**Update: 22 August 2020**

I am sorry to say that I have not yet received the Singapore assessments back from the markers yet. I have threatened and cajoled, but to no avail. The Singapore assessments are the only ones to still be returned, all the others were returned to me in time.

As you will all know by now, I pride myself on meeting the time frames on the course, but unfortunately there is nothing much I can do in this case. I am hoping that these will be returned to me overnight, but there is no guarantee. Please accept my apologies for this.

I will either return all the marks tomorrow, or I will post a further update.

Many thanks for your patience and understanding.

Best wishes,
David Burdette
Course Leader

**Update: 21 August 2020**

This is just a quick update as the sun goes down - in the UK in any event - on Friday 21 August 2020. While I have chased and harassed the markers, they technically have until midnight BST to return their assessments. Many of you have already received all your assessments back but I am aware that some of you are still waiting for your results.

There is not much more I can do to chase the markers as they themselves are practitioners who have other obligations. In some cases I do not have all the scripts back, but I have returned those I have.

Currently I am waiting for:
Module 4C - Canada
Module 5B - BVI. I am waiting for 6 scripts to be returned
Module 6E - The Netherlands
Module 8A - Australia. I am waiting for some scripts to be returned
Module 8D - India
Module 8E - Singapore

On Saturday morning I will see who has returned their scripts and who not and post an update to let you know. Please be patient in the meantime. Over the weekend you will receive communications from me by e-mail regarding your results. Obviously where I have not received the marked scripts back yet, there is not much I can do but I will keep you all posted.

Thanks for your patience!

Best wishes,
David Burdette
Course Leader

**Update: 20 August 2020**

I trust this post finds you all well and in good health!

As a result of the many e-mail inquiries I have received, please note that migration to year 2 (for those to whom this applies) is not time bound by the closing date for applications on the course. As soon as all the marks have been processed (this weekend), you will be contacted and registered during the course of next week.

Also, please hold back on inquiries about marks until Monday 24 August. I am still waiting for the marks for some modules to be returned and the due date for marks to be returned is tomorrow, 21 July 2020. As soon as marks are returned, I will process and return your scripts.

Over the weekend most of you will receive auto-generated e-mails containing a course summary. In appropriate cases, this will be followed by an e-mail from me explaining the next steps (ie re-sit exam, migration to year 2). For successful candidates, please see the post below as to when you can expect your certificates to be mailed to you.

Best wishes,

David Burdette
Course Leader

**Update: 1 July 2020**

I trust this post finds you all well and in good health!

How the world has changed in just a few months, leaving almost no one unaffected by the Covid-19 pandemic. As with most businesses around the world, INSOL International has also been adversely affected by the pandemic with the cancellation of our Cape Town conference which was supposed to take place in mid-March 2020. It has been a busy time for us at INSOL as we took steps to provide our members with online content in the form of webinars and publications dealing with the Covid-19 crisis.

Firstly, allow me to apologise for having been so silent on these pages since the end of March. Running this course is not my only responsibility at INSOL International and, as you can imagine, it has been a very busy three months for us. Secondly, I would also like to apologise for the fact that we have been unable to bring some of the modules online in time. While I have been silent on these pages, I have been in touch with many of you on a more personal level, managing your queries and doing my best to get all the modules online. I would like to thank each and every one of you who have been affected by this but who have nonetheless been very gracious in your approach to swapping modules on the course.

With only a month left before the submission of the final assessments, I would like to bring some important issues to your attention so that the last two months of the course can run as smoothly as possible. **Please ensure that you read all the information below** in order to avoid having to write to me about issues that have already been covered in this post.

**Certificates for individual modules passed**

In my update posted on 23 March 2020 (scroll down) I pointed out that the functionality for printing off individual certificates for modules that have already been passed, was not active and that there were no plans to make this active for the current group of students. However, following a number of requests for this, I decided to look into the viability of adding this functionality.

I am pleased to say that as of yesterday, 30 June 2020, **this functionality is now active and you may download the certificates for the individual modules you have passed**. In order to download the certificates, please follow these steps:
i) log into your INSOL International account and click on the FOUNDATION icon (top right of your screen);
ii) once in the course web pages, click on the ASSESSMENTS icon;
iii) in the blue boxes on the left-hand side the names and status of each of your modules appear. Where the status of the module reads “Passed”, below this the following words will appear “Certificate: Download”;
iv) Click on the word “Download” and the certificate will download to your computer in PDF format. The certificate will show your name, the module passed and your student number in the bottom right-hand corner. I hope that you will find this functionality useful.

Please note that these certificates **cannot be downloaded from the COURSE CONTENT page**, despite the link there appearing to be active. The certificates can only be downloaded from the ASSESSMENTS page.

**Uploading of the final elective module assessments**

Many of you have already submitted all or some of your elective module assessments which are due by 31 July 2020. However, it seems the gap of a few months since the last uploads has meant that some of you have forgotten to follow the instructions for uploading assessments. If when uploading your assessment you fail to complete the “Document Name” box, there will be no document for me to download, even though you will have received an e-mail confirming that your assessment has been received. I have had to write to a number of students where this problem occurred. Please read the instructions in the Course Handbook dealing with the upload of assessments and please ensure you follow the instructions regarding the filename that must be entered. While I have been in  a position to assist those who have made this error up to now, please note that once the assessment portal has closed (at 11 pm BST on 31 July 2020) I will be unable to assist you as uploads will no longer be permitted once the portal has closed.

**Release of marks and returning marked assessments for elective modules**

As you aware, lecturers have three weeks within which to mark the assessments and return them to me. I then need to input the marks and return the marked assessments. With 25 elective modules and 110 students on the course, this translates into a large volume of assessments that need to be processed. While I will endeavour to return all marks and assessments as quickly as possible, please understand that this will be a busy time for me. Not only do I need to input the marks, I also need to process the final marks for the course as a whole and this will take some time to complete.

My undertaking to you is that I aim to have all marks and final results processed by 31 August 2020, the official date upon which the course comes to an end. **Please do not enquire about your marks before 31 August 2020**.

**Re-sit assessments**

In line with my post dated 24 March 2020 (please scroll down), candidates **who need only ONE module** in order to complete the course (be this due to a failed assessment or due to the non-submission of an assessment) will be allowed a re-sit assessment for that particular module. However, only once all the marks have been processed will I be in a position to identify for which modules re-sit assessments are needed. I then need to have re-sit assessments drafted and only once this has been completed can the re-sit assessments be scheduled. I anticipate that re-sit assessments will be undertaken towards the end of September / beginning of October. Please note that those affected will be contacted with instructions directly by e-mail. A reasonable time will be given for the completion and submission of the assessment, but considering that this will be a second attempt at passing the relevant module, this period will not be long. I am consulting the Course Committee on the period that will be allowed for the completion of the re-sit assessment, but at this point I am looking at a minimum of a week and a maximum of two weeks in which to complete the assessment.

**Re-enrolment onto year 2**

As already indicated in my post dated 24 March 2020, candidates who need to be transitioned to year 2 will be contacted by e-mail in order for this to be done. Some will be contacted earlier than others, depending on your personal circumstances. For example, i) if you have elected to do the course over two years you will be transitioned to the 2020/21 course before the end of August; ii) if you have failed the assessments (or failed to submit assessments) for two or more modules, you do not qualify for a re-sit examination and will be transitioned to the 2020/21 course by late August / early September; iii) if you have been awarded a re-sit examination, whether and when you will be transitioned to the 2020/21 course will depend on your results for the re-sit assessment, so if re-enrolment is required it will only occur after your results for the re-sit assessment are available.

**Successful completion of course: award of certificate**

For those candidates who successfully complete the eight modules required for the certificate by the end of August, you will receive an automatically generated e-mail summarising your results for the course as a whole and your certificate will be posted to you by the end of September 2020. The certificate has been professionally designed and will also be professionally printed before being mailed to you. Please ensure that your personal details (in “My Account” on the INSOL website) are up to date so that we accurately indicate your name on the certificate and mail it to the correct address.

For those writing re-sit assessments at the end of September / early October, certificates will be sent to successful candidates once all the results are available. Candidates who fall into this category can expect to receive their certificates by the end of November 2020.

**Concluding remarks**

Hopefully I have covered off the main aspects of what you can expect over the next two months before this year’s course comes to a conclusion. If you have any questions that have not been answered by this post, please let me know.

I would like to thank you all for being part of this inaugural group on the Foundation Certificate. While there were some hiccups along the way, especially on the technical front, I am very pleased with how the course has run in its first year. Many lessons were of course learnt along the way and will be addressed by making some changes to the manner in which the course is run in future.

I certainly hope that you have all found the course an enriching and rewarding experience. For those of you who complete the course at the end of August, please remember that you qualify to enrol on the course for individual modules (for non-certificate purposes) next year and beyond. Please let me know if you are interested in doing so.

All that remains is for me to wish you good luck as you enter the final month of the course.

Stay safe and stay well!

**David Burdette
Course Leader**

Update: 25 March 2020

Assessment for Module 8E (Singapore)

I have this morning uploaded the assessment for Singapore (Module 8E). More to follow soon.

David Burdette
Course Leader

Update: 24 March 2020

Assessment for Module 4C (Canada)

Yesterday afternoon I uploaded the assessment for Canada (Module 4C). The assessment for Singapore (Module 8E) is close to completion and I hope to upload it later this week.

Candidates registered to complete the course over two years - enrolling for the second year

When registering for the course, a number of you elected to do the course over two years. Some of you have since contacted me to ask if you could now change to doing this over one year instead. Unfortunately, this is no longer possible.

One thing I do wish to bring to your attention, however, is that we are moving the course to a redesigned platform to deal with the teething problems we have experienced with the system this year. Because of this, we will be migrating students who have elected to do the course over two years to the new system manually. My request to you is to not try and register for next year using the online registration system. I will contact each of you individually in late July / early August to arrange your registration for the next course. This may or may not involve filling in a form online, but I will provide full instructions when the time comes. For now please just focus on getting the assessments for the elective modules done.

Missed assessments and failed assessments: what now?

A number of candidates who have either missed or failed assessments have been contacting me about what they should do now, or what their position is going forward. As you all know by now, we are not a university or college and this course is not meant or intended to be run as such. It is mainly a course of self study. The course handbook is quite clear that if someone fails or misses an assessment, re-enrolment the following year is required in order to complete the missed or failed assessment. This is why we allow the course to be completed over the course of two consecutive years. Please take note of the information below relating to this.

*If at the end of the year cycle (i.e., at the end of the course in August 2020) you only require ONE MODULE to complete the course* and obtain the certificate, I have a discretion to allow you to sit for a special examination (assessment) for that module in order to try and complete the course with your current cohort. Please note that there is a fee of £150 (members) / £200 (non-members) payable for this. All candidates who qualify for a special examination at the end of the year cycle will be contacted individually. The submission date for these *ad hoc* assessments will be announced at that time, but candidates will be given sufficient time within which to submit the assessment. Special examination assessments will not be provided prior to an announcement being made about the submission date, so please do not ask.

*If at the end of the year cycle you need TWO OR MORE MODULES in order to obtain the certificate*, you will need to enrol for the next course starting on 1 September 2020. As indicated above, this will be done manually and you will be informed as to what you need to do in order to complete your enrolment for the next course. Please note: if you need to re-enrol for the next course you will retain credit for all the modules you passed in Year 1, as long as your registration is for two consecutive years. In Year 2 you will only be required to submit assessments for the modules you either failed or did not submit during Year 1. At the time of re-enrolment you may change your module selection for Year 2; however, please note that you HAVE TO complete three compulsory modules, meaning that you have to pass Module 1, either Module 2A or 2B and either Module 3A or 3B. You cannot elect to do an elective module in the place of one of the compulsory modules. Other than that, you may take different modules (if you so wish) in Year 2 of your enrolment. Your module choices will be captured at the time we enrol you on the next course. For re-enrolment you will be required to pay the course fee, which is £150 (members) / £200 (non-member *per year* for candidates from *designated countries* and £150 (members) / £200 (non-members) *per module* for persons from *non-designated countries*. For candidates from non-designated countries, the fee is £150 / £200 per module you are registered for in Year 2. So if you are a member and still have to complete three modules, you will have to pay £450 (£600 if you are a non-member) when you register. Candidates from designated countries pay a flat fee of £150 (or £200 for non-members) for the year (however, this only relates to the required eight modules needed for the course - any modules taken over and above the required eight for the Foundation Certificate will be charged at the full rate of £150 / £200 per module).

I hope this is clear, but please do let me know if it is not.

David Burdette
Course Leader

Update: 23 March 2020

Certificate of completion for Modules on the Foundation Certificate

Since I have now been contacted by more than one student about this, I would like to point out that the link to downloading a certificate for each module that has been passed (see your modules in Course Content or Assessment mode) is not active and will not be active for the duration of this course. Nowhere in the Course Handbook or the Course Brochure does it state that we will issue certificates for each module. When the system was designed, the functionality to issue certificates per module was included as an option should candidates register for non-certificate purposes in order to attract CLE / CPD points. However, this is not currently an option and so that part of the system is not yet in use.

To reiterate, one certificate will be issued at the end of the year cycle if you have passed the eight modules needed for the Foundation Certificate.

Results for Module 3A

I am in the process of entering the marks on the system and these assessments will be returned during the course of today.

David Burdette
Course Leader

Update: 18 March 2020

Upload of assessment for Module 5B

Please note that the summative assessment for the British Virgin Islands has now been uploaded.

Filenames when uploading assessments

One of the most disconcerting aspects of this course for me personally has been the fact that candidates do not read the instructions provided in assessments, on the course web pages and in the Course Handbook. Candidates have been specifically requested to save the assessment file using a specificied method. This is not only to guarantee your anonymity during the marking process, but also to assist me when returning your scripts. Instead of using the student number and module assessment number, some candidates are just using randon filenames when naming the document they upload. With four different module assessments having been due on 1 March, I use the filename to ensure I am returning the right script for the right module for the right candidate. Some candidates even state the number of the module assessment incorrectly, which wastes my time while I look for the correct module assessment to return.

It is quite simple: please just read the instructions and comply with them. These are not onerous requests and make my life a lot simpler when having to return scripts.

Return of marked assessments

Yesterday (17 March) I returned the assessments for Modules 2A and 3B. Not all these assessments have been returned, so if you did not receive your assessment back yesterday it is because I have not yet received it back from the marker.

Today I will be returning the scripts for Module 2B, which have now been received back from the lecturer concerned. However, due to the fact that the lecturer has highlighted copying and pasting from the guidance text, I will have to spend a number of hours looking at these before being able to upload the marks.

Assessment 3A will be returned once the lecturer has marked all the scripts. We endeavour to return all scripts within three weeks of the closing date for the assessments. That date being 22 March, there are still a few days to go before these are due so please do not contact me before Monday about your script.

A final request is for you to please check your scripts to ensure I have correctly recorded your marks on the system. With such a large number of scripts being returned, it is quite possible that I have made errors along the way. If that is the case, please bring it to my attention and I will correct any mistakes I have made.

Concluding remarks

Well done to those of you who have obtained good marks for your assessments and commiserations to those of you who have perhaps fallen short in one or more of the modules. Please be reminded that there are no resits for those who have not submitted their assessments or who have perhaps failed one or more of the assessments.

As a further reminder, please note that I have the discretion to allow you one resit examination once all the marks are in at the end of the year cycle for this course and you only need one module to obtain the certificate (please note that there is a fee payable should you wish to exercise that option). However, if you need more than one module to obtain the certificate, you will need to re-enrol on the course next year in order to complete the outstanding modules. I have added this note as I am increasingly receiving requests from candidates to have a resit assessment. If you have read the Course Handbook (and the Course Brochure) you will know that we do not follow a system of resits or special examinations on this course. Please read these documents in order to familiarise yourself with the rules.

As I am now processing marks and returning assessments, please expect a lull in communications until Monday 23 March when I will resume uploading missing guidance texts and assessments.

Thank you all for your patience and understanding as we deal with the teething problems being experienced in getting everything uploaded.

Wherever you are in the world, please stay safe in these uncertain times.

David Burdette
Course Leader

Update: 17 March 2020

Upload of assessment for Module 6E

Please note that the summative ssessment for the Netherlands has now been uploaded.

Submission portal for Assessments 2A, 2B, 3A and 3B

Please note that I have reopened the submission portal for Modules 2A, 2B, 3A and 3B. This is for the submission of the assessments for these modules where candidates have selected these modules as elective modules. Please note that those candidates who did not submit their compulsory module assessments for these modules by 1 March 2020 are unable to submit these assessments as elective module assessments by 31 July 2020.

David Burdette
Course Leader

Update: 16 March 2020

First of all, I must apologise to everyone for the silence from my side. The first part of this year was taken up by feverish preparations for our annual conference in Cape Town, only to have to cancel it two weeks ago due to the ongoing Coronavirus pandemic. The past few weeks have therefore been hectic, not only due to the cancellation of the conference but also due to the fact that applications opened on 1 March 2020 for the next cohort of students on this course. 1 March was also the deadline for the assessments for Modiules 2A, 2B, 3A and 3B. There were close to 200 assessments submitted and these had to be downloaded and sent to the markers. With only three weeks in which to get these marked and returned, the past few weeks have been taken up with this laborious task. I am now busy uploading the marks and will start returning marked assessments in the coming days.

Outstanding Assessments and Guidance Texts on the System

I am fully aware of the fact that not all the remaining assessments and Guidance Texts have been uploaded for you. I do apologise for this but assure you that I am working around the clock to get these finalised and uploaded onto the system. Being the first time the course has been run, there have been quite a few teething problems not only with the system we are using, but also in getting the 36 authors responsible for the texts and assessments to deliver on time. Many of the assessments are close to completion and will be uploaded in the coming days. I realise that you all want to plan and I apologise for any inconvenience the lack of some materials may be causing you. As I said, I am doing everything I can to ensure these are uploaded as soon as possible.

I have uploaded quite a few of the elective module assessments already, such as Brazil, Guernsey, Jersey, Germany, Italy, Kenya, South Africa Australia and India. Many others are close to completion and will be uploaded in the coming weeks. There are some guidance texts that are not at the standard they should be and are in the process of being corrected. These guidance texts will be uploaded as soon as possible.

My request to you while you wait is to start doing those assessments that are already available and to leave the others until later when they are available.

Assessments 2A, 2B, 3A and 3B

While I have not received all the scripts back from the markers yet, I have received most of them back. It is clear that many of you have struggled with the two Modules dealing with the UNCITRAL Model Law on Cross-Border Insolvency and the European Insolvency Regulation. There were quite a few failures on Module 2A, but this is understandable as the subject matter is not as straightforward as some people might think. The results for Module 3B (Insolvency System of the UK) look much better with no failures and some candidates even obtaining full marks for their assessments. Your assessments will be returned to you over the next few days.

Plagiarism

One aspect that came out of the compulsory assessments, and which is extremely worrying to me, is the fact that a high percentage of you copied and pasted text from the Guidance Text into your assessment answers. It is important that you understand that this amounts to plagiarism and that you could be charged with dishonesty. We have decided not to penalise canidates this time around, but please take note that we will not tolerate this in future. Please read what the Course Handbook says about plagiarism and be aware that this will not be allowed going forward. You MUST write your answers in your own words, even when working from the Guidance Text. In an effort to stamp this out I will be protecting the Guidance Texts by setting the documents up with security settings that disallow copying of the text (you will still be able to print the documents).

Closing remarks

Finally, whie I understand that you all want to get on with your elective assessments please bear in mind that I am the only person  covering off every single aspect of this course. Every e-mail, every assessment, every guidance text. Everything. I understad that as paying students you expect to receive what you have paid for. I am committed to getting all the outstanding guidance texts and assessments up in the next few weeks and will not rest until this has been done. Unfortunately I am also reliant on third parties to provide the materials and, since many are practitioners, it can sometimes be difficult to obtain from them everything I need. Many thanks for your patience in the meantime and please feel free to write to me at David.Burdette@insol.org if you wish to discuss your particular circumstances with me. Those of who who have done so already will, I am sure, bear testimony to the fact that I take your concerns seriously.

Despite the challenges, I hope to have everything done and dusted by the end of March, or as close to the end of March as possible.

Best wishes to you all and you can expect to receive more regular updates from me from now on until the end of the course.

David Burdette
Course Leader

URGENT NOTICE: 29 FEBRUARY 2020

It has come to my attention that some candidates have been unable to upload assessments to the Foundation Certificate web pages. Upon investigation an issue was dicovered which has since been resolved. If anyone still encounters any issues uploading their assessments, please please e-mail your assessments to me at David.Burdette@insol.org.

Those of who who received e-mail notifications when you submitted your assessments, please be advised that I have received those assessments. This notice only applies to those candidates who are unable to upload their assessments at all due to the system being unresponsive.

Please accept my apologies for this breakdown in the system. Hopefully this has now been resolved.

David Burdette
Course Leader

Update: 6 January 2020

Happy New Year

In my first post for 2020 I would like to wish you all a Happy New Year - I hope 2020 will be a great and successful year for all of you! I trust you all had a fabulous holiday break over December and that you are raring to go for the remainder of the course.

Summative (formal) assessment for Module 1

From the results for Module 1's formal assessment it is clear that many of you benefited from submitting the formative assessment in October 2019. Generally the marks were high for this assessment, which is a great result. I hope that the lessons learned from the formative and first summative assessment will stand you in good stead for the remaining assessments.

Summative assessments for compulsory modules 2 and 3

By now you should be busy preparing your assessments for Modules 2 and 3. Please remember that you only need to submit your compulsory module choices for modules 2 and 3 by 1 March. If you selected any of modules 2 and 3 as elective modules, you have a choice as to whether you wish to submit your assessments by 1 March or 31 July 2020. However, you HAVE TO submit the assessments for your compulsory module choices by 1 March 2020.

Remaining guidance texts and assessments for elective modules

I am feverishly preparing the remaining guidance texts and assessments for modules 4 to 8 and these will be uploaded as I complete them. For now you are requested to focus on Modules 2 and 3.

Contact with INSOL International

I still regularly receive e-mails from candidates who do not quote their student number. It makes my life a lot easier if I have your student number, so please bear this in mind going forward.

David Burdette
6 January 2020

Update: 6 November 2019

Return of assessments for Module 1

As promised in my update yesterday, this is a further update on the return of your assessments. All the assessments that were received (a total of 69 candidates submitted) have now been marked and returned. Unfortunately out techies have not yet sorted out the technical problem, but all this means is that you have not received an e-mail informing you that your assessment has been returned, the mark awarded and whether the mark represents a pass or a fail. Although you will not have received the automatically generated e-mail, your assessments have been returned and can be found on your course dashboard under "Assessments".

In order to see your returned assessment, log on to the course web pages and go to the Assessments tab. You will find your returned assessment there with the file name and behind it "(results)". Clearer instructions on where to find your marked assessment can be found in the Course Handbook.

If you have received a mark of 50% or above, that represents a pass. Anything below 50% represents a fail. Please bear in mind that this was a practice assessment and does not count towards your final mark for Module 1.

Hopefully you all consult this Course Administration page on a regular basis, although from some of the e-mails I have been receiving this appears not to be the case.

Please look at the feedback provided by the lecturer in conjunction with the model answer that was provided on 16 October 2019 (please scroll down until you find the relevant news item).

With a little more than a week to go before your summative (formal) assessment for Module 1 is due, please remember that the portal closes at 23:00 (11 pm) GMT on 15 November 2019. As with the previous assessment - in fact all assessments - no extensions will be granted in any circumstances.

Good luck!

David Burdette
6 November 2019

Update: 5 November 2019

Return of formative assessments for Module 1

This is just a brief note to let you all know that your marked assessments have been returned to me. I started returning these to candidates but after returning only two realised that the e-mail notification system is not working as it should. Our tech people are busy sorting out the problem and I hope it will be sorted sometime today (5 November 2019). You will know when your assessment has been returned as the system will send you an automated e-mail informing you of this.

If we are unable to sort out the technical glitch by the end of today, I will place a further notice here informing you all of the alternative arrangement.

Apologies for the delay, but the three-week period for returning scripts is today and I am confident that I will be able to meet that deadline. If not, you will receive your assessments back by the latest tomorrow morning (UK time).

David Burdette
5 November 2019

Update: 25 October 2019

Summative (formal) assessment for Module 1

I trust you are all progressing well with your preparations for submitting the first formal assessment on the course for Module 1. This assessment is due on 15 November 2019 and once again the portal will close at 11 pm (23:00) GMT. Please ensure you leave plenty of time for the upload in case you encounter unforseen circumstances. Please be reminded that no extensions will be granted, no matter the circumstances.

Summative (formal) assessments for Modules 2A, 2B, 3A and 3B

I have now uploaded the summative (formal) assessments for Modules 2A, 2B, 3A and 3B. Please take note of the instructions for submission if you have taken any one of these modules as electives. Scroll down for the update that was provided in this regard. The course assessment web pages also contain this important information.

David Burdette
25 October 2019

Feedback on submission of Formative Assessment (Module 1)
The deadline for the submission of the formative assessment (Module 1) was 11 pm (23:00) BST on 15 October 2019 (yesterday). Generally the submission of the assessments went smoothly and about 95% of those who submitted their assessments did so in the correct way - by this I mean that most people actually read and followed the instructions.

Some candidates experienced problems (about five candidates in total) with the upload in that either they received an e-mail to say their upload was successful, but wasn't, or no e-mail was received at all. Where the upload was not successful but an e-mail had been generated, these candidates were contacted and asked to resubmit. In all cases the resubmission did not pose any problems. With one exception, those who did not receive an e-mail contacted me immediately and they were asked to resubmit. The resubmission worked in all cases where this was done before the submission portal closed.

Going forward, candidates are requested to resubmit their assessments where an e-mail confirming receipt is not received within an hour of submitting. Where e-mails are generated, I receive the same e-mail and I will let you know if your assessment has not been successfully uploaded (with a request to resubmit). I must emphasise that only about five candidates experienced problems with the upload. Our technical staff are working to ensure that the process works as smoothly as possible, but technical glitches are bound to happen from time to time.

As a general principle, please do not wait until the last minute before uploading your assessments. As some candidates found out last night and today, no extensions will be granted and you would do well to upload your assessments well before time so that if there are any technical glitches, these can be addressed before the submission portal closes.

69 out of a total of 119 candidates submitted the formative assessment. I am pleased with this number, especially considering that submission of the formative assessment is not compulsory. Those of you who have submitted will benefit greatly from having done so.

The assessments have now been sent to one of the lecturers for this module (Professor Ros Mason, Australia) and the marked assessments will be returned to you within the next three weeks. I will return the assessments to candidates as they are received back from the marker, although the return date I have given the marker is 31 October 2019. It may be that the assessments are returned to me on a piecemeal basis and, if so, will be returned to you immediately.

You will receive an automatically generated e-mail once I return your script. The e-mail will inform you that your assessment has been returned and will also indicate the mark awarded for the assessment. The script will be returned to you in PDF format. The reason for this is that the marker will provide feedback by way of the "comment" function in MS Word, or by adding comments to your assessment in a different colour font. Once returned, the assessment will be saved to PDF and returned to you.

As promised, I am including in this message the proposed model answers to the Formative Assessment for Module 1. This can be [accessed here](https://www.insol.org/library/opendownload/1298). Please note that the model answer will only be provided for the formative assessment and not for the formal assessments. Since the purpose of the formative assessment is to provide you with some guidance as to how the questions should be answered, we thought it prudent to also provide you with the answers. Those of you who did not submit the formative assessment would do well to look at the proposed answers so that you know what to expect in the summative (or formal) assessment that is due by 15 November 2019.

You now have more or less one month to prepare for the submission of the formal assessment for Module 1. The portal for the submission of this assessment will be opened on Friday 18 October 2019, when you will once again be able to submit your assessments. Now the serious business on this course starts and you can expect the assessments that follow to be a little more difficult than the practice assessment most of you have just submitted.

Good luck!

David Burdette
Course Leader
16 October 2019

INSOL Cape Town, March 2020

If any candidates on the course are planning to attend the INSOL International annual conference in Cape Town in March 2020, could I please ask you to let me know by e-mail (david.burdette@insol.org)?

Many thanks!

David Burdette
Course Leader
25 September 2019

Update: 20 September 2019
Please note that the Guidance Text for India has been uploaded to the course web pages for India. This is only relevant to those of you who have selected India as one of your elective modules.

Important information relating to compulsory modules taken as electives: posted on 18 September 2019
Please take note of the following important announcement:

In the Course Handbook it is stated that the assessments for Modules 2A, 2B, 3A and 3B all have to be submitted by 1 March 2020, whether such modules have been taken as compulsory or elective modules. It has been brought to my attention that the Course Brochure clearly states that the assessments for all elective modules only need to be submitted by 31 July 2020. The Course Handbook contains conflicting information, stating that the assessments for Modules 2A, 2B, 3A and 3B all have to be submitted by 1 March 2020, irrespective of whether they were taken as compulsory or elective modules.

Since many candidates on the course have planned their studies around the information contained in the Course Brochure, please note that candidates now have a choice as to when to submit their assessments for compulsory modules that have been taken as electives. Please note that this only relates to the compulsory modules that have been taken as electives. The date for the submission of assessments for those modules you have selected as compulsory modules, remain unchanged.

The web pages dealing with assessments for these modules have now been updated to reflect this. In order to remove any doubt regarding the modules each candidate has registered for, a personalised e-mail will be sent to each candidate setting out their module choices. Information regarding the submission of assessments for these modules is also contained in the e-mail. If you are uncertain about the information contained in the e-mail, please let me know by e-mailing me at david.burdette@insol.org.

I apologise for any confusion that this may cause, but I trust that all candidates will understand why this change has been necessary.

David Burdette
18 September 2019

Update: 18 September 2019
Please note that the Guidance Text for Kenya has been uploaded to the course web pages for Kenya. This is only relevant to those of you who have selected Kenya as one of your elective modules.

Please remember that in order to obtain the maximum benefit from the guidance texts, you should download the PDFs to your computer. You will find that the guidance texts have a bookmarked table of contents which will assist in navigating your way around the text.

Update: 11 September 2019
Please note that the Guidance Text for Hong Kong has been uploaded to the course web pages for Hong Kong. This is of course only relevant to candidates who have selected Hong Kong as an elective module.

Update: 3 September 2019
Please note that the Guidance Text for Canada has been uploaded to the course web pages for Canada. This is of course only relevant to candidates who have selected Canada as an elective module.

Just an additional note: when corresponding with me about the course, please include your student number in your e-mail. This will help me a lot when looking into whatever issue it is you are raising.

Many thanks and best wishes,

David Burdette
3 September 2019

Update: 2 September 2019
I am pleased to see that many of you have already accessed the course pages! As promised in the welcome message below, I am now also uploading the Course Handbook to these pages - please follow the link below.

[Course Handbook](https://www.insol.org/library/opendownload/1291)

Please download a copy of the handbook and keep it handy as you will need to refer to it for the duration of the course.

Also please note that if you elected to do the course over a period of two years, you only need to complete the modules and submit the assessments for the modules you have selected to do this year. You should in any event only have access to those modules in your dashboard. Since the course has been set up to be completed in one year, you will obviously receive notifications and reminders regarding the course as a whole. If the information does not relate to the modules you are doing this year, you may obviously ignore it.

David Burdette
2 September 2019

A Word of Welcome!
Welcome to the Course Administration pages for the Foundation Certificate in International Insolvency Law. On this page you will find important information relating to the course itself as well as general information as the course progresses. This page will be used for any announcements regarding the course, so please access this page on a regular basis. New announcements will display at the top of the page, with older items appearing lower down. You will soon see a link to the Course Handbook on this page as well.

As a student in the class of 2019/20, you have the distinction of having been enrolled as part of the first cohort of students on this course. Because this is the first time this course is being presented, you may experience some teething problems with the system. While INSOL International has done everything in its power to ensure that the system works according to specification, please be patient with us as we bring this course online and make it operational. If you do happen to experience any problems, you are requested to please contact me by e-mail immediately (david.burdette@insol.org).

Course Handbook

Your very first instruction on the course is to read through the Course Handbook. A link to the Course Handbook was sent to you as part of the welcome e-mail you received in the days leading up to the commencement date of the course. This Course Handbook contains extremely important information relating to the course and the manner in which it is run. Please bear in mind that this course is essentially a course of self-study. We have gone to great lengths to ensure that all the information you require to complete the course is contained in the web pages of the Foundation Certificate and in the guidance texts for each module. If you have any questions relating to the information contained in the Course Handbook, please contact the course leader by e-mail immediately.

Structure of the Course

When you look at the structure of the course, you will notice that the compulsory modules are dealt with first and are then followed by the elective modules. The first priority on the course is to get you all settled in and it is for that reason that Module 1, Introduction to International Insolvency Law, is dealt with first. While the content of this module is not particularly difficult, it does lay the foundation for the rest of the course. It is imperative that you understand the basic principles of international insolvency law before tackling the other compulsory modules and then the elective modules.

Your first priority should be to work through the Module 1 Guidance Text and then to start work on the Formative Assessment for Module 1. The Formative Assessment is a practice assessment that has been set to help guide you through the Module 1 materials and is also designed to give you some idea of what to expect in respect of the Summative Assessments you have to complete for each module on the course. The Summative Assessments are the formal assessments (examination, if you like) that determine whether you pass or fail the module. More information regarding assessments is provided below. The Summative Assessment for Module 1 is due a month after the submission date for the Formative Assessment, so all candidates are encouraged to submit the formative assessment for Module 1 as this is the only practice assessment you will be given the opportunity of completing.

Once you have completed the assessments on Module 1, you can start working on the Guidance Texts for Modules 2A, 2B, 3A and 3B. These are the compulsory modules on the course and also electives for for those candidates who decided to take the alternative choice of module as an elective. For those of you who are doing both Modules 2A and 2B, or both Modules 3A and 3B, please bear in mind that all the assessments for these modules have to be submitted by 1 March 2020, whether they have been selected as a compulsory module or an elective module. The guidance texts for Modules 2A, 2B, 3A and 3B have already been uploaded and can be found under the Course Content tab on the course web pages. The assessments for modules 2 and 3 will be uploaded to the web pages under the assessment tab at the end of September 2019. You will then be free to start working on those assessments as well if you so wish, although you are urged to initially only focus on the two assessments for Module 1.

The assessments for modules 4A to 8E will only be uploaded to the web pages at the end of November 2019, after both assessments for Module 1 have been submitted. The assessments for modules 4A to 8E are only due to be submitted by 31 July 2020.

Course Assessments

Information regarding the due date of assessments can be found in the Course Handbook and for each module under the Assessments tab on the course web pages. There are very strict instructions regarding the submission of assessments and candidates are requested to read and follow these instructions very carefully. More than 100 students have enrolled on the course and in order to ensure that assessments are marked quickly and accurately, you are requested to co-operate by following the instructions provided to you. Candidates who do not follow the instructions will have their assessments returned to them unmarked.

It is important to point out that this course is run on an entirely paperless basis. Assessments will be marked electronically in MS Word, with comments or coloured text being used to provide you with feedback. When assessments are returned to you, this will be done in PDF format with the lecturers' feedback clearly visible. You will be informed by automated e-mail when your assessment is returned to you. The e-mail will also inform you of the mark that was awarded for your assessment. This will be in the form of a percentage. The Course Handbook explains how to upload assessments and also where you will find your returned, marked assessment once it has been uploaded to your personal dashboard.

All the assessments on the course count 50 marks. The breakdown of the mark allocation for each assessment is as follows:
Multiple-choice type questions - 10 marks
Direct questions - 10 marks
Essay-type questions - 15 marks
Fact-based application-type questions - 15 marks.

All assessments are open-book, although you will be asked to confirm that the assessment is your own work at the time it is submitted. Please consult the Course Handbook in this regard.

As soon as the submission date for a particular assessment has passed, the model answers for that assessment will be uploaded to the assessment page for that particular module. You are welcome to download the model answers for each assessment and to compare your answers while waiting for your marked assessment to be returned to you.

Guidance Texts

The guidance texts for each module contain everything you need to know for the purposes of the assessments. You are not required to consult external or additional sources in order to answer the assessment questions, although in some cases you may be required to download texts (such as the UNCITRAL Model Law on Cross-Border Insolvency). This will be made clear in the relevant guidance text.

The guidance texts for Modules 1, 2A, 2B, 3A and 3B have already been uploaded for you. These are in PDF format and are both downloadable and printable. As far as the remaining guidance texts for modules 4A to 8E are concerned, many of these have already been uploaded although they are not needed until such time as the compulsory modules have been completed. You will notice that not all the guidance texts have been uploaded yet. Those that have not yet been uploaded are in the process of being finalised and will be uploaded as and when they are completed. I will place a notice on this page whenever a new guidance text has been uploaded, so please consult this page regularly. For now, though, you have everything you need to start work on Module 1 and the four compulsory modules.

And finally . . .

With the course now officially launched and the web pages open, please do navigate your way around the site and familiarise yourself with the system. It is by no means a complicated system, as we wanted to keep the running of the course as simple as possible, both for you and those who have to administer the course.

Because this is a new system and a whole new exercise for INSOL International, you will constantly see the information contained in these pages changing and being improved as the course progresses. Please do provide your views constructively so that we can develop this site to be as efficient and user-friendly as possible. Near the end of the course you will be requested to provide an evaluation of not only the course content and the way the course is run, but also to find out from you what you think can be done to improve the experience for candidates who will undertake this course in the future.

Good luck to you all as you join me on this new venture!

Best wishes,

Dr David Burdette
Course Leader
1 September 2019