



Alabama Center for Dispute Resolution
Post Office Box 680516 Prattville, Alabama 36068
Telephone: (334) 356-3802
www.alabamaadr.org

APPLICATION FOR REGISTRATION ON THE ALABAMA
STATE COURT MEDIATOR ROSTER
General Information

This registration form is to be completed by mediators who wish to be listed on the Alabama State Court Mediator Roster. Effective January 1, 1997, a neutral must meet certain educational and training standards to be registered. Copies of the Mediator Standards and Registration Procedures and this application form are available at the website: www.alabamaadr.org, or they are attached if you are requesting this by mail. Registration does not imply any degree of mediation skills or competency on behalf of any mediator.

Registration will be granted for a one-year period. Applicants who become registered during any given year shall apply for renewal in January of the following year. Prior to the renewal date a renewal form will automatically be sent to each registered neutral. There is an annual registration fee of \$150, and there is a one-time application fee of \$30.00.

All educational degrees must be CHEA and U.S. Department of Education accredited. All mediation training must be live, in-person.

The Alabama Mediator Roster shall be maintained as a public record. Names, addresses, and telephone numbers will be furnished upon request. Applicants who do not wish to have their telephone numbers disclosed to anyone requesting a list of registered mediators should not include their telephone number on the application.

This application will be considered pursuant to the registration criteria set out in the Mediator Standards and Registration Procedures as adopted by the Alabama Supreme Court Commission on Dispute Resolution and without regards to race, color, religion, political affiliation, national origin, handicap, sex or age.

FOR OFFICE USE ONLY:		REG NO
DATE REC'D	BKRDCK	CHECK(S)
REG DATE	RE-REG DATE	CHECK(S) AMT.

**Alabama Center for Dispute Resolution
Application for Registration
on the Alabama State Court Mediator Roster**

Application for registration on the Alabama State Court Mediator Roster is made pursuant to the mediator registration standards and procedures of the Alabama Supreme Court Commission on Dispute Resolution effective September 18, 1998, revised May 4, 2007.

Please check the type(s) of registration for which you are applying:

General Mediation Domestic Relations Mediation Both

PART I: REGISTRATION STANDARDS

[There is an additional good character requirement and verification (Part XII) as well as verification of mediations conducted]

I am applying under the standard checked below:

GENERAL CIVIL:

1. I have reached the age of majority in Alabama, and I am licensed as an attorney by one of the fifty states of the United States or the District of Columbia and in good standing, with four years' legal or judicial experience; and have successfully completed a 20 hour mediation training program approved by the Center *within 2 years preceding application*. To be approved, training programs must include as part of their curricula, at a minimum, mock mediation exercises and ethics education, and *must include* two hours of Alabama mediator ethics; or, **check here**

2. I have reached the age of majority in Alabama, and I am licensed as an attorney by one of the fifty states of the United States or the District of Columbia and in good standing and, within 2 years preceding application, have successfully completed a law school clinical mediation course approved by the Director of the Center. The Director will approve only law school courses that have educational training components equal to or greater than the training requirement in Subsection 4 of the Mediator Registration Standards. Approval of the course shall satisfy the training requirement for those applicants. I have participated as the sole or co-mediator in at least 10 mediations and will present documentation on the mediations and names, addresses and telephone numbers of persons who may be contacted regarding the mediations; or, **check here**

3. I have reached the age of majority in Alabama, and I have either a baccalaureate degree and at least five years of management or administrative experience in a professional, business, or government entity OR a high school diploma and 8 years of management or administrative experience in a professional, business, or governmental entity; and have completed a 20 hour mediation training program approved by the Center *within 2 years preceding application*. To be approved, training programs must include as part of their curricula, at a minimum, mock mediation exercises and ethics education, and *must include* two hours of Alabama mediator ethics. In addition, I have served professionally (post training) as the mediator in at least 10 mediations within the 2 years immediately preceding submission of an application for registration, and I will present documentation of the mediations and names, addresses and telephone numbers of persons who may be contacted regarding the mediations. **check here**

DIVORCE/DOMESTIC RELATIONS:

1. I have reached the age of majority in Alabama, and I am licensed as an attorney by one of the fifty states of the United States or the District of Columbia and in good standing, with four years' legal or judicial experience; and have successfully completed a 40 hour mediation course on domestic relations issues *within 2 years preceding application* which has been (a) certified by the Academy of Family Mediators (AFM) or (b) approved by the Center as functionally equivalent or superior to an AFM 40 hour course. To be approved, training programs must include as part of their curricula, at a minimum, mock mediation exercises and ethics education, and *must include* two hours of Alabama mediator ethics; or, **check here**

2. I have reached the age of majority in Alabama, and I am licensed as an attorney by one of the fifty states of the United States or the District of Columbia and in good standing and, within 2 years preceding application, have successfully completed a law school clinical mediation course approved by the Director of the Center. The Director will approve only law school courses that have educational training components equal to or greater than the training requirement in Subsection 4 of the Mediator Registration Standards. Approval of the course shall satisfy the training requirement for those applicants. I have participated as the sole or co-mediator in at least 10 divorce/domestic relations mediations, and I will present documentation on the mediations and names, addresses and telephone numbers of persons who may be contacted regarding the mediations; or, **check here**

3. I have reached the age of majority in Alabama and I have at least a masters degree and at least five years of professional experience in any of the fields of psychology, social work, or mental health and am in good standing with any licensing board or agency and able to present a current license number if applicable; and have successfully completed a 40 hour mediation course on domestic relations issues *within 2 years preceding application* which has been (a) certified by the Academy of Family Mediators (AFM) or (b) approved by the Center as functionally equivalent or superior to an AFM 40 hour course. To be approved, training programs must include as part of their curricula, at a minimum, mock mediation exercises and ethics education, and *must include* two hours of Alabama mediator ethics; or, **check here**

4. I have reached the age of majority in Alabama and I have either a baccalaureate degree and at least eight years of management or administrative experience in a professional, business or governmental entity OR at least a high school diploma and 10 years of management or administrative experience in a professional, business, or governmental entity; and have successfully completed a 40 hour mediation course on domestic relations issues within 2 years preceding application which has been (a) certified by the Academy of Family Mediators (AFM) or (b) approved by the Center as functionally equivalent or superior to an AFM 40 hour course. To be approved, training programs must include as part of their curricula, at a minimum, mock mediation exercises and ethics education, and *must include* two hours of Alabama mediator ethics. In addition, I have served professionally (post training) as a mediator in at least 10 domestic relations mediations, within the 2 years immediately preceding submission of an application for registration, and I will present documentation of the mediations and names, addresses and telephone numbers of persons who may be contacted regarding the mediation. **check here**

PART II: BACKGROUND INFORMATION

GENERAL:

1. Name: _____
Last First Middle

Law Firm or Organization (Current Employment)

Street or P.O. Box

City County State Zip Code

2. Telephone Numbers: Business _____ Fax _____

3. Website: _____

4. Email: _____

5. Date of Birth: _____

EDUCATION:

1. What is the highest degree that you have attained to date? _____

2. Colleges and universities attended:

Name of school	City/State	Dates Attended From/To	Degree(s) Attained	Major
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

***If not a member of the Alabama State Bar, please send proof of degrees. All degrees must be CHEA and U.S. Department of Education accredited.**

OCCUPATION:

1. What is/was your primary occupation? Please attach a current resume or vitae to this application.

2. What is your current employment status? (check one)

- Employed full-time in your primary occupation
- Employed part-time in your primary occupation
- Retired
- Unemployed

3. Please list all professional licenses, with license numbers, and affiliations which you consider relevant to your registration.

4. If you have been with your current employer less than four years, please list prior employer & dates.

OTHER BACKGROUND:

1. Have you, either as an adult or a juvenile, been convicted of any violation of any law?
Exclude traffic violations unless they resulted in the revocation or suspension of your license.
Yes No
If yes, list and **include dates**.

2. Have you ever been denied a license for a business, trade or profession (e.g., CPA, real estate broker, attorney, physician), or had such license revoked?
Yes No
If yes, please explain, and **include dates**.

3. Have you ever been disbarred, suspended, censured, or otherwise reprimanded, disqualified or disciplined as an attorney, as a member of another profession, or as a holder of public office?
Yes No
If yes, list and **include dates**.

PART III: TRAINING

A. Record of General Mediation Training

Describe the general mediation training you have received (minimum of a 20 hour mediation training program, approved by the Center, including mock mediation exercises and ethics education). Mediation training must be in person not on-line.

Please attach copies of certificates of completion provided by the trainer.

Course/hours	Trainer/Organization	Location	Date
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B. Record of Divorce Mediation Training

Describe the divorce mediation training you have received (minimum of a 40 hour divorce mediation training program, approved by the Center, including mock mediation exercises and ethics education). Mediation training must be in person not on-line.

Please attach copies of certificates of completion provided by the trainer.

Course/hours	Trainer/Organization	Location	Date
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C. Mediator in another State

If you are a member of a Roster of Mediators in another state, please include a letter of good standing from the director of programs in that state.

PART IV: MEDIATIONS

Please detail the most recent five cases where you have served as the mediator. Under “type” please state the subject area, i.e., divorce, banking, employment, construction, etc. (Leave blank if you have not conducted any mediations). **If you are applying under the 10 mediation standard, check here and list five additional cases.** We will need the names of contact persons to verify your mediations. Please see Part VII.

	Type	Date(s)	Name of Mediator	Place	# of Sessions
1.	_____	_____	_____	_____	_____
2.	_____	_____	_____	_____	_____
3.	_____	_____	_____	_____	_____
4.	_____	_____	_____	_____	_____
5.	_____	_____	_____	_____	_____
6.	_____	_____	_____	_____	_____
7.	_____	_____	_____	_____	_____
8.	_____	_____	_____	_____	_____
9.	_____	_____	_____	_____	_____
10.	_____	_____	_____	_____	_____

PART V: PRACTICE AREAS

If you have expertise in specific subjects that you think might be useful to someone looking for a mediator, please list up to 12 below. Refer to website, www.alabamaadr.org for a list of subjects.

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

PART VI: COUNTIES

Willing to travel and work in the following:

ALL COUNTIES IN STATE

SELECT UP TO 14 COUNTIES, other than home county, to which you will travel.

PART VII: REFERENCES

List names, addresses and phone numbers of persons (parties, attorneys of parties, judges, co-mediators) who may be contacted regarding your service as a mediator.

Name	Address	Telephone
_____	_____	_____
_____	_____	_____
_____	_____	_____

NOTE: If you have not yet mediated any cases, list names, addresses and phone numbers of persons who may be contacted as general references.

Name	Address	Telephone
_____	_____	_____
_____	_____	_____
_____	_____	_____

PART VIII: LIMITATIONS

Please identify any limits on your mediation practice, such as subject matter or geography.

PART IX: YOUR MEDIATION RATE

_____ Hourly or other rate _____ Other fees or charges

PART X: ADDITIONAL LANGUAGES IN WHICH YOU MEDIATE

PART XI: APPLICATION/REGISTRATION FEES

I have enclosed the following:

Application fee of \$30 _____

Registration fee of \$150 _____

Please make checks payable to: Alabama Center for Dispute Resolution

Please return application and attachments to:

Alabama Center for Dispute Resolution

P.O. Box 680516

Prattville, AL 36068

PART XII: AUTHORIZATION AND RELEASE FOR GOOD CHARACTER INVESTIGATION, SIGNATURE AND NOTARY PUBLIC SEAL

For the purpose of suitability for registration and continuation on the Alabama State Mediator Roster or the Alabama Arbitrator Roster, I _____, consent to have an investigation made as to my good character. I authorize the Office(s) of Professional Responsibility where I am licensed (for neutrals who hold a professional license), and/or any other person, firm, company, corporation, court, association, or agency to furnish the Alabama Center for Dispute Resolution (Center) and the Alabama Supreme Court Commission on Dispute Resolution (Commission) with information regarding any charges or complaints filed against me, including any complaints erased by law, whether formal or informal, pending or closed, or any other pertinent data; and to permit copies to be made of such documents, records or other information for the purpose of discussion regarding Roster registration. The records will not include any information with respect to juvenile offense. I give permission to the Center and Commission to contact references and otherwise investigate to verify all information provided.

I agree to notify the Center of any conviction of a misdemeanor or felony within 30 days of such conviction and include a copy of the order or orders pursuant to which the conviction is entered. I also agree to notify the Center with a change of address within 30 days. In addition, I certify that the information supplied on this application is correct, and that to the best of my knowledge I qualify for the category of registration of which I have applied. I agree to abide by the Alabama Code of Ethics for Mediators, and to provide up to 10 hours of pro bono mediation if requested.

State of _____ County of _____

Signature of Applicant

Date

Sworn to and subscribed before me this _____ day of _____, 20_____.

Signature of Notary Public

State of _____

My Commission Expires on: _____