



Peace Operations Training Institute[®]

Study peace and humanitarian relief any place, any time

Operating Framework for the Cooperative Programme of Study offered by the

Peace Operations Training Institute

and

Authorised National Peacekeeping Training Centres, Universities, and Other Programmes

leading to the award of the

Certificate of Training in United Nations Peace Support Operations

July 2015

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1. AUTHORITY

This Operating Framework for the cooperative programme of study leading to the *Certificate-of-Training in United Nations Peace Support Operations* is promulgated by the Peace Operations Training Institute. It shall be the purpose of this Operating Framework to establish the procedures by which the Peace Operations Training Institute and authorised national peacekeeping training centres, universities, and other training institutions shall form a cooperative programme for the purpose of offering standardised training in peacekeeping. This programme shall be administered by the Executive Director of the Peace Operations Training Institute.

2. PURPOSE OF THE COOPERATIVE PROGRAMME OF STUDY

It is the purpose of this cooperative programme of study to offer a training structure that integrates classroom training, distance training, and student research in the form of an original thesis on a topic related to peacekeeping. This cooperative programme of study is designed to be universally available, flexible, and economical. A student who satisfactorily completes all three components of the programme will be awarded the *Certificate-of-Training in United Nations Peace Support Operations*. The holder of this Certificate will have demonstrated a thorough study of peacekeeping but the Certificate will not be offered as a guarantee of employment with the United Nations.

3. BACKGROUND

The training of peacekeepers has always been a national responsibility and a national prerogative. The United Nations Department of Peacekeeping Operations (DPKO) Integrated Training Service (ITS) issues training materials and guidelines for how peacekeeping training should be conducted, but the DPKO Integrated Training Service is not responsible for the actual conduct and delivery of peacekeeping training.

There are hundreds of peacekeeping related courses offered by over 80 different nations through their national training centres. These courses range from a few days to several months. The classroom instructors are usually military personnel of the nation offering the course. Many of the resident programmes include some sort of exam and most award a certificate or other form of recognition for completion, but this will vary between programmes. In most cases the cost of the training is borne by the nation offering the courses and in some cases foreign students are permitted to attend upon payment of an enrolment fee.

In addition to the resident classroom courses offered by peacekeeping training centres, there are also classroom peacekeeping courses offered by other organisations. These include training and educational components within the UN system, courses held at colleges and universities specializing in UN-related studies, and courses conducted by NGOs and private not-for-profit training (and research) facilities.

The Peace Operations Training Institute offers a programme of self-paced distance learning courses on peacekeeping. Students from 165 different nations study the course materials, submit an exam at the end of each course, and if they pass they receive a Certificate-of-Completion for each individual course.

4. INTEGRATION OF THREE TRAINING COMPONENTS: CLASSROOM TRAINING, DISTANCE TRAINING, AND INDIVIDUAL RESEARCH

It is the purpose of this cooperative programme of study to integrate classroom training, distance training, and individual research. Sections 5 through 7 below provide the standards and methods for the administration of each component.

5. CLASSROOM TRAINING

Classroom training shall consist of approved courses conducted by training components within the UN system, courses offered by regional or national peacekeeping training centres, courses held at colleges and universities specializing in UN-related studies, courses conducted by NGOs and private not-for-profit training (and research) facilities, and others as may be appropriate. (see POTI website for a list of approved classroom courses: <http://www.peaceopstraining.org/cotipso/partners/courses/>). If one of these courses is inaccessible to the student, the COTIPSO Coordinator can approve another classroom course. The Coordinator needs to view a course outline and a syllabus to approve the classroom course.

5. a. Certification for Approval of a Classroom Course

An organization offering a classroom course in peacekeeping or peacekeeping-related topics that wishes to affiliate with the Peace Operations Training Institute in the Certificate of Training in Peace Support Operations may contact the COTIPSO Coordinator and seek approval for the course of instruction. (See Appendix 1)

The COTIPSO Coordinator of the Institute shall review the Application for Approval of a Classroom Course based on the following criteria. The classroom course should cover a topic or topics appropriate to peacekeeping or related to peacekeeping. The classroom course should offer an opportunity for students to have face-to-face discussions with classroom teachers and other students, to ask questions, to participate in simulations as appropriate, and to learn under the supervision of an experienced instructor or instructors. There must be one Supervising Instructor identified and his or her qualifications must be sufficient. There are no rigid time minimums but as a general guideline, a full-time course should be one to two weeks in duration; and a semester-long university course should meet for approximately 10 weeks for approximately three hours per week. The course content should not contradict accepted UN doctrine, policy, or practices. The provider of the classroom course should be prepared to make a statement that the student has satisfactorily completed the course requirements and this determination may be made based on performance on a written exam, practical performance, direct observation, or other methods as may be appropriate.

It is recognised that national peacekeeping training centres (and other classroom training providers) offer courses on a wide variety of peacekeeping-related topics and therefore the content and focus of each student's resident experiences may differ. This is viewed as a strength as each student will be free to specialize in a topic offered by an approved training centre, while still completing the standard distance learning courses provided through distance training and the written thesis required of all students.

The *Certificate-of-Training in United Nations Peace Support Operations* awarded to the student (upon completion of all three components of the programme) shall bear the name of the organisation providing the classroom course and the Supervising Instructor (or his organisational senior) shall sign the Certificate accordingly. An example of the *Certificate-of-Training in United Nations Peace Support Operations* is provided as part of Appendix 1.

6. DISTANCE EDUCATION

Participants in the programme may complete any 12 of the self-paced distance learning courses from the Peace Operations Training Institute. POTI promulgates a list of courses available and the categories from which students may choose their 12 courses. These courses each include their own End-of-Course Examination where the minimum passing score is 75% and students are required to pass all the exams prior to completion of the programme and the awarding of the *Certificate-of-Training*. It is intended that students complete one distance learning course per month for 12 months, but students are free to proceed at their own pace as long as all 12 courses are completed within a maximum of 24 months of the initial enrolment. The distance learning courses provide the opportunity for students to extend what they have learned in the classroom courses, study individual topics not conveniently available in lecture format, and make progress in their studies at their own speed and based on their own ability. Students may begin their distance learning courses at any time before or after the classroom course. For an updated list of courses available, see the Course Catalogue provided with this document or view the Peace Operations Training Institute's website at <http://www.peaceopstraining.org/courses>.

7. INDIVIDUAL STUDENT RESEARCH PAPERS: THE THESIS

After the completion of the resident classroom course or a minimum of six of the 12 required distance learning courses, the student may begin working on the original thesis integrating what he or she has learned. The thesis is to be written at the level of graduate college research and should demonstrate both a factual understanding of peacekeeping and an ability to synthesize and discuss peacekeeping and related issues. A list of suitable topics is provided in Appendix 3 but students are encouraged to depart from this list with prior approval as documented in the Petition to Commence the Thesis, provided as Appendix 4.

There are three steps to the completion of the thesis requirement:

7. a. Petition to Commence the Thesis

First, the student must decide on a topic and then review the list of Thesis Advisers on the POTI website. Each Thesis Adviser on the POTI website has their areas of expertise as well as an email address listed. The student should not contact the Adviser until he or she has enrolled and made payment for the COTIPSO fee. Once an agreement between the Thesis Adviser and the student is reached, the student should complete and submit the Petition to Commence the Thesis (see Appendix 4). This will require the agreement and signature of a Thesis Adviser and the COTIPSO Coordinator. Once the Petition to Commence the Thesis has been approved by the COTIPSO Coordinator, the student will commence work on the project and communicate with the Thesis Adviser as required. It is generally expected that the Thesis will be completed within approximately one year or less but the student must complete the Thesis within 18 months of the date of approval of the Petition to Commence the Thesis. Extensions can be granted by asking the COTIPSO Coordinator. It is important to remain in communication with both the Thesis Adviser and the

COTIPSO Coordinator to satisfy the requirements for completion of the *Certificate-of-Training in United Nations Peace Support Operations*. Additionally, the COTIPSO Coordinator is available to help students and Advisers through the process.

7. b. Writing the Thesis and Fulfilling Obligations of Integrity

In the second step, the Thesis Adviser will discuss the topic with the student, supervise the development of the concept, and read the Thesis for quality and merit. The Thesis Adviser and student may meet directly or may communicate by e-mail, phone, or other means as appropriate.

Student Responsibility for Original Research and Academic Integrity

The thesis will be written at a graduate level of writing. This includes a thorough review of the topic and where applicable a thesis statement that supports the paper's main point. Additionally students will document all sources and include a reference section indicating the sources used. The paper will credit other authors where appropriate. Citations and format should follow a standard and acceptable style of documentation. This could be Modern Language Association (MLA), American Psychological Association (APA) or Chicago Manual of Style (CMS). Other acceptable academic methods of documentation are acceptable as long as the thesis adviser agrees with the method.

Although there is not a set length for the paper, in general, most papers exceed 25 pages double-spaced. The paper should cover the subject and expect the audience to be somewhat knowledgeable on the topical area. In most cases definitions and explanation of concepts should be included in the narrative. The key to a good paper is to develop a good thesis and then stick with that thesis throughout the paper.

The thesis must be free of any plagiarism. Plagiarism is "the uncredited use (both intentional and unintentional) of someone else's words or ideas."¹ To prevent plagiarism, POTI's policy is that all information using another author's text, data, pictures, charts or illustrations in the course must be accurately cited.

Proper citation of other published documents is part of research. Those published documents, however, must be properly cited. Both quotations and paraphrased information must be accredited to the proper author who created the information. If information is of common knowledge, than documentation is not required. It is best to err on the side of citing a source rather than not. Thesis advisers, who catch misrepresented documentation, should make the student document appropriately. Once the paper is submitted to the COTIPSO Coordinator, documentation should be complete and appropriate. Thesis advisers are encouraged to check for plagiarism and the COTIPSO Coordinator will check sources. POTI recognizes that there might be errors in documentation. That is part of the learning process. Intentional plagiarism and copyright infringement are unacceptable.

7. c. Approval by the COTIPSO Coordinator

The final step in the completion of the thesis requirement is the approval by the COTIPSO

¹ "Avoiding Plagiarism," *Purdue University Online Writing Lab*, last edited 10/10/14, <https://owl.english.purdue.edu/owl/resource/589/1/>.

Coordinator. When the student has completed writing the thesis, he or she will submit it to the Thesis Adviser for approval. The thesis adviser will submit the thesis to the COTIPSO Coordinator.

The COTIPSO Coordinator may take one of three actions:

- 1) If the Thesis is deemed to be adequate, the COTIPSO Coordinator will approve it, and provide comments to the student through the Thesis Adviser. Both the COTIPSO Coordinator and the Thesis Adviser will sign the cover page to acknowledge approval. The Thesis will then be posted on the POTI website, unless the student requests that the paper not be posted.
- 2) The COTIPSO Coordinator also has the prerogative to return the Thesis to the Thesis Adviser for additional work. If either the Thesis Adviser or the COTIPSO Coordinator returns the thesis to the student for recommended changes, this does not constitute rejection of the thesis or failure of the student. The student may resubmit a revised thesis to the Thesis Adviser for reconsideration and this may occur as many times as practical, within the 18 months following approval of the Petition to Commence the Thesis.
- 3) Any work that contains plagiarism will not be approved. If the student is found in violation of the Integrity Clause described in 7.b., the Thesis Adviser may present the student with a written warning and discuss the violation with the student. They will present the student with the option of revising the work if the violation is deemed unintentional. If the student is found in **flagrant** violation of the Integrity Clause described in Section 7.b. Only the COTIPSO Coordinator and after consultation with the POTI Executive Director has the right to expel the student from the COTIPSO program.

8. a. ROLES OF THESIS ADVISER AND COTIPSO COORDINATOR

The role of the COTIPSO Coordinator is to uphold the standards of the Institute. The Thesis shall be written in a language agreed upon by the student and the Thesis Adviser. If the Thesis were written and approved in a language not known to the COTIPSO Coordinator, he or she could invite the opinion of another qualified individual as appropriate. The Thesis Adviser will be paid by the programme at the rate of US\$500 per student. This shall be payable on the approval of the Thesis by the COTIPSO Coordinator, or at the expiration of the 18-month maximum time period, whichever comes first.

8. b. STUDENT POPULATION AND ADMISSIONS POLICY

The target student population for this programme is geared to both military and civilians interested in peacekeeping and peacebuilding. It is anticipated that this programme will be beneficial to non-commissioned officers, UN Secretariat personnel, civilian police, employees of NGOs, diplomats, and others. This programme has an open admissions policy. Any individual who wishes to receive this training will be admitted, but there will be no effort to publicise the programme to individuals beyond the populations of peacekeepers, civilian police, diplomats, NGO employees, and other relevant organisations and professions.

9. COSTS, FUNDING, AND FINANCIAL CONSIDERATIONS

This three-part programme is designed to be economical and affordable. Students attending approved classroom courses provided by national peacekeeping training centres or other nationally sponsored courses may find that there are additional fees for their resident training. In some cases where there is a fee for classroom training, this is between the student and the classroom training provider.

In regards to cost of the 12 self-paced distance learning courses, a student shall enrol and make payment if applicable for each course, one at a time or in bulk through their virtual classroom. Course prices vary and depend on the student's eligibility programme. All costs associated with the supervision and review of the thesis, and the *Certificate-of-Training in United Nations Peace Support Operations*, shall be funded by a one-time payment of USD \$1,239.00 This may be paid by the student, a sponsoring organisation, or nationally sponsored programme as appropriate. Appendix 6 provides an allocation of costs.

10. TIME REQUIREMENTS AND SCHEDULE

This programme is to be completed by students in approximately 24 months of part-time study, but the actual time needed for each student will vary. Time lines are provided below. Individual extensions of time requirements may be made by the COTIPSO Coordinator of the Peace Operations Training Institute in response to specific student requests.

A student may begin the programme at any time either by participation in an approved classroom course or by enrolling in the POTI self-paced distance learning courses. Students who begin the programme by enrolling in a classroom course have six months to begin the distance learning courses. Students who begin with the distance learning courses have 24 months to complete an approved classroom course. Once the student has completed either the classroom course or six distance learning courses he or she may begin the thesis process by submitting the Petition to Commence the Thesis. The Thesis must be completed within 18 months of the date of the approval of the Petition to Commence the Thesis. Upon completion of all three components of the programme (classroom course, 12 distance-training courses, and Thesis), the student shall submit a Petition For The Certificate (see Appendix 5). Once the Petition For The Certificate is received by the Peace Operations Training Institute and a confirming determination has been made, the *Certificate-of-Training in United Nations Peace Support Operations* will be processed and sent directly to the student.

10. a. Time lines:

Beginning of the Programme:

Students may begin the programme either by attending an approved classroom course or enrolling in the distance learning courses. Students beginning with the distance learning courses have 24 months to complete an approved classroom course.

Completion of the Distance Learning Courses:

The distance learning courses are designed to be completed at the rate of one per month for 12 months. However, students may proceed at their own pace as long as the student continues to make progress in the distance training courses. If no contact is made between the student and POTI for 18 months, then the programme could be terminated.

Submission of the Petition to Commence the Thesis:

Students may submit the Petition to Commence the Thesis after they have completed either the classroom course and/or six distance learning courses.

Submission of the Thesis:

It is estimated that the Thesis will normally take approximately 12 months to complete. However, the thesis must be completed within 18 months of the date of the approval of the Petition to Commence the Thesis.

Previously Taken Courses, Special Circumstances and Requests, and Granting of Variance:

Students who have previously completed some of the requirements of this programme but who fall outside the established time schedules may request a Granting of Variance. Students who need a Granting of Variance from these time requirements for any reason may make a request by letter (or email) to the COTIPSO Coordinator of the Peace Operations Training Institute.

Maximum Allowable Time:

This programme is designed to be completed in approximately 24 months for most students. However, if a student cannot meet the timeline due to professional, medical or family obligations an extension may be granted by the COTIPSO Coordinator.

11. RESPONSIBILITIES

11. a. The student

The student is responsible for obtaining admission to an approved classroom course and satisfactorily completing the classroom course.

The student is responsible for enrolling in 12 distance learning courses from the Peace Operations Training Institute and passing all 12 End-of-Course Exams with a minimum score of 75%. The student is responsible for contacting a POTI approved Thesis Adviser and proposing a suitable thesis topic, submitting the Petition to Commence the Thesis, writing the thesis under the supervision of the Thesis Adviser, submitting the Thesis to the Thesis Adviser (normally in a computer-readable form) for approval, making any revisions as directed by the Thesis Adviser and resubmitting the Thesis, and submitting the Petition For The Certificate once all programme requirements have been met.

11. b. The Supervising Instructor of the Classroom Course

The Supervising Instructor of the Classroom Course is responsible for supervising the teaching of the course but is not expected to teach every class. The Supervising Instructor of the Classroom course is responsible for assessing satisfactory student completion of the course and reporting the student's satisfactory completion to the COTIPSO Coordinator of the Peace Operations Training Institute. The Supervising Instructor shall either sign the *Certificate-of-Training* or shall arrange for signature by a more senior individual.

11. c. The Thesis Adviser

There will be as many Thesis Advisers as may be appointed by the COTIPSO Coordinator. A Thesis Adviser will normally hold a minimum rank of Lieutenant Colonel or Commander, hold a comparable civilian rank, or hold an advanced university degree. The Thesis Adviser is responsible for supervising the student as the student writes the thesis. This will include communicating with the student when the student proposes the concept; either forwarding the student's Petition to Commence the Thesis with a favourable recommendation or returning the petition to the student for revision; communicating with and mentoring the student as needed during the development of the thesis; reading drafts and offering suggestions; reading the submitted thesis for quality and merit and either forwarding it to the COTIPSO Coordinator with a favourable recommendation or returning it to the student for revisions. The Thesis Adviser shall be available to the student by either email, phone, fax, post, or direct meeting until the thesis is approved or expiration of the 24-month maximum time allowed for completion. One Thesis Adviser may supervise multiple students. Thesis Advisers report to the COTISPO Coordinator.

11. d. The COTIPSO Coordinator

There shall be one COTIPSO Coordinator who shall be appointed by the Executive Director of the Peace Operations Training Institute. In the absence of an appointed COTIPSO Coordinator the Executive Director of the Institute shall serve this role. The COTIPSO Coordinator shall recruit, evaluate, appoint, and terminate Thesis Advisers. The COTIPSO Coordinator shall review Petitions to Commence the Thesis and may either approve them or return with modifications. The COTIPSO Coordinator shall review theses that have been favourably recommended by Thesis Advisers and either approve a thesis or return it to the Thesis Adviser for revisions by the student. The COTIPSO Coordinator shall see that approved theses are posted on the web and available for public examination. The COTIPSO Coordinator also reviews various programmes of instruction offered by national peacekeeping training centres, universities or other organizations offering resident classroom instruction. The COTIPSO Coordinator will approve the various courses for affiliation or partnership with the POTI. The COTIPSO Coordinator reports to the Executive Director of the Peace Operations Training Institute.

11. e. Executive Director of the Peace Operations Training Institute

The Executive Director of the Peace Operations Training Institute shall be responsible for the operation of the cooperative programme of study under the terms of this Operating Framework. The Executive Director of the Institute shall supervise the programme, appoint and terminate the COTIPSO Coordinator, approve or disapprove Applications for Approval of a Classroom Course, confirm a student's completion of the three components to the cooperative programme of study, coordinate with the directors of the various providers of classroom training, sign the *Certificates-of-Training*, obtain confirming signatures on the *Certificate-of-Training* from the Supervising Instructor of the Classroom Course, and award the *Certificate-of-Training in United Nations Peace Support Operations*.

Appendix 1

Application for Approval of a Classroom Course

This application shall be used by educational/training components within the UN system, regional or national peacekeeping training centres, colleges and universities specializing in UN-related studies, NGOs and private not-for-profit training (and research) facilities, and others to apply for approval of a classroom course to meet the classroom-course requirement of the cooperative programme of study leading to the *Certificate-of-Training in United Nations Peace Support Operations*. Approval is normally for a 5-year period and may be renewed.

This cooperative programme of study requires that the student complete three components: An approved classroom course; twelve self-paced distance learning courses; and an original thesis written by the student. It is the purpose of this Application for Approval of a Classroom Course to provide for a review and approval (or disapproval) of a proposed classroom course as a recognised part of the cooperative programme of study.

Once a student completes all three components of this programme he will be awarded the *Certificate-of-Training in United Nations Peace Support Operations*. This Certificate shall bear two signatures, one of which is the Supervising Instructor or other representative of your organisation, and the other is that of the Executive Director of the Peace Operations Training Institute. An example of the Certificate is provided with this application.

This form may be used to request approval of either a single classroom course or multiple classroom courses. If approval is being requested for multiple classroom courses, please be careful to indicate separately each course's Supervising Instructor, course duration, classroom instruction hours, etc.

Please answer the questions provided below, either in the space provided or on a separate sheet of paper as may be needed. When completed, this application may be mailed to the Peace Operations Training Institute, 1309 Jamestown Rd. Suite 202, Williamsburg, VA 23185, USA.

1. Name of organisation offering classroom course and requesting approval.

2. Mailing address of organisation and website (if applicable).

3. Name of course for which approval is being requested and a short summary of the course and some specific information, for example the lessons, the hours for each lesson and the total number of days for the course.

4. Name of Supervising Instructor for the course (and mailing address (or email address) if different from address of organisation).

5. Phone and fax numbers of Supervising Instructor for the course (include all country and city codes).

6. E-mail of Supervising Instructor and Internet web home page (if appropriate).
7. The dates for the course in a calendar year.

9. Language in which the course is conducted.

10. In the space below please provide any additional information as may be appropriate to convey a more full understanding of the content, focus, scope and delivery of the course, or attach additional information as appropriate.

11. Please attach a copy of the syllabus of the course. Any length of syllabus is acceptable but in general a one- or two-page listing of topics should be sufficient. It is not necessary to include individual lesson plans.

12. Supervising Instructor - signature and date of submission.

I hereby submit this Application for Approval of a Classroom Course for the named classroom course to be approved as meeting the classroom-course requirement leading to the *Certificate-of-Training in United Nations Peace Support Operations*.

Signature of Supervising Instructor

Date

The Peace Operations Training Institute

And

The Egyptian National Peacekeeping Training Centre

awards

Major A. B. Cee

this

**Certificate-of-Training in United Nations
Peace Support Operations**

Harvey J. Langholtz, Ph.D.
Executive Director, Peace Operations Training Institute

Colonel X. Y. Zee
Commander, Egyptian Peacekeeping Training Center

Appendix 2

Self-Paced Distance learning courses Available from the Peace Operations Training Institute:

Please visit <http://www.peaceopstraining.org/courses/> for a complete list of courses offered, or ask your Thesis Adviser for a current Course Catalogue.

Appendix 3

Guidelines and a Partial List of Suitable Topics for the Thesis

Below is a list of some suggested topics for student theses. However, students are encouraged to modify, focus, or expand the titles suggested here, or propose additional topics not included on this list. Students shall submit their proposed topic to their Thesis Adviser for review and forwarding for approval by the COTIPSO Coordinator.

Each thesis shall be written under the supervision of the Thesis Adviser and in a manner appropriate to the topic. Each thesis shall be an original work on the part of the student. It shall explore in depth a specific topic within peacekeeping or related to peacekeeping. The Thesis shall be written at a level consistent with graduate-level university standards. It shall be appropriately documented with footnotes, endnotes, and citations, and should include a thorough bibliography.

When a thesis has been approved by the COTIPSO Coordinator it shall be posted on the Internet and available for public inspection, unless the student explicitly requests the thesis not be posted. Theses may document established history but may also take an advocacy position or recommend changes based on facts discussed in the Thesis.

Once completed, one copy of the thesis shall be submitted to the Thesis Adviser, using the example cover page as provided in this Appendix.

Agenda for Peace	Peacekeeping and International Conflict Resolution
Assessment of peacekeeping mission	Peacekeeping and International Relations
Air Support of Peacekeeping	Peacekeeping in the Middle East
Blockades and Embargoes	Peacekeeping Training
Civilian and Military Coordination	Peacekeeping in Africa
Commanding Peacekeeping Operations	Peacekeeping and Reconciliation
Convoys and Escorts	Preventive Diplomacy
Communications, Signal, and Peacekeeping	Preventive Deployment
Cultural and Cross-Cultural Considerations	Principles of Peace Operations
Dag Hammarskjöld and His Impact	Protection of Civilians
Disarmament, Demobilization and Reintegration	Rapid Reaction Force
Gender issues in Peace Operations	Rapid Deployment of Peacekeepers
Millennium Development Goals	Reconciliation in Peace Operations
Mine Action (Demining)	Regional Peacekeeping
Department of Peacekeeping Operations	Responsibility to Protect
Election Monitoring and Peacekeeping	Rules of Engagement
Ethical Issues in Peacekeeping	.
Financing Peacekeeping	Standby Arrangement System
History of Peacekeeping	Standing Forces
Human Rights and Peacekeeping Operations	Terrorism
Humanitarian Relief Operations	The Brahimi Report
Improvements in Peacekeeping	The Law of Armed Conflict (War)
Intelligence and Peacekeeping	The Psychology of Peacekeeping
International Humanitarian Law	The Role of (specific nation i.e. Argentina, Australia, Austria, etc.)
Leadership in Peace Operation	in Peacekeeping
Lessons Learned in Peacekeeping	The Role of SRSG
Lester B. Pearson and His Impact on Peacekeeping	The Role of the Security Council in Establishing Peacekeeping
Legal Issues of Peacekeeping	Operations
Logistical Support of Peacekeeping Operations	The Role of the UN Special Committee on Peacekeeping
Operations Centre	Operations
Medical Aspects of Peacekeeping	The Sociology of Peacekeeping
Nation Building	Staffing a UN Peacekeeping Mission
Non-lethal Force	The UN Charter
NATO and Peacekeeping	UN Police
Naval Support of Peacekeeping	UN Volunteers
NGOs and Their Role in Peacekeeping	UN Military Observers
Peace Enforcement	Women in Peacekeeping
Peacebuilding	

Legal Issues of Peacekeeping

A Thesis

by

Major Alpha. B. Charlie

Canadian Armed Forces

presented in partial completion of the requirements of

The Certificate-of-Training in United Nations Peace Support Operations.

Submitted:

Signature of Student

Date

Forwarded Recommending Approval:

Signature of Thesis Adviser

Date

Approved:

Signature of Thesis Coordinator

Date

Appendix 4

Petition to Commence the Thesis

This petition form is to be used by the student to obtain approval to commence development of a thesis on a specific topic.

To be completed by the student

- 1. Name
- 2. Postal Mailing Address
- 3. Nationality
- 4. Affiliation (optional) i.e. Army of France, Oxford University, ICRC, etc.
- 5. Phone number, Fax number, and E-mail address
- 6. Thesis topic and Brief Description (including language in which thesis will be written).
- 7. Name of Thesis Adviser
- 8. Student- signature and date of submission.

I hereby submit this Petition to Commence the Thesis in partial fulfilment of the requirements leading to the Certificate-of-Training in United Nations Peace Support Operations.

Signature of Student

Date

To be completed by the Thesis Adviser

- 1. Name of Thesis Adviser
- 2. Postal Mailing Address of Thesis Adviser
- 3. Phone number, Fax number, and E-mail address
- 4. Signature recommending approval

I hereby recommend approval of the thesis as proposed above and I agree to serve as the Thesis Adviser.

Signature of Thesis Adviser

Date

To be completed by the Thesis Coordinator

I hereby approve of the thesis as proposed.

Signature of Thesis Coordinator

Date

Petition for The Certificate

This form shall be used by the student to notify the Executive Director of the Peace Operations Training Institute that the student has completed all requirements needed to earn the *Certificate-of-Training in United Nations Peace Support Operations*. The Executive Director of the Institute shall review the petition as contained in this form, verify the completion of the requirements, and inform the student of either a positive or negative determination. If the determination is positive, the Executive Director of the Institute shall process the Certificate-of-Training and award it to the student. If the determination is negative, the Executive Director of the Institute shall inform the student the reasons for the finding and make it clear what additional action will be needed for completion.

1. Name (exactly as it should appear on the *Certificate-of-Training in United Nations Peace Support Operations* -- include rank or title as appropriate).
2. Postal Mailing Address where the certificate should be sent
3. Nationality
4. Affiliation (optional, but if provided it should be exactly as it should appear on the *Certificate-of-Training in United Nations Peace Support Operations*).
5. Phone number, Fax number, and E-mail address
6. Completion of requirements:
 - 6a. Name of classroom course completed
 - 6b. Organisation conducting classroom course
 - 6c. Date of completion of classroom course
 - 6d. List 12 Peace Operations Training Institute distance learning courses completed
 - 6e. Thesis title and date
7. Student's signature and date of submission.
I hereby submit this Petition for The Certificate.

Signature of Student

Date

Appendix 6

Per-Student Budget

<u>Programme Component</u>	<u>Cost</u>
1. Existing resident classroom training	Varies*
2. POTI distance learning courses	Varies**
3. Thesis Fee	
3a. Thesis Adviser	500
3b. Thesis Coordinator	250
3c. Certificate	250
3d. Overhead	<u>239</u>
Thesis Fee Total	US\$1,239

* Resident Classroom Training Costs vary by institution and are not included in any fee paid to the Peace Operations Training Institute. Please contact the Resident Course Provider directly for pricing and enrolment details.

** POTI Distance learning courses Costs vary by the Peace Operations Training Institute eligibility programmes available. Please review all of POTI's prices on the pricing page at: <http://www.peaceopstraining.org/e-learning/prices/> for further details.

Appendix 7

Guidance to Thesis Advisers

1. **Overview.** The Peace Operations Training Institute welcomes your role as a Thesis Adviser. The students who enrol in the COTIPSO Programme come from a wide variety of backgrounds, but all are interested in expanding their knowledge of peacekeeping and peacekeeping related topics. Therefore, we at the POTI want to broaden their knowledge through self-paced education, resident courses and research and writing. Educators support that the three methods above are completely complementary and provide a depth of knowledge in a particular topic. Your role as an Adviser is critically important in guiding the student through the writing and documentation process and advancing their education.
2. **Qualifications for Thesis Adviser.** Your selection as a Thesis Adviser is based on your experience in the field of peacekeeping and related topics. Thesis Advisers are normally senior military officers or professors of peacekeeping with at least a master's degree in a related field. More importantly, they have demonstrated a commitment to expanding their knowledge of peacekeeping to the broader international community. The COTIPSO Coordinator will select (and dismiss) thesis Advisers as necessary. The goal of POTI is to keep enough qualified Advisers on their roles to cover the wide array of topics linked to peacekeeping. On an exceptional basis the COTIPSO Coordinator may approve another Adviser (not one of the approved POTI Advisers) on a case by case basis. Normally, this is at the request of the student.
3. **Communicating with the Student.** If a new student contacts the Adviser, then immediately confirm with COTIPSO Coordinator to make sure the student is enrolled in the program. Thesis Advisers will maintain contact with the student throughout the completion of his/her thesis. Students may contact the thesis Adviser directly as they select the Adviser based on his/her expertise listed on the POTI website. If contacted by a student, the Thesis Adviser should immediately contact the COTIPSO Coordinator to ensure the student is enrolled in the COTIPSO programme. Throughout the process the Adviser should periodically check with the student to ascertain his/her progress. Many of the students enrolled in COTIPSO have professional obligations and work on their thesis when they have time. If the Adviser has not had contact with the student in several months, it is certainly appropriate to contact them and inquire on their progress or any issues that might hinder their progress. The Adviser may keep the process alive and productive by maintaining contact with the student.
4. **Duties of the Thesis Adviser.** The Adviser guides the student through a topic selection and the writing of the thesis. The Adviser might recommend various sources for the student to obtain and review. Following selection of a topic and the signing of the Petition to Commence, it is advisable for the Adviser to ask the student for a detailed outline of the paper, this ensures the student has thoroughly investigated the topic and has a well-organized paper. Advisers should review several drafts of the paper to make sure that the

thesis flows and is well organized. It is appropriate to make recommendations on areas upon which to expand or shrink to make the paper more readable. Thesis Advisers should ensure the paper is well documented with either notes or references to the various sources of research material. The paper should be written at a graduate student level with references and notes. The format for references varies from country to country, but acceptable reference formats might include: Chicago Manual of Style (CMS) with notes or end notes or an American Psychological Association (APA) style where the author and reference are in parentheses at the source site. POTI will not dictate the style of referencing sources, however it should be consistent throughout the paper and the paper should include either a reference annex or bibliography. Thesis Advisers should check each paper for proper documentation. If documentation is not correct, make the student fix it. A good technique is to look up a few sources provided in the paper and also “google” phrases for possible plagiarism errors.

5. Communication with the COTIPSO Coordinator. The COTIPSO Coordinator is appointed to assist the Thesis Adviser, therefore it is important to maintain communications with him/her. If the Adviser has a question, contact the Coordinator immediately. Required contacts between the Thesis Adviser and the COTIPSO Coordinator include the Petition to Commence and the Thesis. Once the thesis is completed and approved the COTIPSO Coordinator will normally work directly with the student to complete the Petition for the Certificate. The COTIPSO Coordinator will review theses as quickly as possible and provide written comments back to the Thesis Adviser for passing to the student. Thesis Advisers should periodically email the COTIPSO Coordinator on the status of the students with whom they are working with.
6. Student timelines to complete thesis and extensions. Normally the student should begin the thesis when he/she has completed the resident course or at least six of the POTI distance training courses. Once the Petition to Commence is signed the student has 18 months to complete the thesis. Extensions are granted on a case by case basis by the COTIPSO Coordinator. POTI understands that there may be students that need an extension well beyond the 18 months, due to professional, family or medical emergencies or obligations.