

Enrolment Form

To: The Presence Limited, Ms. Clara Yip c/o 13/F, Tower 2, Admiralty Centre, 18 Harcourt Road, Admiralty, Hong Kong.

Tel: 5400-6395 E-mail: info@thepresence.ltd

Please tick (✓) the appropriate boxes:

- ☐ I have read and accepted the Conditions of Enrolment, and confirm this is my personal enrolment.
- ☐ I have read the Note to Participants.
- ☐ I have at least three years of working experience.
- ☐ I have visited the website of HKMAAL (<http://www.hkmaal.org.hk/en/index.php>) and read the requirements of "How to become a Family Mediator". I understand the requirements of becoming a HKMAAL Family Mediator.

Name: _____ (English) Mr. / Ms. _____ (Chinese)

Correspondence Address: _____

Tel. No.: _____ Mobile: _____ Fax. No.: _____

E-mail: _____

Profession: _____ Title: _____

Organization: _____

Application for:

- ☐ Basic Family Mediation Course
- ☐ Advanced Family Mediation Course
- ☐ Basic and Advanced Family Mediation Courses

Payment:

Cheque No.: _____ Bank: _____

Amount: _____

**The course fee includes course materials and 2 books on family mediation.*

Course Fees

	Basic Course (41.25 hours)	BOTH COURSES (66 hours)	Advanced Course (24.75 hours)
Early Bird on or before 30 Nov 2026	\$11,000	\$18,000	\$7,000
Standard Fees	\$14,000	\$22,000	\$8,000

Accredited Family Mediation Training Course 2027

- [] by Hong Kong Mediation Accreditation Association Ltd. (HKMAAL)
- [] CPD Points have been granted by The Law Society of Hong Kong (LSHK) for Basic Course
- [] CPD Points have been granted by The Law Society of Hong Kong (LSHK) for Advanced Course

Course Objectives

- ✓ To assist participants to receive high standard and quality training and coaching so that they will have necessary skills and knowledge towards accreditation as a family mediator under HKMAAL.
- ✓ Participants will be facilitated to critically examine a proper and ethical practice of family mediation and to understand the unique features of a family mediation practice.

Date & Time (2027)

Basic Course Total: 41.25 Hours

17 Apr 2027 (Sat)	9:15am-1pm; 2-6:30pm
24 Apr 2027 (Sat)	9:15am-1pm; 2-6:30pm
25 Apr 2027 (Sun)	9:15am-1pm; 2-6:30pm
8 May 2027 (Sat)	9:15am-1pm; 2-6:30pm
9 May 2027 (Sun)	9:15am-1pm; 2-6:30pm

Advanced Course Total : 24.75 Hours

22 May 2027 (Sat)	9:15am-1pm; 2-6:30pm
29 May 2027 (Sat)	9:15am-1pm; 2-6:30pm
30 May 2027 (Sun)	9:15am-1pm; 2-6:30pm

Deadline of Application: **31 Jan 2027**

Venue

Hong Kong Island (Exact venue to be confirmed)

Inquiry

info@thepresence.ltd / 5400-6395

Course Features

- All the trainers are Family Mediation Supervisors and have rich experience in family mediation. They are also solicitors with multi-professions e.g. lecturer, trainer, counsellor, parenting coordinator.
- Teaching with role-plays coached by HKMAAL accredited Family Mediators/ Family Mediation Supervisors.
- This is our 9th Accredited Family Mediation Training Course since 2017 and we have received encouraging response from participants, some of them are as follows:

- 👍 “情理兼備” 🙌 “生命互相感染”
- 👍 “可以營造一個有趣輕鬆的教學氣氛”
- 👍 “A lot of cases illustration.”
- 👍 “Excellent sharing of profession experiences.”
- 👍 “I love the sharing of our trainers. They connect us very well.”

About the Lead Trainer



YIP Mei Sze Clara 葉美施

Accredited Mediator (General & Family) HKMAAL
Family Mediation Supervisor HKMAAL
Practising Solicitor of So, Lung & Associates, Solicitors
Family and Marriage Counsellor

Clara has been practising as a Solicitor since 1997 and as a Family Mediator since 2011. She was accredited as a Family Mediation Supervisor by HKMAAL in 2014. She has been a trainer in HKMAAL Accredited Family Mediation courses from 2017 to 2026 and has rich experience in supervising Family Mediation trainees in live cases. She is also a passionate Family and Marriage Counsellor.

Clara is an Honorary Lecturer at The University of Hong Kong teaching mediation and negotiation. She has always been invited to share how to apply her cross-professional skills in resolving disputes in different settings. She delivered seminars, workshops and training on family mediation and related issues to various Government Departments, non-Government organizations, mediation organizations, churches, schools...etc with a mission to promote relational harmony. She is one of the authors of Family Mediation books: “紛爭後·和解前” (2020) and “天涯海角親子情” (2025).

Clara has been invited to assist both Court-based (e.g. Case Settlement Conference) and Court-annexed mediation (e.g. FCAMS, MFDR & MCDR) in different roles.

Note to Participants

- 1) Completion of both Basic and Advanced Courses will lead to part of Stage 1, and Stage 3 of HKMAAL Family Mediator Accreditation but will not exempt the prerequisites and/or other requirement prescribed by HKMAAL to become a Family Mediator.
- 2) Please visit the website of Hong Kong Mediation Accreditation Association Ltd. at http://www.hkmaal.org.hk/en/HowToBecomeAMediator_F.php for the details and the prerequisites of accreditation of Family Mediator.

Medium of Instruction

Notes are in English and Chinese. Course is conducted in Cantonese.

Conditions of Enrolment

- 1) Application will be accepted only upon receipt of Enrolment Form and payment. Please send your completed Enrolment Form together with a cheque made payable to “The Presence Limited” for enrolment of this course to the following address: Ms. Clara Yip c/o 13/F, Tower 2, Admiralty Centre, 18 Harcourt Road, Admiralty, Hong Kong.
- 2) Confirmation of application will be issued via e-mail.
- 3) Receipt of course fee will be issued on the last day of the course.
- 4) Payment will not be refunded unless the course is cancelled.
- 5) A Certificate of Attendance will be given to participant who has attended 100% of the course.
- 6) Programme will be postponed if typhoon No. 8 or above, or black rainstorms hoisted within 2 hours before the start of programme.

Disclaimer of The Law Society of Hong Kong: The above course does not lead to admission as mediators on The Law Society of Hong Kong's Panels of Mediators. 香港律師會免責聲明：以上課程不會令參加者作為香港律師會調解員名冊上的認可調解員。

About the Assistant Trainers



IU Ting Kwok 姚定國

Accredited Mediator (General & Family) HKMAAL
Family Mediation Supervisor HKMAAL
Practising Solicitor of Kwok, Ng & Chan, Solicitors & Notaries

TK is one of the family mediators frequently appointed to attend Mediator-Assisted FDR and Mediator-Assisted CDR hearings at the Family Court. He is also the first family mediator appointed to attend Mediator-Assisted FDR hearing at the High court.

TK is the first mediator appointed to attend the Mediator-Assisted CSC of the District Court.

TK is an adjunct professor of the (1) Department of Law, HKU; (2) School of Law of City University of Hong Kong; and (3) Hang Seng University of Hong Kong. He is also the first Hong Kong-based Visiting Professor of the University of Law, UK.

TK is listed by Doyle's Guide 2021 to 2026 as a leading family law mediator in Hong Kong. Lexology (formerly WWL) (2015 to 2026) named TK as a world leading practitioner in the field of mediation.

TK is a co-author of (1) Hong Kong Mediation Manual (3rd Edition); (2) The Annotated Ordinances of Hong Kong: Mediation Ordinance (Cap.620) (2022 Reissue); and (3) Mandatory Reporting of Child Abuse Ordinance (Cap.650) Commentary and Annotations 2026.



LAU Kit Gee, Georgina 劉傑姿

Accredited Mediator (General & Family) HKMAAL
Family Mediation Supervisor HKMAAL
Practising Solicitor of So, Lung & Associates, Solicitors

Georgina was admitted as a solicitor in 2013. Her practice focuses on family mediation, and matrimonial/family law. She was accredited by HKMAAL as Family Mediator in 2020 and as Family Mediation Supervisor in 2022. She has been appointed to attend Mediator-Assisted FDR hearings at the Family Court from time to time and assisted in Family Court-annexed Mediation Scheme.

Georgina received counselling training in 2016-2018, and marriage and family therapy training in 2021-2022. She also completed child-inclusive mediation and parenting coordination training programs in 2023 and 2024.

Georgina has been assistant trainer of HKMAAL Accredited Family Mediation Courses in 2026. She also delivered seminars, workshops and trainings on family mediation and conflict resolution issues at the University of Hong Kong, the China Graduate School of Theology, the Evangel Seminary and other organizations. She is one of the authors of a Family Mediation book “紛爭後·和解前” (2020).