



INTERNATIONAL LAW INSTITUTE

Educators • Advisors • Publishers

APPLICATION FORM

2024 Washington Training Program

This form is to be completed in English with all information typed or printed clearly, signed by the candidate and the nominating official and airmailed or faxed (fax number 202-247-6010) to International Law Institute, 1055 Thomas Jefferson Street, NW, Suite M100 Washington, DC 20007, USA.

1. Name of Candidate (Mr., Mrs., Ms.):

2. Company/Agency:

3. Professional Title:

4. Business Mailing Address:

5. Business Telephone:

6. Business Fax:

7. Mobile Telephone:

8. E-mail:

9. Former ILI Alumni: Yes No If Yes, Seminar Name:

Year:

10. Please indicate the **participation mode** preference: In-Person Online

11. Seminars: *Please indicate below the seminar(s) you are applying for.*

International Public Procurement – In-Person & Online	February 26 – March 8	\$4200
e-Government Procurement – In-Person & Online	March 4 – March 8	\$2245
FIDIC Contracts – In-Person & Online	March 11 – March 15	\$2245
Leadership and Management in International Development – In-Person & Online	March 11 – March 15	\$2245
Negotiations in International Development – In-Person & Online	March 18 – March 22	\$2245
Combined: Leadership, Management, and Negotiations in International Development – In-Person & Online	March 11 – March 22	\$4200
International Commercial and Investor-State Mediation – Online Only	April 2-3	\$500
Transmission Service Agreements – In-Person & Online	April 8-12	\$2245
International Borrowing and Debt Management, Negotiation and Renegotiation – In-Person & Online	April 8-12	\$2245
Project Preparation, Analysis, Feasibility, and Financing – In-Person & Online	April 15-26	\$4200
Project Development for Power and Renewable Energy – In-Person & Online	April 15-26	\$4200
Understanding, Drafting, and Negotiating Contracts – In-Person & Online	April 29 - May 3	\$2245
Environmental Social Governance (ESG), Reporting Tools, & Practices - New Program	May 6-10	\$2245
International Procurement of Consulting Services – In-Person & Online	May 6-17	\$4200
Arbitration and Mediation – In-Person & Online	May 20-31	\$4200
Project Finance Techniques: Applications & Recent Developments – In-Person & Online	May 27-31	\$2245
Public Private Partnerships and Infrastructure Finance – In-Person & Online	May 27 - June 7	\$4200
Public Private Partnerships and Infrastructure Finance (for Lawyers) – In-Person & Online	May 27 - June 7	\$4200

Workshop on Legislative Drafting – In-Person & Online	June 10-21	\$4200
Project Management – In-Person & Online	July 8-19	\$4200
Legal English and Legal Writing – In-Person & Online	July 15-26	\$4200
Women in Leadership and International Development – In-Person & Online	August 12-16	\$2245
Leadership and Management in International Development – In-Person & Online	August 12-16	\$2245
Negotiations in International Development – In-Person & Online	August 19–23	\$2245
Combined: Leadership, Management, and Negotiations in International Development – In-Person & Online	August 12-23	\$4200
Antitrust & Competition Laws: Foundations & New Developments – In-Person & Online	August 26-30	\$2245
Mediation Skills for Leaders, Managers and Practitioners – In-Person & Online	August 26-30	\$2245
Elections Law: Overview of U.S. Practices and Recent Developments – In-Person & Online	August 26-30	\$2245
Public Procurement Policy-Making and Country Systems – In-Person & Online	September 2 - 6	\$2245
Legislative Strategic Management – In-Person Only	September 2 - 13	\$4200
International Public Procurement – In-Person & Online	September 2 - 13	\$4200
Natural Gas Development: Policy and Legal Considerations – In-Person & Online	September 16-20	\$2245
Procurement Integrity: Prevention, Investigation, and Prosecution of Fraud – In-Person & Online	September 16-20	\$2245
Procurement Audit – In-Person & Online	September 23-27	\$2245
Combined: Procurement Integrity and Audit – In-Person & Online	September 16-27	\$4200
Contract Drafting in English – In-Person & Online	September 23-27	\$2245
Project Monitoring and Evaluation – In-Person & Online	September 30 - October 11	\$4200
Contract Administration – In-Person & Online	September 30 - October 11	\$4200
Capital Markets: Development, Regulation and Recent Trends– In-Person & Online	October 14-18	\$2245
Advanced Legislative Drafting – In-Person & Online	October 14-25	\$4200
Governance and Anticorruption: Effective Policy and Enforcement in a Time of Crisis – In-Person & Online	October 28 - November 1	\$2245
Foundations of Advanced Arbitration & Mediation – In-Person & Online	October 28 - November 1	\$2245
Advanced Arbitration & Mediation – In-Person & Online	October 28 - November 8	\$4200
Climate Change and Green Finance in International Development	November 4-8	\$2245
Public Private Partnerships Financial and Risk Analysis – In-Person & Online	November 11-15	\$2245
Achieving Food Security Through Public Private Partnerships – In-Person & Online	November 18-22	\$2245
Innovations in Investor-State Arbitration – In-Person & Online	November 18-22	\$1350
Multilateral and Regional Trade Agreements – In-Person & Online	December 2-6	\$2245
The Trade Facilitation Agreement & Other Important Customs Issues, Negotiation of Trade Agreements – In-Person & Online	December 9-13	\$2245

Combined: Multilateral & Regional Trade Agreements, and the Trade Facilitation Agreement & Other Important Customs Issues, Negotiation of Trade Agreements – In-Person & Online	December 2-13	\$4200
--	---------------	--------

11. **Guarantee:** Submission of this application form does not guarantee participation, as the space available for seminars is limited. A USD \$1000 advance payment must be made at least **ten** business days before the start of the seminar as a guarantee. The advance payment is refundable up to five business days before the start of the seminar.

12. **Visa Information:** Candidates who need a US visa must file an application with the US Embassy or Consulate in their respective country. For a full listing of US missions abroad, visit: <http://usembassy.state.gov>. Note that obtaining a visa could take from a few days to a few weeks; therefore, candidates should request approval from their employer and apply for a US visa at least six weeks prior to the start of the course to have sufficient time to secure all necessary documents for their trip to Washington.

13. **Education:** List educational institutions and technical/special schools you have attended at the university level or above:

Name and Location of Institution	Dates of Attendance	Degree/Certificate

14. **English Language Proficiency:** Note that all seminars are conducted in English. Please rate your level of proficiency by checking the appropriate field:

Native Proficiency	Excellent (academic level)	Good (every-day level)	Fair (basic oral and written)

15. **Curriculum Vitae** Please attach a copy of your Curriculum Vitae (CV), showing your professional experience and achievements.

16. **Supporting Essay** In the space below, briefly explain why you are applying to the seminar, how the subject relates to your work, and what you expect to derive from this training (use a separate page if desired):

16. (Continued)

17. Seminar Financial Arrangements: Candidates whose participation is being sponsored by a government agency or an international organization should provide the following information for finance and billing purposes:

Name of Sponsoring Organization:

Address:

Invoice to be Addressed to:

18. Conditions of Participation and Signatures:

- a. Applicant certifies that all information provided is accurate to the best of the applicant's knowledge.
- b. ILI tuition includes course instruction, course materials, and ILI selected social events. Tuition does not include cost of travel to Washington DC, hotel, meals, and incidentals.
- c. A tuition deposit is payable ten days in advance as specified in the invoice to follow separately, unless ILI agrees otherwise.
- d. If applicant is accepted, ILI reserves the right to cancel or postpone the seminar. In the event of a cancelation or postponement, ILI will return applicant's tuition, minus wiring fees and costs incurred by ILI. ILI will make all reasonable efforts to provide timely notification, but will not be liable for costs and expenses incurred by the applicant.
- e. If a participant does not complete a seminar, there shall be no refund.
- f. ILI reserves the right not to issue a certificate of completion upon specific circumstances. For these circumstances and other important considerations applicable to ILI trainings, please refer to the brochure on our website at www.ili.org.

Signature of Candidate:

Date:

Signature of Nominating Official:

Date: