

# Questions & Answers

## MULTILATERAL DIPLOMACY TRAINING PROGRAMMES

### **Q1: Who can register for UNITAR Multilateral Diplomacy Training Programmes?**

UNITAR's Multilateral Diplomacy Training Programmes are open to a broad motivated audience interested in diplomacy, international affairs, multilateral engagement and the United Nations system. Participants come from diverse age groups and professional backgrounds. However, please note that minors may particularly join online components or Programmes arranged through schools and universities. For in-person field visits, UNITAR does not assume guardianship beyond the standard programme structure.

### **Q2: What is the age limit for the Programmes?**

There is no strict age limit for our programmes. Participants of any age are welcome, provided they can comfortably engage with moderate to advanced topics in multilateral diplomacy. One of the strengths of the programme is its ability to bring together individuals from diverse age groups, creating a rich environment that encourages intergenerational dialogue and learning.

### **Q3: What is the Immersion Programme, and what is the difference between the Premium Package and the Basic Package?**

The United Nations Immersion Programme is offered in two formats:

- **Premium Package**

This is the full blended-learning experience. It includes:

A 4-week preparatory e-Learning course, with self-paced modules, live webinars, and interactive e-workshops delivered by UN experts; and a 5-day on-site field visit in a major UN hub (e.g., Geneva, New York, Vienna, The Hague). Participants benefit from both theoretical preparation and practical exposure through briefings, institutional visits, diplomatic skills workshops, and networking opportunities.

- **Basic Package**

This option includes only the 5-day in-person field visit, without access to the online preparatory phase.

#### **Q4: Which editions are offered in the UN Immersion Programme?**

UNITAR will run five-day field visits in several UN hubs including Geneva, The Hague, New York, Vienna, Dubai and Nairobi depending on the edition. (Participants should check the programme page for the exact edition dates and availability). [Immersion Programmes | UNITAR](#)

#### **Q5: Is there a limit on participants for the field visit?**

Field visits have limited capacity (places are restricted per edition), so registrations are generally allocated on a first-come, first-served basis. Check the specific event page for participant caps and registration timelines. [Immersion Programmes | UNITAR](#)

#### **Q6: In what Languages are the programmes delivered in?**

UNITAR'S Multilateral Diplomacy Training Programmes are delivered in **English**.

#### **Q7: Will participants receive a certificate?**

Yes, all participants who successfully complete the programme, receive an official UNITAR Certificate of completion.

#### **Q8: Visa, travel and accommodation; what should I plan for my immersion programme?**

Participants are responsible for arranging their visa, international travel, and local transport during the programme. UNITAR may provide general logistical guidance; however, participants should ensure they plan adequate time for visa processing, secure their travel bookings, and prepare for daily transport between their accommodation and programme venues.

Please note that accommodation is provided to Premium Package participants for 6 nights in the city where the programme is being implemented. Lodging is arranged within reasonable proximity to the international organisations, ensuring convenient access to programme activities. Participants registered for other packages should organise their own accommodation.

#### **Q9: Does UNITAR provide a visa invitation letter to participants?**

Yes. Participants travelling to Switzerland or other host countries should check visa requirements in advance. UNITAR can provide invitation letters to support visa applications once registration is confirmed. Please note that this letter does not guarantee visa approval, as decisions rest solely with the relevant embassy or consulate.

### Q10: What happens if my visa application is denied?

If a participant's visa application is rejected, they should inform UNITAR immediately and provide documentation of the refusal. UNITAR will review the case and advise on possible next steps in accordance with the programme's administrative and cancellation policies.

### Q11: What is the refund / transfer policy if I cannot attend after paying?

UNITAR's standard policy is that fees are non-refundable; payments may be transferred to another course or edition subject to UNITAR's terms. Refunds are only issued in exceptional cases (for example: **if UNITAR cancels the course or when a participant's visa application is officially rejected.**) Always consult the official refund policy on the event/registration site before paying. [Refund policy | UNITAR](#)

### Q12: Does UNITAR offer scholarships?

Between **1 and 3 scholarships** may be available per programme, depending on registrations. Priority is given to applicants who:

1. Reside in a **Least Developed Country (LDC)**
2. Reside in a **Small Island Developing State (SIDS)**
3. Are from a country experiencing **war or violent conflict**
4. Are from a community severely affected by **climate change**

If you meet one or more of these criteria, please submit your CV & a 1-2 page cover letter to: [multilateralism@unitar.org](mailto:multilateralism@unitar.org)

Selected candidates will be notified a month before the programme's start date while for Online Training Programmes, selected candidates are notified a week before the programme's start date.

### Q13: What is the daily schedule for the field visits in the immersion programme?

In general, activities run approximately from:

**09:00 AM to 5:00 PM (CET for Geneva / EST for New York)**

#### **Q14: Can I see a detailed programme, including the list of experts and institutions we will visit?**

UNITAR prepares a detailed agenda for each Immersion Programme. Because it includes high-level speakers and institutional visits that require confirmation, the **final programme is typically shared 2–3 weeks before the start date** with registered participants. This ensures that all sessions, experts, and institutional visits are fully confirmed.

#### **Q15: Who can I contact for more information or to resolve registration questions?**

For all enquiries related to the Immersion Programmes, participants should contact **multilateralism@unitar.org**. From there, the team will ensure that any technical or edition-specific query is forwarded internally to the appropriate programme coordinator or staff member.

#### **Q16: How do Institutions collaborate with UNITAR for B2B Programmes?**

UNITAR partners with institutions to co-design tailor-made programmes based on the needs of the partner. This option usually comes with a highly subsidized package, for a group of 30 participants. A consultation meeting is usually held to align expectations and finalise arrangements.

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For more information, please contact: [multilateralism@unitar.org](mailto:multilateralism@unitar.org) or book a Calendly meeting with one of our team members through [this link](#).