

Alternative Pathway Protocol – Certificate of Training (COT)

Under AMDRAS clause 34(b)

19th June 2025

1. The Board acknowledges that Recognised Providers (RPs) may be asked to recognise prior learning of applicants for the Certificate of Training required for initial accreditation as Accredited Mediators.
2. Under the AMDRAS model clause 35(a), RPs are entitled to certify that an applicant has satisfied the requirements for a Certificate of Training by an alternative pathway.
3. For courses delivered outside of Australia, the Board expects that an RP will satisfy itself that the time spent by the applicant, the nature of the work undertaken by the applicant, and the qualifications of the course trainer will have been substantially equivalent to the relevant requirements described in Part 4, Division 5, and Appendix 1 of AMDRAS. In particular, the practical components and simulated mediations in any prior Course must be substantially equivalent to the AMDRAS requirements.
4. For courses delivered within Australia, only training in mediation that is provided as part of a qualification issued under the Vocational Training and Education System (VET) or by a Higher Education provider can be recognised in part or in full and only if it includes time spent by the applicant, qualifications of the course trainer and that is substantially equivalent to the relevant requirements of the Certificate of Training as set out in the AMDRAS. In particular, the practical components and simulated mediations in any prior Course must be substantially equivalent to the AMDRAS requirements.
5. The Board considers that other training in alternative dispute resolution processes or specialities is not, by itself, sufficient as an alternative pathway for a Certificate of Training.
6. If an applicant is seeking an exemption for completing a Certificate of Training course on the basis of an alternative pathway, and their original training was completed more than 12 months prior to the application date, or if the course did not meet other essential elements of AMDRAS recognised training, the Recognised Provider may reasonably require the applicant to complete additional training. This may include refresher training, targeted assessment, or further study specifically focused on the AMDRAS Standards and Professional Attributes. These measures ensure the applicant's

knowledge and competence are current and meet the standards required for certification by an alternative pathway.

7. An RP may charge a fee to facilitate any additional training assessment requirements.
8. Any Certificate of Training granted according to an alternative pathway must state on the certificate that the certification has been given by an alternative pathway and include relevant information. The Board has provided a templated Alternative Pathway Certificate of Training which contains the information to be provided.
9. Any Recognised Accreditation Provider (RAP) must comply with Part 4 Division 9 of AMDRAS regarding applications for accreditation. Any RAP subsequently asked to grant accreditation based on an Alternative Pathway Certificate may require a copy of the evidence of the alternative pathway provided by the applicant.
10. In exceptional circumstances, the Board may approve an application by a Recognised Provider to waive compliance with any one or more requirements for initial accreditation under cl 19 of AMDRAS. The waiver application must provide evidence demonstrating that the applicant's training and experience are at least equivalent to the standards expected of an AMDRAS-accredited mediator.
11. When considering applications for alternative pathways the board reminds recognised providers of the boards auditing and complaint handling powers under clauses 80 and 81 of AMDRAS respectively.