

ICC International Commercial Mediation Competition

FAQ

Frequently Asked Questions about the
ICC International Commercial Mediation Competition

This document provides information to participants based on questions that were frequently asked during previous Competitions. In case of doubt, please refer to the ICC Competition Rules, which is the only binding document and takes precedence should there be any inconsistency between it and this FAQ.

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I. Overview

1. What is the ICC Mediation Week?

The ICC Mediation Week takes place over a period of 6 days and includes the Mediation Competition as well as professional and educational events, hosted by the International Chamber of Commerce (“ICC”).

The week kicks off with the ICC International Mediation Competition. Welcome, registration and preliminary rounds all start on this first day.

The Professional Sessions offer a unique forum for exchange of best practices and new techniques for the professional Mediators, academics participating in the Competition and invited guests. The educational events for students offer an interactive environment where topics relevant to the practice and international development of the field of practice and theory can be explored and debated.

The entire event lasts six full days. For exact dates, please refer to the Competition Calendar on our website.

Day 1: Preliminary Rounds and Welcome Reception

Day 2: Preliminary Rounds

Day 3: Preliminary Rounds and Octo Finalists Announcement and Special Awards

Day 4: Octo-Final Round and Educational Event

Day 5: ICC Professionals Mediation Roundtable, Mediation Professional Stories, Semi-Final Round, and Closing Party

Day 6: Final Round, Awards Ceremony and Closing Reception.

2. What is the ICC Mediation Competition?

The ICC Mediation Competition is an annual mediation moot organized by the ICC. It is the world’s biggest international moot dedicated exclusively to international commercial mediation. It gathers teams from various universities, as well as internationally renowned Mediators and professionals from around the world.

During the Competition, participants attempt to negotiate with the help of a Mediator, an experienced mediation professional, under ICC Mediation Rules by trying to settle commercial dispute scenarios, called Competition Problems, that have been exclusively drafted by international mediation experts.

3. Who can apply to participate in the Competition?

Universities of all disciplines, including business and law schools from all around the world are invited to apply to participate in the Competition. [Click here](#) for more information and access to the application.

Trained and experienced Mediators from around the globe are invited to participate as volunteer Mediators and Judges in the Competition. [Click here](#) for more information and access to the application.

Volunteers are invited to apply to participate in the Competition as *Mediation Session Supervisors* and help with logistical tasks during the event. [Click here](#) for more information and access to the application.

Observers including students, academics, professionals and anyone with an interest in mediation are warmly encouraged to apply to attend the Competition. Observers have the opportunity to attend mediation sessions, engage with the international community and participate in professional events. [Click here](#) for more information and access to the application.

4. How does the Competition work?

Ahead of the Competition, all selected teams will prepare a written analysis of the first three Problems used in the Preliminary Rounds, called the Mediation Plan.

All selected teams will participate in the first three days of preliminary rounds. In each round, one Competition Problem will be addressed.

The selected Teams will face each other according to a schedule provided in advance. In each round, teams will be assigned to take the role of either the Requesting or the Responding Party in the dispute.

Teams will be ranked and selected for the Final Rounds by the Organising Committee based on the following criteria, in decreasing order of importance:

- Total number of Score Sheets designating a “Win”
- Total number of overall points
- Lowest total of the differentials between the number of points scored in each Mediation Session

The top 16 teams at the end of the Preliminary Rounds will be admitted to the Octo-Finals.

The first 4 teams at the end of the Octo-Finals will be admitted to the Semi-Finals. The Teams will be paired by matching top rank against lowest rank and so on according to their ranking at the end of each Round following the Preliminaries.

In the Semi-Finals, the Teams will be paired according to their ranking at the end of the Octo Finals (top rank against lowest rank and so on).

5. How do the mediation sessions work?

Two Competing Teams participate in each Mediation Session. Two students for each Team will have an active role in each session, while the other students and their coaches may attend the session, but cannot intervene.

During the Mediation Sessions, one Team Member takes on the role of Counsel and the other Team Member takes on the role of Client. It is up to the teams to choose who will represent them at each session.

One assigned Professional will act as the Mediator, while three Professionals will judge the Teams’ performance during the Preliminary Rounds, Octo-Finals, and Semi-Finals. The number of Judges will increase to five for the Final.

The actual Mediation can last up to 85 minutes. It is preceded by a time for the Judges to score the Mediation Plans (Preliminary Rounds only), and it is followed by a time for the Judges to score the Team’s performance and to provide their feedback.

The total time allotted to each Mediation Session is therefore 160 minutes in the Preliminary Rounds and 150 minutes in the Final Rounds.

6. What is a Mediation Problem?

Each international commercial dispute case study (Mediation Problem or Problem) consists of both General and Confidential Information.

The General Information contains the background factual information of the Problem while the Confidential Information presents more detailed information for the exclusive use of one of the Parties.

The General Information will be disclosed to all participants in late autumn after the application period and selection of all Teams by the Organizing Committee.

For each round, Teams are assigned to either represent the Requesting Party or Responding Party (role). In addition to the General Information, Teams will receive the Confidential Information corresponding to the assigned roles for each round.

The Confidential Information will differ depending on whether the Team is acting as the Requesting Party or the Responding Party.

The Confidential Information for the Preliminary Rounds is provided to each Team prior to the Competition and is for the exclusive use of that Team only.

Confidential Information is **not** to be communicated by the members of one Team to any other Team.

Confidential Information and assignment of roles for the next Final Rounds will be provided at the end of the Preliminary Rounds, Octo-Finals and Semi-Finals.

Disclosure of the Confidential Information to another Team may lead to penalty or potential disqualification of the Team from the Competition.

7. How are Teams scored and how do they progress in the Competition?

Judges will score the performance of each Competing Team in accordance with the instructions set out in Annex IV of the Competition

Rules by completing the Mediation Score Sheet as seen in Annex I. Each Judge will assign points to each Team and will decide which Team has won or lost each session.

At the end of the three preliminary rounds, the Teams having the most Score Sheets with “Win” will progress to the Octo-Final Round. If the number of Score Sheets with “Win” of the teams are equal, the Team with the most overall number of points and, and if the number of points is equal, then the lowest total of the differentials between the number of points scored in each Mediation Session will proceed to the next round.

Following the Octo-Final Round, the 4 Teams with the most number of score sheets designating a “Win”, will proceed to the Semi-Final Round. If the number of Score Sheets with “Win” of the teams is equal, the Team with the most overall number of points will proceed to the next round. If the overall number of points is equal, then the teams with the lowest total of the differentials between the number of points scored in each Mediation Session will proceed to the next round. During the Semi and Final Rounds, direct elimination applies and the Winning Team of each Mediation Session advances to the next round.

Example:

If Team A “Wins” all three Preliminary Rounds and has a total score of 150 points, it will rank among the top 16 and qualify for the Octo-Finals.

If Team B “Wins” two rounds and loses one, its qualification will depend on its total score compared to other teams with the same win-loss record. In cases where teams have identical results, the total number of points is used to determine ranking. When their points are identical as well, then the teams with the lowest total of the differentials between the number of points scored in each Mediation Session will proceed to the next round.

8. Are there other learning opportunities during Mediation Week?

Throughout the Competition, ICC arranges social events, roundtables and presentations that provide a platform for participants to network and exchange experiences, insight and best practices for professionals and students. Observers are also welcome to attend these events.

9. Where does the Competition take place?

The Competition takes place in Paris, France, at a variety of venues including the ICC Headquarters.

10. Can I observe the Competition?

Only registered Team members and up to two Coaches per Team may attend the Competition.

Observers may attend if authorized by the Organising Committee and must sign a Statement of Independence. Authorized Observers may register and pay a fee to attend Mediation Sessions and/or social events.

Access is subject to space availability and priority is given to Competing Teams and essential personnel. Audio/video recording during sessions is strictly prohibited.

11. Who is the Organizing Committee?

The Organizing Committee made up of ICC staff in charge of managing the Competition. In case of questions or concerns, you can directly contact them at iccmediationcompetition@iccwbo.org

The Organizing Committee can impose penalties and/or disqualifications if it considers that a Team or one of its members has violated the ICC Competition Rules.

12. What is the official language of the Competition?

The official language of the Competition is English.

13. Where can I find updated information on the Competition?

The most recent information about the Competition will be available on the Competition [website](#). You can also follow us on [Facebook](#) or on X [@ICCMediation](#).

II. Universities

1. How can a university apply to the Competition?

All universities who wish to send a Team to the Competition must submit their complete application online by the deadline listed on the Competition Calendar.

2. What is included in the application?

In the application, universities will be asked to describe all their curricular and extra-curricular activities related to mediation and ADR, their activities in or contributions to mediation and amicable dispute resolution as well as their motivation for participation.

3. How many Teams are selected?

The Organizing Committee will select up to 60 Teams to participate in the Competition.

4. Do I need to list all the Team Members on our application?

No, only teams selected to compete in the Competition will be asked to provide the names of their Team Members.

5. Is there any other way to qualify to participate in the Competition besides the regular application system?

The Organizing Committee may put in place agreements with national or regional Pre-Moots, whose winner is automatically accepted to participate in the Competition in Paris. Teams selected through this means are counted in the total of up to 60 Teams.

Apart from such reserved places for winners, participation and ranking in a Pre-Moot have no positive or negative effect on and do not preclude the direct application to participate in the Competition.

6. How many Teams can be submitted by one university?

Each university can only submit one Team.

7. Can I apply as an individual student?

Unfortunately, we cannot accept Teams of just one student. Teams must consist of a minimum of two students and need to represent a university.

8. How does the Team need to be composed?

Teams are composed of a minimum of two and a maximum of four students and may be accompanied by one or two Coach(es). Each Team must include **at least one law student** taking over the role of Counsel in each Mediation Session.

Two universities or schools can jointly bring one Team to the Competition.

9. How are students selected for each team?

It is up to each university to select the students who will represent them at the Competition. Universities may use their own internal selection process to choose their Team Members, within the limits imposed by the **Eligibility criteria**, according to the ICC Competition Rules. The composition of the Teams is subject to final approval by the Organizing Committee, who may verify that the eligibility criteria have been respected.

In addition, in order to enable as many students as possible to participate in the Competition, each student is entitled to participate in the Competition **only once**. Teams **cannot** include students who have already participated in the Competition. Disqualification will be imposed for any violation of this Rule (Rule 5.2).

10. What happens if a Team needs to withdraw or change its composition after registration?

Teams may withdraw from the Competition by notifying the Organising Committee in writing. A 50% refund of the registration fee is available only if cancellation is made before the deadline listed in the Competition Calendar.

Changes to Team composition are not generally permitted after registration. Any exceptional request must be approved by the Organising Committee and must comply with the eligibility rules. If a Team drops below the minimum of two eligible students, it will be disqualified.

11. What are the costs for the teams?

ICC remains committed to ensuring that the Mediation Competition is as diverse and as accessible as possible. To support participation from universities around the world, a tiered fee structure has been introduced. Universities depending on the jurisdictions they represent will be subject to different registration fees. Fee categories are determined using economic indicators and affordability considerations. Categories are reviewed periodically and may be updated from time to time. While some fees have increased from recent years, the starting rate remains below the registration fees charged prior to the COVID-19 pandemic.

Registration fees vary according to your Fee Category (Category A, Category B, or Category C) and your team composition (number of students and coaches).

To understand the registration fees for this year, please visit our [website](#).

Full payment of the registration fee by the deadlines communicated by the Organizing Committee is mandatory.

Teams that do not complete payment within the timeline will not be admitted to the Competition.

By applying through the online application process, the university agrees to pay the registration fee if selected to participate by the Organising Committee.

Teams are also responsible for covering their own travel costs and living expenses while in Paris.

12. Are the registration fees refundable in case of cancellation?

50% of the registration fee will be refunded if notice of cancellation is received in writing by the deadline as listed in the Competition Calendar. Cancellations after this date are not refundable.

Please be informed that any form of cancellation will incur a cancellation fee which must be covered by the participant.

Please note that ICC reserves the right to cancel this event or to make minor alterations to the content and timing of the programme or to the identity of the professionals. In the unlikely event of cancellation, delegates

will be offered a full refund. ICC will not, however, be held responsible for any related expense incurred by the participant.

13. Is it possible to obtain a scholarship or a registration waiver?

Unfortunately, ICC is not in a position to offer any scholarship or registration waivers.

14. Can Teams have sponsors?

Yes, Teams have the possibility to approach sponsors to assist in their specific financial costs associated with the Competition. These sponsors would not be considered sponsors of the Competition, only sponsors of the Team they support.

15. What is a Team Contact ?

Each Team should designate a primary contact person for communication with the Organizing Committee. This may be a coach or a member of the Team. The designated contact will receive updates and respond to requests for information.

The Team Contact must provide an email address and a phone number where they can be reached prior to and during the Competition.

16. What is the role of the Coach?

Each Team can be accompanied by a maximum of two Coaches. The Coach can be a professor, a lecturer, a co-student or somebody else. Students who have previously participated in the Competition are also permitted to attend as Coaches. The Coach(es) may advise the Team in its planning and preparation for the Competition. He/she can accompany the team in Paris and attend the mediation sessions.

17. Is it mandatory for a Team to have a Coach?

No, each Team may be accompanied by one or two Coaches but are not so required.

18. Is it possible to have more than two Coaches?

Teams can be helped in their preparation by more than two Coaches, but only maximum of two Coaches will be able to accompany the team at the Competition.

19. Can a Team invite guests to observe the Competition?

No, participating universities cannot bring unregistered guests or observers.

Only individuals explicitly authorized by the Organising Committee, such as registered Observers, may attend and are subject to conditions and payment of a fee.

20. How long do Teams stay in Paris?

The Competition runs six days, but many Teams choose to arrive earlier and/or stay longer to enjoy Paris. The Organizing Committee encourages all participants to arrive at least one day prior to the Competition to ensure adequate rest and timely registration. We also recommend that participants stay until the Finals and Awards Ceremony and attend various student events to ensure they get the most out of this unique educational and intercultural experience.

Apart from the knowledge and experience gained during the Mediation Sessions of the Preliminary and Final Rounds, the Competition is also a means of sharing intercultural experiences and best practices, networking with other participating students and renowned professionals, and even developing friendships. This also often happens outside the Mediation Sessions, during the social events and trainings.

21. When will we receive our schedule and the Confidential Information?

Teams will receive their individual schedules and Confidential Information for the Preliminary Rounds after all Teams have been selected and have completed registration and payment.

The Organising Committee will communicate the exact timeline, typically via email and on the Competition platform both prior to the Competition

and throughout the week itself as the Competition progresses through Finals.

22. How many Mediation Sessions will a Team attend?

Each Team competes in three different Mediation Sessions during the Preliminary Rounds in the first three days of the week. After these days, depending on the Team's performance, the Team may compete in the Octo-Finals, Semi-Final and Final Rounds. For example, if a Team makes it all the way to the Final Round, they will have participated in a total of six Mediation Sessions.

23. Can Teams observe other mediation sessions in addition to their own?

During the Preliminary Rounds, Teams can only attend the Mediation Sessions in which they have an active competitive role. This also applies to the Final Rounds as long as the Team is still competing.

Eliminated Teams may observe the remaining Final Rounds (if space allows), and are encouraged to do so to continue their learning opportunity.

24. How many Team Members compete in one Mediation Session?

Only two students of each Team are actively involved in each Mediation Session. If the Team has more than two members, the rest of the team and the coaches are welcome to observe their competing members in the session.

25. What is a Team allowed to bring to a Mediation Session?

Each Team is allowed, but not required, to bring:

- A printed version of their Mediation Plan (2 copies)
- A one page one-sided A4 printed handout, with enough copies to hand out to the other Competing Team, the Mediator and the Judges (see Rule 2.6)
- A pen and paper
- Something to drink, such as a bottle of water
- A calculator
- A watch or equivalent (stopwatch, timer, etc.)

Please note that during the Preliminary Rounds, the Organizing Committee cannot provide printing or copying facilities. Teams must therefore ensure that they have adequate copies of their printed materials for which they are scheduled on a particular day.

Use of any other electronic devices, such as mobile phones of any type or any other electronic devices, such as tablets, laptops, etc. and in particular any device capable of recording information is not permitted for use in the room where the Mediation Session takes place. Photography during the Mediation is also forbidden, unless by the Competition Photographer.

26. Can we be in contact with other participating universities or professionals ahead of the Competition?

Yes, provided that exchanges do not relate in any way to current Competition Problems. In order to avoid disclosure of the confidential information of the Competition Problems, the Organizing Committee does not condone the use of current Competition Problems in the discussions or pre-moots. Teams cannot organize pre-moots using the Competition Problems.

27. Do the universities get a certificate of participation?

Yes, the Organizing Committee will issue each Team member a formal Certificate of Participation. It will be emailed out after the Competition. Please see the [Competition Calendar](#) for details.

28. Is the ranking of the Competition published?

Apart from the Winning Teams, the general ranking of teams is published on the Competition Platform.

29. Can universities know their scores?

Yes, each Team will be able to access its Score Sheets via the online platform after the Competition.

III. Professionals

1. Who can participate?

Professional Mediators and Mediation Trainers from all around the world are invited to participate in the Competition to take the role of Judges or Mediators in the sessions. The Competition offers a unique platform to share knowledge, experience and insight with each other and with the next generation of dispute resolution professionals.

2. How can a Mediator apply for the Competition?

Please see the [Competition Calendar](#) for exact deadlines. Applications from Professionals are [submitted online](#).

3. How many days should I be available?

Highly motivated students come from all around the world to learn from the Professionals attending the Competition. Due to Professionals generous contribution of time and analysis, students are able to learn from their insight, vast experience, and by doing so they gain a better understanding of mediation and improve their own advocacy skills.

For these reasons, and for the benefits of scheduling, the Organizing Committee kindly requests that professionals remain available to participate as much as possible throughout the Competition.

4. Which role will I have in the Competition?

In the application, Professionals are invited to indicate whether they prefer to participate as Judges or Mediators, or both.

Preferences will be respected to the extent possible, but Professionals may be asked to participate in a different role than their preferred one.

New Professionals (those participating in the ICC Mediation Competition for the first time) may only apply to be Judges and are required to observe at least one Mediation Session during the Competition before actively serving as a Judge. This ensures familiarity with the Competition format, scoring criteria and expectations. New professionals will only be scheduled to judge the Preliminary Rounds.

Returning Professionals (those who have participated in previous ICC Mediation Competition editions) are guaranteed at least two sessions as

a Judge or Mediator, with more sessions assigned based on experience and availability and the Competition schedule.

5. What are reserve slots?

In order to provide a smooth Competition for all participants, some Professionals are scheduled as “Reserve Judges or Reserve Mediators” for every time slot. This means that they shall be asked to be ‘on call’ in the event that an assigned Professional is unable to attend a specific Mediation Session during the Competition.

Professionals who are scheduled as Reserve Judges or Reserve Mediators are asked to be at the Competition venue 15 minutes prior to the session starting. The Organizing Committee shall notify all Reserve professionals whether they will be required to attend a particular Mediation Session as soon as all participants are present.

6. When are the individual schedules provided?

Each accepted Professional will receive an individual schedule, according to the availabilities indicated. The schedule will include all Mediation Sessions in which the Professional is required both in an assigned role and as a reserve.

The schedule for Professionals will be shared prior to the Competition - please see Competition Calendar for more details.

Please note that the schedule is subject to changes until the very last moment. It is advised to regularly check the platform for any and all updates.

7. Can I change my availability at a later stage?

Once you are selected and scheduled for the Mediation Sessions, we do count on your presence. Cancellations and changes in availabilities at a later stage are highly disruptive for the organization of the event. While we understand that changes may happen in exceptional circumstances, we would be grateful if you could take your commitment as a Professional in the Competition as seriously as your other professional engagements.

8. What do I have to do to prepare for the Competition?

Professionals **must read the Competition Rules and their annexes**, as well as the General Information of all **Problems** before coming to Paris.

Professionals acting as Judges must also read the Confidential Information of the Problems of the rounds they are judging.

9. Is there preparation training for participating Professionals?

Yes, there will be a mandatory preparation training for Professionals online prior to the Competition in January. Training and a detailed review of the Rules are required.

10. How can a Professional sign up for social events?

Professionals will receive an invitation to all events via email and are required to RVSP to secure a spot.

11. Guests

Should you wish to bring a guest (for example, your spouse or partner) to sessions and/or to the social events, you can apply for your guest to be an Observer. The Observer registration fee gives access to all Competition events.

12. What is a conflict of interest?

Before the Competition, all Professionals must declare if they have any real or perceived conflict of interest with the Teams participating in the Competition. It is therefore mandatory to disclose any relationships with any Team's university, a Team Member, a Coach or a person affiliated with a Team which may influence your neutrality, impartiality and independence during the Competition.

Without this statement (or a statement of independence if there are no conflicts), Professionals cannot be scheduled in any active role in the Competition.

13. What does a Professional need to submit before the Competition?

Each Professional needs to submit:

- Availabilities for the Mediation Sessions
- Statement of independence/conflicts of interest
- Short written biography and picture to be updated and published on the Competition platform

14. What must a Professional bring to a Mediation Session?

Each Professional must bring a laptop and/or a smartphone or tablet to access the General and Confidential Information of the Problems, review the Mediation Plans submitted by the Teams, the biographies of the Team members and submit scores and session evaluations via the Competition Platform.

The Mediation Competition now has the mobile use of the Scoring feature on the Competition Platform via an app. Please note that this is still in beta test. Therefore, we ask you to alert us to any issues you may experience and we thank you for your patience.

IV. Volunteers

1. Who can be a Volunteer?

Anyone with a strong interest in international dispute resolution, event coordination or legal education is welcome to apply. Volunteers may include students, young professionals or individuals with relevant experience who wish to contribute to the success of the Competition.

2. What role does the Volunteer have?

Volunteers are selected by the Organising Committee and may be assigned to various roles depending on their background and availability. Such roles include event logistics and “Mediation Session Supervisors” during the sessions.

3. How to apply to be a Volunteer?

The application form can be found on our [website](#).

4. How many days should I be available?

While Volunteers are not expected to be present for the entirety of the Competition, preference will be given to those with greater availability. To guarantee that the quality of the event remains at a high level, all

Volunteers will be expected to attend at least one mandatory training session for volunteers.

5. What is the “Statement of Independence” as a Volunteer?

All Volunteers must sign a Statement of Independence prior to the Competition, confirming that they have no affiliation with any participating Team, Coach or university. This form is necessary because individuals are NOT eligible to act as a Mediation Session Supervisor Volunteer if they are currently enrolled as a student in one of the universities selected to participate in the Competition and/or if they participate in the preparation of one of the participating universities. However, in this case individuals can elect to be considered for an event logistics volunteer role instead.

6. Where does the Competition take place?

The Competition takes place in Paris, France, at a variety of venues including the ICC Headquarters. Detailed information about the exact locations will be shared with the Volunteers in the weeks leading up to the Competition via email and on the Competition platform.

7. Will my stay in Paris be covered by the ICC?

Volunteers are responsible for their own travel, accommodation and related expenses. The ICC does not cover costs associated with volunteering.

8. Do I need to attend any trainings as a Volunteer before the Competition?

Yes, all Volunteers are required to attend a mandatory online training prior to the Competition. This training will ensure you are familiar with your role, tasks and the event procedures.

9. When are the individual schedules provided?

Each accepted volunteer will receive an individual schedule based on the availability they indicated. The schedule will include all sessions where the volunteer is assigned a role.

Schedules will be shared prior to the Competition - please refer to the Competition Calendar for more details.

10. Can I change my availability at a later stage?

Once you are selected and scheduled for your sessions, we count on your presence. Cancellations or changes in availability at a later stage can be highly disruptive to the organization of the event. While we understand that unexpected circumstances may arise, we kindly ask that you honor your commitment as a volunteer with the same level of responsibility as any other important engagement.

V. Observers

1. Who can apply to be an Observer?

Individuals who wish to attend the Competition but are not participating as a Professional, Volunteer, or Team may apply to join as a **paid Observers**. This category is open to anyone interested in experiencing the event, gaining insights, and engaging with the Competition community without taking on an official role. Observers will have the opportunity to attend sessions, social events, witness the Competition in action, and gain valuable insights into the process, all while engaging with the wider community in a meaningful way.

Observers must be approved by the Organising Committee and are subject to space availability and neutrality requirements.

2. How to apply to be an Observer?

Applications to attend as an Observer must be submitted via the ICC Mediation Competition platform. The application form and instructions are available on the [official event page](#). All applicants will be reviewed by the Organising Committee and confirmation will be sent to successful candidates.

3. Is there a registration fee for Observers?

Yes, it covers access to designated mediation sessions and selected networking events. The exact fee and payment instructions are located

on our [website](#). Please note that travel, accommodation, and other personal expenses are not covered by the ICC.

4. What is my role as an Observer?

Observers attend mediation sessions to learn from the process but do not participate actively. They are expected to remain silent during sessions and must not interfere with the proceedings. Also, all electronic devices such as phones, tablets and laptops must remain off or on airplane mode during the Mediation Session so as to not disrupt the proceedings.

5. What can I attend as an Observer?

Observers may also attend certain educational and networking events, depending on their registration status and space availability.

VI. Sponsoring

1. Who can become a Sponsor?

Any company, law firm, corporation or individual interested in supporting the Competition can apply to be a Sponsor. ICC offers different levels of sponsorship and media partnership opportunities for each event separately but also provides for combined-event packages that allow sponsors to maximize their visibility and benefits. For more information please see our [Sponsorship Page](#). Please note, universities are not allowed to be sponsors due to conflict of interest.

2. How to become a Sponsor?

Sponsorship opportunities are numerous – ranging from physically hosting Mediation Sessions during the Competition, to sponsoring social events and financial contributions.

Please visit the [Competition website](#) to read more about sponsorship opportunities or contact our team at iccmediationCompetition@iccwbo.org.

We would be delighted to discuss our different sponsorship opportunities with you.

VII. Travel Information

1. Accommodation

ICC is regrettably not in a position to cover any travel or accommodation costs for Teams, Professionals, Volunteers, or Observers.

2. Visa

Please make sure you are aware of the visa regulations from your country.

If a visa is required, ICC can assist by writing an invitation letter for participants accepted by the Organizing Committee, only once registration is completed and (if applicable) the registration fee has been paid. Please note that ICC cannot obtain visas on behalf of Teams. Each Team will be directly responsible for securing their visas.

The following information must be submitted to ICC with the request for an Invitation Letter:

- Address of the French Consulate or Embassy to which the request is directed (usually in the state or country where your university or you are located)
- Full Names of Team members as they appear in their passports
- Passport numbers
- Dates of birth
- Dates of issuance of passport
- Dates of expiry of passport
- Nationalities of Team Members as they appear in their Passports

Obtaining a visa may take several weeks. **We advise all participants to start the procedure as soon as they receive the confirmation of acceptance from the Organising Committee.**

In particular, we strongly advise participants to **obtain their visas before the winter holiday season in Europe** as both the French authorities and

the Organising Committee may have limited time in that period. Failing to finalize the procedure in advance may result in significant delays or in rejections.