepted. The substitute must fulfil all the requirements for admission to the course, including providing required information, and must be approved by the Core Committee. Substitution is only valid after receiving the written consent of the Core Committee.

Confirmation of Cancellation or Substitution:

If no written confirmation of the cancellation or substitution is received within 24 hours please contact INSOL International and ensure the cancellation or substitution request has been received.

Disclaimer

INSOL International (INSOL) cannot accept any liability for any loss, cost or expense suffered or incurred by any person if such loss is caused or results from the act, default or omission of any person other than an employee or agent of INSOL International. Nor can INSOL accept liability for losses suffered by reason of war, including threat of war, riots and civil strife, terrorist activity, natural disaster, pandemics, weather, fire, flood, drought, technical, mechanical or electrical breakdown within any premises visited by students or their guests in connection with the Fellowship Programme, industrial disputes, government action, regulations or technical problems which may affect the services provided in connection with the Fellowship Programme. INSOL is not able to give any warranty that any person will appear as a speaker or panellist. English Law shall govern the contract between delegates and INSOL International and any disputes shall be the exclusive preserve of the English Courts.



INSOL
INTERNATIONAL

INSOL International
29-30 Ely Place
London
EC1N 6TD
Tel: +44(0) 20 7248 3333
www.insol.org

Copyright © No part of this document may be reproduced or transmitted in any form or by any means without the prior permission of INSOL International. The publishers and authors accept no responsibility for any loss occasioned to any person acting or refraining from acting as a result of any view expressed herein.

Copyright © INSOL INTERNATIONAL 2024. All Rights Reserved.
Registered in England and Wales, No. 0307353. INSOL, INSOL INTERNATIONAL, INSOL Globe are trademarks of INSOL INTERNATIONAL.