CONFLICT MANAGEMENT INSTITUTE

EMPLOYER SUMMARY

FOR THE PERSON APPROVING THIS REQUEST

TEXAS 40-HOUR BASIC MEDIATION TRAINING

40 hours over five days · live virtual · four 2027 cohorts

The 40-hour basic mediation training that Texas courts expect of court-annexed mediators. Five live days of instruction and supervised practice prepare an employee to mediate disputes and to understand mediation from the inside when representing the organization.

WHY FUND THIS

1. **One course, many credits.** 40 SHRM PDCs, 40 HRCI hours, 36 Texas MCLE hours, and 44 Oklahoma MCLE hours, all from the same five days.
2. **Better outcomes in your own mediations.** Staff who understand how a mediator works prepare better, negotiate better, and settle more of the disputes your organization brings to mediation.
3. **A recognized standard.** The training is accepted by the Texas Mediator Credentialing Association and meets Texas standards for court-annexed mediation.

WHAT YOUR EMPLOYEE GAINS

- **A Certificate of Completion:** that meets Texas standards for court-annexed mediation
- **The CMI Digital Portal:** a searchable training manual, the TMCA bibliography, and quick-reference tools
- **Multiple mediations practiced:** with coaching from the lead trainer
- **A practice plan:** for getting on court lists, networking, and getting paid

RECERTIFICATION CREDITS

40 SHRM · 40 HRCI

Conflict Management Institute is a SHRM Recertification Provider and an HRCI pre-approved provider. This program is approved for 40 SHRM PDCs and 40 HRCI (General) recertification credit hours. Credit details are issued to the participant on completion.

Also 36 Texas MCLE hours (3.25 ethics) and 44 Oklahoma MCLE hours (4.0 ethics).

2027 DATES	FORMAT	INVESTMENT	TEAM RATES
February 1–5, 2027 **April 12–16, 2027** **August 16–20, 2027** **December 6–10, 2027**	**Live virtual** 9:00 AM–6:00 PM ET / 8:00 AM–5:00 PM CT, on Zoom	**$847 per person** Invoice and W-9 on request	**5% to 15% off** 2–4 seats 5%, 5–9 10%, 10+ 15%

Led by Faith Knight. Founder of Knight Mediations, with 20+ years and 1,500+ mediations conducted. Florida Supreme Court Certified Circuit Civil Mediator, Oklahoma Supreme Court Certified Civil and Family Mediator, and Distinguished Credentialed Mediator with the Texas Mediator Credentialing Association. Master's degree in HR and Business.

Register: conflictmanagementinstitute.org/products/texas-40-hour-basic-civil-mediation-training
Invoice or W-9: support@conflictmanagementinstitute.org
Questions: James Hubbs, Client Success Manager · james@conflictmanagementinstitute.org · 918-779-0010

CONFLICT MANAGEMENT INSTITUTE

TRAINING REQUEST

FILL IN, SIGN, AND HAND TO YOUR MANAGER

REQUEST TO ATTEND THE TEXAS 40

TO (APPROVER)

FROM (EMPLOYEE)

JOB TITLE AND DEPARTMENT

DATE

I'm requesting approval to attend the Texas 40-Hour Basic Mediation Training from the Conflict Management Institute, five live virtual days accepted by the Texas Mediator Credentialing Association. It prepares me to mediate disputes and to represent our organization more effectively in mediation, and it earns 40 SHRM PDCs and 40 HRCI recertification hours, plus Texas and Oklahoma MCLE credit.

COHORT I'M REQUESTING (2027)

- ☐ February 1–5
- ☐ April 12–16
- ☐ August 16–20
- ☐ December 6–10

COST AND TIME

$847 tuition
Team rates of 5% to 15% for 2+ seats

5 days
Live on Zoom, 9:00 AM–6:00 PM ET; no travel cost

40 + 40 credits
SHRM PDCs and HRCI hours, plus TX and OK MCLE

HOW I'LL USE THIS IN OUR ORGANIZATION

APPROVAL

☐ Approved ☐ Not approved

APPROVER NAME AND TITLE

BUDGET OR COST CENTER

SIGNATURE

DATE

To pay: register by card at conflictmanagementinstitute.org/products/texas-40-hour-basic-civil-mediation-training, or email support@conflictmanagementinstitute.org for an invoice or W-9. Questions go to **James Hubbs**, Client Success Manager, at james@conflictmanagementinstitute.org or 918-779-0010.