



2025 TRAINING CALENDAR



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guarantypartnerstrainings.com



25 Queen's Street, Alaagomeji, Yaba Lagos.

OUR CORPORATE PHILOSOPHY



OUR VISION

To be the world's best training and consulting provider recognized for helping employers achieve success through people and exceptional, creative solutions.



OUR MISSION

Our mission is clear. We are trusted advisors, delivering best-in-class training and development solutions to support companies of all sizes in all market segments, providing them with a sustainable, competitive advantage.



OUR POLICY

We have dedicated ourselves to the service of our clients. This is why our policy is to create the much desired value added service that our clients crave for. Our committed and well trained teams, who are sharp and intelligent with creative minds, are constantly on the edge to deliver quality training and consultancy services that give the client value for their money at a competitive cost.



CLIENT CENTRIC

We put our clients first in everything we do. We actively listen to our clients to understand their needs and expectations.



TESTIMONIAL



CHUDI PATRICK MGBAKOGU:

US Embassy - Abuja

The training was exceptional, direct, insightful and rich. It is educative and interactive

5.0 ★★★★★ REVIEW



EMILIA PETERKIN SUNDAY

Ibom Airlines Limited - Uyo

The training was interactive and the trainer was good. I totally enjoyed my class with him.

5.0 ★★★★★ REVIEW



Emeaso Collins Chima

Ringardas Nigeria Limited

The training offered a valuable insights and practical knowledge relevant to our field, the facilitator demonstrated a profound understanding of the subject matter effectively engaging participant through interactive discussion. In evaluating Guaranty Partners, there expertise and approachability stood out significantly and they achieved a score rating of 98% out of 100%

5.0 ★★★★★ REVIEW



ABDUL RAHMAN YAKUBU

ABUJA INVESTMENT COMPANY

An excellent facilitator with in-depth knowledge, materials and quality facilitating . relevant training

5.0 ★★★★★ REVIEW



OKE JOSIAH AYINDE:

Presco Plc - Benin Edo State

An excellent training session, insightful, impressive and resourceful.

5.0 ★★★★★ REVIEW



BABACARR BOJENG

CENTRAL BANKS OF GAMBIA

The Topics were dealt with thoroughly and all areas were well covered
Thanks to Guaranty Partners Trainings

5.0 ★★★★★ REVIEW



EDIDIONG IMOH UDONTAH:

Ibom Airlines Limited - Uyo

The lectures were relevant to my work and the delivery were excellently presented and quite detailed. It was highly educative.

5.0 ★★★★★ REVIEW



HARRISON ISAH:

Julius Berger Plc. - Abuja

The training was informative, easy to understand and interesting. It was very instructive and the Facilitator was very patient and willing to impact Knowledge.

5.0 ★★★★★ REVIEW



OLUBUNMI EUNICE OGUNMODEDE:

Hyprop Nigeria Limited - Lagos

The training treated the main problems in the industry. It's very helpful and the subjects absolutely well delivered.

5.0 ★★★★★ REVIEW



OMOMADIA EWOMAZINO JOHNSON:

NESG - Lagos

The training helped to provide more insights, knowledge and practical experiences to broaden my understanding of the course, especially when it comes to Protocol and Event Management.

5.0 ★★★★★ REVIEW

TESTIMONIAL



EKEMI JAMES:

9 Payment Service Bank Limited – Lagos

The papers were well delivered. The timing was impeccable and The atmosphere was conducive for interaction.

5.0 ★★★★★ REVIEW



ONYEBUCHI KELVIN JAMES:

Nigerian Universities Pension Management Company Limited – Abuja

The training was interesting. I enjoyed it very well, the trainer did a good job and all areas were covered.

5.0 ★★★★★ REVIEW



THOMAS EFFIONG:

Deeper Christian Ministry – Owerri Imo State

The training was superb and all the papers were well presented in the most professional way.

5.0 ★★★★★ REVIEW



OMOGHAI ANDREW RAPHAEL:

Eagle Flight Microfinance Bank Limited – Warri Delta State

The training touched almost the important areas of topic and well -articulated for proper appreciation. It was satisfactory and properly delivered and treated.

5.0 ★★★★★ REVIEW



EKONE MILDRED EMA:

TF Cameron Court Limited - Lagos

The training in general was good and the facilitator is an excellent teacher. The knowledge I have gained will be beneficial in any work place.

5.0 ★★★★★ REVIEW



JOHN UTYLIKAN UDIE:

Dangote Sugar Refinery - Lagos

The training was soul piercing. The papers were clear, deep, direct and very instructive.

5.0 ★★★★★ REVIEW



JONAH MEINFADE JOSEPH:

Chevron Nigeria Limited

The training and topics were extensively discussed and various applications were applied.

5.0 ★★★★★ REVIEW



ODERINDE ABIMBOLA WAIDI:

Federal Inland Revenue Service – Lagos

The training was satisfactory and the papers were well presented

5.0 ★★★★★ REVIEW



ODERINDE ABIMBOLA WAIDI:

Federal Inland Revenue Service – Lagos

The training was satisfactory and the papers were well presented

5.0 ★★★★★ REVIEW

...and lots more

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Agriculture



Aviation & Maritime



Banking, Insurance & Investment



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Human Resource & Admin



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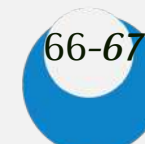
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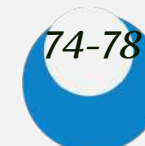
Public Sector



Security & Safety



Secretaries & Personal Assistance



Stores & Procurement



Transportation & Logistic

All Course available:
*Classroom *Online *In-house

Agricultural Science Programs

S/N	Course Title	Date	Date	Date	Lagos Fee (#)	Int'l Venue	Int'l Fee (\$)
1	Best Practices in Flood Disaster Risk Management in a Changing Climate	14th - 17th Jan,	6th - 9th May,	19th – 22nd Aug,	320,000	Accra	4000
2	Advanced Rural Development Training	14th - 17th Jan,	6th - 9th May,	19th – 22nd Aug,	320,000	Accra	4000
3	Policy Framework for Agricultural Development	14th - 17th Jan,	13th - 16th May,	26th - 29th Aug,	320,000	Rwanda	6000
4	Agri-Business, Enterprise Development and Market Linkage Professional Course	14th - 17th Jan,	13th - 16th May,	26th - 29th Aug,	320,000	Rwanda	6000
5	Advanced Livelihood Assessment and Analysis	21st - 24th Jan,	13th - 16th May,	26th - 29th Aug,	320,000	Nairobi	5,500
6	Complete Course on Agricultural Value Chain Development and Market Administration	21st - 24th Jan,	13th - 16th May,	26th - 29th Aug,	320,000	Nairobi	5,500
7	Best Practice in Agricultural Environmental Communication Management System	21st - 24th Jan,	13th - 16th May,	26th - 29th Aug,	320,000	Nairobi	5,500
8	Advanced Integrated Water Resources Management	21st - 24th Jan,	20th – 23rd May,	1st - 4th Sept,	320,000	Rwanda	6000
9	Agriculture Development and Management System	28th – 31st Jan,	20th – 23rd May,	1st - 4th Sept,	320,000	Rwanda	6000
10	Excellent in Agricultural Credit Management and Risk Analysis Course	28th – 31st Jan,	20th – 23rd May,	1st - 4th Sept,	320,000	Nairobi	5,500
11	Advanced Agricultural Leadership Development	28th – 31st Jan,	20th – 23rd May,	9th - 12th Sept,	320,000	Nairobi	5,500
12	Management and Analysis for Agriculture and Rural Development Programs	28th – 31st Jan,	20th – 23rd May,	9th - 12th Sept,	320,000	Accra	6000
13	Methodology for Agricultural Value Chain Development and Market Linkages Course	4th – 7th Feb,	27th - 30th May,	9th - 12th Sept,	320,000	Accra	6000
14	Successful Establishing and Strengthening Farmer Organizations	4th – 7th Feb,	27th - 30th May,	9th - 12th Sept,	320,000	Nairobi	5,500
15	Analysis and Visualization for Agriculture, and Rural Development Course	4th – 7th Feb,	27th - 30th May,	16th - 19th Sept,	320,000	Rwanda	6000
16	Understanding Agricultural Firms for Risk Analysis and Potential for Funding	4th – 7th Feb,	27th - 30th May,	16th - 19th Sept	320,000	Rwanda	6000
17	Advanced Food Security Analysis Course	11th - 14th Feb,	27th - 30th May,	16th - 19th Sept	320,000	Rwanda	6000
18	Best Practices in Food Security Policies Formulation and Implementation Course	11th - 14th Feb,	3rd – 6th June,	16th - 19th Sept,	320,000	Nairobi	5,500
19	Integrated Soil Health and Fertility Management for Sustainable Food and Nutrition Security Course	11th - 14th Feb,	3rd – 6th June,	23rd - 26th Sept,	320,000	Accra	4000
20	Minimization of Post-Harvest Losses Course	11th - 14th Feb,	3rd – 6th June,	23rd - 26th Sept,	320,000	Accra	4000
21	Dairy Nutrition and Management Course	18th – 21st Feb,	3rd – 6th June,	23rd - 26th Sept,	320,000	Accra	4000
22	Understanding Poultry Farming for Food Security and Poverty Eradication	18th – 21st Feb,	3rd – 6th June,	23rd - 26th Sept,	320,000	Nairobi	5,500
23	Advanced Agricultural Marketing Techniques Course	18th – 21st Feb,	9th - 11th June,	7th - 10th Oct,	320,000	Nairobi	5,500
24	Fundamentals Farm Management Course	18th – 21st Feb,	9th - 11th June,	7th - 10th Oct,	320,000	Rwanda	6000
25	Best Practices in Agricultural Meteorology Management Course	25th - 28th Feb,	9th - 11th June,	7th - 10th Oct,	320,000	Rwanda	6000



All Course available:
*Classroom *Online *In-house

Agricultural Science Programs							
S/N	Course Title	Date	Date	Date	Lagos Fee (#)	Int'l Venue	Fee (\$)
26	Post-Harvest Management and Value Addition in Agriculture	25th - 28th Feb,	9th - 11th June,	7th - 10th Oct,	320,000	Accra	4000
27	Advanced Agriculture Regenerative Systems Course	25th - 28th Feb,	9th - 11th June,	14th - 17th Oct,	320,000	Accra	4000
28	Successful Agriculture And Farming Methods	25th - 28th Feb,	17th - 20th June,	14th - 17th Oct,	320,000	Accra	4000
29	Understanding Agricultural Pesticide Awareness Course	4th - 7th Mar,	17th - 20th June,	14th - 17th Oct,	320,000	Accra	4000
30	Best Practices in Crop Management System	4th - 7th Mar,	17th - 20th June,	14th - 17th Oct,	320,000	Nairobi	5,500
31	Agriculture, Innovation And Technology For Sustainable Development Course	4th - 7th Mar,	17th - 20th June,	21st - 24th Oct	320,000	Nairobi	5,500
32	Economics And Nature of Agriculture	4th - 7th Mar,	17th - 20th June,	21st - 24th Oct,	320,000	Nairobi	5,500
33	Agricultural Funds Management System	11th - 14th Mar,	24th - 27th June,	21st - 24th Oct,	320,000	Rwanda	6000
34	Successful Irrigation And Operational Maintenance	11th - 14th Mar,	24th - 27th June,	21st - 24th Oct,	320,000	Rwanda	6000
35	Agricultural Machinery And Equipment Management Course	11th - 14th Mar,	24th - 27th June,	21st - 24th Oct,	320,000	Nairobi	5,500
36	Promoting Entrepreneurship And Agribusiness Development	11th - 14th Mar,	24th - 27th June,	21st - 24th Oct,	320,000	Nairobi	5,500
37	Result-Based Monitoring And Evaluation Of Agricultural Projects	11th - 14th Mar,	24th - 27th June,	28th - 31st Oct,	320,000	Accra	4000
38	Agricultural Waste Management, Pollution Control And Technology	18th - 21st Mar,	1st - 4th July,	28th - 31st Oct,	320,000	Accra	4000
39	Horticulture And Organic Agriculture	18th - 21st Mar,	1st - 4th July,	28th - 31st Oct,	320,000	Accra	4000
40	Agricultural Engineering, Seeds And Plants	18th - 21st Mar,	1st - 4th July,	28th - 31st Oct,	320,000	Nairobi	5,500
41	Agricultural Biotechnology And Organic Agriculture	18th - 21st Mar,	1st - 4th July,	28th - 31st Oct,	320,000	Nairobi	5,500
42	Organic Agriculture, Fertilizers, Seeds And Plants	18th - 21st Mar,	1st - 4th July,	4th - 7th Nov,	320,000	Accra	4000
43	Rice Milling Quality Management	25th - 28th Mar,	8th - 11th July,	4th - 7th Nov,	320,000	Accra	4000
44	Applied Agriculture And Agricultural System Engineering	25th - 28th Mar,	8th - 11th July,	4th - 7th Nov,	320,000	Rwanda	6000
45	Agricultural Production Systems And Agricultural Mechanization	25th - 28th Mar,	8th - 11th July,	4th - 7th Nov,	320,000	Rwanda	6000
46	Agricultural Robotics, Advantages And Disadvantages	25th - 28th Mar,	8th - 11th July,	4th - 7th Nov,	320,000	Nairobi	5,500
47	Agriculture Irrigation Technologies	25th - 28th Mar,	8th - 11th July,	11th - 14th Nov,	320,000	Nairobi	5,500
48	Biotechnology And Agriculture Maintenance	2nd - 4th Apr,	15th - 18th July,	11th - 14th Nov,	320,000	Rwanda	6000
49	Agricultural Engineering Management Course	2nd - 4th Apr,	15th - 18th July,	11th - 14th Nov,	320,000	Rwanda	6000
50	Intelligent Agricultural Systems And Technologies	2nd - 4th Apr,	15th - 18th July,	11th - 14th Nov,	320,000	Accra	4000



All Course available:
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Agricultural Science Programs							
S/N	Course Title	Date	Date	Date	Lagos Fee (#)	Int'l Venue	Fee (\$)
51	Management Of Cooperative Society For Sustainable Development	2nd - 4th Apr,	15th - 18th July,	11th - 14th Nov,	320,000	Accra	4000
52	Sustainable Agricultural Practices for Climate Resilience	2nd - 4th Apr,	15th - 18th July,	18th - 21th Nov,	320,000	Accra	4000
53	Management of Agricultural Commodity Value Chain for Agribusiness	8th - 11th Apr,	22nd - 25th July,	18th - 21th Nov,	320,000	Nairobi	5,500
54	Agricultural Policy Analysis	8th - 11th Apr,	22nd - 25th July,	18th - 21th Nov,	320,000	Nairobi	5,500
55	Loan Recovery Management for Agricultural and Rural Credit Managers	8th - 11th Apr,	22nd - 25th July,	18th - 21th Nov,	320,000	Rwanda	6000
56	Management of Extension and Advisory Services	8th - 11th Apr,	22nd - 25th July,	18th - 21th Nov,	320,000	Rwanda	4000
57	Agricultural Business Planning and Implementation Management	8th - 11th Apr,	22nd - 25th July,	25th- 28th Nov,	320,000	Rwanda	4000
58	Effective Management of Rural Infrastructure for Community Development	14th - 17th Apr,	29th July – 1st Aug,	25th- 28th Nov,	320,000	Rwanda	4000
59	Organization and Management of Rural Cooperatives for Poverty Alleviation Programmes	14th - 17th Apr,	29th July – 1st Aug,	25th- 28th Nov,	320,000	Rwanda	4000
60	Understanding Soil Management System	14th - 17th Apr,	29th July – 1st Aug,	25th- 28th Nov,	320,000	Nairobi	5,500
61	Agricultural Extension Services, Best Practices	14th - 17th Apr,	29th July – 1st Aug,	25th- 28th Nov,	320,000	Nairobi	5,500
62	Agricultural Finance Management System Course	14th - 17th Apr,	29th July – 1st Aug,	2nd - 5th Dec,	320,000	Rwanda	6000
63	Marketing of Agricultural Products Course	22nd – 25th Apr,	5th - 8th Aug,	2nd - 5th Dec,	320,000	Rwanda	6000
64	GIS and Spatial Analysis for Agriculture and Food Security	22nd – 25th Apr,	5th - 8th Aug,	2nd - 5th Dec,	320,000	Rwanda	6000
65	Best Practices in Agricultural Insurance	22nd – 25th Apr,	5th - 8th Aug,	2nd - 5th Dec,	320,000	Rwanda	6000
66	Farm Business Planning and Management	22nd – 25th Apr,	5th - 8th Aug,	2nd - 5th Dec,	320,000	Nairobi	5,500
67	Effective Livestock Extension Methods	22nd – 25th Apr,	5th - 8th Aug,	9th - 12th Dec,	320,000	Nairobi	5,500
68	Managing Agricultural Commodity Value Chain for Agricultural Business Course	28th - 30th Apr,	12th - 15th Aug,	9th - 12th Dec,	320,000	Nairobi	5,500
69	Advanced Mastering Agriculture Financing and Value Chain Lending Course	28th - 30th Apr,	12th - 15th Aug,	9th - 12th Dec,	320,000	Accra	6000
70	Agricultural Credit Analysis and Risk Management	28th - 30th Apr,	12th - 15th Aug,	9th - 12th Dec,	320,000	Accra	6000
71	Remote Sensing and GIS in Climate Change, Food Security and Agriculture	28th - 30th Apr,	12th - 15th Aug,	9th - 12th Dec,	320,000	Accra	6000
72	Gender Mainstreaming in Agriculture and Rural Development	28th - 30th Apr,	12th - 15th Aug,	16th – 19th Dec,	320,000	Accra	6000
73	Agricultural Supply Chain and Logistics Management	6th - 9th May,	19th – 22nd Aug,	16th – 19th Dec,	320,000	Rwanda	4000
74	Agri-Entrepreneurship and Agribusiness Start-Up Management	6th - 9th May,	19th – 22nd Aug,	16th – 19th Dec,	320,000	Rwanda	4000
75	Digital Agriculture and Smart Farming Techniques	6th - 9th May,	19th – 22nd Aug,	16th – 19th Dec,	320,000	Rwanda	6000



All Course available:
*Classroom *Online *In-house

Aviation & Maritime Programs

S/N	Course Title	Date	Date	Date	Lagos Fee (#)	Int'l Venue	Int'l Fee (\$)
1	Advanced Passengers and Airport Cargo Handling Techniques	14th - 17th Jan,	13th - 16th May,	23rd - 26th Sept,	330,000	Accra	4,000
2	Best Practice in Aviation Front Desk and Customer Service	14th - 17th Jan,	13th - 16th May,	23rd - 26th Sept,	330,000	Accra	4,000
3	Advanced Marine Emergency Duties For Senior Officers	14th - 17th Jan,	20th – 23rd May,	23rd - 26th Sept,	330,000	Rwanda	6,000
4	Excellence in Aircraft Leasing Administration	21st - 24th Jan,	20th – 23rd May,	7th - 10th Oct,	330,000	Rwanda	6,000
5	Complete Course on Intelligence and Security Management for Aviation Staff	21st - 24th Jan,	20th – 23rd May,	7th - 10th Oct,	330,000	Nairobi	5,500
6	Aviation Supply and Logistics Management Workshop	21st - 24th Jan,	27th - 30th May,	7th - 10th Oct,	330,000	Nairobi	5,500
7	Advanced Shipping Finance Documentation Course	28th – 31st Jan,	27th - 30th May,	14th – 17th Oct,	330,000	Nairobi	5,500
8	Airline Revenue Management System Course	28th – 31st Jan,	27th - 30th May,	14th – 17th Oct,	330,000	Rwanda	6,000
9	Excellence in Airline Passenger Administration	28th – 31st Jan,	3rd – 6th June,	14th – 17th Oct,	330,000	Rwanda	6,000
10	Understanding Aviation Teamwork for Exceptional Customer Service Training	4th – 7th Feb,	3rd – 6th June,	21st - 24th Oct,	330,000	Nairobi	5,500
11	Advanced Managing Audit Functions in the Aviation Sector	4th – 7th Feb,	9th - 11th June,	21st - 24th Oct,	330,000	Nairobi	5,500
12	Fundamentals of Cargo Handling Course	4th – 7th Feb,	9th - 11th June,	21st - 24th Oct,	330,000	Accra	6,000
13	Concept of Aviation Law	11th - 14th Feb,	9th - 11th June,	28th – 31st Oct,	330,000	Accra	6,000
14	Stores and Inventory Management in Aviation Best Practices	11th - 14th Feb,	17th - 20th June,	28th – 31st Oct,	330,000	Nairobi	5,500
15	Flight Planning and Flight Dispatch Training Course	11th - 14th Feb,	17th - 20th June,	28th – 31st Oct,	330,000	Rwanda	6,000
16	Aviation Human Resources Management Course	11th - 14th Feb,	17th - 20th June,	28th – 31st Oct,	330,000	Rwanda	6,000
17	Processes & Strategies for Securities in Aviation Sector	18th – 21st Feb,	24th - 27th June,	4th - 7th Nov,	330,000	Rwanda	6,000
18	Risk Assessment in Maritime Security Course	18th – 21st Feb,	24th - 27th June,	4th - 7th Nov,	330,000	Nairobi	5,500
19	Customer Crisis and Handling in Aviation Sector	18th – 21st Feb,	24th - 27th June,	4th - 7th Nov,	330,000	Accra	4,000
20	International Regulations for Preventing Collisions at Sea (COLREGs) Complete Course	25th - 28th Feb,	1st – 4th July,	4th - 7th Nov,	330,000	Accra	4,000
21	Maritime Transport and Shipping Business Workshop	25th - 28th Feb,	1st – 4th July,	11th - 14th Nov,	330,000	Accra	4,000
22	Aviation Business Management Course	25th - 28th Feb,	1st – 4th July,	11th - 14th Nov,	330,000	Nairobi	5,500
23	Marine Operations and Management Course	4th – 7th Mar,	8th - 11th July,	11th - 14th Nov,	330,000	Nairobi	5,500
24	Advanced Maritime Human Resource Management Course	4th – 7th Mar,	8th - 11th July,	11th - 14th Nov,	330,000	Rwanda	6,000
25	Best Practices in Maritime Safety Management Systems	4th – 7th Mar,	15th - 18th July,	11th - 14th Nov,	330,000	Rwanda	6,000



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Agricultural Science Programs							
S/N	Course Title	Date	Date	Date	Lagos Fee (#)	Int'l Venue	Fee (\$)
26	Maritime Emergency Response and Crisis Management	11th - 14th Mar,	15th - 18th July,	18th - 21th Nov,	330,000	Accra	4,000
27	Finance and asset management Course in Aviation	11th - 14th Mar,	15th - 18th July,	18th - 21th Nov,	330,000	Accra	4,000
28	Engineering and Technology in Marine Professionals	11th - 14th Mar,	22nd - 25th July,	18th - 21th Nov,	330,000	Accra	4,000
29	Best Practices in Airfare Ticketing and Reservation Management	18th – 21st Mar,	22nd - 25th July,	18th - 21th Nov,	330,000	Accra	4,000
30	Logistics and Supply Chain Management in Maritime	18th – 21st Mar,	22nd - 25th July,	18th - 21th Nov,	330,000	Nairobi	5,500
31	Port and Terminal Management Advanced Course	18th – 21st Mar,	29th July – 1st Aug,	25th- 28th Nov,	330,000	Nairobi	5,500
32	Best Practices in Aviation Business Management	25th - 28th Mar,	29th July – 1st Aug,	25th- 28th Nov,	330,000	Nairobi	5,500
33	Maritime Economics and Trade Course	25th - 28th Mar,	5th - 8th Aug,	25th- 28th Nov,	330,000	Rwanda	6,000
34	Advanced Airline Protocol and Interpersonal Management	25th - 28th Mar,	5th - 8th Aug,	25th- 28th Nov,	330,000	Rwanda	6,000
35	Aviation Front Desk and Office Management Course	2nd - 4th Apr,	5th - 8th Aug,	25th- 28th Nov,	330,000	Nairobi	5,500
36	Successful Flight Dispatcher and Mail Handling	2nd - 4th Apr,	5th - 8th Aug,	2nd - 5th Dec,	330,000	Nairobi	5,500
37	Aviation Leasing and Finance Course	2nd - 4th Apr,	12th - 15th Aug,	2nd - 5th Dec,	330,000	Accra	4,000
38	Excellence in Airline Customer Care Administration	8th - 11th Apr,	12th - 15th Aug,	2nd - 5th Dec,	330,000	Accra	4,000
39	Aviation : Security Operations, Processes And Strategies	8th - 11th Apr,	12th - 15th Aug,	2nd - 5th Dec,	330,000	Accra	4,000
40	Airline Finance and Accounting Management Course	8th - 11th Apr,	12th - 15th Aug,	2nd - 5th Dec,	330,000	Nairobi	5,500
41	International Maritime Law and Policy	14th - 17th Apr,	19th – 22nd Aug,	9th - 12th Dec,	330,000	Nairobi	5,500
42	Understanding Aviation: Customer Service in the Airline Industry	14th - 17th Apr,	19th – 22nd Aug,	9th - 12th Dec,	330,000	Accra	4,000
43	Best Practices in Airline Sales and Operations	22nd – 25th Apr,	26th - 29th Aug,	9th - 12th Dec,	330,000	Accra	4,000
44	Air Transport Economics Course	22nd – 25th Apr,	26th - 29th Aug,	9th - 12th Dec,	330,000	Rwanda	6,000
45	Understanding cybersecurity in ship operations	28th - 30th Apr,	1st - 4th Sept,	9th - 12th Dec,	330,000	Rwanda	6,000
46	Air Cabin Crew Conflict Management Seminar	28th - 30th Apr,	1st - 4th Sept,	16th – 19th Dec,	330,000	Nairobi	5,500
47	Advanced Shipping, Clearing And Forwarding Administration	6th - 9th May,	9th - 12th Sept,	16th – 19th Dec,	330,000	Nairobi	5,500
48	Fundamental of Ship Sale And Purchase Course	6th - 9th May,	9th - 12th Sept,	16th – 19th Dec,	330,000	Rwanda	6,000
49	Advanced Shipping And Logistics Supply Chain Management	13th - 16th May,	16th - 19th Sept,	16th – 19th Dec,	330,000	Rwanda	6,000
50	Understanding Legal Management And The Shipping Business	13th - 16th May,	16th - 19th Sept,	16th – 19th Dec,	330,000	Accra	4,000



All Course available:
*Classroom *Online *In-house

Banking, Insurance & Investment Programs

S/N	Course Title	Date	Date	Date	Lagos Fee (#)	Int'l Venue	Int'l Fee (\$)
1	Advanced Pension Fund Governance and Regulations Course	14th - 17th Jan,	13th - 16th May,	23rd - 26th Sept,	300,000	Accra	4,000
2	International Social Security Association (ISSA) Guidelines	14th - 17th Jan,	13th - 16th May,	23rd - 26th Sept,	300,000	Accra	4,000
3	Basic Bank Teller Training Program	14th - 17th Jan,	20th – 23rd May,	23rd - 26th Sept,	300,000	Rwanda	6,000
4	Global Investment Performance Standards (GIPS) Best Practices	21st - 24th Jan,	20th – 23rd May,	7th - 10th Oct,	300,000	Rwanda	6,000
5	Excellence in Anti Money Laundering Regulations, Compliance, Process and Policy	21st - 24th Jan,	20th – 23rd May,	7th - 10th Oct,	300,000	Nairobi	5,500
6	Mastering Basel III Training Course	21st - 24th Jan,	27th - 30th May,	7th - 10th Oct,	300,000	Nairobi	5,500
7	Fraud and Risk Management System in Banking Sector	28th – 31st Jan,	27th - 30th May,	14th – 17th Oct,	300,000	Nairobi	5,500
8	Pension Fund Law and Regulation Act Training	28th – 31st Jan,	27th - 30th May,	14th – 17th Oct,	300,000	Rwanda	6,000
9	Advanced Investment Management: Property, Stock, Financial & Funds	28th – 31st Jan,	3rd – 6th June,	14th – 17th Oct,	300,000	Rwanda	6,000
10	Investment Portfolio Management Training Course	4th – 7th Feb,	3rd – 6th June,	21st - 24th Oct,	300,000	Nairobi	5,500
11	Debt Collection, Recovery, Negotiation and Credit Control Management	4th – 7th Feb,	9th - 11th June,	21st - 24th Oct,	300,000	Nairobi	5,500
12	International Central Banking Models and Legal Framework Workshop	4th – 7th Feb,	9th - 11th June,	21st - 24th Oct,	300,000	Accra	6,000
13	Advanced Currency Management (Risk, Strategy & Asset Management) Training Course	11th - 14th Feb,	9th - 11th June,	28th – 31st Oct,	300,000	Accra	6,000
14	Cash Transfer Programming (CTP) – Cash and Voucher Based	11th - 14th Feb,	17th - 20th June,	28th – 31st Oct,	300,000	Nairobi	5,500
15	Sukuk Funds and Bonds: Types, Issuance, Investment, Structure and Financing	11th - 14th Feb,	17th - 20th June,	28th – 31st Oct,	300,000	Rwanda	6,000
16	Investment Analyst Training Course	11th - 14th Feb,	17th - 20th June,	28th – 31st Oct,	300,000	Rwanda	6,000
17	LBO Model, Loan Structuring, Pricing and Leveraged Acquisition Finance	18th – 21st Feb,	24th - 27th June,	4th - 7th Nov,	300,000	Rwanda	6,000
18	Investment Banking Training Course	18th – 21st Feb,	24th - 27th June,	4th - 7th Nov,	300,000	Nairobi	5,500
19	Risk Based Supervision of Pension Funds	18th – 21st Feb,	24th - 27th June,	4th - 7th Nov,	300,000	Accra	4,000
20	Bank Modelling and Valuation Training Program	25th - 28th Feb,	1st – 4th July,	4th - 7th Nov,	300,000	Accra	4,000
21	Agency Banking Model, Strategy and Solutions Course	25th - 28th Feb,	1st – 4th July,	11th - 14th Nov,	300,000	Accra	4,000
22	Banking Finance Training Course	25th - 28th Feb,	1st – 4th July,	11th - 14th Nov,	300,000	Nairobi	5,500
23	Mastering Credit Risk Evaluation, Modelling and Management Course	4th – 7th Mar,	8th - 11th July,	11th - 14th Nov,	300,000	Nairobi	5,500
24	Debt Collection, Recovery, Negotiation and Credit Control Management Workshop	4th – 7th Mar,	8th - 11th July,	11th - 14th Nov,	300,000	Rwanda	6,000
25	Mastering Banking Arbitration, Disputes Resolution and Contracts Training Course	4th – 7th Mar,	15th - 18th July,	11th - 14th Nov,	300,000	Rwanda	6,000



All Course available:
*Classroom *Online *In-house

Banking, Insurance & Investment Programs							
S/N	Course Title	Date	Date	Date	Lagos Fee (#)	Int'l Venue	Fee (\$)
26	Masterclass in Anti Money Laundering Regulations, Compliance, Process and Policy	11th - 14th Mar,	15th - 18th July,	18th - 21th Nov,	300,000	Accra	4,000
27	Pension Trustee of Scheme, Fund and Liability Insurance Training Course	11th - 14th Mar,	15th - 18th July,	18th - 21th Nov,	300,000	Accra	4,000
28	Mastering Banking Operations Training Course	11th - 14th Mar,	22nd - 25th July,	18th - 21th Nov,	300,000	Accra	4,000
29	Fundamentals of Insurance Course	18th – 21st Mar,	22nd - 25th July,	18th - 21th Nov,	300,000	Accra	4,000
30	Liability Insurance Training Course	18th – 21st Mar,	22nd - 25th July,	18th - 21th Nov,	300,000	Nairobi	5,500
31	Property Owners Insurance Training Course	18th – 21st Mar,	29th July – 1st Aug,	25th- 28th Nov,	300,000	Nairobi	5,500
32	Pragmatic Approach to Aviation Insurance Course	25th - 28th Mar,	29th July – 1st Aug,	25th- 28th Nov,	300,000	Nairobi	5,500
33	Claims Management in Health Insurance and Managed Care Course	25th - 28th Mar,	5th - 8th Aug,	25th- 28th Nov,	300,000	Rwanda	6,000
34	Engineering Insurance and Inspection Training Course	25th - 28th Mar,	5th - 8th Aug,	25th- 28th Nov,	300,000	Rwanda	6,000
35	Insurance Accounting for Underwriters Course	2nd - 4th Apr,	5th - 8th Aug,	25th- 28th Nov,	300,000	Nairobi	5,500
36	Managing Financial Crime and Fraud in the Insurance Sector Training	2nd - 4th Apr,	5th - 8th Aug,	2nd - 5th Dec,	300,000	Nairobi	5,500
37	Insurance Company Analysis Workshop	2nd - 4th Apr,	12th - 15th Aug,	2nd - 5th Dec,	300,000	Accra	4,000
38	Excellence in Life and Property Insurance Administration	8th - 11th Apr,	12th - 15th Aug,	2nd - 5th Dec,	300,000	Accra	4,000
39	Marine Cargo Insurance Management Workshop	8th - 11th Apr,	12th - 15th Aug,	2nd - 5th Dec,	300,000	Accra	4,000
40	Construction Insurance and Administration Workshop	8th - 11th Apr,	12th - 15th Aug,	2nd - 5th Dec,	300,000	Nairobi	5,500
41	Motor Insurance Administration Training	14th - 17th Apr,	19th – 22nd Aug,	9th - 12th Dec,	300,000	Nairobi	5,500
42	Advanced Employer's Liability Insurance Course	14th - 17th Apr,	19th – 22nd Aug,	9th - 12th Dec,	300,000	Accra	4,000
43	Best Practices in Commercial Property Insurance Course	22nd – 25th Apr,	26th - 29th Aug,	9th - 12th Dec,	300,000	Accra	4,000
44	Insurance and Risk Management Workshop	22nd – 25th Apr,	26th - 29th Aug,	9th - 12th Dec,	300,000	Rwanda	6,000
45	International Insurance for Risk Managers and Insurance Buyers Workshop	28th - 30th Apr,	1st - 4th Sept,	9th - 12th Dec,	300,000	Rwanda	6,000
46	Life Insurance and Retirement Savings Course	28th - 30th Apr,	1st - 4th Sept,	16th – 19th Dec,	300,000	Nairobi	5,500
47	Corporate Insurance Valuation Techniques and procedures Course	6th - 9th May,	9th - 12th Sept,	16th – 19th Dec,	300,000	Nairobi	5,500
48	Advanced Energy Insurance Administration Course	6th - 9th May,	9th - 12th Sept,	16th – 19th Dec,	300,000	Rwanda	6,000
49	Underwriting Project Cargo Insurance: Best Practice	13th - 16th May,	16th - 19th Sept,	16th – 19th Dec,	300,000	Rwanda	6,000
50	Pension Plan and Funds' Administrator Course	13th - 16th May,	16th - 19th Sept,	16th – 19th Dec,	300,000	Accra	4,000



All Course available:
*Classroom *Online *In-house

Business Communication Programs

S/N	Course Title	Date	Date	Date	Lagos Fee (#)	Int'l Venue	Int'l Fee (\$)
1	Advanced Communication Strategy Design and Development	14th - 17th Jan,	13th - 16th May,	23rd - 26th Sept,	270,000	Accra	4,000
2	Advanced Organizational Communication Strategies for Enhanced Corporate Performance	14th - 17th Jan,	13th - 16th May,	23rd - 26th Sept,	270,000	Accra	4,000
3	Leadership Development: Mastering Effective Communication	14th - 17th Jan,	20th – 23rd May,	23rd - 26th Sept,	270,000	Rwanda	6,000
4	Mastering the Fundamentals of Business Relationship Management	21st - 24th Jan,	20th – 23rd May,	7th - 10th Oct,	270,000	Rwanda	6,000
5	Enhancing Productive Communication and Influencing Skills	21st - 24th Jan,	20th – 23rd May,	7th - 10th Oct,	270,000	Nairobi	5,500
6	Mastering Crisis Communication Strategies: Essential Skills for Managing Organizational Crises	21st - 24th Jan,	27th - 30th May,	7th - 10th Oct,	270,000	Nairobi	5,500
7	Mastering the Art of Speech Writing: A Comprehensive Workshop	28th – 31st Jan,	27th - 30th May,	14th – 17th Oct,	270,000	Nairobi	5,500
8	Storytelling Mastery: Secrets for Exceptional Communication	28th – 31st Jan,	27th - 30th May,	14th – 17th Oct,	270,000	Rwanda	6,000
9	Effective Communications Masterclass	28th – 31st Jan,	3rd – 6th June,	14th – 17th Oct,	270,000	Rwanda	6,000
10	Intercultural Communication Course	4th – 7th Feb,	3rd – 6th June,	21st - 24th Oct,	270,000	Nairobi	5,500
11	Enhancing Communication and Interpersonal Skills for Technical Professionals	4th – 7th Feb,	9th - 11th June,	21st - 24th Oct,	270,000	Nairobi	5,500
12	Mastering Public Speaking: Overcoming the Fear of Speaking in Public	4th – 7th Feb,	9th - 11th June,	21st - 24th Oct,	270,000	Accra	6,000
13	Effective Meetings Management: Enhancing Productivity and Collaboration	11th - 14th Feb,	9th - 11th June,	28th – 31st Oct,	270,000	Accra	6,000
14	Mastering Effective Press Release Writing: Techniques for Successful Public Relations	11th - 14th Feb,	17th - 20th June,	28th – 31st Oct,	270,000	Nairobi	5,500
15	Strategies for Developing Effective Presentation Skills Course	11th - 14th Feb,	17th - 20th June,	28th – 31st Oct,	270,000	Rwanda	6,000
16	Developing Effective Business Conversation Skills	11th - 14th Feb,	17th - 20th June,	28th – 31st Oct,	270,000	Rwanda	6,000
17	Mastering Workplace Communication Strategies	18th – 21st Feb,	24th - 27th June,	4th - 7th Nov,	270,000	Rwanda	6,000
18	Mastering Advanced Communication and Presentation Skills	18th – 21st Feb,	24th - 27th June,	4th - 7th Nov,	270,000	Nairobi	5,500
19	Mastering Effective Communication and Inspirational Presentations	18th – 21st Feb,	24th - 27th June,	4th - 7th Nov,	270,000	Accra	4,000
20	Enhancing Your Analytical Skills: Researching and Presenting Information Effectively	25th - 28th Feb,	1st – 4th July,	4th - 7th Nov,	270,000	Accra	4,000
21	Mastering Advanced Public Speaking and Presentation Skills	25th - 28th Feb,	1st – 4th July,	11th - 14th Nov,	270,000	Accra	4,000
22	Enhancing Team Communication and Workplace Relationships	25th - 28th Feb,	1st – 4th July,	11th - 14th Nov,	270,000	Nairobi	5,500
23	Bridging Generational Diversity Through Effective Communication	4th – 7th Mar,	8th - 11th July,	11th - 14th Nov,	270,000	Nairobi	5,500
24	Enhancing Communication and Relational Skills: Best Practices for Professional Success	4th – 7th Mar,	8th - 11th July,	11th - 14th Nov,	270,000	Rwanda	6,000
25	Mastering Persuasion: Influencing Without Authority	4th – 7th Mar,	15th - 18th July,	11th - 14th Nov,	270,000	Rwanda	6,000



All Course available:
*Classroom *Online *In-house

Business Communication Programs							
S/N	Course Title	Date	Date	Date	Lagos Fee (#)	Int'l Venue	Fee (\$)
26	Enhancing Team Communication and Workplace Relationships	11th - 14th Mar,	15th - 18th July,	18th - 21th Nov,	270,000	Accra	4,000
27	Mastering Effective Communication: Communicating with Confidence	11th - 14th Mar,	15th - 18th July,	18th - 21th Nov,	270,000	Accra	4,000
28	Advanced Communication Strategy Design and Development	11th - 14th Mar,	22nd - 25th July,	18th - 21th Nov,	270,000	Accra	4,000
29	Strategic Public Affairs and Government Relations Course	18th - 21st Mar,	22nd - 25th July,	18th - 21th Nov,	270,000	Accra	4,000
30	Developing Positive Relationships at Work	18th - 21st Mar,	22nd - 25th July,	18th - 21th Nov,	270,000	Nairobi	5,500
31	Mastering Advanced Communication Framework in the Organization	18th - 21st Mar,	29th July - 1st Aug,	25th - 28th Nov,	270,000	Nairobi	5,500
32	Effective Techniques for Building Better Work Relationships through Results-Oriented Communication	25th - 28th Mar,	29th July - 1st Aug,	25th - 28th Nov,	270,000	Nairobi	5,500
33	Mastering Facilitation and Influencing Skills for Improved Results	25th - 28th Mar,	5th - 8th Aug,	25th - 28th Nov,	270,000	Rwanda	6,000
34	Mastering Customer Relationship Management (CRM): Strategies for Building Customer Loyalty	25th - 28th Mar,	5th - 8th Aug,	25th - 28th Nov,	270,000	Rwanda	6,000
35	Social Media Strategy for Communication and PR	2nd - 4th Apr,	5th - 8th Aug,	25th - 28th Nov,	270,000	Nairobi	5,500
36	Project Team Leadership: Building Commitment Through Superior Communication	2nd - 4th Apr,	5th - 8th Aug,	2nd - 5th Dec,	270,000	Nairobi	5,500
37	Assertive Communication Skills	2nd - 4th Apr,	12th - 15th Aug,	2nd - 5th Dec,	270,000	Accra	4,000
38	Solving Problems Through Effective Communication	8th - 11th Apr,	12th - 15th Aug,	2nd - 5th Dec,	270,000	Accra	4,000
39	Communication Skills for Law Enforcement Officers	8th - 11th Apr,	12th - 15th Aug,	2nd - 5th Dec,	270,000	Accra	4,000
40	Organizational Transformation through Effective Communications	8th - 11th Apr,	12th - 15th Aug,	2nd - 5th Dec,	270,000	Nairobi	5,500
41	Strategic Business Communication: Mastering Corporate Messaging and Influence	14th - 17th Apr,	19th - 22nd Aug,	9th - 12th Dec,	270,000	Nairobi	5,500
42	Executive Communication Skills: Leading with Clarity and Confidence	14th - 17th Apr,	19th - 22nd Aug,	9th - 12th Dec,	270,000	Accra	4,000
43	Advanced Negotiation and Persuasion Techniques for Business Leaders	22nd - 25th Apr,	26th - 29th Aug,	9th - 12th Dec,	270,000	Accra	4,000
44	Building High-Impact Communication Skills for Managers	22nd - 25th Apr,	26th - 29th Aug,	9th - 12th Dec,	270,000	Rwanda	6,000
45	Effective Virtual Communication: Mastering Online Meetings and Remote Collaboration	28th - 30th Apr,	1st - 4th Sept,	9th - 12th Dec,	270,000	Rwanda	6,000
46	Advanced Business Writing Skills: Crafting Clear and Persuasive Documents	28th - 30th Apr,	1st - 4th Sept,	16th - 19th Dec,	270,000	Nairobi	5,500
47	The Art of Persuasive Communication: Techniques for Business Success	6th - 9th May,	9th - 12th Sept,	16th - 19th Dec,	270,000	Nairobi	5,500
48	Influencing and Communicating with Senior Executives	6th - 9th May,	9th - 12th Sept,	16th - 19th Dec,	270,000	Rwanda	6,000
49	Mastering Conflict Resolution and Communication in the Workplace	13th - 16th May,	16th - 19th Sept,	16th - 19th Dec,	270,000	Rwanda	6,000
50	Communicating Business Strategy: Aligning Teams for High Performance	13th - 16th May,	16th - 19th Sept,	16th - 19th Dec,	270,000	Accra	4,000



All Course available:
*Classroom *Online *In-house

Construction Management & Civil Engineering Programs

S/N	Course Title	Date	Date	Date	Lagos Fee (#)	Int'l Venue	Int'l Fee (\$)
1	30-20-10 Procurement: Navigating Issues and Implementing Solutions	14th - 17th Jan,	13th - 16th May,	23rd - 26th Sept,	330,000	Accra	4,000
2	Site Management – Quality Fundamental	14th - 17th Jan,	13th - 16th May,	23rd - 26th Sept,	330,000	Accra	4,000
3	Accident Investigation and Root Cause Analysis Course	14th - 17th Jan,	20th – 23rd May,	23rd - 26th Sept,	330,000	Rwanda	6,000
4	Mental Health in Construction: Understanding and Supporting Workers	21st - 24th Jan,	20th – 23rd May,	7th - 10th Oct,	330,000	Rwanda	6,000
5	Principal Designer Role in Construction Design Management	21st - 24th Jan,	20th – 23rd May,	7th - 10th Oct,	330,000	Nairobi	5,500
6	The Role of Experts in Construction and Engineering Claims and Disputes	21st - 24th Jan,	27th - 30th May,	7th - 10th Oct,	330,000	Nairobi	5,500
7	Project Management and Supervision: Historic and Traditional Buildings	28th – 31st Jan,	27th - 30th May,	14th – 17th Oct,	330,000	Nairobi	5,500
8	Management of Asbestos Course	28th – 31st Jan,	27th - 30th May,	14th – 17th Oct,	330,000	Rwanda	6,000
9	Property Development and Funding Course	28th – 31st Jan,	3rd – 6th June,	14th – 17th Oct,	330,000	Rwanda	6,000
10	Understanding Delay Analysis Methodologies	4th – 7th Feb,	3rd – 6th June,	21st - 24th Oct,	330,000	Nairobi	5,500
11	Workplace Safety Skills Course	4th – 7th Feb,	9th - 11th June,	21st - 24th Oct,	330,000	Nairobi	5,500
12	Building Safety Act: Awareness Course	4th – 7th Feb,	9th - 11th June,	21st - 24th Oct,	330,000	Accra	6,000
13	Principal Contractor Competence and Legal Duties	11th - 14th Feb,	9th - 11th June,	28th – 31st Oct,	330,000	Accra	6,000
14	NEBOSH Health and Safety Management Course	11th - 14th Feb,	17th - 20th June,	28th – 31st Oct,	330,000	Nairobi	5,500
15	Pre-Contract Management in Construction	11th - 14th Feb,	17th - 20th June,	28th – 31st Oct,	330,000	Rwanda	6,000
16	Managing Contract Risks in Major Construction Projects	11th - 14th Feb,	17th - 20th June,	28th – 31st Oct,	330,000	Rwanda	6,000
17	Commercial Management for Contractors & Subcontractor	18th – 21st Feb,	24th - 27th June,	4th - 7th Nov,	330,000	Rwanda	6,000
18	Understanding Building Conservation Course	18th – 21st Feb,	24th - 27th June,	4th - 7th Nov,	330,000	Nairobi	5,500
19	Building Information Modeling (BIM)	18th – 21st Feb,	24th - 27th June,	4th - 7th Nov,	330,000	Accra	4,000
20	Construction Cost Estimation and Budgeting	25th - 28th Feb,	1st – 4th July,	4th - 7th Nov,	330,000	Accra	4,000
21	Lean Construction Techniques	25th - 28th Feb,	1st – 4th July,	11th - 14th Nov,	330,000	Accra	4,000
22	Contract Administration and Claims Management	25th - 28th Feb,	1st – 4th July,	11th - 14th Nov,	330,000	Nairobi	5,500
23	Quality Management in Construction	4th – 7th Mar,	8th - 11th July,	11th - 14th Nov,	330,000	Nairobi	5,500
24	Health, Safety, and Environmental (HSE) Management	4th – 7th Mar,	8th - 11th July,	11th - 14th Nov,	330,000	Rwanda	6,000
25	Delay Analysis and Scheduling	4th – 7th Mar,	15th - 18th July,	11th - 14th Nov,	330,000	Rwanda	6,000



All Course available:
*Classroom *Online *In-house

Construction Management & Civil Engineering Programs							
S/N	Course Title	Date	Date	Date	Lagos Fee (#)	Int'l Venue	Fee (\$)
26	Sustainable Construction and Green Building Practices	11th - 14th Mar,	15th - 18th July,	18th - 21th Nov,	330,000	Accra	4,000
27	Structural Steel Design Training Course	11th - 14th Mar,	15th - 18th July,	18th - 21th Nov,	330,000	Accra	4,000
28	Reinforced Concrete Design, Detailing and Works	11th - 14th Mar,	22nd - 25th July,	18th - 21th Nov,	330,000	Accra	4,000
29	Construction and Building Envelope Inspection Training Course	18th - 21st Mar,	22nd - 25th July,	18th - 21th Nov,	330,000	Accra	4,000
30	Construction Quality Control Training Course	18th - 21st Mar,	22nd - 25th July,	18th - 21th Nov,	330,000	Nairobi	5,500
31	Advanced Concrete Technology Training	18th - 21st Mar,	29th July - 1st Aug,	25th - 28th Nov,	330,000	Nairobi	5,500
32	Industrial Building Design and Renovation	25th - 28th Mar,	29th July - 1st Aug,	25th - 28th Nov,	330,000	Nairobi	5,500
33	Construction Supervision Training	25th - 28th Mar,	5th - 8th Aug,	25th - 28th Nov,	330,000	Rwanda	6,000
34	Construction Risk Management Training	25th - 28th Mar,	5th - 8th Aug,	25th - 28th Nov,	330,000	Rwanda	6,000
35	Lean Construction Training	2nd - 4th Apr,	5th - 8th Aug,	25th - 28th Nov,	330,000	Nairobi	5,500
36	Reinforced Concrete Design, Detailing and Works	2nd - 4th Apr,	5th - 8th Aug,	2nd - 5th Dec,	330,000	Nairobi	5,500
37	Design of Blast Resistant Buildings in Petrochemical Facilities	2nd - 4th Apr,	12th - 15th Aug,	2nd - 5th Dec,	330,000	Accra	4,000
38	Construction HSE Hazards	8th - 11th Apr,	12th - 15th Aug,	2nd - 5th Dec,	330,000	Accra	4,000
39	Advanced Materials & Technology in Concrete Industry	8th - 11th Apr,	12th - 15th Aug,	2nd - 5th Dec,	330,000	Accra	4,000
40	Road Construction Materials and Technologies	8th - 11th Apr,	12th - 15th Aug,	2nd - 5th Dec,	330,000	Nairobi	5,500
41	Construction Math Foundations Course	14th - 17th Apr,	19th - 22nd Aug,	9th - 12th Dec,	330,000	Nairobi	5,500
42	Personal Protective Equipment (PPE) for Construction	14th - 17th Apr,	19th - 22nd Aug,	9th - 12th Dec,	330,000	Accra	4,000
43	Harnessing Technology in Construction	22nd - 25th Apr,	26th - 29th Aug,	9th - 12th Dec,	330,000	Accra	4,000
44	Construction Ethics and Compliance	22nd - 25th Apr,	26th - 29th Aug,	9th - 12th Dec,	330,000	Rwanda	6,000
45	Construction for Non-Construction Professionals	28th - 30th Apr,	1st - 4th Sept,	9th - 12th Dec,	330,000	Rwanda	6,000
46	Sustainable Construction and Development Course	28th - 30th Apr,	1st - 4th Sept,	16th - 19th Dec,	330,000	Nairobi	5,500
47	Estimating and Tendering: Principles and Practice	6th - 9th May,	9th - 12th Sept,	16th - 19th Dec,	330,000	Nairobi	5,500
48	30-20-10 Contracts: Issues and Solutions	6th - 9th May,	9th - 12th Sept,	16th - 19th Dec,	330,000	Rwanda	6,000
49	30-20-10 BIM Foundation Course	13th - 16th May,	16th - 19th Sept,	16th - 19th Dec,	330,000	Rwanda	6,000
50	Building Pathology Course	13th - 16th May,	16th - 19th Sept,	16th - 19th Dec,	330,000	Accra	4,000



All Course available:
*Classroom *Online *In-house

Customer Services, Sales & Marketing Programs

S/N	Course Title	Date	Date	Date	Lagos Fee (#)	Int'l Venue	Int'l Fee (\$)
1	Effective Sales and Marketing Administration Workshop	14th - 17th Jan,	6th - 9th May,	19th - 22nd Aug,	270,000	Accra	4,000
2	Providing Extraordinary Customer Service	14th - 17th Jan,	6th - 9th May,	19th - 22nd Aug,	270,000	Accra	4,000
3	Mastering Marketing Sales and Implementation: Strategies for Business Growth	14th - 17th Jan,	13th - 16th May,	26th - 29th Aug,	270,000	Rwanda	6,000
4	Market Planning, Market Audit, and Benchmarking	14th - 17th Jan,	13th - 16th May,	26th - 29th Aug,	270,000	Rwanda	6,000
5	Advanced Skills Improvement Course for Sales and Marketing Managers	21st - 24th Jan,	13th - 16th May,	26th - 29th Aug,	270,000	Nairobi	5,500
6	Developing and Implementing Effective Strategic Marketing Plans Course	21st - 24th Jan,	13th - 16th May,	26th - 29th Aug,	270,000	Nairobi	5,500
7	Mastering Excellent Customer Service Skills	21st - 24th Jan,	13th - 16th May,	26th - 29th Aug,	270,000	Nairobi	5,500
8	High Impact Sales: The Complete Sales Course for Maximizing Success	21st - 24th Jan,	20th - 23rd May,	1st - 4th Sept,	270,000	Rwanda	6,000
9	Mastering Sales Outlets Management: Strategies for Retail Success	28th - 31st Jan,	20th - 23rd May,	1st - 4th Sept,	270,000	Rwanda	6,000
10	Mastering Fundamental Selling Skills for Sales Success	28th - 31st Jan,	20th - 23rd May,	1st - 4th Sept,	270,000	Nairobi	5,500
11	Customer Management Strategies for Competitive Advantage	28th - 31st Jan,	20th - 23rd May,	9th - 12th Sept,	270,000	Nairobi	5,500
12	AI and CRM: Revolutionizing Customer Relationship Management	28th - 31st Jan,	20th - 23rd May,	9th - 12th Sept,	300,000	Accra	6,000
13	Developing Market-Driving Strategies for Competitive Advantage	4th - 7th Feb,	27th - 30th May,	9th - 12th Sept,	270,000	Accra	6,000
14	Mastering Email Marketing Fundamentals: Essential Techniques for Effective Campaigns	4th - 7th Feb,	27th - 30th May,	9th - 12th Sept,	270,000	Nairobi	5,500
15	Financial Aspects of the Sales and Marketing Process Course	4th - 7th Feb,	27th - 30th May,	16th - 19th Sept,	270,000	Rwanda	6,000
16	Achieving Service Quality and Excellence: Beyond Customer Service	4th - 7th Feb,	27th - 30th May,	16th - 19th Sept,	270,000	Rwanda	6,000
17	Fundamentals of Marketing: Essential Concepts and Strategies	11th - 14th Feb,	27th - 30th May,	16th - 19th Sept,	270,000	Rwanda	6,000
18	Mastering Customer Service Excellence: Strategies to Win and Keep Customers	11th - 14th Feb,	3rd - 6th June,	16th - 19th Sept,	270,000	Nairobi	5,500
19	Mastering Customer-Focused Selling Strategies	11th - 14th Feb,	3rd - 6th June,	23rd - 26th Sept,	270,000	Accra	4,000
20	AI-Driven Customer Experience Management	11th - 14th Feb,	3rd - 6th June,	23rd - 26th Sept,	300,000	Accra	4,000
21	AI-Powered Marketing Strategies for the Digital Age	18th - 21st Feb,	3rd - 6th June,	23rd - 26th Sept,	300,000	Accra	4,000
22	Sales and Marketing Professional Development	18th - 21st Feb,	3rd - 6th June,	23rd - 26th Sept,	270,000	Nairobi	5,500
23	Successful Marketing Mix Improvement	18th - 21st Feb,	9th - 11th June,	7th - 10th Oct,	270,000	Nairobi	5,500
24	Developing Digital Marketing Plans for Business Success	18th - 21st Feb,	9th - 11th June,	7th - 10th Oct,	270,000	Rwanda	6,000
25	Mastering Profitable Selling in a Volatile and Hostile Market	25th - 28th Feb,	9th - 11th June,	7th - 10th Oct,	270,000	Rwanda	6,000



All Course available:
*Classroom *Online *In-house

Customer Services, Sales & Marketing Programs							
S/N	Course Title	Date	Date	Date	Lagos Fee (#)	Int'l Venue	Fee (\$)
26	Complete Course for Marketing, New Marketing and Non-Marketing Professionals	25th - 28th Feb,	9th - 11th June,	7th - 10th Oct,	270,000	Accra	4,000
27	Mastering the Art of Handling Customer Complaints Effectively	25th - 28th Feb,	9th - 11th June,	14th - 17th Oct,	270,000	Accra	4,000
28	Strategic Internal Business Partner: Enhancing Organizational Synergy and Success	25th - 28th Feb,	17th - 20th June,	14th - 17th Oct,	270,000	Accra	4,000
29	Automation Tools for Streamlining Customer Service Operations	4th - 7th Mar,	17th - 20th June,	14th - 17th Oct,	300,000	Accra	4,000
30	Mastering Key Account Selling and Management	4th - 7th Mar,	17th - 20th June,	14th - 17th Oct,	270,000	Nairobi	5,500
31	Strategies and Secrets of Successful Sales Managers	4th - 7th Mar,	17th - 20th June,	21st - 24th Oct	270,000	Nairobi	5,500
32	Mastering Sales and Marketing in the Age of New social media	4th - 7th Mar,	17th - 20th June,	21st - 24th Oct,	300,000	Nairobi	5,500
33	Sales and Marketing Management	11th - 14th Mar,	24th - 27th June,	21st - 24th Oct,	270,000	Rwanda	6,000
34	Achieving Customer Service Excellence for Managers	11th - 14th Mar,	24th - 27th June,	21st - 24th Oct,	270,000	Rwanda	6,000
35	Developing Market-Driving Strategies for Competitive Advantage	11th - 14th Mar,	24th - 27th June,	21st - 24th Oct,	270,000	Nairobi	5,500
36	Introduction to Marketing Seminar	11th - 14th Mar,	24th - 27th June,	21st - 24th Oct,	270,000	Nairobi	5,500
37	Digital Marketer Training	11th - 14th Mar,	24th - 27th June,	21st - 24th Oct,	300,000	Accra	4,000
38	Marketing Strategies and Planning: Essential Techniques for Business Growth	11th - 14th Mar,	24th - 27th June,	21st - 24th Oct,	270,000	Accra	4,000
39	Social Media Marketing with AI-Powered Insights	18th - 21st Mar,	1st - 4th July,	28th - 31st Oct,	300,000	Accra	4,000
40	Sales Negotiation Strategies Workshop	18th - 21st Mar,	1st - 4th July,	28th - 31st Oct,	270,000	Nairobi	5,500
41	Customer Experience Perfection for Modern Managers	18th - 21st Mar,	1st - 4th July,	28th - 31st Oct,	270,000	Nairobi	5,500
42	Excellence in Customer Service: Best Practice	18th - 21st Mar,	1st - 4th July,	28th - 31st Oct,	270,000	Accra	4,000
43	Personalized Customer Engagement Through Machine Learning	18th - 21st Mar,	1st - 4th July,	28th - 31st Oct,	300,000	Accra	4,000
44	Mastering Customer Experience and Engagement	18th - 21st Mar,	1st - 4th July,	28th - 31st Oct,	270,000	Rwanda	6,000
45	Sales Mastery: Prospecting to Closing Deals	25th - 28th Mar,	8th - 11th July,	4th - 7th Nov,	270,000	Rwanda	6,000
46	Exceptional Customer Relationship Management (CRM) Course	25th - 28th Mar,	8th - 11th July,	4th - 7th Nov,	270,000	Nairobi	5,500
47	Marketing and Promotion Management Master Class	25th - 28th Mar,	8th - 11th July,	4th - 7th Nov,	270,000	Nairobi	5,500
48	Mastering Marketing and Advertising: Strategies for Business Growth	25th - 28th Mar,	8th - 11th July,	4th - 7th Nov,	270,000	Rwanda	6,000
49	Strategic Brand Management	25th - 28th Mar,	8th - 11th July,	4th - 7th Nov,	270,000	Rwanda	6,000
50	Offensive and Defensive Market Share Training for Sales and Marketing Managers	25th - 28th Mar,	8th - 11th July,	4th - 7th Nov,	270,000	Accra	4,000



All Course available:
*Classroom *Online *In-house

Customer Services, Sales & Marketing Programs							
S/N	Course Title	Date	Date	Date	Lagos Fee (#)	Int'l Venue	Fee (\$)
51	Mastering Customer Relationship and Marketing Skills Management	2nd - 4th Apr,	15th - 18th July,	11th - 14th Nov,	270,000	Accra	4,000
52	Leveraging AI for Omnichannel Marketing Success	2nd - 4th Apr,	15th - 18th July,	11th - 14th Nov,	300,000	Accra	4,000
53	Mastering Exceptional Customer Service	2nd - 4th Apr,	15th - 18th July,	11th - 14th Nov,	270,000	Accra	4,000
54	Territory and Time Management for Sales People	2nd - 4th Apr,	15th - 18th July,	11th - 14th Nov,	270,000	Accra	4,000
55	Predictive Analytics for Sales Growth and Market Insights	2nd - 4th Apr,	15th - 18th July,	11th - 14th Nov,	300,000	Nairobi	5,500
56	Introduction to Effective Marketing: Essential Skills for Beginners	2nd - 4th Apr,	15th - 18th July,	11th - 14th Nov,	270,000	Nairobi	5,500
57	Customer Service as a Strategic Internal and External Business Partner	8th - 11th Apr,	22nd - 25th July,	18th - 21th Nov,	270,000	Nairobi	5,500
58	Advanced Digital Marketing Strategies	8th - 11th Apr,	22nd - 25th July,	18th - 21th Nov,	300,000	Rwanda	6,000
59	Handling Customer Complaints and Conflict Resolution	8th - 11th Apr,	22nd - 25th July,	18th - 21th Nov,	270,000	Rwanda	6,000
60	Effective Customer Relationship Management (CRM)	8th - 11th Apr,	22nd - 25th July,	18th - 21th Nov,	270,000	Nairobi	5,500
61	Consultative Selling Skills	8th - 11th Apr,	22nd - 25th July,	18th - 21th Nov,	270,000	Nairobi	5,500
62	Brand Development and Management	8th - 11th Apr,	22nd - 25th July,	18th - 21th Nov,	270,000	Accra	4,000
63	Sales Pipeline Management and Lead Generation	14th - 17th Apr,	29th July – 1st Aug,	25th- 28th Nov,	270,000	Accra	4,000
64	Sales and Marketing Analytics	14th - 17th Apr,	29th July – 1st Aug,	25th- 28th Nov,	270,000	Accra	4,000
65	Building and Leading a Winning Sales Team	14th - 17th Apr,	29th July – 1st Aug,	25th- 28th Nov,	270,000	Nairobi	5,500
66	Customer-Centric Selling	14th - 17th Apr,	29th July – 1st Aug,	25th- 28th Nov,	270,000	Nairobi	5,500
67	Value-Based Selling Techniques	14th - 17th Apr,	29th July – 1st Aug,	25th- 28th Nov,	270,000	Accra	4,000
68	High-Impact Sales Presentation Skills	14th - 17th Apr,	29th July – 1st Aug,	25th- 28th Nov,	270,000	Accra	4,000
69	Customer Service Excellence for Support Teams	22nd – 25th Apr,	5th - 8th Aug,	2nd - 5th Dec,	270,000	Rwanda	6,000
70	Sales Psychology and Consumer Behavior	22nd – 25th Apr,	5th - 8th Aug,	2nd - 5th Dec,	270,000	Rwanda	6,000
71	Strategic Marketing Planning	22nd – 25th Apr,	5th - 8th Aug,	2nd - 5th Dec,	270,000	Nairobi	5,500
72	Content Marketing and Storytelling	22nd – 25th Apr,	5th - 8th Aug,	2nd - 5th Dec,	270,000	Nairobi	5,500
73	Sales Negotiation Techniques	22nd – 25th Apr,	5th - 8th Aug,	2nd - 5th Dec,	270,000	Rwanda	6,000
74	Online Advertising: Google Ads, Facebook Ads	22nd – 25th Apr,	5th - 8th Aug,	2nd - 5th Dec,	300,000	Rwanda	6,000
75	Retail Sales Excellence	28th - 30th Apr,	12th - 15th Aug,	9th - 12th Dec,	270,000	Accra	4,000
76	Complete Course for Marketing, New Marketing and Non-Marketing Professionals	28th - 30th Apr,	12th - 15th Aug,	9th - 12th Dec,	300.,000	Accra	Accra
77	Customer Profiling Techniques and Procedures	28th - 30th Apr,	12th - 15th Aug,	9th - 12th Dec,	270,000	Accra	Accra
78	Effective Marketing Manager Workshop	28th - 30th Apr,	12th - 15th Aug,	9th - 12th Dec,	270,000	Rwanda	Rwanda
79	Automating Sales Pipelines for Enhanced Efficiency	28th - 30th Apr,	12th - 15th Aug,	9th - 12th Dec,	300.,000	Rwanda	Rwanda
80	Sales and Marketing Managers: Best Practices for Results	28th - 30th Apr,	12th - 15th Aug,	9th - 12th Dec,	270,000	Nairobi	Nairobi



All Course available:
*Classroom *Online *In-house

- Venues:
- Lagos
 - Accra
 - Rwanda
 - Nairobi

Customer Services, Sales & Marketing Programs							
S/N	Course Title	Date	Date	Date	Lagos Fee (#)	Int'l Venue	Fee (\$)
81	Marketing Communication Seminar	6th - 9th May,	19th – 22nd Aug,	16th – 19th Dec,	270,000	Accra	Accra
82	Essential Marketing Process Training	6th - 9th May,	19th – 22nd Aug,	16th – 19th Dec,	270,000	Accra	Accra
83	Chatbot Integration for Exceptional Customer Support	6th - 9th May,	19th – 22nd Aug,	16th – 19th Dec,	300.,000	Rwanda	Rwanda
84	Developing Strategic Market Plans for Your Organization	6th - 9th May,	19th – 22nd Aug,	16th – 19th Dec,	270,000	Rwanda	Rwanda
85	Value Added Marketing: Advanced Marketing Strategies Course	6th - 9th May,	19th – 22nd Aug,	16th – 19th Dec,	270,000	Nairobi	Nairobi



All Course available:
*Classroom *Online *In-house

Engineering, Instrumentation & Maintenance Programs						
S/N	Course Title	Date	Date	Lagos Fee (#)	Int'l Venue	Int'l Fee (\$)
1	Heat Exchangers and Fired Heaters Design, Repair and Maintenance	14th - 17th Jan,	9th - 11th June,	330,000	Accra	4,000
2	Heavy Duty Diesel Engine Treatment, Tools, and Repair Course	14th - 17th Jan,	9th - 11th June,	330,000	Accra	4,000
3	Flange Integrity Course	14th - 17th Jan,	9th - 11th June,	330,000	Rwanda	6,000
4	Piping Design, System, Operation, Maintenance and Repair in Oil and Gas Plant	14th - 17th Jan,	17th - 20th June,	330,000	Rwanda	6,000
5	Process Plant Optimization Technology and Continual Improvement	14th - 17th Jan,	17th - 20th June,	330,000	Nairobi	5,500
6	Mechanical Equipment Design, Testing, Installation, Inspection and Maintenance	14th - 17th Jan,	17th - 20th June,	330,000	Nairobi	5,500
7	Piping Engineering and Pipe Stress Analysis Training Course	21st - 24th Jan	17th - 20th June,	330,000	Nairobi	5,500
8	Advanced Security Systems and Surveillance Technologies	21st - 24th Jan	17th - 20th June,	330,000	Rwanda	6,000
9	Process Equipment Design and Controls for Operators & Engineers	21st - 24th Jan	24th - 27th June,	330,000	Rwanda	6,000
10	Diesel Engine Mechanic Course	21st - 24th Jan	24th - 27th June,	330,000	Nairobi	5,500
11	Pumps and Compressors, Performance Evaluation, Preventive Maintenance and Troubleshooting	21st - 24th Jan	24th - 27th June,	330,000	Nairobi	5,500
12	Gas Compressor System, Working Principle and Maintenance	21st - 24th Jan	24th - 27th June,	330,000	Accra	6,000
13	Process Plant Optimisation Technology and Continual Improvement	28th – 31st Jan,	24th - 27th June,	330,000	Accra	6,000
14	Machinery Failure Analysis and Troubleshooting	28th – 31st Jan,	1st – 4th July,	330,000	Nairobi	5,500
15	Couplings and Shaft Alignment	28th – 31st Jan,	1st – 4th July,	330,000	Rwanda	6,000
16	Gas Turbine Operation, Performance, Maintenance and Repair	28th – 31st Jan,	1st – 4th July,	330,000	Rwanda	6,000
17	Dry Gas Seal System, Installation, Working Principle, Operation & Troubleshooting	28th – 31st Jan,	1st – 4th July,	330,000	Rwanda	6,000
18	Heating, Ventilation and Air Conditioning (HVAC) Systems Technician Training Course	28th – 31st Jan,	1st – 4th July,	330,000	Nairobi	5,500
19	Electrical Protection	4th – 7th Feb,	8th - 11th July,	330,000	Accra	4,000
20	Pressure Safety Valve, Actuators and Regulators – Inspection and Maintenance	4th – 7th Feb,	8th - 11th July,	330,000	Accra	4,000
21	Lifting Equipment Inspection Course	4th – 7th Feb,	8th - 11th July,	330,000	Accra	4,000
22	Process Plant Optimisation Technology and Continual Improvement	4th – 7th Feb,	8th - 11th July,	330,000	Nairobi	5,500
23	Flange Management and Tightening Course	4th – 7th Feb,	8th - 11th July,	330,000	Nairobi	5,500
24	Advanced Renewable Energy Engineering Course	4th – 7th Feb,	15th - 18th July,	330,000	Rwanda	6,000
25	Fundamentals of Electrical Substation and Switchyard Design, Safety and Maintenance	11th - 14th Feb,	15th - 18th July,	330,000	Rwanda	6,000



All Course available:
*Classroom *Online *In-house

Engineering, Instrumentation & Maintenance Programs						
S/N	Course Title	Date	Date		Int'l Venue	Int'l Fee (\$)
26	Distributed Electricity Generation and Transmission	11th - 14th Feb,	15th - 18th July,	330,000	Accra	4,000
27	Power Quality, Harmonics Mitigation and Reactive Power Management	11th - 14th Feb,	15th - 18th July,	330,000	Accra	4,000
28	Electrical Drawings and Schematics Course	11th - 14th Feb,	15th - 18th July,	330,000	Rwanda	6,000
29	Power Plant Operator Course	11th - 14th Feb,	22nd - 25th July,	330,000	Rwanda	6,000
30	Modern Power System Analysis and Protective Relaying	11th - 14th Feb,	22nd - 25th July,	330,000	Nairobi	5,500
31	Electrical Equipment Control & Monitoring System	18th – 21st Feb,	22nd - 25th July,	330,000	Nairobi	5,500
32	Power Electronics, Rectifiers And Pulse-Width Modulation Inverters	18th – 21st Feb,	22nd - 25th July,	330,000	Nairobi	5,500
33	Smart Metering Course	18th – 21st Feb,	29th July – 1st Aug,	330,000	Rwanda	6,000
34	Electrical Safety Procedures and Standards for Electrical Engineers	18th – 21st Feb,	29th July – 1st Aug,	330,000	Rwanda	6,000
35	Electrical Power System Protection and Switchgear Training Course	18th – 21st Feb,	29th July – 1st Aug,	330,000	Nairobi	5,500
36	Construction, Installation and Maintenance of a Transformer	18th – 21st Feb,	29th July – 1st Aug,	330,000	Nairobi	5,500
37	Energy Isolation: Plan, Procedure and Checklist	25th - 28th Feb,	5th - 8th Aug,	330,000	Accra	6,000
38	Electrical Distribution Equipment Operation & Maintenance	25th - 28th Feb,	5th - 8th Aug,	330,000	Accra	6,000
39	Electrical Engineering Training Course	25th - 28th Feb,	5th - 8th Aug,	330,000	Nairobi	5,500
40	Design, Maintenance of High, Medium and Low Voltage Switchgears (HV, MV & LV)	25th - 28th Feb,	5th - 8th Aug,	330,000	Rwanda	6,000
41	Pumps And Valve Technology: Design, Selection, Installation, Application, Sizing, Inspection And Maintenance	25th - 28th Feb,	12th - 15th Aug,	330,000	Rwanda	6,000
42	Fundamentals Of Pumps And Valves And Their Selection For Optimal System Performance	25th - 28th Feb,	12th - 15th Aug,	330,000	Rwanda	6,000
43	Grounding Systems Design & Application	4th – 7th Mar,	12th - 15th Aug,	330,000	Nairobi	5,500
44	Solar Energy System – Installation and Storage	4th – 7th Mar,	12th - 15th Aug,	330,000	Accra	4,000
45	Siemens SIMATIC S7-300/-400 PLC Automation Training Course	4th – 7th Mar,	19th – 22nd Aug,	330,000	Accra	4,000
46	Process Control Valve – Sizing, Selection and Maintenance Training Course	4th – 7th Mar,	19th – 22nd Aug,	330,000	Accra	4,000
47	PLC, HMI and SCADA Industrial Automation Training Course	4th – 7th Mar,	19th – 22nd Aug,	330,000	Nairobi	5,500
48	Instrumentation Course for Oil and Gas Industry	4th – 7th Mar,	19th – 22nd Aug,	350,000	Nairobi	5,500
49	Automation Engineer in PLC and SCADA Training Course	11th - 14th Mar,	26th - 29th Aug,	330,000	Rwanda	6,000
50	Safety Instrumented Systems Training Course	11th - 14th Mar,	26th - 29th Aug,	330,000	Rwanda	6,000



All Course available:
*Classroom *Online *In-house

Engineering, Instrumentation & Maintenance Programs						
S/N	Course Title	Date	Date		Int'l Venue	Int'l Fee (\$)
51	Foundation Fieldbus Training Course	11th - 14th Mar,	26th - 29th Aug,	330,000	Accra	4,000
52	Alarm Management System Training Course	11th - 14th Mar,	26th - 29th Aug,	330,000	Accra	4,000
53	Distributed Control System (DCS) Training Course	11th - 14th Mar,	1st - 4th Sept,	330,000	Rwanda	6,000
54	Air Conditioning Systems Maintenance And Diagnostics	11th - 14th Mar,	1st - 4th Sept,	330,000	Rwanda	6,000
55	Siemens WinCC SCADA System Training Course	18th – 21st Mar,	1st - 4th Sept,	330,000	Nairobi	5,500
56	Allen Bradley PLC Programming Training Course	18th – 21st Mar,	1st - 4th Sept,	330,000	Nairobi	5,500
57	Custody Transfer, Flow Measurement and Meter Calibration Training Course	18th – 21st Mar,	9th - 12th Sept,	330,000	Nairobi	5,500
58	Instrumentation and Process Control Technician Training Course	18th – 21st Mar,	9th - 12th Sept,	330,000	Rwanda	6,000
59	P&ID Training Course	18th – 21st Mar,	9th - 12th Sept,	330,000	Rwanda	6,000
60	Allen Bradley ControlLogix PLC Training – RSLogix 5000 Series Course	18th – 21st Mar,	9th - 12th Sept,	330,000	Nairobi	5,500
61	Process Control Training Course	25th - 28th Mar,	16th - 19th Sept,	330,000	Nairobi	5,500
62	Instrumentation and Control Engineering Training Course	25th - 28th Mar,	16th - 19th Sept,	330,000	Accra	6,000
63	Advanced PLC Programming Training Course	25th - 28th Mar,	16th - 19th Sept,	330,000	Accra	6,000
64	Material Selection in Oil and Gas Upstream	25th - 28th Mar,	16th - 19th Sept,	330,000	Nairobi	5,500
65	Hazard Identification and Risk Management for Mining	25th - 28th Mar,	23rd - 26th Sept,	330,000	Rwanda	6,000
66	Behavioral Safety in Mining: A Comprehensive Approach	25th - 28th Mar,	23rd - 26th Sept,	330,000	Rwanda	6,000
67	Introduction to Mining and Mining Finance	2nd - 4th Apr,	23rd - 26th Sept,	330,000	Rwanda	6,000
68	Geology for Mining Engineers Course	2nd - 4th Apr,	23rd - 26th Sept,	330,000	Nairobi	5,500
69	Environmental Management in Mining Operations	2nd - 4th Apr,	7th - 10th Oct,	330,000	Accra	4,000
70	Mining for Non-Miners: An Introduction	2nd - 4th Apr,	7th - 10th Oct,	330,000	Accra	4,000
71	Metallurgy for Non-Metallurgists: Fundamentals and Applications	2nd - 4th Apr,	7th - 10th Oct,	330,000	Accra	4,000
72	Corrosion, Metallurgy & Inspection Training Course	2nd - 4th Apr,	7th - 10th Oct,	330,000	Nairobi	5,500
73	Cathodic Protection System in Oil & Gas Exploration Industry	8th - 11th Apr,	14th – 17th Oct,	330,000	Nairobi	5,500
74	Corrosion Management Masterclass: Understanding and Mitigating Corrosion in Industrial Settings	8th - 11th Apr,	14th – 17th Oct,	330,000	Rwanda	6,000
75	Materials and Welding Challenges for Offshore Oil & Gas Industries	8th - 11th Apr,	14th – 17th Oct,	330,000	Rwanda	6,000



All Course available:
*Classroom *Online *In-house

Engineering, Instrumentation & Maintenance Programs						
S/N	Course Title	Date	Date		Int'l Venue	Int'l Fee (\$)
76	Corrosion and Concrete Protection	8th - 11th Apr,	14th – 17th Oct,	330,000	Accra	4,000
77	Risk-Based Strategies for Inspection & Maintenance (RBI & RBM)	8th - 11th Apr,	21st - 24th Oct	330,000	Accra	4,000
78	Understanding and Preventing Process Equipment Failures	8th - 11th Apr,	21st - 24th Oct	330,000	Rwanda	6,000
79	Plumbing Technician Training	14th - 17th Apr,	21st - 24th Oct	330,000	Rwanda	6,000
80	Writing Effective Maintenance Procedures	14th - 17th Apr,	21st - 24th Oct	330,000	Nairobi	5,500
81	Risk Based Maintenance (RBM) Techniques, Strategy, and Applications	14th - 17th Apr,	28th – 31st Oct,	330,000	Nairobi	5,500
82	Reliability Centered Maintenance Training Course	14th - 17th Apr,	28th – 31st Oct,	330,000	Nairobi	5,500
83	Preventive Maintenance of HVAC	14th - 17th Apr,	28th – 31st Oct,	330,000	Rwanda	6,000
84	Predictive Maintenance Technologies	14th - 17th Apr,	28th – 31st Oct,	330,000	Rwanda	6,000
85	Oil and Gas Predictive Maintenance and Reliability Centered Maintenance of Plant	22nd – 25th Apr,	4th - 7th Nov,	330,000	Nairobi	5,500
86	Maintenance Strategy for Plant and Equipment and Cost-Effective Implementation	22nd – 25th Apr,	4th - 7th Nov,	330,000	Nairobi	5,500
87	Maintenance Audit and Site Inspection	22nd – 25th Apr,	4th - 7th Nov,	330,000	Accra	6,000
88	Failure Mode Effect and Criticality Analysis (FMECA) & Risk Assessment for Maintenance Purposes	22nd – 25th Apr,	4th - 7th Nov,	330,000	Accra	6,000
89	Diesel Engine Maintenance and Repair Training Course	22nd – 25th Apr,	4th - 7th Nov,	330,000	Nairobi	5,500
90	Building Maintenance Management and Repair	28th - 30th Apr,	11th - 14th Nov,	330,000	Rwanda	6,000
91	Reducing Costs through Spares Optimization and Rationalisation	28th - 30th Apr,	11th - 14th Nov,	330,000	Rwanda	6,000
92	Optimizing Equipment Maintenance & Replacement Decisions	28th - 30th Apr,	11th - 14th Nov,	330,000	Rwanda	6,000
93	Maintenance Errors Management System	28th - 30th Apr,	11th - 14th Nov,	330,000	Nairobi	5,500
94	Maintenance and Reliability Best Practices	28th - 30th Apr,	11th - 14th Nov,	330,000	Accra	4,000
95	Implementing Effective Preventive & Predictive Maintenance Programmes	6th - 9th May,	18th - 21th Nov,	330,000	Accra	4,000
96	Introduction to Asset Management	6th - 9th May,	18th - 21th Nov,	330,000	Accra	4,000
97	Professional Maintenance Planner	6th - 9th May,	18th - 21th Nov,	330,000	Nairobi	5,500
98	Facilities Management and Maintenance Training Course	6th - 9th May,	18th - 21th Nov,	330,000	Nairobi	5,500
99	Maintenance Planning, Scheduling and Control	6th - 9th May,	18th - 21th Nov,	330,000	Rwanda	6,000
100	Advanced Maintenance Management Training Course	13th - 16th May,	25th- 28th Nov,	330,000	Rwanda	6,000



Engineering, Instrumentation & Maintenance Programs						
S/N	Course Title	Date	Date		Int'l Venue	Int'l Fee (\$)
101	Asset Integrity and Maintenance Management Training Course	13th - 16th May,	25th- 28th Nov,	330,000	Accra	4,000
102	Piping and Mechanical Quality Control (QC) Inspector Course	13th - 16th May,	25th- 28th Nov,	330,000	Accra	4,000
103	Hydraulic System Course	13th - 16th May,	25th- 28th Nov,	330,000	Rwanda	6,000
104	Lifting Equipment and Lifting Operations, Regulations & Maintenance Training Course	13th - 16th May,	25th- 28th Nov,	330,000	Rwanda	6,000
105	Fire Alarm System Design and Installation	20th – 23rd May,	2nd - 5th Dec,	330,000	Nairobi	5,500
106	Innovative Root Cause Analysis	20th – 23rd May,	2nd - 5th Dec,	330,000	Nairobi	5,500
107	Machinery Failure, Vibration, and Predictive Maintenance Course	20th – 23rd May,	2nd - 5th Dec,	330,000	Nairobi	5,500
108	Root Cause Analysis: Identifying and Addressing Underlying Issues	20th – 23rd May,	2nd - 5th Dec,	330,000	Rwanda	6,000
109	Root Cause Failure Analysis Course	20th – 23rd May,	2nd - 5th Dec,	330,000	Rwanda	6,000
110	Instrumentation in Hazardous Areas	27th - 30th May,	9th - 12th Dec,	330,000	Nairobi	5,500
111	Maintenance Of Air Conditioners And Refrigerators	27th - 30th May,	9th - 12th Dec,	330,000	Nairobi	5,500
112	Pumps And Pumping Systems Optimization	27th - 30th May,	9th - 12th Dec,	330,000	Accra	6,000
113	Generator Testing, Inspection And Maintenance	27th - 30th May,	9th - 12th Dec,	330,000	Accra	6,000
114	Diesel Generator Operation And Maintenance	27th - 30th May,	9th - 12th Dec,	330,000	Nairobi	5,500
115	SCADA Training Course	3rd – 6th June,	9th - 12th Dec,	330,000	Rwanda	6,000
116	Facilities Management Strategy	3rd – 6th June,	16th – 19th Dec,	330,000	Rwanda	6,000
117	Integrated Security Systems: Access Control, CCTV, and Alarm Integration	3rd – 6th June,	16th – 19th Dec,	330,000	Rwanda	6,000
118	CCTV Installation, Configuration, and Troubleshooting	3rd – 6th June,	16th – 19th Dec,	330,000	Nairobi	5,500
119	Advanced Predictive Maintenance and Condition Monitoring Techniques	3rd – 6th June,	16th – 19th Dec,	330,000	Accra	4,000
120	Engineering Innovations and Maintenance Strategies in the Era of Industry	9th - 11th June,	16th – 19th Dec,	330,000	Accra	4,000



All Course available:
*Classroom *Online *In-house

Entrepreneurship & Business Programs							
S/N	Course Title	Date	Date	Date	Lagos Fee (#)	Int'l Venue	Int'l Fee (\$)
1	Understanding Finance for the Entrepreneur Workshop	14th - 17th Jan,	13th - 16th May,	23rd - 26th Sept,	270,000	Accra	4,000
2	Writing Proposal and Business Plan Best Practices	14th - 17th Jan,	13th - 16th May,	23rd - 26th Sept,	270,000	Accra	4,000
3	Successful Cost Reduction Strategies In Organizations Seminar	14th - 17th Jan,	20th – 23rd May,	23rd - 26th Sept,	270,000	Rwanda	6,000
4	Entrepreneurship Process and Behavior Course	21st - 24th Jan,	20th – 23rd May,	7th - 10th Oct,	270,000	Rwanda	6,000
5	Financial Skills For Business Development	21st - 24th Jan,	20th – 23rd May,	7th - 10th Oct,	270,000	Nairobi	5,500
6	Social Entrepreneurship: Creating Sustainable Change	21st - 24th Jan,	27th - 30th May,	7th - 10th Oct,	270,000	Nairobi	5,500
7	Creativity and Innovation in Entrepreneurship	28th – 31st Jan,	27th - 30th May,	14th – 17th Oct,	270,000	Nairobi	5,500
8	Business Planning And Strategic Decision-Making	28th – 31st Jan,	27th - 30th May,	14th – 17th Oct,	270,000	Rwanda	6,000
9	Real Options in Investment Decisions	28th – 31st Jan,	3rd – 6th June,	14th – 17th Oct,	270,000	Rwanda	6,000
10	Business Risk: Identification, Evaluation, And Management	4th – 7th Feb,	3rd – 6th June,	21st - 24th Oct,	270,000	Nairobi	5,500
11	Business Continuity Management Workshop	4th – 7th Feb,	9th - 11th June,	21st - 24th Oct,	270,000	Nairobi	5,500
12	Digital Business Transformation	4th – 7th Feb,	9th - 11th June,	21st - 24th Oct,	270,000	Accra	6,000
13	Promoting Entrepreneurship and Agribusiness Development	11th - 14th Feb,	9th - 11th June,	28th – 31st Oct,	270,000	Accra	6,000
14	Influence Negotiation Course	11th - 14th Feb,	17th - 20th June,	28th – 31st Oct,	270,000	Nairobi	5,500
15	Agile Leadership Course	11th - 14th Feb,	17th - 20th June,	28th – 31st Oct,	270,000	Rwanda	6,000
16	Business Continuity and Cost Control Strategies	11th - 14th Feb,	17th - 20th June,	28th – 31st Oct,	270,000	Rwanda	6,000
17	Business Management And Entrepreneurship	18th – 21st Feb,	24th - 27th June,	4th - 7th Nov,	270,000	Rwanda	6,000
18	Business Analysis Training Course	18th – 21st Feb,	24th - 27th June,	4th - 7th Nov,	270,000	Nairobi	5,500
19	Body Language for Entrepreneurs	18th – 21st Feb,	24th - 27th June,	4th - 7th Nov,	270,000	Accra	4,000
20	Investment Appraisal and Risk Analysis	25th - 28th Feb,	1st – 4th July,	4th - 7th Nov,	270,000	Accra	4,000
21	Business Process Analysis and Modelling	25th - 28th Feb,	1st – 4th July,	11th - 14th Nov,	270,000	Accra	4,000
22	Business Management And Entrepreneurship	25th - 28th Feb,	1st – 4th July,	11th - 14th Nov,	270,000	Nairobi	5,500
23	Effective Business Development	4th – 7th Mar,	8th - 11th July,	11th - 14th Nov,	270,000	Nairobi	5,500
24	Stakeholder Engagement Course	4th – 7th Mar,	8th - 11th July,	11th - 14th Nov,	270,000	Rwanda	6,000
25	Business Development Planning and Analysis Course	4th – 7th Mar,	15th - 18th July,	11th - 14th Nov,	270,000	Rwanda	6,000



All Course available:
*Classroom *Online *In-house

Entrepreneurship & Business Programs							
S/N	Course Title	Date	Date	Date	Lagos Fee (#)	Int'l Venue	Fee (\$)
26	Leadership, Management And Entrepreneurship In The 21st Century	11th - 14th Mar,	15th - 18th July,	18th - 21th Nov,	270,000	Accra	4,000
27	Business Feasibility and Viability Appraisal Strategies	11th - 14th Mar,	15th - 18th July,	18th - 21th Nov,	270,000	Accra	4,000
28	New Approaches To Entrepreneurship Financing: Process And Procedures	11th - 14th Mar,	22nd - 25th July,	18th - 21th Nov,	270,000	Accra	4,000
29	Startup Growth Strategies Training	18th – 21st Mar,	22nd - 25th July,	18th - 21th Nov,	270,000	Accra	4,000
30	Business Improvement and Process Mapping	18th – 21st Mar,	22nd - 25th July,	18th - 21th Nov,	270,000	Nairobi	5,500
31	Strategic Business Planning	18th – 21st Mar,	29th July – 1st Aug,	25th- 28th Nov,	270,000	Nairobi	5,500
32	Scaling Your Business: Strategies for Sustainable Growth	25th - 28th Mar,	29th July – 1st Aug,	25th- 28th Nov,	270,000	Nairobi	5,500
33	Digital Marketing For Entrepreneurs: Building An Online Presence	25th - 28th Mar,	5th - 8th Aug,	25th- 28th Nov,	300,000	Rwanda	6,000
34	Design Thinking for Business Innovation	25th - 28th Mar,	5th - 8th Aug,	25th- 28th Nov,	270,000	Rwanda	6,000
35	Entrepreneurial Leadership and Decision-Making	2nd - 4th Apr,	5th - 8th Aug,	25th- 28th Nov,	270,000	Nairobi	5,500
36	Building a Strong Brand for Startups	2nd - 4th Apr,	5th - 8th Aug,	2nd - 5th Dec,	270,000	Nairobi	5,500
37	E-Commerce Business Strategy Advancement	2nd - 4th Apr,	12th - 15th Aug,	2nd - 5th Dec,	270,000	Accra	4,000
38	Business Model Innovation Strategy	8th - 11th Apr,	12th - 15th Aug,	2nd - 5th Dec,	270,000	Accra	4,000
39	Data-Driven Decision Making for New Entrepreneurs	8th - 11th Apr,	12th - 15th Aug,	2nd - 5th Dec,	270,000	Accra	4,000
40	Advanced Sales Strategies for Entrepreneurs Course	8th - 11th Apr,	12th - 15th Aug,	2nd - 5th Dec,	270,000	Nairobi	5,500
41	Venture Capital and Angel Investment: Raising Startup Capital for Business	14th - 17th Apr,	19th – 22nd Aug,	9th - 12th Dec,	270,000	Nairobi	5,500
42	Lean Startup Methodology: Testing Business Ideas Course	14th - 17th Apr,	19th – 22nd Aug,	9th - 12th Dec,	270,000	Accra	4,000
43	Pitching to Investors: Perfecting Your Business Pitch Workshop	22nd – 25th Apr,	26th - 29th Aug,	9th - 12th Dec,	270,000	Accra	4,000
44	Customer Experience and Retention Strategies	22nd – 25th Apr,	26th - 29th Aug,	9th - 12th Dec,	270,000	Rwanda	6,000
45	Financial Modelling and Forecasting for Startups Business	28th - 30th Apr,	1st - 4th Sept,	9th - 12th Dec,	270,000	Rwanda	6,000
46	Mastering Digital Transformation in New Age Business	28th - 30th Apr,	1st - 4th Sept,	16th – 19th Dec,	300,000	Nairobi	5,500
47	Personal Branding for Business Owners Best Practices	6th - 9th May,	9th - 12th Sept,	16th – 19th Dec,	270,000	Nairobi	5,500
48	Social Media Strategy for Business Growth and Development	6th - 9th May,	9th - 12th Sept,	16th – 19th Dec,	270,000	Rwanda	6,000
49	Franchising: Expanding Your Business Through Franchise Models	13th - 16th May,	16th - 19th Sept,	16th – 19th Dec,	270,000	Rwanda	6,000
50	Conflict Resolution and Negotiation Skills for Entrepreneurs	13th - 16th May,	16th - 19th Sept,	16th – 19th Dec,	270,000	Accra	4,000



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Finance & Accounting Programs						
S/N	Course Title	Date	Date	Lagos Fee (#)	Int'l Venue	Int'l Fee (\$)
1	Budgeting and Forecasting Process, Tools and Techniques	14th - 17th Jan,	9th - 11th June,	270,000	Accra	4,000
2	Financial Statements Consolidation and Investment Accounting Training Course	14th - 17th Jan,	9th - 11th June,	270,000	Accra	4,000
3	ISO 19600: Compliance Management Systems for Financial Services	14th - 17th Jan,	9th - 11th June,	300,000	Rwanda	6,000
4	Advanced Financial Statement Analysis Course	14th - 17th Jan,	9th - 11th June,	270,000	Rwanda	6,000
5	FinTech Training Course	14th - 17th Jan,	9th - 11th June,	300,000	Nairobi	5,500
6	Corporate Actions Course	14th - 17th Jan,	9th - 11th June,	270,000	Nairobi	5,500
7	Financial Planning and Analysis (FP&A) Training Course	14th - 17th Jan,	9th - 11th June,	270,000	Nairobi	5,500
8	Forex Training Course	21st - 24th Jan	17th - 20th June,	270,000	Rwanda	6,000
9	Treasury Risk Management Course	21st - 24th Jan	17th - 20th June,	300,000	Rwanda	6,000
10	Complete Course on IFRS for Oil and Gas Companies	21st - 24th Jan	17th - 20th June,	300,000	Nairobi	5,500
11	The Future of Accounting: AI, Blockchain, and Cloud Solutions	21st - 24th Jan	17th - 20th June,	300,000	Nairobi	5,500
12	Mastering Financial Modeling And Analysis For The Energy Industry	21st - 24th Jan	17th - 20th June,	270,000	Accra	6,000
13	Advanced Cash Flow and Treasury Management	21st - 24th Jan	17th - 20th June,	300,000	Accra	6,000
14	Accounting, Decision Making & Financial Communication	21st - 24th Jan	17th - 20th June,	270,000	Nairobi	5,500
15	Agile Finance Transformation: A To Z Of Best Practices	28th – 31st Jan,	1st – 4th July,	270,000	Rwanda	6,000
16	Master Class: Accounting & Finance	28th – 31st Jan,	1st – 4th July,	270,000	Rwanda	6,000
17	Effective Revenue Collection Strategies	28th – 31st Jan,	1st – 4th July,	270,000	Rwanda	6,000
18	Tax Crime and Fraud Investigation Course	28th – 31st Jan,	1st – 4th July,	270,000	Nairobi	5,500
19	Advanced International Taxation Law Training Course	28th – 31st Jan,	1st – 4th July,	270,000	Accra	4,000
20	Aggressive Tax Planning Strategies and Management Course	28th – 31st Jan,	1st – 4th July,	270,000	Accra	4,000
21	Value Added Tax (VAT) Course	28th – 31st Jan,	1st – 4th July,	270,000	Accra	4,000
22	Advanced Consumption Tax Course	4th – 7th Feb,	8th - 11th July,	270,000	Nairobi	5,500
23	Advanced Tax Planning Strategies and Management Course	4th – 7th Feb,	8th - 11th July,	270,000	Nairobi	5,500
24	Tax Policy Analysis and Tax Revenue	4th – 7th Feb,	8th - 11th July,	270,000	Rwanda	6,000
25	Improving Tax Dispute Resolution Mechanisms	4th – 7th Feb,	8th - 11th July,	270,000	Rwanda	6,000



All Course available:
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Finance & Accounting Programs						
S/N	Course Title	Date	Date	Lagos Fee (#)	Int'l Venue	Int'l Fee (\$)
26	Accounts Reconciliation Strategies and Management of Suspense Accounts Course	4th – 7th Feb,	8th - 11th July,	270,000	Accra	4,000
27	Financial record management and tracking with financial software	4th – 7th Feb,	8th - 11th July,	270,000	Accra	4,000
28	Financial Strategy Course	4th – 7th Feb,	8th - 11th July,	270,000	Rwanda	6,000
29	Budget Analyst Training Course	11th - 14th Feb,	15th - 18th July,	270,000	Rwanda	6,000
30	Cash Call in Joint Venture Accounting in Oil and Gas Industry	11th - 14th Feb,	15th - 18th July,	270,000	Nairobi	5,500
31	Cash Flow Management, Analysis, Modelling and Forecasting Course	11th - 14th Feb,	15th - 18th July,	270,000	Nairobi	5,500
32	Financial Management Professional Course	11th - 14th Feb,	15th - 18th July,	270,000	Nairobi	5,500
33	Fast Closing Month-End and Year-End Accounts Course	11th - 14th Feb,	22nd - 25th July,	270,000	Rwanda	6,000
34	Zero Based Budgeting (ZBB) Training Course	11th - 14th Feb,	22nd - 25th July,	270,000	Rwanda	6,000
35	Complete Finance for Non-Finance Managers Course	11th - 14th Feb,	22nd - 25th July,	270,000	Nairobi	5,500
36	Accounting Assistant Training Course	18th – 21st Feb,	29th July – 1st Aug,	270,000	Nairobi	5,500
37	Integrated Financial Management Information System (IFMIS)	18th – 21st Feb,	29th July – 1st Aug,	270,000	Accra	6,000
38	Revenue Assurance and Fraud Management in Telecom	18th – 21st Feb,	29th July – 1st Aug,	270,000	Accra	6,000
39	Debt Management Course: Best Practice	18th – 21st Feb,	29th July – 1st Aug,	270,000	Nairobi	5,500
40	Public Sector Accounting Course	18th – 21st Feb,	5th - 8th Aug,	270,000	Rwanda	6,000
41	Basic Anti Money Laundering (AML) Compliance Training Course	18th – 21st Feb,	5th - 8th Aug,	270,000	Rwanda	6,000
42	Understanding Finance for Strategic Decision Making	18th – 21st Feb,	5th - 8th Aug,	270,000	Rwanda	6,000
43	Forensic Accounting and Auditing Training Course	18th – 21st Feb,	12th - 15th Aug,	270,000	Nairobi	5,500
44	ISO 14001: Environmental Management in Banking and Finance	18th – 21st Feb,	12th - 15th Aug,	300,000	Accra	4,000
45	Forecasting and Budgeting with Advanced Modelling Techniques	25th - 28th Feb,	12th - 15th Aug,	300,000	Accra	4,000
46	Financial Accounting and Taxation Training Course	25th - 28th Feb,	19th – 22nd Aug,	270,000	Accra	4,000
47	Accounts Receivable and Credit Policy in Receivable Management	25th - 28th Feb,	19th – 22nd Aug,	270,000	Nairobi	5,500
48	Balance Sheet Reconciliation Master Class	25th - 28th Feb,	19th – 22nd Aug,	270,000	Nairobi	5,500
49	Best Petroleum Economics Training	25th - 28th Feb,	19th – 22nd Aug,	300,000	Rwanda	6,000
50	Financial Management for Oil and Gas Companies and Petrochemical Industries	25th - 28th Feb,	26th - 29th Aug,	300,000	Rwanda	6,000



All Course available:
*Classroom *Online *In-house

Finance & Accounting Programs						
S/N	Course Title	Date	Date	Lagos Fee (#)	Int'l Venue	Int'l Fee (\$)
51	Financial Analysis Training Course: A Hands-On Approach	25th - 28th Feb,	26th - 29th Aug,	270,000	Accra	4,000
52	Performance Based Budgeting for State and Local Government	25th - 28th Feb,	26th - 29th Aug,	300,000	Accra	4,000
53	ISO 37001: Anti-Bribery Management Systems in Finance	25th - 28th Feb,	26th - 29th Aug,	300,000	Rwanda	6,000
54	Optimizing Procurement with Financial Software Solutions	4th – 7th Mar,	1st - 4th Sept,	300,000	Rwanda	6,000
55	Fundamentals of Cash Management: Control, Reconciliation and Risk Strategies	4th – 7th Mar,	1st - 4th Sept,	270,000	Nairobi	5,500
56	Accounting Skills Improvement Course for Middle Level Managers and Supervisors	4th – 7th Mar,	1st - 4th Sept,	270,000	Nairobi	5,500
57	Recent Approaches to Corporate and Individual Tax Compliance	4th – 7th Mar,	1st - 4th Sept,	270,000	Nairobi	5,500
58	Accounting and management of accounts payable and accounts receivable for higher efficiency Course	4th – 7th Mar,	1st - 4th Sept,	270,000	Rwanda	6,000
59	Strategic Interpretation and Analysis of Financial Statements	4th – 7th Mar,	1st - 4th Sept,	270,000	Rwanda	6,000
60	Accounts Receivables and Credit Policies Management Comprehensive Course	4th – 7th Mar,	1st - 4th Sept,	270,000	Nairobi	5,500
61	Salaries and Wages, Pension Funds and Personal Income Tax Administration Course	11th - 14th Mar,	16th - 19th Sept,	270,000	Nairobi	5,500
62	Advanced Skills for Cash Officers	11th - 14th Mar,	16th - 19th Sept,	270,000	Accra	6,000
63	Complete Course on Cash Management and Accounting	11th - 14th Mar,	16th - 19th Sept,	270,000	Accra	6,000
64	Complete Course on Financial Analysis and Reporting Using IFRS	11th - 14th Mar,	16th - 19th Sept,	300,000	Nairobi	5,500
65	Accounts Receivables: Planning, Organizing, Accounting and Achieving Course	11th - 14th Mar,	16th - 19th Sept,	270,000	Rwanda	6,000
66	Preparation, Analysis and Management of Payroll	11th - 14th Mar,	16th - 19th Sept,	270,000	Rwanda	6,000
67	Payroll Procedures and Administration Course	11th - 14th Mar,	16th - 19th Sept,	270,000	Rwanda	6,000
68	Cybersecurity in Fintech and Digital Payments	18th – 21st Mar,	23rd - 26th Sept,	300,000	Nairobi	5,500
69	ISO 27001: Information Security in Financial Systems	18th – 21st Mar,	23rd - 26th Sept,	300,000	Accra	4,000
70	Cryptocurrency Regulation and Legal Frameworks	18th – 21st Mar,	23rd - 26th Sept,	300,000	Accra	4,000
71	Accountant Skills Improvement Methods Course	18th – 21st Mar,	23rd - 26th Sept,	270,000	Accra	4,000
72	Excellent in Managing Receivables – Credit Monitoring and Control	18th – 21st Mar,	23rd - 26th Sept,	270,000	Nairobi	5,500
73	Basic Finance and Accounting Course	18th – 21st Mar,	23rd - 26th Sept,	270,000	Nairobi	5,500
74	Reconciliation of Financial Transactions: Best Practice	18th – 21st Mar,	23rd - 26th Sept,	270,000	Rwanda	6,000
75	Advanced Budgeting, Forecasting and the Planning Process	25th - 28th Mar,	7th - 10th Oct,	270,000	Rwanda	6,000



All Course available:
*Classroom *Online *In-house

Finance & Accounting Programs						
S/N	Course Title	Date	Date	Lagos Fee (#)	Int'l Venue	Int'l Fee (\$)
76	Building Scalable Financial Models for Startups	25th - 28th Mar,	7th - 10th Oct,	300,000	Accra	4,000
77	Banking Practice for Accountant: Best Practice	25th - 28th Mar,	7th - 10th Oct,	270,000	Accra	4,000
78	Fundamentals of Cost Accounting and Cost Reduction Strategies	25th - 28th Mar,	7th - 10th Oct,	270,000	Rwanda	6,000
79	Navigating Taxation and Compliance under IFRS Frameworks	25th - 28th Mar,	7th - 10th Oct,	300,000	Rwanda	6,000
80	Fundamentals of Final Accounts and Financial Reporting Systems Course	25th - 28th Mar,	7th - 10th Oct,	270,000	Nairobi	5,500
81	Complete Treasury Management Strategies	25th - 28th Mar,	7th - 10th Oct,	300,000	Nairobi	5,500
82	Excellence in Budget Preparation, Allocation and Cost Control	2nd - 4th Apr,	14th – 17th Oct,	270,000	Nairobi	5,500
83	Financial Data Analytics Using AI and Machine Learning	2nd - 4th Apr,	14th – 17th Oct,	300,000	Rwanda	6,000
84	Effective Finance and Accounting operations for Accountants	2nd - 4th Apr,	14th – 17th Oct,	270,000	Rwanda	6,000
85	Advanced Budgeting, Accounting and Cost Control	2nd - 4th Apr,	14th – 17th Oct,	270,000	Nairobi	5,500
86	Nigerian Taxation Systems Course	2nd - 4th Apr,	14th – 17th Oct,	270,000	Nairobi	5,500
87	Fundamentals of Bookkeeping and Basic Accounting for Non-Accountants	2nd - 4th Apr,	14th – 17th Oct,	270,000	Accra	6,000
88	Blockchain Applications Beyond Cryptocurrency in Finance	2nd - 4th Apr,	14th – 17th Oct,	300,000	Accra	6,000
89	Strategic Planning, Management Control and Effective Budgeting	8th - 11th Apr,	21st - 24th Oct	270,000	Nairobi	5,500
90	Managing Credit, Accounts Receivable and Debt Recovery: Best Practice	8th - 11th Apr,	21st - 24th Oct	270,000	Rwanda	6,000
91	Excellence in Monthly and Year-End Accounts Reconciliation	8th - 11th Apr,	21st - 24th Oct	270,000	Rwanda	6,000
92	Fundamentals Accounting, Bookkeeping and Managing Cash	8th - 11th Apr,	21st - 24th Oct	270,000	Rwanda	6,000
93	Excellence in Payroll Accounting and Reconciliation	8th - 11th Apr,	21st - 24th Oct	300,000	Nairobi	5,500
94	Strategic Budgeting and Cost Control for Modern Organizations	8th - 11th Apr,	21st - 24th Oct	300,000	Accra	4,000
95	IFRS Course with New Updates	8th - 11th Apr,	21st - 24th Oct	300,000	Accra	4,000
96	Excellence in Cash, Treasury and Risk Management	14th - 17th Apr,	28th – 31st Oct,	300,000	Accra	4,000
97	Best Budget Preparation Skills	14th - 17th Apr,	28th – 31st Oct,	270,000	Nairobi	5,500
98	Digital Banking and Fintech Disruption Strategies	14th - 17th Apr,	28th – 31st Oct,	300,000	Nairobi	5,500
99	Excellence in Excel for Accountants	14th - 17th Apr,	28th – 31st Oct,	270,000	Rwanda	6,000
100	Excellent Payroll Management and Accounting	14th - 17th Apr,	28th – 31st Oct,	270,000	Rwanda	6,000



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Finance & Accounting Programs						
S/N	Course Title	Date	Date	Lagos Fee (#)	Int'l Venue	Int'l Fee (\$)
101	AI in Fraud Detection and Risk Management	14th - 17th Apr,	28th – 31st Oct,	300,000	Accra	4,000
102	How to Better Organize, Control and Manage Accounts Payable	14th - 17th Apr,	28th – 31st Oct,	270,000	Accra	4,000
103	Effective Tax Audit Course	22nd – 25th Apr,	4th - 7th Nov,	270,000	Rwanda	6,000
104	IFRS-Advanced Course	22nd – 25th Apr,	4th - 7th Nov,	300,000	Rwanda	6,000
105	Excellent in Treasury Management	22nd – 25th Apr,	4th - 7th Nov,	270,000	Nairobi	5,500
106	Leveraging REMITA for Efficient Financial Transactions	22nd – 25th Apr,	4th - 7th Nov,	300,000	Nairobi	5,500
107	Financial Reporting and Accounting Course	22nd – 25th Apr,	4th - 7th Nov,	270,000	Nairobi	5,500
108	International Financial Reporting Standards (IFRS) For Accountants	22nd – 25th Apr,	4th - 7th Nov,	300,000	Rwanda	6,000
109	Budgeting and Vote Management in Public Finance	22nd – 25th Apr,	4th - 7th Nov,	300,000	Rwanda	6,000
110	Cost and Management Accounting Course	28th - 30th Apr,	11th - 14th Nov,	270,000	Nairobi	5,500
111	Financial Analysis and Financial Reporting Skills	28th - 30th Apr,	11th - 14th Nov,	270,000	Nairobi	5,500
112	Managing and Organizing Accounts Receivable	28th - 30th Apr,	11th - 14th Nov,	270,000	Accra	6,000
113	Advanced Budgeting and Corporate Financial Management Course	28th - 30th Apr,	11th - 14th Nov,	270,000	Accra	6,000
114	Managing Financial Portfolios in a Digital Age	28th - 30th Apr,	11th - 14th Nov,	300,000	Nairobi	5,500
115	Advanced Excel for Accounting and Finance Professionals	28th - 30th Apr,	11th - 14th Nov,	270,000	Nairobi	5,500
116	Business Financial and Accounting Skills	6th - 9th May,	18th - 21th Nov,	270,000	Rwanda	6,000
117	The Effective Financial Controller – Managing Financial Functions and Improvement Opportunities	6th - 9th May,	18th - 21th Nov,	270,000	Rwanda	6,000
118	AI-Powered Financial Analysis and Decision Making	6th - 9th May,	18th - 21th Nov,	300,000	Nairobi	5,500
119	Advanced Course on the Preparation of Final Accounts and Year End Reports	6th - 9th May,	18th - 21th Nov,	270,000	Nairobi	5,500
120	Tax Planning, Compliance and Incentives	6th - 9th May,	18th - 21th Nov,	270,000	Accra	6,000
121	Advanced Financial Modeling Using Excel and Python	6th - 9th May,	18th - 21th Nov,	300,000	Accra	6,000
122	Inventory Accounting and Costing Techniques Course	6th - 9th May,	18th - 21th Nov,	270,000	Accra	4,000
123	Complete Course on Developing, Analyzing and Managing Payroll Benchmarks and Metrics	13th - 16th May,	25th- 28th Nov,	270,000	Accra	4,000
124	Introduction to Fintech Innovations and Applications	13th - 16th May,	25th- 28th Nov,	300,000	Rwanda	6,000
125	Complete Accounts Payable: From Accounting to Management	13th - 16th May,	25th- 28th Nov,	270,000	Rwanda	6,000
126	Excellence in Accounts Receivable and Collection Management	13th - 16th May,	25th- 28th Nov,	270,000	Accra	4,000



All Course available:
*Classroom *Online *In-house

Finance & Accounting Programs						
S/N	Course Title	Date	Date	Lagos Fee (#)	Int'l Venue	Int'l Fee (\$)
127	Best Practice: Preparation, Presentation, Interpretation and Analysis of Financial Statements	13th - 16th May,	25th- 28th Nov,	270,000	Accra	4,000
128	Value for Money Audit Training Course	13th - 16th May,	25th- 28th Nov,	270,000	Accra	4,000
129	Tax Crime and Fraud Investigation Course	13th - 16th May,	25th- 28th Nov,	270,000	Accra	4,000
130	Cryptocurrency and Blockchain for Financial Professionals	13th - 16th May,	25th- 28th Nov,	300,000	Rwanda	6,000
131	Credit Management and Debt Collection Course	20th – 23rd May,	2nd - 5th Dec,	270,000	Rwanda	6,000
132	Accounts Payable Training Course	20th – 23rd May,	2nd - 5th Dec,	270,000	Nairobi	5,500
133	ISO 31000: Risk Management for Financial Institutions	20th – 23rd May,	2nd - 5th Dec,	300,000	Nairobi	5,500
134	Complete Course on Preparing Financial Statements and the Annual Report	20th – 23rd May,	2nd - 5th Dec,	270,000	Nairobi	5,500
135	Fundamentals of How to Manage the Accounts Department of Your Organization	20th – 23rd May,	2nd - 5th Dec,	270,000	Rwanda	6,000
136	Fundamentals Accounting, Bookkeeping and Managing Cash	20th – 23rd May,	2nd - 5th Dec,	270,000	Rwanda	6,000
137	Mastering Ifrs Compliance For The Energy Sector	20th – 23rd May,	2nd - 5th Dec,	300,000	Accra	4,000
138	ISO 19600: Compliance Management Systems for Financial Services	27th - 30th May,	9th - 12th Dec,	300,000	Accra	4,000
139	Foreign Exchange Trading Techniques and Updates course	27th - 30th May,	9th - 12th Dec,	270,000	Rwanda	6,000
140	Feasibility Studies – Preparation, Analysis and Evaluation course	27th - 30th May,	9th - 12th Dec,	270,000	Rwanda	6,000
141	Understanding and Analyzing Financial Statements and Reports Course	27th - 30th May,	9th - 12th Dec,	270,000	Nairobi	5,500
142	ISO 9001: Quality Management in Financial Services	27th - 30th May,	9th - 12th Dec,	300,000	Nairobi	5,500
143	Cost Management: Strategies for Business Decisions	27th - 30th May,	9th - 12th Dec,	270,000	Nairobi	5,500
144	AI-Powered Financial Analysis and Decision Making	27th - 30th May,	9th - 12th Dec,	300,000	Rwanda	6,000
145	Complete Course on Payroll Management	3rd – 6th June,	16th – 19th Dec,	270,000	Rwanda	6,000
146	Mastering IFRS Standards: A Comprehensive Guide	3rd – 6th June,	16th – 19th Dec,	300,000	Rwanda	6,000
147	Effective Accountant: Skills Improvement Methods	3rd – 6th June,	16th – 19th Dec,	270,000	Nairobi	5,500
148	Financial Planning, Budgeting and Control	3rd – 6th June,	16th – 19th Dec,	270,000	Rwanda	6,000
149	Effective Administration of Salary and Payroll	3rd – 6th June,	16th – 19th Dec,	270,000	Rwanda	6,000
150	ISO 20022: Global Standards for Financial Messaging	3rd – 6th June,	16th – 19th Dec,	300,000	Accra	4,000



All Course available:
*Classroom *Online *In-house

Hotel & Hospitality Programs

S/N	Course Title	Date	Date	Date	Lagos Fee (#)	Int'l Venue	Int'l Fee (\$)
1	Kitchen and Restaurant Management in the 21st Century	14th - 17th Jan,	13th - 16th May,	23rd - 26th Sept,	270,000	Accra	4,000
2	Effective Hotel Receptionist Training	14th - 17th Jan,	13th - 16th May,	23rd - 26th Sept,	270,000	Accra	4,000
3	Hotel Marketing and Sales Training	14th - 17th Jan,	20th – 23rd May,	23rd - 26th Sept,	270,000	Rwanda	6,000
4	Financial Statements Interpretation of Hotels and Hospitality	21st - 24th Jan,	20th – 23rd May,	7th - 10th Oct,	270,000	Rwanda	6,000
5	Hotel and Hospitality Practice Training	21st - 24th Jan,	20th – 23rd May,	7th - 10th Oct,	270,000	Nairobi	5,500
6	Hospitality Law: Navigating the Legal Landscape	21st - 24th Jan,	27th - 30th May,	7th - 10th Oct,	330,000	Nairobi	5,500
7	Cost Management and Control for Food and Beverage Operations	28th – 31st Jan,	27th - 30th May,	14th – 17th Oct,	270,000	Nairobi	5,500
8	Hotel Revenue Management Fundamentals	28th – 31st Jan,	27th - 30th May,	14th – 17th Oct,	270,000	Rwanda	6,000
9	Restaurant Revenue Management Workshop	28th – 31st Jan,	3rd – 6th June,	14th – 17th Oct,	270,000	Rwanda	6,000
10	Hotel Human Resources Management Training	4th – 7th Feb,	3rd – 6th June,	21st - 24th Oct,	270,000	Nairobi	5,500
11	Hotel and Hospitality Management Training	4th – 7th Feb,	9th - 11th June,	21st - 24th Oct,	270,000	Nairobi	5,500
12	Customer Service Excellence in Hotels and Hospitality	4th – 7th Feb,	9th - 11th June,	21st - 24th Oct,	270,000	Accra	6,000
13	Best Practice in Hotel and Restaurant Management Workshop	11th - 14th Feb,	9th - 11th June,	28th – 31st Oct,	270,000	Accra	6,000
14	Menu Analysis Workshop	11th - 14th Feb,	17th - 20th June,	28th – 31st Oct,	270,000	Nairobi	5,500
15	Event and Conference Management Course	11th - 14th Feb,	17th - 20th June,	28th – 31st Oct,	270,000	Rwanda	6,000
16	Advanced Hospitality Customer Service	11th - 14th Feb,	17th - 20th June,	28th – 31st Oct,	270,000	Rwanda	6,000
17	Hotel and Catering Operations Management	18th – 21st Feb,	24th - 27th June,	4th - 7th Nov,	270,000	Rwanda	6,000
18	Ensuring Quality in Food and Beverage Services	18th – 21st Feb,	24th - 27th June,	4th - 7th Nov,	270,000	Nairobi	5,500
19	Hospitality Events and Conferences Management Course	18th – 21st Feb,	24th - 27th June,	4th - 7th Nov,	270,000	Accra	4,000
20	Hospitality Business Management	25th - 28th Feb,	1st – 4th July,	4th - 7th Nov,	270,000	Accra	4,000
21	Hospitality and Event Management Program	25th - 28th Feb,	1st – 4th July,	11th - 14th Nov,	270,000	Accra	4,000
22	Hotel Revenue Management: Booking Practices	25th - 28th Feb,	1st – 4th July,	11th - 14th Nov,	270,000	Nairobi	5,500
23	Advanced Hotel Warehousing and Stores Management	4th – 7th Mar,	8th - 11th July,	11th - 14th Nov,	270,000	Nairobi	5,500
24	Hotel Accounting and Financial Statements	4th – 7th Mar,	8th - 11th July,	11th - 14th Nov,	270,000	Rwanda	6,000
25	Kitchen and Restaurant Management in the 21st Century	4th – 7th Mar,	15th - 18th July,	11th - 14th Nov,	270,000	Rwanda	6,000



All Course available:
*Classroom *Online *In-house

Hotel & Hospitality Programs							
S/N	Course Title	Date	Date	Date	Lagos Fee (#)	Int'l Venue	Fee (\$)
26	Effective Hotel Receptionist Training	11th - 14th Mar,	15th - 18th July,	18th - 21th Nov,	270,000	Accra	4,000
27	Comprehensive Catering and Event Management: Skills for Successful Events	11th - 14th Mar,	15th - 18th July,	18th - 21th Nov,	270,000	Accra	4,000
28	Modern Methods in Catering and Event Management for Tourism	11th - 14th Mar,	22nd - 25th July,	18th - 21th Nov,	270,000	Accra	4,000
29	Fundamentals of Hotel Revenue Management in Hospitality Industry	18th - 21st Mar,	22nd - 25th July,	18th - 21th Nov,	270,000	Accra	4,000
30	Revenue Audit and Controls in Hotel Management	18th - 21st Mar,	22nd - 25th July,	18th - 21th Nov,	270,000	Nairobi	5,500
31	Advancements in Hospitality and Tourism Technology and Innovation	18th - 21st Mar,	29th July - 1st Aug,	25th- 28th Nov,	270,000	Nairobi	5,500
32	Mastering Customer Experience Management in Hospitality	25th - 28th Mar,	29th July - 1st Aug,	25th- 28th Nov,	270,000	Nairobi	5,500
33	Enhancing Internal Control and Fraud Management in Hotels	25th - 28th Mar,	5th - 8th Aug,	25th- 28th Nov,	270,000	Rwanda	6,000
34	Modern Methods of Hotel Maintenance and Operation	25th - 28th Mar,	5th - 8th Aug,	25th- 28th Nov,	270,000	Rwanda	6,000
35	Mastering Exceptional Customer Service in the Hotel Industry	2nd - 4th Apr,	5th - 8th Aug,	25th- 28th Nov,	270,000	Nairobi	5,500
36	Advanced Hotel Front Desk Operations Management	2nd - 4th Apr,	5th - 8th Aug,	2nd - 5th Dec,	270,000	Nairobi	5,500
37	Advanced Housekeeping and Room Management Supervision	2nd - 4th Apr,	12th - 15th Aug,	2nd - 5th Dec,	270,000	Accra	4,000
38	Strategic Hotel Assets Management (HAM)	8th - 11th Apr,	12th - 15th Aug,	2nd - 5th Dec,	270,000	Accra	4,000
39	Ensuring Excellence in Hotel Quality Control (HQC)	8th - 11th Apr,	12th - 15th Aug,	2nd - 5th Dec,	270,000	Accra	4,000
40	Advanced Techniques in Hotel Reservations Management	8th - 11th Apr,	12th - 15th Aug,	2nd - 5th Dec,	270,000	Nairobi	5,500
41	Essential Skills for Hotel and Hospitality Front Desk Officers	14th - 17th Apr,	19th - 22nd Aug,	9th - 12th Dec,	270,000	Nairobi	5,500
42	Mastering Operations and Management of Amusement Parks and Leisure Services	14th - 17th Apr,	19th - 22nd Aug,	9th - 12th Dec,	270,000	Accra	4,000
43	Food and Beverage Management Course	22nd - 25th Apr,	26th - 29th Aug,	9th - 12th Dec,	270,000	Accra	4,000
44	Mastering the Analysis of Hotel Income Statements	22nd - 25th Apr,	26th - 29th Aug,	9th - 12th Dec,	270,000	Rwanda	6,000
45	Budgeting and Forecasting Concepts in Hotels and Hospitality Industries	28th - 30th Apr,	1st - 4th Sept,	9th - 12th Dec,	270,000	Rwanda	6,000
46	Introduction to Food and Beverage Management	28th - 30th Apr,	1st - 4th Sept,	16th - 19th Dec,	270,000	Nairobi	5,500
47	Auditing Training for Hotel and Hospitality Management	6th - 9th May,	9th - 12th Sept,	16th - 19th Dec,	270,000	Nairobi	5,500
48	Excellence in Housekeeping and Cleaning	6th - 9th May,	9th - 12th Sept,	16th - 19th Dec,	270,000	Rwanda	6,000
49	Restaurant Operations Management	13th - 16th May,	16th - 19th Sept,	16th - 19th Dec,	270,000	Rwanda	6,000
50	Hospitality and Hotel Management Workshop	13th - 16th May,	16th - 19th Sept,	16th - 19th Dec,	270,000	Accra	4,000
51	Sustainable Practices in Hospitality Operations						



Hotel & Hospitality Programs							
S/N	Course Title	Date	Date	Date	Lagos Fee (#)	Int'l Venue	Fee (\$)
52	Customer Relationship Management (CRM) in Hospitality	6th - 9th May,	9th - 12th Sept,	16th – 19th Dec,	270,000	Nairobi	5,500
53	Advanced Revenue Management in Hospitality	6th - 9th May,	9th - 12th Sept,	16th – 19th Dec,	270,000	Rwanda	6,000
54	Event Planning and Management in the Hospitality Industry	13th - 16th May,	16th - 19th Sept,	16th – 19th Dec,	270,000	Rwanda	6,000
55	Hospitality Digital Marketing Strategies	13th - 16th May,	16th - 19th Sept,	16th – 19th Dec,	270,000	Accra	4,000
56	Crisis Management and Risk Reduction in Hospitality	6th - 9th May,	9th - 12th Sept,	16th – 19th Dec,	270,000	Nairobi	5,500
57	Leadership in Hospitality and Tourism Management	6th - 9th May,	9th - 12th Sept,	16th – 19th Dec,	270,000	Rwanda	6,000
58	Culinary Arts and Food Safety for Hospitality Managers	13th - 16th May,	16th - 19th Sept,	16th – 19th Dec,	270,000	Rwanda	6,000
59	Luxury Brand Management in Hospitality	13th - 16th May,	16th - 19th Sept,	16th – 19th Dec,	270,000	Accra	4,000
60	Hospitality Law and Ethics	6th - 9th May,	9th - 12th Sept,	16th – 19th Dec,	270,000	Nairobi	5,500



All Course available:
*Classroom *Online *In-house

Human Resources Management Programs

S/N	Course Title	Date	Date	Date	Lagos Fee (#)	Int'l Venue	Int'l Fee (\$)
1	Managing Employee Performance, Behaviour and Attitudes	14th - 17th Jan,	6th - 9th May,	19th – 22nd Aug,	270,000	Accra	4,000
2	Manpower Organization Succession Planning and Trend Analysis	14th - 17th Jan,	6th - 9th May,	19th – 22nd Aug,	270,000	Accra	4,000
3	Advanced Human Resources Management Master Class	14th - 17th Jan,	13th - 16th May,	26th - 29th Aug,	270,000	Rwanda	6,000
4	Mastering Effective Report Writing for HR and Admin Managers	14th - 17th Jan,	13th - 16th May,	26th - 29th Aug,	270,000	Rwanda	6,000
5	Effective Stress Management in the Workplace: Strategies for Managing Pressure	21st - 24th Jan,	13th - 16th May,	26th - 29th Aug,	270,000	Nairobi	5,500
6	The Role of AI in Performance Management and Employee Engagement	21st - 24th Jan,	13th - 16th May,	26th - 29th Aug,	300,000	Nairobi	5,500
7	Strategic Management of Compensation, Benefits, and Rewards	21st - 24th Jan,	13th - 16th May,	26th - 29th Aug,	270,000	Nairobi	5,500
8	Strategies for Maximizing Time, Enhancing Workflow, and Boosting Productivity	21st - 24th Jan,	20th – 23rd May,	1st - 4th Sept,	270,000	Rwanda	6,000
9	Developing Essential Management Skills for Administrative Officers: A Comprehensive Training Program	28th – 31st Jan,	20th – 23rd May,	1st - 4th Sept,	270,000	Rwanda	6,000
10	Performance Management and Employee Development	28th – 31st Jan,	20th – 23rd May,	1st - 4th Sept,	270,000	Nairobi	5,500
11	Managing Difficult Staff Situations in Organizations: Best Practices	28th – 31st Jan,	20th – 23rd May,	9th - 12th Sept,	270,000	Nairobi	5,500
12	Comprehensive Course on Human Resources Policies and Procedures	28th – 31st Jan,	20th – 23rd May,	9th - 12th Sept,	270,000	Accra	6,000
13	Navigating Life After Retirement: Pre-Retirement Planning	4th – 7th Feb,	27th - 30th May,	9th - 12th Sept,	270,000	Accra	6,000
14	Best Practices and Techniques in Administration and Office Management”	4th – 7th Feb,	27th - 30th May,	9th - 12th Sept,	270,000	Nairobi	5,500
15	Ethical AI in HR: Navigating Challenges in Automation and Bias	4th – 7th Feb,	27th - 30th May,	16th - 19th Sept,	300,000	Rwanda	6,000
16	HR Skills for Non-HR Professionals	4th – 7th Feb,	27th - 30th May,	16th - 19th Sept	270,000	Rwanda	6,000
17	Industrial Relations (IR), Employee Relations (ER) and Trade Union Harmony	11th - 14th Feb,	27th - 30th May,	16th - 19th Sept	270,000	Rwanda	6,000
18	Retirement And Employee Investment Planning	11th - 14th Feb,	3rd – 6th June,	16th - 19th Sept,	270,000	Nairobi	5,500
19	Maximizing Efficiency: Strategies for Workflow, Process, and Productivity Optimization	11th - 14th Feb,	3rd – 6th June,	23rd - 26th Sept,	270,000	Accra	4,000
20	Improving Operation Performance and Productivity	11th - 14th Feb,	3rd – 6th June,	23rd - 26th Sept,	270,000	Accra	4,000
21	The Essentials of Human Resources Laws	18th – 21st Feb,	3rd – 6th June,	23rd - 26th Sept,	270,000	Accra	4,000
22	Competence Development for Office Managers, Administrators and Secretaries	18th – 21st Feb,	3rd – 6th June,	23rd - 26th Sept,	270,000	Nairobi	5,500
23	Upskilling HR Professionals for an AI-Powered Workplace	18th – 21st Feb,	9th - 11th June,	7th - 10th Oct,	300,000	Nairobi	5,500
24	Advanced Skills for Effective Supervision and Office Management	18th – 21st Feb,	9th - 11th June,	7th - 10th Oct,	270,000	Rwanda	6,000
25	Strategic Succession Planning and Talent Development	25th - 28th Feb,	9th - 11th June,	7th - 10th Oct,	270,000	Rwanda	6,000



All Course available:
*Classroom *Online *In-house

Human Resources Management Programs							
S/N	Course Title	Date	Date	Date	Lagos Fee (#)	Int'l Venue	Fee (\$)
26	Enhancing Performance and Reward Management Workshop	25th - 28th Feb,	9th - 11th June,	7th - 10th Oct,	270,000	Accra	4,000
27	Competency Based Performance Management for Administrators	25th - 28th Feb,	9th - 11th June,	14th - 17th Oct,	270,000	Accra	4,000
28	Digital Transformation in HR	25th - 28th Feb,	17th - 20th June,	14th - 17th Oct,	300,000	Accra	4,000
29	Essential HR Management: Strategies for Effective Leadership	4th - 7th Mar,	17th - 20th June,	14th - 17th Oct,	270,000	Accra	4,000
30	Efficient Electronic Documentation Management: Filing, Archiving, and Retrieval	4th - 7th Mar,	17th - 20th June,	14th - 17th Oct,	270,000	Nairobi	5,500
31	Navigating Future Changes in Human Resources: HR Masterclass	4th - 7th Mar,	17th - 20th June,	21st - 24th Oct	270,000	Nairobi	5,500
32	Advanced Administrative Support Management: Enhancing Skills for Effective Leadership	4th - 7th Mar,	17th - 20th June,	21st - 24th Oct,	270,000	Nairobi	5,500
33	Strategic Management of Employee Compensation and Benefits	11th - 14th Mar,	24th - 27th June,	21st - 24th Oct,	270,000	Rwanda	6,000
34	Automating Modern Office Practice	11th - 14th Mar,	24th - 27th June,	21st - 24th Oct,	270,000	Rwanda	6,000
35	Sustainable Results through Human Resource Management	11th - 14th Mar,	24th - 27th June,	21st - 24th Oct,	270,000	Nairobi	5,500
36	Advanced Administrative Skills Development Program	11th - 14th Mar,	24th - 27th June,	21st - 24th Oct,	270,000	Nairobi	5,500
37	Mastering Negotiation, Influence, Communication, and Conflict Resolution	11th - 14th Mar,	24th - 27th June,	28th - 31st Oct,	270,000	Accra	4,000
38	Strategic Human Resource Development and Personnel Management	18th - 21st Mar,	1st - 4th July,	28th - 31st Oct,	270,000	Accra	4,000
39	Essential Skills for Aspiring Human Resource Professionals	18th - 21st Mar,	1st - 4th July,	28th - 31st Oct,	270,000	Accra	4,000
40	Advanced Administrative and Supervisory Development	18th - 21st Mar,	1st - 4th July,	28th - 31st Oct,	270,000	Nairobi	5,500
41	Understanding Employment Laws and Industrial Relations Practice in Nigeria	18th - 21st Mar,	1st - 4th July,	28th - 31st Oct,	270,000	Nairobi	5,500
42	Effective Information Communication and Records Management	18th - 21st Mar,	1st - 4th July,	4th - 7th Nov,	270,000	Accra	4,000
43	Enhancing HR Management through Public Relations and Corporate Communications Skills	25th - 28th Mar,	8th - 11th July,	4th - 7th Nov,	270,000	Accra	4,000
44	Strategic Human Resources Management	25th - 28th Mar,	8th - 11th July,	4th - 7th Nov,	270,000	Rwanda	6,000
45	Train The Trainer	25th - 28th Mar,	8th - 11th July,	4th - 7th Nov,	270,000	Rwanda	6,000
46	Enhancing Communication and Interpersonal Skills	25th - 28th Mar,	8th - 11th July,	4th - 7th Nov,	270,000	Nairobi	5,500
47	The Effective Human Resources Administrator	25th - 28th Mar,	8th - 11th July,	11th - 14th Nov,	270,000	Nairobi	5,500
48	HR Analytics Course	2nd - 4th Apr,	15th - 18th July,	11th - 14th Nov,	330,000	Rwanda	6,000
49	Enhancing Employee Relations and Engagement: Strategies for Motivation, Grievance Management, Conflict Resolution, and Discipline	2nd - 4th Apr,	15th - 18th July,	11th - 14th Nov,	270,000	Rwanda	6,000
50	Advanced Selection, Interviewing and Recruitment Skills	2nd - 4th Apr,	15th - 18th July,	11th - 14th Nov,	270,000	Accra	4,000



All Course available:
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Human Resources Management Programs							
S/N	Course Title	Date	Date	Date	Lagos Fee (#)	Int'l Venue	Fee (\$)
51	Mastering Effective Office Management and Administration Skills	2nd - 4th Apr,	15th - 18th July,	11th - 14th Nov,	270,000	Accra	4,000
52	Designing and Developing Competency-Based Salary Structures	2nd - 4th Apr,	15th - 18th July,	18th - 21th Nov,	270,000	Accra	4,000
53	Managing Human Resources in the Digital World	8th - 11th Apr,	22nd - 25th July,	18th - 21th Nov,	270,000	Accra	4,000
54	Essentials of Human Resources Management	8th - 11th Apr,	22nd - 25th July,	18th - 21th Nov,	270,000	Accra	4,000
55	Human Resources Development and Personnel Management	8th - 11th Apr,	22nd - 25th July,	18th - 21th Nov,	270,000	Nairobi	5,500
56	HR Analytics and Data-Driven Decision Making	8th - 11th Apr,	22nd - 25th July,	18th - 21th Nov,	300,000	Nairobi	5,500
57	Leveraging Artificial Intelligence for Workforce Analytics and Planning	8th - 11th Apr,	22nd - 25th July	25th- 28th Nov,	300,000	Nairobi	5,500
58	Employee Engagement and Experience Management	14th - 17th Apr,	22nd - 25th July	25th- 28th Nov,	270,000	Rwanda	6,000
59	Diversity, Equity, and Inclusion (DEI) in the Workplace	14th - 17th Apr,	29th July – 1st Aug,	25th- 28th Nov,	270,000	Rwanda	6,000
60	Agile HR: Embracing Flexible HR Practices	14th - 17th Apr,	29th July – 1st Aug,	25th- 28th Nov,	270,000	Nairobi	5,500
61	Workplace Discipline and Disciplinary Procedures	14th - 17th Apr,	29th July – 1st Aug,	25th- 28th Nov,	270,000	Nairobi	5,500
62	Ensuring Workplace Health and Safety: A Comprehensive Training Program	14th - 17th Apr,	29th July – 1st Aug,	2nd - 5th Dec,	270,000	Accra	4,000
63	Enhancing Professional Image for Administration Managers	22nd – 25th Apr,	29th July – 1st Aug,	2nd - 5th Dec,	270,000	Accra	4,000
64	Effective Performance Management: Establishing Objectives and Conducting Appraisals	22nd – 25th Apr,	29th July – 1st Aug,	2nd - 5th Dec,	270,000	Accra	4,000
65	Optimizing Human Resources Department Growth through Monitoring and Evaluation	22nd – 25th Apr,	5th - 8th Aug,	2nd - 5th Dec,	270,000	Nairobi	5,500
66	Advanced Data Analysis Techniques, Modeling, and Strategies for Human Resource Managers	22nd – 25th Apr,	5th - 8th Aug,	2nd - 5th Dec,	300,000	Nairobi	5,500
67	Transformational Leadership Skills for Human Resources and Administrative Personnel	22nd – 25th Apr,	5th - 8th Aug,	2nd - 5th Dec,	270,000	Accra	4,000
68	Advanced ICT Application for Office Management	28th - 30th Apr,	5th - 8th Aug,	2nd - 5th Dec,	270,000	Accra	4,000
69	Strategic Manpower Planning, Resourcing, and Talent Retention	28th - 30th Apr,	5th - 8th Aug,	2nd - 5th Dec,	270,000	Rwanda	6,000
70	Advanced Strategies for Human Resource Department Management in Organizations	28th - 30th Apr,	5th - 8th Aug,	9th - 12th Dec,	270,000	Rwanda	6,000
71	Compensation and Benefits Masterclass	28th - 30th Apr,	12th - 15th Aug,	9th - 12th Dec,	270,000	Nairobi	5,500
72	HR Business Partnering and Strategic Leadership	28th - 30th Apr,	12th - 15th Aug,	9th - 12th Dec,	270,000	Nairobi	5,500
73	Advanced Skills for Training and Development Manager	28th - 30th Apr,	12th - 15th Aug,	9th - 12th Dec,	270,000	Rwanda	6,000
74	Strategic Talent Acquisition and Workforce Planning	28th - 30th Apr,	12th - 15th Aug,	9th - 12th Dec,	270,000	Rwanda	6,000
75	Advanced Conflict Resolution and Employee Relations	28th - 30th Apr,	12th - 15th Aug,	9th - 12th Dec,	270,000	Accra	4,000
76	Managing Employee Performance, Behaviour and Attitudes	28th - 30th Apr,	12th - 15th Aug,	16th – 19th Dec,	270,000	Accra	Accra
77	Strategic Innovations in Workforce Planning and Organizational Development	6th - 9th May,	19th – 22nd Aug,	16th – 19th Dec,	270,000	Accra	Accra
78	Advanced Workshop on Human Resource Management Strategies	6th - 9th May,	19th – 22nd Aug,	16th – 19th Dec,	270,000	Rwanda	Rwanda
79	Optimizing Organizational Performance through Best Practices in Performance Management Systems	6th - 9th May,	19th – 22nd Aug,	16th – 19th Dec,	270,000	Rwanda	Rwanda
80	Optimizing Organizational Growth through Balanced Scorecard: Enhancing Performance Management	6th - 9th May,	19th – 22nd Aug,	16th – 19th Dec,	270,000	Nairobi	Nairobi



All Course available:
 *Classroom *Online *In-house

- Venues:
- Lagos
 - Accra
 - Rwanda
 - Nairobi

Human Resources Management Programs							
S/N	Course Title	Date	Date	Date	Lagos Fee (#)	Int'l Venue	Fee (\$)
81	AI-Driven Talent Acquisition: Revolutionizing Recruitment Strategies	6th - 9th May,	19th – 22nd Aug,	16th – 19th Dec,	300,000	Accra	Accra



All Course available:
*Classroom *Online *In-house

Information Communication & Technology Programs						
S/N	Course Title	Date	Date	Lagos Fee (#)	Int'l Venue	Int'l Fee (\$)
1	Installing and Configuring Software-Defined Networks	14th - 17th Jan,	9th - 11th June,	330,000	Accra	4,000
2	Computer Forensic Techniques and Tools	14th - 17th Jan,	9th - 11th June,	330,000	Accra	4,000
3	Managing Security in an IT (Enabled) Environment	14th - 17th Jan,	9th - 11th June,	330,000	Rwanda	6,000
4	Cloud Computing Administration: Microsoft Azure	14th - 17th Jan,	17th - 20th June,	330,000	Rwanda	6,000
5	Application Development with Java	14th - 17th Jan,	17th - 20th June,	330,000	Nairobi	5,500
6	Document Authoring with Microsoft Word	14th - 17th Jan,	17th - 20th June,	330,000	Nairobi	5,500
7	Database Design, Tools & Techniques with Azure SQL	21st - 24th Jan	17th - 20th June,	330,000	Nairobi	5,500
8	Securing and Troubleshooting Cloud Applications, Services, and Resources	21st - 24th Jan	17th - 20th June,	330,000	Rwanda	6,000
9	Information Storage and Management	21st - 24th Jan	24th - 27th June,	330,000	Rwanda	6,000
10	Information Storage and Management	21st - 24th Jan	24th - 27th June,	330,000	Nairobi	5,500
11	Customer Relationship Management Using Microsoft Dynamics 365 Customer Service	21st - 24th Jan	24th - 27th June,	330,000	Nairobi	5,500
12	Telecommunication Networks Management	21st - 24th Jan	24th - 27th June,	330,000	Accra	6,000
13	Network Management Tools, Optimization and Troubleshooting	28th - 31st Jan,	24th - 27th June,	330,000	Accra	6,000
14	Cyber Security Risk Assessment and Controls	28th - 31st Jan,	1st - 4th July,	330,000	Nairobi	5,500
15	Applying Machine Learning and Artificial Intelligence to Business Data	28th - 31st Jan,	1st - 4th July,	330,000	Rwanda	6,000
16	Designing and Deploying Messaging and Communication Platforms	28th - 31st Jan,	1st - 4th July,	330,000	Rwanda	6,000
17	IT Service Management	28th - 31st Jan,	1st - 4th July,	330,000	Rwanda	6,000
18	Data Analysis and Modeling Using Power BI	28th - 31st Jan,	1st - 4th July,	330,000	Nairobi	5,500
19	Designing Websites & Web-Based Apps using HTML, CSS, JavaScript & MySQL	4th - 7th Feb,	8th - 11th July,	330,000	Accra	4,000
20	Data Recovery Tools & Techniques	4th - 7th Feb,	8th - 11th July,	330,000	Accra	4,000
21	Computer Network Routing and Switching Training	4th - 7th Feb,	8th - 11th July,	330,000	Accra	4,000
22	Database Design, Tools & Techniques with Oracle DB	4th - 7th Feb,	8th - 11th July,	330,000	Nairobi	5,500
23	Python Application Development Training	4th - 7th Feb,	8th - 11th July,	330,000	Nairobi	5,500
24	GDPR & NDPR Guide to Data Protection for Modern Business	4th - 7th Feb,	15th - 18th July,	330,000	Rwanda	6,000
25	Advanced Strategic Information Technology Management	11th - 14th Feb,	15th - 18th July,	330,000	Rwanda	6,000



All Course available:
*Classroom *Online *In-house

Information Communication & Technology Programs						
S/N	Course Title	Date	Date		Int'l Venue	Int'l Fee (\$)
26	Creating Graphics for User Interfaces, Print, and Web: Photoshop	11th - 14th Feb,	15th - 18th July,	330,000	Accra	4,000
27	Data Center Design, Planning, and Implementation	11th - 14th Feb,	15th - 18th July,	330,000	Accra	4,000
28	Advanced Electronic Document and Records Management	11th - 14th Feb,	15th - 18th July,	330,000	Rwanda	6,000
29	Administering & Troubleshooting Windows 10	11th - 14th Feb,	22nd - 25th July,	330,000	Rwanda	6,000
30	Mastering Cloud Computing for Business Success	11th - 14th Feb,	22nd - 25th July,	330,000	Nairobi	5,500
31	Computer & Network Administration II	18th – 21st Feb,	22nd - 25th July,	330,000	Nairobi	5,500
32	Data Analysis and Modeling on the Azure Platform	18th – 21st Feb,	22nd - 25th July,	330,000	Nairobi	5,500
33	Database Design, Tools & Techniques with NoSQL	18th – 21st Feb,	29th July – 1st Aug,	330,000	Rwanda	6,000
34	Data Analytics for Managerial Decision Making	18th – 21st Feb,	29th July – 1st Aug,	330,000	Rwanda	6,000
35	IT Quality Management: A Comprehensive Overview	18th – 21st Feb,	29th July – 1st Aug,	330,000	Nairobi	5,500
36	Introduction to Telecommunication Networks Management	18th – 21st Feb,	29th July – 1st Aug,	330,000	Nairobi	5,500
37	Computer Network Administration and Operations	25th - 28th Feb,	5th - 8th Aug,	330,000	Accra	6,000
38	Database Design, Tools, and Techniques Using MySQL	25th - 28th Feb,	5th - 8th Aug,	330,000	Accra	6,000
39	Aligning IT with Business: IT Governance Course Outline	25th - 28th Feb,	5th - 8th Aug,	330,000	Nairobi	5,500
40	Mastering Microsoft PowerPoint: Creating Engaging Presentations	25th - 28th Feb,	5th - 8th Aug,	330,000	Rwanda	6,000
41	Data Analysis Techniques, Modeling and Strategies	25th - 28th Feb,	12th - 15th Aug,	330,000	Rwanda	6,000
42	Computer Security: Vulnerability Analysis and Control	25th - 28th Feb,	12th - 15th Aug,	330,000	Rwanda	6,000
43	Data Analytics and Business Intelligence	4th – 7th Mar,	12th - 15th Aug,	330,000	Nairobi	5,500
44	Artificial Intelligence and Machine Learning for Enterprises	4th – 7th Mar,	12th - 15th Aug,	330,000	Accra	4,000
45	Information Technology Essentials	4th – 7th Mar,	19th – 22nd Aug,	330,000	Accra	4,000
46	Linux System Administration Training	4th – 7th Mar,	19th – 22nd Aug,	330,000	Accra	4,000
47	Advanced Network Configuration and Troubleshooting	4th – 7th Mar,	19th – 22nd Aug,	330,000	Nairobi	5,500
48	Web Based Information System Management	4th – 7th Mar,	19th – 22nd Aug,	330,000	Nairobi	5,500
49	Disaster Recovery Administrator Course	11th - 14th Mar,	26th - 29th Aug,	330,000	Rwanda	6,000
50	Cloud Computing Administration with Amazon Web Services	11th - 14th Mar,	26th - 29th Aug,	330,000	Rwanda	6,000



All Course available:
*Classroom *Online *In-house

Information Communication & Technology Programs						
S/N	Course Title	Date	Date		Int'l Venue	Int'l Fee (\$)
51	Database Design, Tools & Techniques with Microsoft Access	11th - 14th Mar,	26th - 29th Aug,	330,000	Accra	4,000
52	Cybersecurity and Risk Management Course	11th - 14th Mar,	26th - 29th Aug,	330,000	Accra	4,000
53	Configuring and Troubleshooting a Windows Server Network Infrastructure	11th - 14th Mar,	1st - 4th Sept,	330,000	Rwanda	6,000
54	IT Infrastructure Management Training	11th - 14th Mar,	1st - 4th Sept,	330,000	Rwanda	6,000
55	Computer, Network, and Cloud Security Administration	18th – 21st Mar,	1st - 4th Sept,	330,000	Nairobi	5,500
56	Networking with Windows Server and Clients	18th – 21st Mar,	1st - 4th Sept,	330,000	Nairobi	5,500
57	Application Development with Node.js	18th – 21st Mar,	9th - 12th Sept,	330,000	Nairobi	5,500
58	Digital Transformation for 21st Century Business	18th – 21st Mar,	9th - 12th Sept,	330,000	Rwanda	6,000
59	Installing, Configuring & Deploying Windows 10	18th – 21st Mar,	9th - 12th Sept,	330,000	Rwanda	6,000
60	Installing, Configuring & Deploying Windows Server 2019	18th – 21st Mar,	9th - 12th Sept,	330,000	Nairobi	5,500
61	Managing Enterprise Storage Networks	25th - 28th Mar,	16th - 19th Sept,	330,000	Nairobi	5,500
62	Securing Wireless Networks and WANs	25th - 28th Mar,	16th - 19th Sept,	330,000	Accra	6,000
63	Database Design, Tools & Techniques with MariaDB	25th - 28th Mar,	16th - 19th Sept,	330,000	Accra	6,000
64	Best Practices in Server Administration and Maintenance	25th - 28th Mar,	16th - 19th Sept,	330,000	Nairobi	5,500
65	Securing the Windows File System	25th - 28th Mar,	23rd - 26th Sept,	330,000	Rwanda	6,000
66	Cyber Security Analyst Training	25th - 28th Mar,	23rd - 26th Sept,	330,000	Rwanda	6,000
67	Designing Websites Using WordPress CMS	2nd - 4th Apr,	23rd - 26th Sept,	330,000	Rwanda	6,000
68	Implementing Cisco Network Security (IINS) Training	2nd - 4th Apr,	23rd - 26th Sept,	330,000	Nairobi	5,500
69	Hybrid Cloud Computing Administration	2nd - 4th Apr,	7th - 10th Oct,	330,000	Accra	4,000
70	Advanced Information Systems Management Course	2nd - 4th Apr,	7th - 10th Oct,	330,000	Accra	4,000
71	Fundamentals of Information and Security Controls	2nd - 4th Apr,	7th - 10th Oct,	330,000	Accra	4,000
72	ICT Management and Information Security	2nd - 4th Apr,	7th - 10th Oct,	330,000	Nairobi	5,500
73	Information Security for IT Professionals	8th - 11th Apr,	14th – 17th Oct,	330,000	Nairobi	5,500
74	Securing and Troubleshooting Software Defined Networks	8th - 11th Apr,	14th – 17th Oct,	330,000	Rwanda	6,000
75	Comprehensive Cloud Management and IT Security Training	8th - 11th Apr,	14th – 17th Oct,	330,000	Rwanda	6,000



All Course available:
*Classroom *Online *In-house

Information Communication & Technology Programs						
S/N	Course Title	Date	Date		Int'l Venue	Int'l Fee (\$)
76	IT Strategy and Architecture: Principles and Practices	8th - 11th Apr,	14th – 17th Oct,	330,000	Accra	4,000
77	Advanced Management Information Systems Excellence	8th - 11th Apr,	21st - 24th Oct	330,000	Accra	4,000
78	Advanced PC Configuration, Troubleshooting, and Data Recovery	8th - 11th Apr,	21st - 24th Oct	330,000	Rwanda	6,000
79	Disaster Prevention & Recovery Management: Handling IT Risks	14th - 17th Apr,	21st - 24th Oct	330,000	Rwanda	6,000
80	Installing, Configuring & Troubleshooting Networks: Cisco	14th - 17th Apr,	21st - 24th Oct	330,000	Nairobi	5,500
81	Best Practices in IT Systems Maintenance Management	14th - 17th Apr,	28th – 31st Oct,	330,000	Nairobi	5,500
82	Customer Relationship Management Using the AWS Platform	14th - 17th Apr,	28th – 31st Oct,	330,000	Nairobi	5,500
83	Wireless Networks Administration Training	14th - 17th Apr,	28th – 31st Oct,	330,000	Rwanda	6,000
84	Complete Course on Data Science and Big Data Analytics	14th - 17th Apr,	28th – 31st Oct,	330,000	Rwanda	6,000
85	Data Analysis and Visualization with Microsoft Excel	22nd – 25th Apr,	4th - 7th Nov,	330,000	Nairobi	5,500
86	Computer Network Configuration and Troubleshooting	22nd – 25th Apr,	4th - 7th Nov,	330,000	Nairobi	5,500
87	Designing Database-Driven Applications with Oracle APEX	22nd – 25th Apr,	4th - 7th Nov,	330,000	Accra	6,000
88	Installing, Configuring & Troubleshooting Networks: Windows	22nd – 25th Apr,	4th - 7th Nov,	330,000	Accra	6,000
89	Creating Spreadsheets with Microsoft Excel	22nd – 25th Apr,	4th - 7th Nov,	330,000	Nairobi	5,500
90	Best Practices in IT Management & Information Security	28th - 30th Apr,	11th - 14th Nov,	330,000	Rwanda	6,000
91	Application Development with PHP	28th - 30th Apr,	11th - 14th Nov,	330,000	Rwanda	6,000
92	Best Practices in Information Systems Audit	28th - 30th Apr,	11th - 14th Nov,	330,000	Rwanda	6,000
93	Digital Collaboration with Microsoft SharePoint	28th - 30th Apr,	11th - 14th Nov,	330,000	Nairobi	5,500
94	IT Fundamentals Course	28th - 30th Apr,	11th - 14th Nov,	330,000	Accra	4,000
95	Secure Software Development Lifecycles (SDLC) Best Practices	6th - 9th May,	18th - 21th Nov,	330,000	Accra	4,000
96	Administering and Troubleshooting Windows Server 2019	6th - 9th May,	18th - 21th Nov,	330,000	Accra	4,000
97	Excellence in Data Governance Administration	6th - 9th May,	18th - 21th Nov,	330,000	Nairobi	5,500
98	Management Information Systems (MIS) Course	6th - 9th May,	18th - 21th Nov,	330,000	Nairobi	5,500
99	Strategic Management of Information Systems	6th - 9th May,	18th - 21th Nov,	330,000	Rwanda	6,000
100	Digital Content Marketing Strategies & Tools	13th - 16th May,	25th- 28th Nov,	330,000	Rwanda	6,000



All Course available:
*Classroom *Online *In-house

Information Communication & Technology Programs						
S/N	Course Title	Date	Date		Int'l Venue	Int'l Fee (\$)
101	Document Management Systems	13th - 16th May,	25th- 28th Nov,	330,000	Accra	4,000
102	Customer Relationship Management Using Google Business Services	13th - 16th May,	25th- 28th Nov,	330,000	Accra	4,000
103	Computer Disaster Management and Contingency Planning	13th - 16th May,	25th- 28th Nov,	330,000	Rwanda	6,000
104	Installing, Configuring & Deploying Linux Servers	13th - 16th May,	25th- 28th Nov,	330,000	Rwanda	6,000
105	Securing Web Applications, Services and Servers	20th – 23rd May,	2nd - 5th Dec,	330,000	Nairobi	5,500
106	Database Design, Tools & Techniques with PL/SQL	20th – 23rd May,	2nd - 5th Dec,	330,000	Nairobi	5,500
107	Securing Web Applications, Services, and Servers	20th – 23rd May,	2nd - 5th Dec,	330,000	Nairobi	5,500
108	Computer & Network Administration: I	20th – 23rd May,	2nd - 5th Dec,	330,000	Rwanda	6,000
109	Risk & Vulnerability Assessment for IT Systems	20th – 23rd May,	2nd - 5th Dec,	330,000	Rwanda	6,000
110	Disaster Recovery Planning: Ensuring Business Continuity	27th - 30th May,	9th - 12th Dec,	330,000	Nairobi	5,500
111	Data Management, Manipulation and Analysis using Excel	27th - 30th May,	9th - 12th Dec,	330,000	Nairobi	5,500
112	Database Design, Tools & Techniques with PostgreSQL	27th - 30th May,	9th - 12th Dec,	330,000	Accra	6,000
113	Creating Graphics for User Interfaces, Print, and Web: CorelDRAW	3rd – 6th June	9th - 12th Dec,	330,000	Accra	6,000
114	Cloud Computing Administration: Google Cloud Platform	3rd – 6th June	16th – 19th Dec,	330,000	Nairobi	5,500
115	Installing, Configuring and Troubleshooting Linux Networks	3rd – 6th June,	16th – 19th Dec,	330,000	Rwanda	6,000
116	Artificial Intelligence and Machine Learning	3rd – 6th June,	16th – 19th Dec,	330,000	Accra	6,000
117	Cybersecurity and Ethical Hacking	3rd – 6th June,	16th – 19th Dec,	330,000	Accra	6,000
118	Cloud Computing and Virtualization Technologies	3rd – 6th June,	16th – 19th Dec,	330,000	Nairobi	5,500
119	Data Science and Big Data Analytics	3rd – 6th June,	16th – 19th Dec,	330,000	Rwanda	6,000
120	Blockchain and Cryptocurrency Technology	3rd – 6th June,	16th – 19th Dec,	330,000	Accra	6,000
121	Internet of Things (IoT) Development	3rd – 6th June,	16th – 19th Dec,	330,000	Accra	6,000
122	DevOps and Continuous Integration/Continuous Deployment (CI/CD)	3rd – 6th June,	16th – 19th Dec,	330,000	Nairobi	5,500
123	Augmented Reality (AR) and Virtual Reality (VR) Development	3rd – 6th June,	16th – 19th Dec,	330,000	Rwanda	6,000
124	Quantum Computing Fundamentals	3rd – 6th June,	16th – 19th Dec,	330,000	Accra	6,000
125	Software Development and Mobile App Programming	3rd – 6th June,	16th – 19th Dec,	330,000	Accra	6,000



All Course available:
*Classroom *Online *In-house

Internal Audit & Fraud Programs						
S/N	Course Title	Date	Date	Lagos Fee (#)	Int'l Venue	Int'l Fee (\$)
1	Master Class: Embedding Critical Thinking into the Internal Audit Process	14th - 17th Jan,	9th - 11th June,	270,000	Accra	4,000
2	Excellence in Effective Auditing and Inspection Skills	14th - 17th Jan,	9th - 11th June,	270,000	Accra	4,000
3	Auditing Organizational Processes And Procedures For Great Results	14th - 17th Jan,	9th - 11th June,	270,000	Rwanda	6,000
4	Advanced Fraud Auditing for Auditors	14th - 17th Jan,	17th - 20th June,	270,000	Rwanda	6,000
5	Internal Auditing of the Accounting and the Finance Functions: Master Class	14th - 17th Jan,	17th - 20th June,	270,000	Nairobi	5,500
6	Auditing the Enterprise Risk Management Process Course	14th - 17th Jan,	17th - 20th June,	270,000	Nairobi	5,500
7	Fraud Risk Course	21st - 24th Jan	17th - 20th June,	270,000	Nairobi	5,500
8	Forensic Auditing in Cryptocurrency and Blockchain Transactions	21st - 24th Jan	17th - 20th June,	300,000	Rwanda	6,000
9	Internal Control and Fraud Prevention Course	21st - 24th Jan	24th - 27th June,	270,000	Rwanda	6,000
10	ISO 19600: Compliance Management System Auditing in Financial Services	21st - 24th Jan	24th - 27th June,	300,000	Nairobi	5,500
11	Modernizing and Upgrading the Internal Audit Function	21st - 24th Jan	24th - 27th June,	270,000	Nairobi	5,500
12	Enhancing Audit Effectiveness: Planning and Monitoring Strategies	21st - 24th Jan	24th - 27th June,	270,000	Accra	6,000
13	Fraud Risk Management Techniques for Internal Auditors	28th – 31st Jan,	24th - 27th June,	270,000	Accra	6,000
14	Developing Audit Processes and Procedures Course	28th – 31st Jan,	1st – 4th July,	270,000	Nairobi	5,500
15	Auditing Digital Payment Systems and Virtual Wallets	28th – 31st Jan,	1st – 4th July,	300,000	Rwanda	6,000
16	Essentials of Internal Audit Course	28th – 31st Jan,	1st – 4th July,	270,000	Rwanda	6,000
17	Advanced Professional Audit Skills Course	28th – 31st Jan,	1st – 4th July,	270,000	Rwanda	6,000
18	Excellence in Risk Reduction: Internal Controls, Policies and Procedures	28th – 31st Jan,	1st – 4th July,	270,000	Nairobi	5,500
19	Fraud Investigation Tools and Techniques: Best Practice	28th – 31st Jan,	8th - 11th July,	270,000	Accra	4,000
20	Fraud Auditing for Internal Auditors	4th – 7th Feb,	8th - 11th July,	270,000	Accra	4,000
21	Interviewing Techniques for Effective Audits	4th – 7th Feb,	8th - 11th July,	270,000	Accra	4,000
22	Developing Effective Audit Work Programs: Best Practices	4th – 7th Feb,	8th - 11th July,	270,000	Nairobi	5,500
23	ISO 9001: Quality Management Auditing in Financial Reporting and IFRS	4th – 7th Feb,	8th - 11th July,	300,000	Nairobi	5,500
24	Continuous Auditing with Robotic Process Automation (RPA)	4th – 7th Feb,	15th - 18th July,	300,000	Rwanda	6,000
25	Financial Auditing for Auditors	4th – 7th Feb,	15th - 18th July,	270,000	Rwanda	6,000



All Course available:
*Classroom *Online *In-house

Internal Audit & Fraud Programs						
S/N	Course Title	Date	Date	Lagos Fee (#)	Int'l Venue	Int'l Fee (\$)
26	Internal Control Documentation, Evaluation and Review for Internal Auditors	4th – 7th Feb,	15th - 18th July,	270,000	Accra	4,000
27	Auditing Cloud-Based Financial Systems: Best Practices	11th - 14th Feb,	15th - 18th July,	300,000	Accra	4,000
28	Advanced Techniques in Modern Internal Auditing	11th - 14th Feb,	15th - 18th July,	270,000	Rwanda	6,000
29	Auditing Artificial Intelligence Models for Bias and Accuracy	11th - 14th Feb,	22nd - 25th July,	300,000	Rwanda	6,000
30	Strategic Internal Control, Compliance, and Risk Management: A Comprehensive Course	11th - 14th Feb,	22nd - 25th July,	270,000	Nairobi	5,500
31	Mastering Internal Audit Leadership: Strategies for Effective Governance and Risk Management	11th - 14th Feb,	22nd - 25th July,	270,000	Nairobi	5,500
32	Professional way of Conducting a Successful Internal Audit	11th - 14th Feb,	22nd - 25th July,	270,000	Nairobi	5,500
33	Advanced Strategic Internal Auditing Master Class	11th - 14th Feb,	29th July – 1st Aug,	270,000	Rwanda	6,000
34	ISO 27701: Privacy Information Management Auditing for Payment Platforms	18th – 21st Feb,	29th July – 1st Aug,	300,000	Rwanda	6,000
35	Operational Auditing: Influencing Positive Change in an Organisation	18th – 21st Feb,	29th July – 1st Aug,	270,000	Nairobi	5,500
36	Advanced Audit Management: Empowering Senior Managers for Excellence	18th – 21st Feb,	29th July – 1st Aug,	270,000	Nairobi	5,500
37	Empowering Internal Auditors: Advanced Fraud Auditing Techniques	18th – 21st Feb,	5th - 8th Aug,	270,000	Accra	6,000
38	Building Results-Driven Audit Work	18th – 21st Feb,	5th - 8th Aug,	270,000	Accra	6,000
39	Advanced Internal Audit Techniques, Challenges and Solutions Course	18th – 21st Feb,	5th - 8th Aug,	270,000	Nairobi	5,500
40	Risk Assessment in Emerging Technologies: A Guide for Auditors	18th – 21st Feb,	5th - 8th Aug,	300,000	Rwanda	6,000
41	Developing Effective Continuous Audits: Master Class	25th - 28th Feb,	12th - 15th Aug,	270,000	Rwanda	6,000
42	Excellence in Performing an Effective Internal Audit Quality Assessment	25th - 28th Feb,	12th - 15th Aug,	270,000	Rwanda	6,000
43	Internal Auditors Role in Preventing Fraud: Best Practices	25th - 28th Feb,	12th - 15th Aug,	270,000	Nairobi	5,500
44	ISO 38500: Corporate Governance Auditing for IT and Payment Systems	25th - 28th Feb,	12th - 15th Aug,	300,000	Accra	4,000
45	Strengthening Organizational Integrity: Internal Control and Fraud Awareness	25th - 28th Feb,	19th – 22nd Aug,	270,000	Accra	4,000
46	Enhancing Audit Effectiveness: Creative Problem-Solving Techniques for Internal Auditors	25th - 28th Feb,	19th – 22nd Aug,	270,000	Accra	4,000
47	Advanced Techniques in Financial Statement Fraud Analysis and Forensic Accounting	25th - 28th Feb,	19th – 22nd Aug,	270,000	Nairobi	5,500
48	Compliance and Ethics Auditing in the Age of AI and FinTech	4th – 7th Mar,	19th – 22nd Aug,	300,000	Nairobi	5,500
49	Comprehensive Auditing Techniques for Internal Auditors	4th – 7th Mar,	26th - 29th Aug,	270,000	Rwanda	6,000
50	Professionalizing Your Audit Reports: Crafting Clear and Impactful Communication	4th – 7th Mar,	26th - 29th Aug,	270,000	Rwanda	6,000



All Course available:
*Classroom *Online *In-house

Internal Audit & Fraud Programs						
S/N	Course Title	Date	Date	Lagos Fee (#)	Int'l Venue	Int'l Fee (\$)
51	Comprehensive Course in Forensic Accounting and Auditing	4th – 7th Mar,	26th - 29th Aug,	270,000	Accra	4,000
52	Introduction to IT Auditing and IT Fraud Detection	4th – 7th Mar,	26th - 29th Aug,	270,000	Accra	4,000
53	IT Auditing and the Internal Auditor	4th – 7th Mar,	1st - 4th Sept,	270,000	Rwanda	6,000
54	Risk – Based Auditing Process Master Class	4th – 7th Mar,	1st - 4th Sept,	270,000	Rwanda	6,000
55	Comprehensive Internal Auditing Strategies and Fraud Risk Mitigation	11th - 14th Mar,	1st - 4th Sept,	270,000	Nairobi	5,500
56	Developing, Improving and Monitoring Corporate Audit Function for Optimum Result	11th - 14th Mar,	1st - 4th Sept,	270,000	Nairobi	5,500
57	Internal Auditing in AI-Driven Organizations	11th - 14th Mar,	9th - 12th Sept,	300,000	Nairobi	5,500
58	Excellent Techniques in Auditing the Finance, Treasury and Accounting Functions	11th - 14th Mar,	9th - 12th Sept,	270,000	Rwanda	6,000
59	Advanced Auditing for Contracts and Procurement	11th - 14th Mar,	9th - 12th Sept,	270,000	Rwanda	6,000
60	Corporate Auditors' Efficiency Course	11th - 14th Mar,	9th - 12th Sept,	270,000	Nairobi	5,500
61	Auditing Business Processes Program	11th - 14th Mar,	16th - 19th Sept,	270,000	Nairobi	5,500
62	Integrated Auditing for Hybrid and Remote Work Environments	18th – 21st Mar,	16th - 19th Sept,	300,000	Accra	6,000
63	Rudiments of Internal Audit Course	18th – 21st Mar,	16th - 19th Sept,	270,000	Accra	6,000
64	Internal Auditing for Fraud Prevention	18th – 21st Mar,	16th - 19th Sept,	270,000	Nairobi	5,500
65	Course for Fraud Risk and the Internal Auditor Expert	18th – 21st Mar,	23rd - 26th Sept,	270,000	Rwanda	6,000
66	Risk Management in Cryptocurrency Transactions	18th – 21st Mar,	23rd - 26th Sept,	300,000	Rwanda	6,000
67	Mastering Audit Evidence and Work Papers: Enhancing Audit Effectiveness	18th – 21st Mar,	23rd - 26th Sept,	270,000	Rwanda	6,000
68	Data Analytics for Auditors: Enhancing Accuracy and Efficiency	18th – 21st Mar,	23rd - 26th Sept,	300,000	Nairobi	5,500
69	Mastering Effective and Timely Audit Delivery	25th - 28th Mar,	7th - 10th Oct,	270,000	Accra	4,000
70	Optimizing Internal Auditing for Results: A COSO-Based Approach	25th - 28th Mar,	7th - 10th Oct,	270,000	Accra	4,000
71	Pragmatic Approaches to Financial Auditing	25th - 28th Mar,	7th - 10th Oct,	270,000	Accra	4,000
72	Master Class in Internal Auditing	25th - 28th Mar,	7th - 10th Oct,	270,000	Nairobi	5,500
73	ISO 20022: Financial Messaging Standards Auditing in Payment Systems	25th - 28th Mar,	7th - 10th Oct,	300,000	Nairobi	5,500
74	Internal Audit and Compliance Standards for Auditors Best Practices	25th - 28th Mar,	7th - 10th Oct,	270,000	Rwanda	6,000
75	Maximizing Impact: Internal Audit Report Writing for Results	25th - 28th Mar,	7th - 10th Oct,	270,000	Rwanda	6,000



All Course available:
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Internal Audit & Fraud Programs						
S/N	Course Title	Date	Date	Lagos Fee (#)	Int'l Venue	Int'l Fee (\$)
76	ISO 22301: Business Continuity Auditing for Financial and Payment Systems	2nd - 4th Apr,	14th – 17th Oct,	300,000	Accra	4,000
77	Mastering Internal Audit Report Writing: Enhancing Clarity, Precision, and Impact	2nd - 4th Apr,	14th – 17th Oct,	270,000	Accra	4,000
78	Strategic Management of the Audit Department: Empowering Organizational Oversight	2nd - 4th Apr,	14th – 17th Oct,	270,000	Rwanda	6,000
79	Fraud Detection and Prevention in the Digital Age	2nd - 4th Apr,	14th – 17th Oct,	300,000	Rwanda	6,000
80	Mastering Internal Forensic Investigations: Fundamentals and Techniques	2nd - 4th Apr,	14th – 17th Oct,	270,000	Nairobi	5,500
81	Regulatory Compliance Auditing for FinTech Startups	2nd - 4th Apr,	14th – 17th Oct,	300,000	Nairobi	5,500
82	Mastering, Improving and Monitoring the Internal Audit Function	2nd - 4th Apr,	14th – 17th Oct,	270,000	Nairobi	5,500
83	Enterprise Risk Management: Enhancing Organizational Resilience	8th - 11th Apr,	21st - 24th Oct	270,000	Rwanda	6,000
84	Advanced Fraud Detection and Investigation Techniques for Internal Auditors	8th - 11th Apr,	21st - 24th Oct	270,000	Rwanda	6,000
85	Advanced Internal Audit and Risk Assurance Course	8th - 11th Apr,	21st - 24th Oct	270,000	Nairobi	5,500
86	Successful Methods for Internal Auditors	8th - 11th Apr,	21st - 24th Oct	270,000	Nairobi	5,500
87	Auditing Smart Contracts and Decentralized Finance (DeFi)	8th - 11th Apr,	21st - 24th Oct	300,000	Accra	6,000
88	Auditing Projects, Project Management and Project Risk Course	8th - 11th Apr,	21st - 24th Oct	270,000	Accra	6,000
89	Complete Course on Internal Auditing	8th - 11th Apr,	21st - 24th Oct	270,000	Nairobi	5,500
90	Auditing Cybersecurity Frameworks: Safeguarding Data Integrity	14th - 17th Apr,	28th – 31st Oct,	300,000	Rwanda	6,000
91	Best Practice in Internal Audit Report Writing	14th - 17th Apr,	28th – 31st Oct,	270,000	Rwanda	6,000
92	Excellence in Managing Fraud in A Digitized World	14th - 17th Apr,	28th – 31st Oct,	270,000	Rwanda	6,000
93	Advanced Risk-Based Internal Auditing Techniques	14th - 17th Apr,	28th – 31st Oct,	270,000	Nairobi	5,500
94	The Role of Machine Learning in Fraud Auditing	14th - 17th Apr,	28th – 31st Oct,	300,000	Accra	4,000
95	Fraud Testing: Integrating Fraud Detection into Your Audit Program	14th - 17th Apr,	28th – 31st Oct,	270,000	Accra	4,000
96	Digital Transformation Audits: Ensuring Seamless Adaptation	14th - 17th Apr,	28th – 31st Oct,	300,000	Accra	4,000
97	Excellence in Internal Control and Fraud Prevention	22nd – 25th Apr,	4th - 7th Nov,	270,000	Nairobi	5,500
98	Writing Effective Audit Reports: Master Class	22nd – 25th Apr,	4th - 7th Nov,	270,000	Nairobi	5,500
99	Modern International Standards of Fundamentals Internal Audit Function Course	22nd – 25th Apr,	4th - 7th Nov,	270,000	Rwanda	6,000
100	Excellence in Fraud and Forensic Auditing	22nd – 25th Apr,	4th - 7th Nov,	270,000	Rwanda	6,000



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Internal Audit & Fraud Programs						
S/N	Course Title	Date	Date	Lagos Fee (#)	Int'l Venue	Int'l Fee (\$)
101	ISO 27001: Information Security Auditing for Financial Institutions	22nd – 25th Apr,	4th - 7th Nov,	300,000	Accra	4,000
102	Skills Improvement Course for Effective Auditing	22nd – 25th Apr,	4th - 7th Nov,	270,000	Accra	4,000
103	Internal Auditor: Report Writing	22nd – 25th Apr,	4th - 7th Nov,	270,000	Rwanda	6,000
104	Excellent in Report Writing and Communication Skills for Auditors	28th - 30th Apr,	11th - 14th Nov,	270,000	Rwanda	6,000
105	ISO 37001: Anti-Bribery Management System Auditing for Fraud Prevention	28th - 30th Apr,	11th - 14th Nov,	300,000	Nairobi	5,500
106	Achieving Excellence: Mastering Internal Control for Operations, Financial, and Management Success	28th - 30th Apr,	11th - 14th Nov,	270,000	Nairobi	5,500
107	Elevating Internal Audit Excellence: Raising the Bar	28th - 30th Apr,	11th - 14th Nov,	270,000	Nairobi	5,500
108	Advanced Financial Fraud Investigators Course	28th - 30th Apr,	11th - 14th Nov,	270,000	Rwanda	6,000
109	Mastering Internal Audit Working Papers: Structuring for Success	28th - 30th Apr,	11th - 14th Nov,	270,000	Rwanda	6,000
110	Establishing Effective Internal Controls	28th - 30th Apr,	11th - 14th Nov,	270,000	Nairobi	5,500
111	ISO 31000: Risk Management Framework for Financial Audits	6th - 9th May,	18th - 21th Nov,	300,000	Nairobi	5,500
112	Implementing a Fraud Awareness Workshop	6th - 9th May,	18th - 21th Nov,	270,000	Accra	6,000
113	Best Practice: Interviewing Skills for Internal Auditors	6th - 9th May,	18th - 21th Nov,	270,000	Accra	6,000
114	ISO 4217: Currency Codes and Auditing in Digital Payment Systems	6th - 9th May,	18th - 21th Nov,	300,000	Nairobi	5,500
115	Internal Controls Policies and Procedures: Best Practices	6th - 9th May,	18th - 21th Nov,	270,000	Nairobi	5,500
116	Internal Audit Reports – Communicating Assurance Results	6th - 9th May,	18th - 21th Nov,	270,000	Rwanda	6,000
117	Internal Controls: Guidelines, Concepts and Implementation Course	6th - 9th May,	18th - 21th Nov,	270,000	Rwanda	6,000
118	AI-Powered Internal Auditing: Tools and Techniques	13th - 16th May,	25th- 28th Nov,	300,000	Nairobi	5,500
119	Elevate Your Audit Skills: A Workshop for Internal Auditors	13th - 16th May,	25th- 28th Nov,	270,000	Nairobi	5,500
120	Auditing FinTech Innovations: Challenges and Best Practices	13th - 16th May,	25th- 28th Nov,	300,000	Accra	6,000
121	Financial Statement and Fraud Detection	13th - 16th May,	25th- 28th Nov,	270,000	Accra	6,000
122	Advanced Continuous Auditing and Monitoring Course	13th - 16th May,	25th- 28th Nov,	270,000	Accra	4,000
123	Fundamentals of Auditing the Manufacturing Process Course	13th - 16th May,	25th- 28th Nov,	270,000	Accra	4,000
124	Fundamentals of Internal Auditing and Audit Report	13th - 16th May,	25th- 28th Nov,	270,000	Rwanda	6,000
125	Mastering Internal Control Principles and Practices: Safeguarding Your Organization's Assets	20th – 23rd May,	2nd - 5th Dec,	270,000	Rwanda	6,000
126	Advanced Concept of IT Auditing	20th – 23rd May,	2nd - 5th Dec,	270,000	Accra	4,000



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Internal Audit & Fraud Programs						
S/N	Course Title	Date	Date	Lagos Fee (#)	Int'l Venue	Int'l Fee (\$)
127	Blockchain and Cryptocurrency Auditing Essentials	20th – 23rd May,	2nd - 5th Dec,	300,000	Accra	4,000
128	Business Risk Assessments Course	20th – 23rd May,	2nd - 5th Dec,	270,000	Accra	4,000
129	Advanced Auditing Techniques for Lead Auditors	20th – 23rd May,	2nd - 5th Dec,	270,000	Accra	4,000
130	Internal Audit Investigation, Procedures and Processes Course	20th – 23rd May,	2nd - 5th Dec,	270,000	Rwanda	6,000
131	INTERNAL AUDITORS' ROLE IN PREVENTING FRAUD	20th – 23rd May,	2nd - 5th Dec,	270,000	Rwanda	6,000
132	How to Conduct an Internal Fraud Investigation	27th - 30th May,	9th - 12th Dec,	270,000	Nairobi	5,500
133	Auditing ESG and Sustainability Reporting in a Digital Era	27th - 30th May,	9th - 12th Dec,	300,000	Nairobi	5,500
134	Comprehensive Principles of Internal Audit	27th - 30th May,	9th - 12th Dec,	270,000	Nairobi	5,500
135	Advanced Internal Controls and Fraud Prevention	27th - 30th May,	9th - 12th Dec,	270,000	Rwanda	6,000
136	Data Analytics, Continuous Auditing and Audit Automation Course	27th - 30th May,	9th - 12th Dec,	270,000	Rwanda	6,000
137	Fraud Detection, Prevention and Control	27th - 30th May,	9th - 12th Dec,	270,000	Accra	4,000
138	Basic Course on Internal Audit	27th - 30th May,	9th - 12th Dec,	270,000	Accra	4,000
139	ISO 9001: Internal Auditing for Quality Management Systems	3rd – 6th June,	16th – 19th Dec,	300,000	Rwanda	6,000
140	Comprehensive Report Writing for Internal Auditors	3rd – 6th June,	16th – 19th Dec,	270,000	Rwanda	6,000
141	Financial Auditing Using IFRS; Best Practices	3rd – 6th June,	16th – 19th Dec,	300,000	Nairobi	5,500
142	ISO 50001: Energy Cost Management Audits for Financial Operations	3rd – 6th June,	16th – 19th Dec,	300,000	Nairobi	5,500
143	Internal Audit Planning and Management Training	3rd – 6th June,	16th – 19th Dec,	270,000	Nairobi	5,500
144	Value for Money Audit: Project Audits	3rd – 6th June,	16th – 19th Dec,	270,000	Rwanda	6,000
145	Project Management Skills for Internal Auditors	3rd – 6th June,	16th – 19th Dec,	270,000	Rwanda	6,000



All Course available:
*Classroom *Online *In-house

Law & Contract Management Programs

S/N	Course Title	Date	Date	Date	Lagos Fee (#)	Int'l Venue	Int'l Fee (\$)
1	Tech Contracts: Legal Issues in Software, Cloud, and SaaS Agreements	14th - 17th Jan,	6th - 9th May,	19th - 22nd Aug,	330,000	Accra	4,000
2	Employment Contracts and Workplace Policies: Legal Perspectives	14th - 17th Jan,	6th - 9th May,	19th - 22nd Aug,	330,000	Accra	4,000
3	Public Procurement Law and Contract Management	14th - 17th Jan,	13th - 16th May,	26th - 29th Aug,	330,000	Rwanda	6,000
4	Oil and Gas Contract Negotiation and Risk Management	14th - 17th Jan,	13th - 16th May,	26th - 29th Aug,	330,000	Rwanda	6,000
5	Construction Law and Contract Administration Masterclass	21st - 24th Jan,	13th - 16th May,	26th - 29th Aug,	330,000	Nairobi	5,500
6	Legal and Ethical Issues in AI and Emerging Technologies	21st - 24th Jan,	13th - 16th May,	26th - 29th Aug,	300,000	Nairobi	5,500
7	Maritime and Shipping Contracts: Legal Frameworks	21st - 24th Jan,	13th - 16th May,	26th - 29th Aug,	330,000	Nairobi	5,500
8	Franchise Agreements: Structuring, Drafting, and Dispute Management	21st - 24th Jan,	20th - 23rd May,	1st - 4th Sept,	330,000	Rwanda	6,000
9	Healthcare Contracts and Compliance Management	28th - 31st Jan,	20th - 23rd May,	1st - 4th Sept,	330,000	Rwanda	6,000
10	Media and Entertainment Law: Contracts and Intellectual Property	28th - 31st Jan,	20th - 23rd May,	1st - 4th Sept,	330,000	Nairobi	5,500
11	Managing and Leading an Effective in-House Legal Department	28th - 31st Jan,	20th - 23rd May,	9th - 12th Sept,	330,000	Nairobi	5,500
12	Construction and Infrastructure Law Course	28th - 31st Jan,	20th - 23rd May,	9th - 12th Sept,	330,000	Accra	6,000
13	Alternative Dispute Resolution (ADR) Masterclass	4th - 7th Feb,	27th - 30th May,	9th - 12th Sept,	330,000	Accra	6,000
14	Service Level Agreements Workshop	4th - 7th Feb,	27th - 30th May,	9th - 12th Sept,	330,000	Nairobi	5,500
15	Employee Relations And The Law	4th - 7th Feb,	27th - 30th May,	16th - 19th Sept,	300,000	Rwanda	6,000
16	Law-Making And Legislative Drafting	4th - 7th Feb,	27th - 30th May,	16th - 19th Sept	330,000	Rwanda	6,000
17	Commercial and Business Contract Drafting Course	11th - 14th Feb,	27th - 30th May,	16th - 19th Sept	330,000	Rwanda	6,000
18	Nigerian Labour Laws and Practices	11th - 14th Feb,	3rd - 6th June,	16th - 19th Sept,	330,000	Nairobi	5,500
19	The Effective Legal Secretary Course	11th - 14th Feb,	3rd - 6th June,	23rd - 26th Sept,	330,000	Accra	4,000
20	International Trade Finance and Instruments: Operational, Documentation, and Legal	11th - 14th Feb,	3rd - 6th June,	23rd - 26th Sept,	330,000	Accra	4,000
21	Advanced Alternative Dispute Resolution And Mediation	18th - 21st Feb,	3rd - 6th June,	23rd - 26th Sept,	330,000	Accra	4,000
22	International Arbitration Training	18th - 21st Feb,	3rd - 6th June,	23rd - 26th Sept,	330,000	Nairobi	5,500
23	Introduction to Tax for Property Lawyers	18th - 21st Feb,	9th - 11th June,	7th - 10th Oct,	300,000	Nairobi	5,500
24	Intellectual Property Rights Course	18th - 21st Feb,	9th - 11th June,	7th - 10th Oct,	330,000	Rwanda	6,000
25	Effective Legal Writing And Drafting	25th - 28th Feb,	9th - 11th June,	7th - 10th Oct,	330,000	Rwanda	6,000



All Course available:
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Law & Contract Management Programs							
S/N	Course Title	Date	Date	Date	Lagos Fee (#)	Int'l Venue	Fee (\$)
26	Advanced Legal Office Administration	25th - 28th Feb,	9th - 11th June,	7th - 10th Oct,	330,000	Accra	4,000
27	Renewable Energy Contracts: Legal and Commercial Considerations	25th - 28th Feb,	9th - 11th June,	14th - 17th Oct,	330,000	Accra	4,000
28	IT and Technology Contracting for Legal Professionals	25th - 28th Feb,	17th - 20th June,	14th - 17th Oct,	300,000	Accra	4,000
29	Understanding International Sales Contracts under INCOTERMS	4th - 7th Mar,	17th - 20th June,	14th - 17th Oct,	330,000	Accra	4,000
30	Supply Chain and Logistics Contracts: Legal Essentials	4th - 7th Mar,	17th - 20th June,	14th - 17th Oct,	330,000	Nairobi	5,500
31	Real Estate and Property Contract Law Masterclass	4th - 7th Mar,	17th - 20th June,	21st - 24th Oct	330,000	Nairobi	5,500
32	Banking and Finance Contracts: Legal Frameworks and Trends	4th - 7th Mar,	17th - 20th June,	21st - 24th Oct,	330,000	Nairobi	5,500
33	Pharmaceutical and Biotech Contracts: Compliance and Negotiations	11th - 14th Mar,	24th - 27th June,	21st - 24th Oct,	330,000	Rwanda	6,000
34	Mergers and Acquisitions: Legal Aspects of Contracts and Agreements	11th - 14th Mar,	24th - 27th June,	21st - 24th Oct,	330,000	Rwanda	6,000
35	E-commerce Contracts and Cybersecurity Compliance	11th - 14th Mar,	24th - 27th June,	21st - 24th Oct,	330,000	Nairobi	5,500
36	Intellectual Property Licensing Agreements and Contracting	11th - 14th Mar,	24th - 27th June,	21st - 24th Oct,	330,000	Nairobi	5,500
37	Sports Contracts: Drafting and Managing Athlete Agreements	11th - 14th Mar,	24th - 27th June,	28th - 31st Oct,	330,000	Accra	4,000
38	Government Contracts: Regulations and Compliance Essentials	18th - 21st Mar,	1st - 4th July,	28th - 31st Oct,	330,000	Accra	4,000
39	Alternative Dispute Resolution Strategies	18th - 21st Mar,	1st - 4th July,	28th - 31st Oct,	330,000	Accra	4,000
40	Negotiation and Conflict Management in Organizations	18th - 21st Mar,	1st - 4th July,	28th - 31st Oct,	330,000	Nairobi	5,500
41	Introduction to Conflict Resolution Processes	18th - 21st Mar,	1st - 4th July,	28th - 31st Oct,	330,000	Nairobi	5,500
42	Employment Law And Practice In Nigeria	18th - 21st Mar,	1st - 4th July,	4th - 7th Nov,	330,000	Accra	4,000
43	Fundamentals Of Employment Laws	25th - 28th Mar,	8th - 11th July,	4th - 7th Nov,	330,000	Accra	4,000
44	Construction Contract Law, Arbitration, and Dispute Resolution Course	25th - 28th Mar,	8th - 11th July,	4th - 7th Nov,	330,000	Rwanda	6,000
45	Contract Negotiation Training Course	25th - 28th Mar,	8th - 11th July,	4th - 7th Nov,	330,000	Rwanda	6,000
46	Upstream Oil and Gas Contracts	25th - 28th Mar,	8th - 11th July,	4th - 7th Nov,	330,000	Nairobi	5,500
47	Oil and Gas Law	25th - 28th Mar,	8th - 11th July,	11th - 14th Nov,	330,000	Nairobi	5,500
48	Construction Contract Management Masterclass: Developing and Managing Successful Construction Contracts	2nd - 4th Apr,	15th - 18th July,	11th - 14th Nov,	330,000	Rwanda	6,000
49	Business and Commercial Contract Law Course	2nd - 4th Apr,	15th - 18th July,	11th - 14th Nov,	330,000	Rwanda	6,000
50	Tendering and Contracts Course	2nd - 4th Apr,	15th - 18th July,	11th - 14th Nov,	330,000	Accra	4,000



Law & Contract Management Programs							
S/N	Course Title	Date	Date	Date	Lagos Fee (#)	Int'l Venue	Fee (\$)
51	Global Contract Law: Key Principles and Applications	2nd - 4th Apr,	15th - 18th July,	11th - 14th Nov,	330,000	Accra	4,000
52	Drafting and Negotiating International Commercial Contracts	2nd - 4th Apr,	15th - 18th July,	18th - 21th Nov,	330,000	Accra	4,000
53	Grievance, Discipline And Dismissals Course	8th - 11th Apr,	22nd - 25th July,	18th - 21th Nov,	330,000	Accra	4,000
54	Computer/ICT Management And Information Security For Legal Officers	8th - 11th Apr,	22nd - 25th July,	18th - 21th Nov,	330,000	Accra	4,000
55	Alternative Dispute Resolution (ADR) In Labour And Industrial Relations	8th - 11th Apr,	22nd - 25th July,	18th - 21th Nov,	330,000	Nairobi	5,500
56	Contract Law Updates: Key Developments and Insights	8th - 11th Apr,	22nd - 25th July,	18th - 21th Nov,	300,000	Nairobi	5,500
57	Business Law Administration Course	8th - 11th Apr,	22nd - 25th July	25th- 28th Nov,	300,000	Nairobi	5,500
58	Reading, Writing, and Negotiating of Contracts	14th - 17th Apr,	22nd - 25th July	25th- 28th Nov,	330,000	Rwanda	6,000
59	Fundamentals Of Corporate Legal Services	14th - 17th Apr,	29th July – 1st Aug,	25th- 28th Nov,	330,000	Rwanda	6,000
60	Effective Administration and Office Management for Lawyers: Best Practices and Techniques	14th - 17th Apr,	29th July – 1st Aug,	25th- 28th Nov,	330,000	Nairobi	5,500
61	Effective Contract Administration, Claims Management, and Negotiating Win-Win Settlements	14th - 17th Apr,	29th July – 1st Aug,	25th- 28th Nov,	330,000	Nairobi	5,500
62	Corporate Legal Advisers and Company Secretaries Course	14th - 17th Apr,	29th July – 1st Aug,	2nd - 5th Dec,	330,000	Accra	4,000
63	Board Members and Corporate Directors Training	22nd – 25th Apr,	29th July – 1st Aug,	2nd - 5th Dec,	330,000	Accra	4,000
64	Advanced Legal Administrators Course	22nd – 25th Apr,	29th July – 1st Aug,	2nd - 5th Dec,	330,000	Accra	4,000
65	Resolving Contractual Claims And Disputes	22nd – 25th Apr,	5th - 8th Aug,	2nd - 5th Dec,	330,000	Nairobi	5,500
66	Statutory, Legal, and Compliance Requirements	22nd – 25th Apr,	5th - 8th Aug,	2nd - 5th Dec,	300,000	Nairobi	5,500
67	Modern Corporate Governance: Principles, Policies, and Best Practices	22nd – 25th Apr,	5th - 8th Aug,	9th - 12th Dec,	330,000	Accra	4,000
68	Arbitration Advocacy Course: Effective Representation in Arbitration Proceedings	28th - 30th Apr,	5th - 8th Aug,	9th - 12th Dec,	330,000	Accra	4,000
69	Introduction to Domestic Arbitration Course	28th - 30th Apr,	12th - 15th Aug,	9th - 12th Dec,	330,000	Rwanda	6,000
70	Legal Issues on Fraud Prevention Course	28th - 30th Apr,	12th - 15th Aug,	9th - 12th Dec,	330,000	Rwanda	6,000
71	Professional Skills Acquisition and Development for Government Lawyers	28th - 30th Apr,	12th - 15th Aug,	9th - 12th Dec,	330,000	Nairobi	5,500
72	Excellence in Contracts Administration Course	6th - 9th May,	12th - 15th Aug,	16th – 19th Dec,	330,000	Nairobi	5,500
73	Accounting for Legal Practitioners: Understanding Financial Statements and Compliance	6th - 9th May,	19th – 22nd Aug,	16th – 19th Dec,	330,000	Rwanda	6,000
74	Influencing, Persuading, and Negotiating Skills for Lawyers	6th - 9th May,	19th – 22nd Aug,	16th – 19th Dec,	330,000	Rwanda	6,000
75	Cross-Border Contracts: Legal Challenges and Risk Mitigation	6th - 9th May,	19th – 22nd Aug,	16th – 19th Dec,	330,000	Accra	4,000



All Course available:
*Classroom *Online *In-house

Management & Leadership Programs

S/N	Course Title	Date	Date	Date	Lagos Fee (#)	Int'l Venue	Int'l Fee (\$)
1	AI-Driven Leadership: Navigating the Future of Work	14th - 17th Jan,	6th - 9th May,	19th – 22nd Aug,	270,000	Accra	4,000
2	Strategic Negotiation Mastery: Unlocking Success in Business Dealings	14th - 17th Jan,	6th - 9th May,	19th – 22nd Aug,	270,000	Accra	4,000
3	Strategic Decision-Making with AI Tools	14th - 17th Jan,	13th - 16th May,	26th - 29th Aug,	270,000	Rwanda	6,000
4	Business Transformation Through Effective Leadership Workshop	14th - 17th Jan,	13th - 16th May,	26th - 29th Aug,	300,000	Rwanda	6,000
5	Mastering Priority Management: Optimizing Time, Workflow, and Productivity	21st - 24th Jan,	13th - 16th May,	26th - 29th Aug,	270,000	Nairobi	5,500
6	Strategic Planning and Goal Setting: Setting Business Goals	21st - 24th Jan,	13th - 16th May,	26th - 29th Aug,	270,000	Nairobi	5,500
7	Mastering Supervisory Management and Administration: Effective Strategies for Leading Teams	21st - 24th Jan,	13th - 16th May,	26th - 29th Aug,	270,000	Nairobi	5,500
8	Mastering Effective Change Management for Achieving Results	21st - 24th Jan,	20th – 23rd May,	1st - 4th Sept,	300,000	Rwanda	6,000
9	Next Generation Leadership Complete Course	28th – 31st Jan,	20th – 23rd May,	1st - 4th Sept,	270,000	Rwanda	6,000
10	Mastering Effective People Management and Leadership	28th – 31st Jan,	20th – 23rd May,	1st - 4th Sept,	270,000	Nairobi	5,500
11	Mastering Effective Business Risk Management Strategies for Corporate Organization	28th – 31st Jan,	20th – 23rd May,	9th - 12th Sept,	300,000	Nairobi	5,500
12	Leadership in the Era of Automation and Machine Learning	28th – 31st Jan,	20th – 23rd May,	9th - 12th Sept,	270,000	Accra	6,000
13	Digital Transformation Leadership for Managers	4th – 7th Feb,	27th - 30th May,	9th - 12th Sept,	270,000	Accra	6,000
14	Advanced Business Continuity and Strategy Management: Ensuring Organizational Resilience	4th – 7th Feb,	27th - 30th May,	9th - 12th Sept,	270,000	Nairobi	5,500
15	Mastering Business English and Effective Report Writing Skills: Essential Communication Techniques for Professional Success	4th – 7th Feb,	27th - 30th May,	16th - 19th Sept,	270,000	Rwanda	6,000
16	Corporate Strategy and Value Innovation	4th – 7th Feb,	27th - 30th May,	16th - 19th Sept	270,000	Rwanda	6,000
17	Mastering Office Management and Electronic Document Management System (EDMS): Streamlining Workplace Efficiency	11th - 14th Feb,	27th - 30th May,	16th - 19th Sept	270,000	Rwanda	6,000
18	Managing Hybrid Teams in a Digital Age	11th - 14th Feb,	3rd – 6th June,	16th - 19th Sept,	300,000	Nairobi	5,500
19	Advanced Office Security and Asset Protection: Strategies for Workplace Safety	11th - 14th Feb,	3rd – 6th June,	23rd - 26th Sept,	270,000	Accra	4,000
20	Key Performance Indicators and Optimization Course	11th - 14th Feb,	3rd – 6th June,	23rd - 26th Sept,	270,000	Accra	4,000
21	Advanced Ways of Remote Teams Effectively	18th – 21st Feb,	3rd – 6th June,	23rd - 26th Sept,	270,000	Accra	4,000
22	Reskilling Teams for the AI Revolution	18th – 21st Feb,	3rd – 6th June,	23rd - 26th Sept,	300,000	Nairobi	5,500
23	Ethical Leadership in AI and Emerging Technologies	18th – 21st Feb,	9th - 11th June,	7th - 10th Oct,	300,000	Nairobi	5,500
24	Leadership Reinvented: Navigating the Modern World with Vision and Impact	18th – 21st Feb,	9th - 11th June,	7th - 10th Oct,	270,000	Rwanda	6,000
25	Mastering Negotiation and Conflict Management in Organizational Settings	25th - 28th Feb,	9th - 11th June,	7th - 10th Oct,	300,000	Rwanda	6,000



All Course available:
*Classroom *Online *In-house

S/N	Course Title	Date	Date	Date	Lagos Fee (#)	Int'l Venue	Fee (\$)
26	AI and Robotics in Operations Management	25th - 28th Feb,	9th - 11th June,	7th - 10th Oct,	300,000	Accra	4,000
27	Building Resilient Organizations with Digital Solutions	25th - 28th Feb,	9th - 11th June,	14th - 17th Oct,	300,000	Accra	4,000
28	Mastering Negotiation and Dispute Management Strategies	25th - 28th Feb,	17th - 20th June,	14th - 17th Oct,	300,000	Accra	4,000
29	Combatting Fraud and Corruption in the Workplace: Strategies for Effective Management	4th - 7th Mar,	17th - 20th June,	14th - 17th Oct,	270,000	Accra	4,000
30	Advanced Office Management: Mastering Filing and Documentation Skills for Workplace Efficiency	4th - 7th Mar,	17th - 20th June,	14th - 17th Oct,	270,000	Nairobi	5,500
31	Developing your Business English Writing and Communication Skills: Best Practices	4th - 7th Mar,	17th - 20th June,	21st - 24th Oct	270,000	Nairobi	5,500
32	Agile Leadership for the Digital Economy	4th - 7th Mar,	17th - 20th June,	21st - 24th Oct,	300,000	Nairobi	5,500
33	Mastering Effective Team Leadership: A Guide to Teamwork and Team Building	11th - 14th Mar,	24th - 27th June,	21st - 24th Oct,	270,000	Rwanda	6,000
34	Basic Strategic Planning	11th - 14th Mar,	24th - 27th June,	21st - 24th Oct,	270,000	Rwanda	6,000
35	Motivation Towards Excellence: Skills, Competencies, Traits and Techniques	11th - 14th Mar,	24th - 27th June,	21st - 24th Oct,	270,000	Nairobi	5,500
36	Leadership and Crisis Management Skills	11th - 14th Mar,	24th - 27th June,	21st - 24th Oct,	270,000	Nairobi	5,500
37	Management Programme for Middle Level Managers and Supervisors	11th - 14th Mar,	24th - 27th June,	28th - 31st Oct,	270,000	Accra	4,000
38	Leveraging AI for Performance Management and Talent Development	18th - 21st Mar,	1st - 4th July,	28th - 31st Oct,	300,000	Accra	4,000
39	Effective Pension Fund Governance and Regulations	18th - 21st Mar,	1st - 4th July,	28th - 31st Oct,	270,000	Accra	4,000
40	Mastering Multitasking, Priorities, and Deadlines Management: Essential Skills for Workplace Efficiency	18th - 21st Mar,	1st - 4th July,	28th - 31st Oct,	270,000	Nairobi	5,500
41	Managing Innovation and Technology-Driven Change	18th - 21st Mar,	1st - 4th July,	28th - 31st Oct,	300,000	Nairobi	5,500
42	Data-Driven Leadership: Insights for Smarter Management	18th - 21st Mar,	1st - 4th July,	4th - 7th Nov,	300,000	Accra	4,000
43	Enhancing Business Leadership with Technology Integration	25th - 28th Mar,	8th - 11th July,	4th - 7th Nov,	270,000	Accra	4,000
44	Business Management and Technology	25th - 28th Mar,	8th - 11th July,	4th - 7th Nov,	270,000	Rwanda	6,000
45	Mastering Personal Skills for Professional Excellence	25th - 28th Mar,	8th - 11th July,	4th - 7th Nov,	270,000	Rwanda	6,000
46	Leadership in Cybersecurity and Technology Risk Management	25th - 28th Mar,	8th - 11th July,	4th - 7th Nov,	300,000	Nairobi	5,500
47	Mastering Business Process Re-engineering and Improvement Strategies: Driving Organizational Excellence	25th - 28th Mar,	8th - 11th July,	11th - 14th Nov,	270,000	Nairobi	5,500
48	Mastering Time Management, Planning, Organizing, and Goal Setting: Strategies for Productivity and Success	2nd - 4th Apr,	15th - 18th July,	11th - 14th Nov,	270,000	Rwanda	6,000
49	Mastering the Art of Public and Professional Speaking Workshop	2nd - 4th Apr,	15th - 18th July,	11th - 14th Nov,	270,000	Rwanda	6,000
50	Smart Leadership Course	2nd - 4th Apr,	15th - 18th July,	11th - 14th Nov,	270,000	Accra	4,000



All Course available:
*Classroom *Online *In-house

Management & Leadership Programs							
S/N	Course Title	Date	Date	Date	Lagos Fee (#)	Int'l Venue	Fee (\$)
51	Best Practice in Managing Employee Performance, Behaviour and Attitudes	2nd - 4th Apr,	15th - 18th July,	11th - 14th Nov,	270,000	Accra	4,000
52	Fostering Creativity and Innovation in Automated Work Environments	2nd - 4th Apr,	15th - 18th July,	18th - 21th Nov,	300,000	Accra	4,000
53	Managing Digital Natives: Strategies for AI-Aware Workforces	8th - 11th Apr,	22nd - 25th July,	18th - 21th Nov,	300,000	Accra	4,000
54	Personal Mastery: Empowering Self-Leadership for Success	8th - 11th Apr,	22nd - 25th July,	18th - 21th Nov,	270,000	Accra	4,000
55	Mastering Effective Contract Management and Administration	8th - 11th Apr,	22nd - 25th July,	18th - 21th Nov,	270,000	Nairobi	5,500
56	Advanced Pension Administration: Best Practices for Effective Management	8th - 11th Apr,	22nd - 25th July,	18th - 21th Nov,	300,000	Nairobi	5,500
57	Mastering People Management and Team Leadership	8th - 11th Apr,	22nd - 25th July	25th - 28th Nov,	300,000	Nairobi	5,500
58	AI in Strategic Human Capital Management	14th - 17th Apr,	22nd - 25th July	25th - 28th Nov,	300,000	Rwanda	6,000
59	Mastering Leadership and Emotional Intelligence	14th - 17th Apr,	29th July – 1st Aug,	25th - 28th Nov,	270,000	Rwanda	6,000
60	Creative Problem-Solving and Decision-Making Skills	14th - 17th Apr,	29th July – 1st Aug,	25th - 28th Nov,	270,000	Nairobi	5,500
61	Middle Level Management Development Workshop	14th - 17th Apr,	29th July – 1st Aug,	25th - 28th Nov,	270,000	Nairobi	5,500
62	Mastering Creative Problem Solving and Efficient Decision Making	14th - 17th Apr,	29th July – 1st Aug,	2nd - 5th Dec,	270,000	Accra	4,000
63	Developing Managerial Excellence at Workplace	22nd – 25th Apr,	29th July – 1st Aug,	2nd - 5th Dec,	270,000	Accra	4,000
64	Leading Virtual and AI-Augmented Teams	22nd – 25th Apr,	29th July – 1st Aug,	2nd - 5th Dec,	300,000	Accra	4,000
65	Leadership, Critical Thinking and Innovation Course	22nd – 25th Apr,	5th - 8th Aug,	2nd - 5th Dec,	270,000	Nairobi	5,500
66	Building Team Excellence: Strategies for High-Performing Teams	22nd – 25th Apr,	5th - 8th Aug,	2nd - 5th Dec,	300,000	Nairobi	5,500
67	Understand both domestic and global cultural issues	22nd – 25th Apr,	5th - 8th Aug,	9th - 12th Dec,	270,000	Accra	4,000
68	AI-Powered Project Management for Leaders	28th - 30th Apr,	5th - 8th Aug,	9th - 12th Dec,	300,000	Accra	4,000
69	Executive Leadership Development: Cultivating Exceptional Leaders	28th - 30th Apr,	12th - 15th Aug,	9th - 12th Dec,	270,000	Rwanda	6,000
70	Strategic Thinking and Business Planning Workshop	28th - 30th Apr,	12th - 15th Aug,	9th - 12th Dec,	270,000	Rwanda	6,000
71	Mastering Practical Tools for Effective Leadership	28th - 30th Apr,	12th - 15th Aug,	9th - 12th Dec,	270,000	Nairobi	5,500
72	Mastering Evaluation and Measuring for Impact and Results	6th - 9th May,	12th - 15th Aug,	16th – 19th Dec,	270,000	Nairobi	5,500
73	Cultivating Positive Work Attitude and Values: Enhancing Professionalism for Success	6th - 9th May,	19th – 22nd Aug,	16th – 19th Dec,	270,000	Rwanda	6,000
74	Work Ethics, Attitudes and Productivity Enhancement Training	6th - 9th May,	19th – 22nd Aug,	16th – 19th Dec,	270,000	Rwanda	6,000
75	The Future of Leadership: Preparing for Disruptive Technologies	6th - 9th May,	19th – 22nd Aug,	16th – 19th Dec,	300,000	Accra	4,000



Manufacturing and Production Programs

S/N	Course Title	Date	Date	Date	Lagos Fee (#)	Int'l Venue	Int'l Fee (\$)
1	Lean Manufacturing Excellence: Tools and Techniques	14th - 17th Jan,	13th - 16th May,	23rd - 26th Sept,	330,000	Accra	4,000
2	Six Sigma for Manufacturing Professionals	14th - 17th Jan,	13th - 16th May,	23rd - 26th Sept,	330,000	Accra	4,000
3	Quality Control and Assurance in Manufacturing	14th - 17th Jan,	20th – 23rd May,	23rd - 26th Sept,	330,000	Rwanda	6,000
4	Production Planning and Inventory Control Strategies	21st - 24th Jan,	20th – 23rd May,	7th - 10th Oct,	330,000	Rwanda	6,000
5	Advanced Manufacturing Technologies and Practices	21st - 24th Jan,	20th – 23rd May,	7th - 10th Oct,	330,000	Nairobi	5,500
6	Continuous Improvement in Production Processes	21st - 24th Jan,	27th - 30th May,	7th - 10th Oct,	330,000	Nairobi	5,500
7	Industrial Automation and Robotics Training	28th – 31st Jan,	27th - 30th May,	14th – 17th Oct,	330,000	Nairobi	5,500
8	Smart Manufacturing and Industry 4.0 Applications	28th – 31st Jan,	27th - 30th May,	14th – 17th Oct,	330,000	Rwanda	6,000
9	Total Productive Maintenance (TPM) Essentials	28th – 31st Jan,	3rd – 6th June,	14th – 17th Oct,	330,000	Rwanda	6,000
10	Process Optimization and Efficiency Improvement	4th – 7th Feb,	3rd – 6th June,	21st - 24th Oct,	330,000	Nairobi	5,500
11	Additive Manufacturing (3D Printing): Applications and Trends	4th – 7th Feb,	9th - 11th June,	21st - 24th Oct,	330,000	Nairobi	5,500
12	AI and Machine Learning in Manufacturing Operations	4th – 7th Feb,	9th - 11th June,	21st - 24th Oct,	330,000	Accra	6,000
13	Digital Twins for Manufacturing Optimization	11th - 14th Feb,	9th - 11th June,	28th – 31st Oct,	330,000	Accra	6,000
14	IoT Applications in Smart Manufacturing	11th - 14th Feb,	17th - 20th June,	28th – 31st Oct,	330,000	Nairobi	5,500
15	Advanced CNC Machining Techniques	11th - 14th Feb,	17th - 20th June,	28th – 31st Oct,	330,000	Rwanda	6,000
16	Big Data Analytics for Production Management	11th - 14th Feb,	17th - 20th June,	28th – 31st Oct,	330,000	Rwanda	6,000
17	Cybersecurity in Manufacturing Systems	18th – 21st Feb,	24th - 27th June,	4th - 7th Nov,	330,000	Rwanda	6,000
18	Sustainability and Green Manufacturing Techniques	18th – 21st Feb,	24th - 27th June,	4th - 7th Nov,	330,000	Nairobi	5,500
19	Blockchain in Manufacturing and Supply Chain Management	18th – 21st Feb,	24th - 27th June,	4th - 7th Nov,	330,000	Accra	4,000
20	Advanced Materials and Nanotechnology in Production	25th - 28th Feb,	1st – 4th July,	4th - 7th Nov,	330,000	Accra	4,000
21	Occupational Health and Safety in Manufacturing Plants	25th - 28th Feb,	1st – 4th July,	11th - 14th Nov,	330,000	Accra	4,000
22	ISO 9001: Quality Management System in Manufacturing	25th - 28th Feb,	1st – 4th July,	11th - 14th Nov,	330,000	Nairobi	5,500
23	ISO 45001: Workplace Safety for Production Teams	4th – 7th Mar,	8th - 11th July,	11th - 14th Nov,	330,000	Nairobi	5,500
24	Risk Management and Compliance in Manufacturing	4th – 7th Mar,	8th - 11th July,	11th - 14th Nov,	330,000	Rwanda	6,000
25	Environmental Compliance for Manufacturing Operations (ISO 14001)	4th – 7th Mar,	15th - 18th July,	11th - 14th Nov,	330,000	Rwanda	6,000



All Course available:
*Classroom *Online *In-house

Manufacturing and Production Programs							
S/N	Course Title	Date	Date	Date	Lagos Fee (#)	Int'l Venue	Fee (\$)
26	Supply Chain Optimization for Manufacturing Professionals	11th - 14th Mar,	15th - 18th July,	18th - 21th Nov,	330,000	Accra	4,000
27	Warehouse and Inventory Management for Production Teams	11th - 14th Mar,	15th - 18th July,	18th - 21th Nov,	330,000	Accra	4,000
28	Transport and Logistics Integration in Manufacturing	11th - 14th Mar,	22nd - 25th July,	18th - 21th Nov,	330,000	Accra	4,000
29	Demand Forecasting and Production Planning	18th - 21st Mar,	22nd - 25th July,	18th - 21th Nov,	330,000	Accra	4,000
30	End-to-End Supply Chain Visibility Using Technology	18th - 21st Mar,	22nd - 25th July,	18th - 21th Nov,	330,000	Nairobi	5,500
31	Preventive Maintenance Strategies in Manufacturing	18th - 21st Mar,	29th July - 1st Aug,	25th - 28th Nov,	330,000	Nairobi	5,500
32	Energy Efficiency and Cost Reduction in Manufacturing Plants	25th - 28th Mar,	29th July - 1st Aug,	25th - 28th Nov,	330,000	Nairobi	5,500
33	Root Cause Analysis for Manufacturing Challenges	25th - 28th Mar,	5th - 8th Aug,	25th - 28th Nov,	330,000	Rwanda	6,000
34	Operational Excellence in Manufacturing Plants	25th - 28th Mar,	5th - 8th Aug,	25th - 28th Nov,	330,000	Rwanda	6,000
35	Condition Monitoring and Predictive Maintenance	2nd - 4th Apr,	5th - 8th Aug,	25th - 28th Nov,	330,000	Nairobi	5,500
36	Leadership Skills for Manufacturing Managers	2nd - 4th Apr,	5th - 8th Aug,	2nd - 5th Dec,	330,000	Nairobi	5,500
37	Change Management in Manufacturing Environments	2nd - 4th Apr,	12th - 15th Aug,	2nd - 5th Dec,	330,000	Accra	4,000
38	Workforce Management and Training in Manufacturing Plants	8th - 11th Apr,	12th - 15th Aug,	2nd - 5th Dec,	330,000	Accra	4,000
39	Conflict Resolution and Team Building for Production Teams	8th - 11th Apr,	12th - 15th Aug,	2nd - 5th Dec,	330,000	Accra	4,000
40	Effective Communication for Manufacturing Leaders	8th - 11th Apr,	12th - 15th Aug,	2nd - 5th Dec,	330,000	Nairobi	5,500
41	Pharmaceutical Manufacturing: Best Practices and Compliance	14th - 17th Apr,	19th - 22nd Aug,	9th - 12th Dec,	330,000	Nairobi	5,500
42	Food and Beverage Production: Quality and Safety	14th - 17th Apr,	19th - 22nd Aug,	9th - 12th Dec,	330,000	Accra	4,000
43	Automotive Manufacturing: Advanced Production Techniques	22nd - 25th Apr,	26th - 29th Aug,	9th - 12th Dec,	330,000	Accra	4,000
44	Chemical and Petrochemical Production Training	22nd - 25th Apr,	26th - 29th Aug,	9th - 12th Dec,	330,000	Rwanda	6,000
45	Textile and Apparel Manufacturing: Trends and Innovations	28th - 30th Apr,	1st - 4th Sept,	9th - 12th Dec,	330,000	Rwanda	6,000
46	Circular Economy in Manufacturing: Reducing Waste	28th - 30th Apr,	1st - 4th Sept,	16th - 19th Dec,	330,000	Nairobi	5,500
47	Digital Transformation in Manufacturing Operations	6th - 9th May,	9th - 12th Sept,	16th - 19th Dec,	330,000	Nairobi	5,500
48	Augmented and Virtual Reality in Production Training	6th - 9th May,	9th - 12th Sept,	16th - 19th Dec,	330,000	Rwanda	6,000
49	Smart Factory Design and Implementation	13th - 16th May,	16th - 19th Sept,	16th - 19th Dec,	330,000	Rwanda	6,000
50	Resilient Manufacturing: Adapting to Global Supply Chain Disruptions	13th - 16th May,	16th - 19th Sept,	16th - 19th Dec,	330,000	Accra	4,000



All Course available:
*Classroom *Online *In-house

Oil & Gas Programs

S/N	Course Title	Date	Date	Date	Lagos Fee (#)	Int'l Venue	Int'l Fee (\$)
1	Fundamentals of Oil and Gas Exploration	14th - 17th Jan,	13th - 16th May,	23rd - 26th Sept,	330,000	Accra	4,000
2	Advanced Reservoir Engineering and Simulation	14th - 17th Jan,	13th - 16th May,	23rd - 26th Sept,	330,000	Accra	4,000
3	Seismic Data Analysis and Interpretation Techniques	14th - 17th Jan,	20th – 23rd May,	23rd - 26th Sept,	330,000	Rwanda	6,000
4	Well Drilling, Completion, and Workover Operations	21st - 24th Jan,	20th – 23rd May,	7th - 10th Oct,	330,000	Rwanda	6,000
5	Enhanced Oil Recovery (EOR) Strategies and Techniques	21st - 24th Jan,	20th – 23rd May,	7th - 10th Oct,	330,000	Nairobi	5,500
6	Production Optimization in Oil and Gas Wells	21st - 24th Jan,	27th - 30th May,	7th - 10th Oct,	330,000	Nairobi	5,500
7	Well Integrity Management and Best Practices	28th – 31st Jan,	27th - 30th May,	14th – 17th Oct,	330,000	Nairobi	5,500
8	Offshore Drilling Technology and Safety	28th – 31st Jan,	27th - 30th May,	14th – 17th Oct,	330,000	Rwanda	6,000
9	Subsurface Data Management and Geological Modeling	28th – 31st Jan,	3rd – 6th June,	14th – 17th Oct,	330,000	Rwanda	6,000
10	Advanced Petrophysics for Hydrocarbon Evaluation	4th – 7th Feb,	3rd – 6th June,	21st - 24th Oct,	330,000	Nairobi	5,500
11	Pipeline Design, Maintenance, and Integrity Management	4th – 7th Feb,	9th - 11th June,	21st - 24th Oct,	330,000	Nairobi	5,500
12	Oil and Gas Logistics and Supply Chain Optimization	4th – 7th Feb,	9th - 11th June,	21st - 24th Oct,	330,000	Accra	6,000
13	Tank Farm Operations and Management	11th - 14th Feb,	9th - 11th June,	28th – 31st Oct,	330,000	Accra	6,000
14	LNG Transportation and Storage Fundamentals	11th - 14th Feb,	17th - 20th June,	28th – 31st Oct,	330,000	Nairobi	5,500
15	Advanced Gas Processing and Compression Techniques	11th - 14th Feb,	17th - 20th June,	28th – 31st Oct,	330,000	Rwanda	6,000
16	Crude Oil Trading and Transportation Economics	11th - 14th Feb,	17th - 20th June,	28th – 31st Oct,	330,000	Rwanda	6,000
17	Corrosion Management in Midstream Infrastructure	18th – 21st Feb,	24th - 27th June,	4th - 7th Nov,	330,000	Rwanda	6,000
18	Smart Technologies for Midstream Operations	18th – 21st Feb,	24th - 27th June,	4th - 7th Nov,	330,000	Nairobi	5,500
19	Asset Integrity Management for Midstream Facilities	18th – 21st Feb,	24th - 27th June,	4th - 7th Nov,	330,000	Accra	4,000
20	Pipeline Risk Assessment and Leak Prevention	25th - 28th Feb,	1st – 4th July,	4th - 7th Nov,	330,000	Accra	4,000
21	Petroleum Refining Processes and Optimization	25th - 28th Feb,	1st – 4th July,	11th - 14th Nov,	330,000	Accra	4,000
22	Advanced Catalytic Cracking and Hydrocracking Techniques	25th - 28th Feb,	1st – 4th July,	11th - 14th Nov,	330,000	Nairobi	5,500
23	Quality Control and Assurance in Oil and Gas Products	4th – 7th Mar,	8th - 11th July,	11th - 14th Nov,	330,000	Nairobi	5,500
24	Oil and Gas Retail Management and Marketing Strategies	4th – 7th Mar,	8th - 11th July,	11th - 14th Nov,	330,000	Rwanda	6,000
25	Digital Transformation in Downstream Operations	4th – 7th Mar,	15th - 18th July,	11th - 14th Nov,	330,000	Rwanda	6,000



All Course available:
*Classroom *Online *In-house

S/N	Course Title	Date	Date	Date	Lagos Fee (#)	Int'l Venue	Fee (\$)
26	Health and Safety Management in Oil and Gas Operations	11th - 14th Mar,	15th - 18th July,	18th - 21th Nov,	330,000	Accra	4,000
27	Environmental Management and Compliance in Refining	11th - 14th Mar,	15th - 18th July,	18th - 21th Nov,	330,000	Accra	4,000
28	Fuels and Lubricants: Production and Applications	11th - 14th Mar,	22nd - 25th July,	18th - 21th Nov,	330,000	Accra	4,000
29	Turnaround and Maintenance Planning for Refineries	18th - 21st Mar,	22nd - 25th July,	18th - 21th Nov,	330,000	Accra	4,000
30	Process Safety Management in Downstream Facilities	18th - 21st Mar,	22nd - 25th July,	18th - 21th Nov,	330,000	Nairobi	5,500
31	Oil and Gas Product Supply Chain and Distribution	18th - 21st Mar,	29th July - 1st Aug,	25th - 28th Nov,	330,000	Nairobi	5,500
32	Environmental Impact Assessment for Oil and Gas Projects	25th - 28th Mar,	29th July - 1st Aug,	25th - 28th Nov,	330,000	Nairobi	5,500
33	Oil Spill Response and Emergency Preparedness	25th - 28th Mar,	5th - 8th Aug,	25th - 28th Nov,	330,000	Rwanda	6,000
34	Fire Safety and Emergency Response in Offshore and Onshore Facilities	25th - 28th Mar,	5th - 8th Aug,	25th - 28th Nov,	330,000	Rwanda	6,000
35	Advanced HSE Risk Management in Oil and Gas	2nd - 4th Apr,	5th - 8th Aug,	25th - 28th Nov,	330,000	Nairobi	5,500
36	Safety Culture and Behavioral Safety Training	2nd - 4th Apr,	5th - 8th Aug,	2nd - 5th Dec,	330,000	Nairobi	5,500
37	Waste Management in Oil and Gas Operations	2nd - 4th Apr,	12th - 15th Aug,	2nd - 5th Dec,	330,000	Accra	4,000
38	Oil and Gas Contracts: Drafting and Negotiation Techniques	8th - 11th Apr,	12th - 15th Aug,	2nd - 5th Dec,	330,000	Accra	4,000
39	Understanding Local and International Oil and Gas Laws	8th - 11th Apr,	12th - 15th Aug,	2nd - 5th Dec,	330,000	Accra	4,000
40	Legal Frameworks for Environmental Compliance in Oil and Gas	8th - 11th Apr,	12th - 15th Aug,	2nd - 5th Dec,	330,000	Nairobi	5,500
41	Energy Regulations and Policy Compliance in Oil and Gas	14th - 17th Apr,	19th - 22nd Aug,	9th - 12th Dec,	330,000	Nairobi	5,500
42	Internal Audit in Oil and Gas Operations	14th - 17th Apr,	19th - 22nd Aug,	9th - 12th Dec,	330,000	Accra	4,000
43	Risk-Based Auditing in the Oil and Gas Sector	22nd - 25th Apr,	26th - 29th Aug,	9th - 12th Dec,	330,000	Accra	4,000
44	Document Control and Management in Oil and Gas Projects	22nd - 25th Apr,	26th - 29th Aug,	9th - 12th Dec,	330,000	Rwanda	6,000
45	Compliance Auditing for Oil and Gas Environmental Standards	28th - 30th Apr,	1st - 4th Sept,	9th - 12th Dec,	330,000	Rwanda	6,000
46	Transitioning to Renewable Energy in the Oil and Gas Sector	28th - 30th Apr,	1st - 4th Sept,	16th - 19th Dec,	330,000	Nairobi	5,500
47	Carbon Capture and Storage Technologies	6th - 9th May,	9th - 12th Sept,	16th - 19th Dec,	330,000	Nairobi	5,500
48	Blockchain for Transparency in Oil and Gas Transactions	6th - 9th May,	9th - 12th Sept,	16th - 19th Dec,	330,000	Rwanda	6,000
49	Digital Transformation and IoT in Oil and Gas Operations	13th - 16th May,	16th - 19th Sept,	16th - 19th Dec,	330,000	Rwanda	6,000
50	AI and Machine Learning for Oil and Gas Efficiency	13th - 16th May,	16th - 19th Sept,	16th - 19th Dec,	330,000	Accra	4,000



Project Management Programs

S/N	Course Title	Date	Date	Date	Lagos Fee (#)	Int'l Venue	Int'l Fee (\$)
1	Essential Skills for Basic Project Management	14th - 17th Jan,	13th - 16th May,	23rd - 26th Sept,	300,000	Accra	4,000
2	Mastering Agile Project Management: Techniques and Best Practices for Effective Project Delivery	14th - 17th Jan,	13th - 16th May,	23rd - 26th Sept,	300,000	Accra	4,000
3	Effective Project Execution: Managing and Running Successful Projects	14th - 17th Jan,	20th – 23rd May,	23rd - 26th Sept,	300,000	Rwanda	6,000
4	Foundation and Initiation of Project Management	21st - 24th Jan,	20th – 23rd May,	7th - 10th Oct,	300,000	Rwanda	6,000
5	Mastering Effective Project Management in Public Relations	21st - 24th Jan,	20th – 23rd May,	7th - 10th Oct,	300,000	Nairobi	5,500
6	Mastering Project Quality Management: Ensuring Excellence in Project Deliverables	21st - 24th Jan,	27th - 30th May,	7th - 10th Oct,	300,000	Nairobi	5,500
7	Auditing Projects, Project Management, and Project Risk	28th – 31st Jan,	27th - 30th May,	14th – 17th Oct,	300,000	Nairobi	5,500
8	Mastering Business Analysis and Project Management: Essential Skills for Successful Projects	28th – 31st Jan,	27th - 30th May,	14th – 17th Oct,	300,000	Rwanda	6,000
9	Fundamentals of Project Planning and Management	28th – 31st Jan,	3rd – 6th June,	14th – 17th Oct,	300,000	Rwanda	6,000
10	Mastering Decision-Making in Project Management	4th – 7th Feb,	3rd – 6th June,	21st - 24th Oct,	300,000	Nairobi	5,500
11	Project Team Leadership: Building Commitment Through Superior Communication	4th – 7th Feb,	9th - 11th June,	21st - 24th Oct,	300,000	Nairobi	5,500
12	Advanced Techniques in Modern Project Management	4th – 7th Feb,	9th - 11th June,	21st - 24th Oct,	300,000	Accra	6,000
13	Modern Project Management: Tools, Approaches, and Behavioral Skills	11th - 14th Feb,	9th - 11th June,	28th – 31st Oct,	300,000	Accra	6,000
14	Advanced Project Management Capstone Course	11th - 14th Feb,	17th - 20th June,	28th – 31st Oct,	300,000	Nairobi	5,500
15	Mastering Construction Project Management: Essential Skills and Techniques	11th - 14th Feb,	17th - 20th June,	28th – 31st Oct,	300,000	Rwanda	6,000
16	Comprehensive Project Management: Life Cycle and Planning Essentials	11th - 14th Feb,	17th - 20th June,	28th – 31st Oct,	300,000	Rwanda	6,000
17	Advanced Project Management and Essential Tools for Career Development	18th – 21st Feb,	24th - 27th June,	4th - 7th Nov,	300,000	Rwanda	6,000
18	Advanced Project Management: Beyond Planning and Control	18th – 21st Feb,	24th - 27th June,	4th - 7th Nov,	300,000	Nairobi	5,500
19	Advanced Strategies in Modern Project Management	18th – 21st Feb,	24th - 27th June,	4th - 7th Nov,	300,000	Accra	4,000
20	Advanced Engineering Project Management Techniques for Optimal Performance	25th - 28th Feb,	1st – 4th July,	4th - 7th Nov,	300,000	Accra	4,000
21	Successful Project Initiation: Laying the Foundation for Project Success	25th - 28th Feb,	1st – 4th July,	11th - 14th Nov,	300,000	Accra	4,000
22	Budgeting And Scheduling Projects Course	25th - 28th Feb,	1st – 4th July,	11th - 14th Nov,	300,000	Nairobi	5,500
23	Mastering Budgeting and Scheduling for Successful Project Management	4th – 7th Mar,	8th - 11th July,	11th - 14th Nov,	300,000	Nairobi	5,500
24	Advanced Conflict Management and Resolution Training for Project Professionals	4th – 7th Mar,	8th - 11th July,	11th - 14th Nov,	300,000	Rwanda	6,000
25	Mastering Project Management Communication, Stakeholder Engagement, and Leadership	4th – 7th Mar,	15th - 18th July,	11th - 14th Nov,	300,000	Rwanda	6,000



S/N	Course Title	Date	Date	Date	Lagos Fee (#)	Int'l Venue	Fee (\$)
26	Comprehensive Guide to Contracts and Project Management	11th - 14th Mar,	15th - 18th July,	18th - 21th Nov,	300,000	Accra	4,000
27	Mastering Project Risk and Change Management	11th - 14th Mar,	15th - 18th July,	18th - 21th Nov,	300,000	Accra	4,000
28	Effective Strategies for Initiating and Planning Projects	11th - 14th Mar,	22nd - 25th July,	18th - 21th Nov,	300,000	Accra	4,000
29	Advanced Negotiation Skills for Project Managers	18th - 21st Mar,	22nd - 25th July,	18th - 21th Nov,	300,000	Accra	4,000
30	Facility Construction and Project Management	18th - 21st Mar,	22nd - 25th July,	18th - 21th Nov,	300,000	Nairobi	5,500
31	Advanced Project Analyst Training: Mastering Project Analysis Techniques	18th - 21st Mar,	29th July - 1st Aug,	25th- 28th Nov,	300,000	Nairobi	5,500
32	Technical Project Management: Mastering Project Delivery and Execution	25th - 28th Mar,	29th July - 1st Aug,	25th- 28th Nov,	300,000	Nairobi	5,500
33	Advanced Project Management Techniques	25th - 28th Mar,	5th - 8th Aug,	25th- 28th Nov,	300,000	Rwanda	6,000
34	Mastering Project Management Principles and Practices	25th - 28th Mar,	5th - 8th Aug,	25th- 28th Nov,	300,000	Rwanda	6,000
35	Foundations of Project Management: An Introduction to Essential Skills and Concepts	2nd - 4th Apr,	5th - 8th Aug,	25th- 28th Nov,	300,000	Nairobi	5,500
36	Advanced Strategies in Construction Project Management	2nd - 4th Apr,	5th - 8th Aug,	2nd - 5th Dec,	300,000	Nairobi	5,500
37	The Role of Procurement Officers in Project Management	2nd - 4th Apr,	12th - 15th Aug,	2nd - 5th Dec,	300,000	Accra	4,000
38	Maximizing Business Value through Effective Project Management	8th - 11th Apr,	12th - 15th Aug,	2nd - 5th Dec,	300,000	Accra	4,000
39	Facility Construction and Project Management Course	8th - 11th Apr,	12th - 15th Aug,	2nd - 5th Dec,	300,000	Accra	4,000
40	Mastering Project Management: The Complete Course	8th - 11th Apr,	12th - 15th Aug,	2nd - 5th Dec,	300,000	Nairobi	5,500
41	Auditing of Projects and Contracts: Techniques and Best Practices	14th - 17th Apr,	19th - 22nd Aug,	9th - 12th Dec,	300,000	Nairobi	5,500
42	Project Performance Measurement and Management	14th - 17th Apr,	19th - 22nd Aug,	9th - 12th Dec,	300,000	Accra	4,000
43	Project Finance Management: Strategies and Techniques for Successful Project Execution	22nd - 25th Apr,	26th - 29th Aug,	9th - 12th Dec,	300,000	Accra	4,000
44	Mastering Project Performance Measurement and Management	22nd - 25th Apr,	26th - 29th Aug,	9th - 12th Dec,	300,000	Rwanda	6,000
45	Mastering Project Performance Measurement and Management: Essential Project Scheduling and Planning Skills	28th - 30th Apr,	1st - 4th Sept,	9th - 12th Dec,	300,000	Rwanda	6,000
46	Mastering Project Risk Management: Techniques for Effective Risk Mitigation	28th - 30th Apr,	1st - 4th Sept,	16th - 19th Dec,	300,000	Nairobi	5,500
47	Project Management: The Basis for Success	6th - 9th May,	9th - 12th Sept,	16th - 19th Dec,	300,000	Nairobi	5,500
48	Comprehensive Project Planning: Integrating All Components for Success	6th - 9th May,	9th - 12th Sept,	16th - 19th Dec,	300,000	Rwanda	6,000
49	Mastering Post-Contract Management in Construction Projects	13th - 16th May,	16th - 19th Sept,	16th - 19th Dec,	300,000	Rwanda	6,000
50	Masterclass in Project Communication for Development Professionals	13th - 16th May,	16th - 19th Sept,	16th - 19th Dec,	300,000	Accra	4,000
51	Mastering Project Management Monitoring and Control	13th - 16th May,	16th - 19th Sept,	16th - 19th Dec,	300,000	Accra	4,000



All Course available:
*Classroom *Online *In-house

Public Relations Program							
S/N	Course Title	Date	Date	Date	Lagos Fee (#)	Int'l Venue	Int'l Fee (\$)
1	Public Relations and Media Skills: Master Class	14th - 17th Jan,	13th - 16th May,	23rd - 26th Sept,	270,000	Accra	4,000
2	Protocol and Travel Management	14th - 17th Jan,	13th - 16th May,	23rd - 26th Sept,	270,000	Accra	4,000
3	The Role of Blockchain in Public Relations and Media	14th - 17th Jan,	20th - 23rd May,	23rd - 26th Sept,	300,000	Rwanda	6,000
4	Ethics in AI-Driven Public Relations	21st - 24th Jan,	20th - 23rd May,	7th - 10th Oct,	300,000	Rwanda	6,000
5	Public Relations Campaigns: Planning And Execution	21st - 24th Jan,	20th - 23rd May,	7th - 10th Oct,	270,000	Nairobi	5,500
6	Social Media Algorithms and Their Impact on PR Strategies	21st - 24th Jan,	27th - 30th May,	7th - 10th Oct,	300,000	Nairobi	5,500
7	Public Relations Fundamentals	28th - 31st Jan,	27th - 30th May,	14th - 17th Oct,	270,000	Nairobi	5,500
8	Media Relations and Public Affairs Course	28th - 31st Jan,	27th - 30th May,	14th - 17th Oct,	270,000	Rwanda	6,000
9	Public Relations Protocol and Etiquette	28th - 31st Jan,	3rd - 6th June,	14th - 17th Oct,	270,000	Rwanda	6,000
10	Introduction To Public Relation	4th - 7th Feb,	3rd - 6th June,	21st - 24th Oct,	270,000	Nairobi	5,500
11	AI-Powered Public Relations: Tools for the Future	4th - 7th Feb,	9th - 11th June,	21st - 24th Oct,	300,000	Nairobi	5,500
12	Strategic Communication in an AI-Driven World	4th - 7th Feb,	9th - 11th June,	21st - 24th Oct,	300,000	Accra	6,000
13	Managing and Leading Strategic Communication in Public Relations	11th - 14th Feb,	9th - 11th June,	28th - 31st Oct,	270,000	Accra	6,000
14	Mastering Protocol and Events Management	11th - 14th Feb,	17th - 20th June,	28th - 31st Oct,	270,000	Nairobi	5,500
15	Harnessing Chatbots for Seamless Customer Engagement	11th - 14th Feb,	17th - 20th June,	28th - 31st Oct,	300,000	Rwanda	6,000
16	The Power of PR: A Key Tool for Organizational Success	11th - 14th Feb,	17th - 20th June,	28th - 31st Oct,	270,000	Rwanda	6,000
17	Planning and Managing Effective PR Campaigns	18th - 21st Feb,	24th - 27th June,	4th - 7th Nov,	270,000	Rwanda	6,000
18	Strategic Media Planning	18th - 21st Feb,	24th - 27th June,	4th - 7th Nov,	300,000	Nairobi	5,500
19	Effective Writing For Public Relations	18th - 21st Feb,	24th - 27th June,	4th - 7th Nov,	270,000	Accra	4,000
20	Developing and Implementing Strategic Marketing Plans	25th - 28th Feb,	1st - 4th July,	4th - 7th Nov,	270,000	Accra	4,000
21	International Protocol And Diplomacy Course	25th - 28th Feb,	1st - 4th July,	11th - 14th Nov,	270,000	Accra	4,000
22	Customer Service And Public Relations	25th - 28th Feb,	1st - 4th July,	11th - 14th Nov,	270,000	Nairobi	5,500
23	Public Relations and Successful Campaigns	4th - 7th Mar,	8th - 11th July,	11th - 14th Nov,	270,000	Nairobi	5,500
24	Building Reputation in the Metaverse	4th - 7th Mar,	8th - 11th July,	11th - 14th Nov,	300,000	Rwanda	6,000
25	Advanced Strategies For Public Relations	4th - 7th Mar,	15th - 18th July,	11th - 14th Nov,	270,000	Rwanda	6,000
26	Corporate Identity and Brand Management	11th - 14th Mar,	15th - 18th July,	18th - 21st Nov,	270,000	Rwanda	6,000
27	Sustainability and PR: Using Technology to Drive Impactful Campaigns	11th - 14th Mar,	15th - 18th July,	18th - 21st Nov,	300,000	Accra	4,000
28	Leveraging AI to Measure PR Impact and ROI	11th - 14th Mar,	22nd - 25th July,	18th - 21st Nov,	300,000	Accra	4,000



All Course available:
*Classroom *Online *In-house

S/N	Course Title	Date	Date	Date	Lagos Fee (#)	Int'l Venue	Fee (\$)
29	Strategic Public Relations, Protocol, And Travel Management	18th – 21st Mar,	22nd - 25th July,	18th - 21th Nov,	270,000	Accra	4,000
30	Navigating Public Relations in the Digital Age	18th – 21st Mar,	22nd - 25th July,	18th - 21th Nov,	270,000	Accra	4,000
31	Crafting Authentic Brand Stories with AI Assistance	18th – 21st Mar,	29th July – 1st Aug,	25th- 28th Nov,	300,000	Accra	4,000
32	Interpretation and Application of IPSAS Course	25th - 28th Mar,	29th July – 1st Aug,	25th- 28th Nov,	270,000	Accra	4,000
33	Due Process and Policy Guidelines for Procurement and Award of Contracts in Nigeria	25th - 28th Mar,	5th - 8th Aug,	25th- 28th Nov,	270,000	Nairobi	5,500
34	Introduction To Public Procurement And Supply Chain Management	25th - 28th Mar,	5th - 8th Aug,	25th- 28th Nov,	270,000	Nairobi	5,500
35	Navigating PR in the Age of Digital Disruption	2nd - 4th Apr,	5th - 8th Aug,	25th- 28th Nov,	300,000	Nairobi	5,500
36	Advanced Corporate Social Responsibility	2nd - 4th Apr,	5th - 8th Aug,	2nd - 5th Dec,	270,000	Rwanda	6,000
37	PR, Etiquette, and Official and Social Protocol	2nd - 4th Apr,	12th - 15th Aug,	2nd - 5th Dec,	270,000	Rwanda	6,000
38	Using Data Analytics to Shape PR Campaigns	8th - 11th Apr,	12th - 15th Aug,	2nd - 5th Dec,	300,000	Nairobi	5,500
39	AI-Enhanced Crisis Management in Public Relations	8th - 11th Apr,	12th - 15th Aug,	2nd - 5th Dec,	300,000	Nairobi	5,500
40	Effective Public Relations	8th - 11th Apr,	12th - 15th Aug,	2nd - 5th Dec,	270,000	Accra	4,000
41	Business Strategy for PR Managers	14th - 17th Apr,	19th – 22nd Aug,	9th - 12th Dec,	270,000	Accra	4,000
42	Virtual Reality (VR) and Augmented Reality (AR) in Public Relations	14th - 17th Apr,	19th – 22nd Aug,	9th - 12th Dec,	300,000	Accra	4,000
43	Government Communication And Public Relations	22nd – 25th Apr,	26th - 29th Aug,	9th - 12th Dec,	270,000	Nairobi	5,500
44	Personalized Public Relations Through Machine Learning	22nd – 25th Apr,	26th - 29th Aug,	9th - 12th Dec,	300,000	Nairobi	5,500
45	Public Administration And Management Course	28th - 30th Apr,	1st - 4th Sept,	9th - 12th Dec,	270,000	Accra	4,000
46	Digital Listening: Monitoring Trends with AI for PR Success	28th - 30th Apr,	1st - 4th Sept,	16th – 19th Dec,	300,000	Accra	4,000
47	Advanced Social Media Training	6th - 9th May,	9th - 12th Sept,	16th – 19th Dec,	270,000	Rwanda	6,000
48	Public Relations in the Era of Generative AI Content	6th - 9th May,	9th - 12th Sept,	16th – 19th Dec,	300,000	Rwanda	6,000
49	Effective Public Speaking for Managers and Executives	13th - 16th May,	16th - 19th Sept,	16th – 19th Dec,	270,000	Nairobi	5,500
50	Public Relations and Corporate Communications Course	13th - 16th May,	16th - 19th Sept,	16th – 19th Dec,	270,000	Nairobi	5,500
51	Leadership Under Attack - Escalating Crisis and Reputation Challenges	13th - 16th May,	16th - 19th Sept,	16th – 19th Dec,	270,000	Rwanda	6,000
52	Incident And Crisis Response Communication Skills	13th - 16th May,	16th - 19th Sept,	16th – 19th Dec,	270,000	Rwanda	6,000
53	Social media Writing Essential	13th - 16th May,	16th - 19th Sept,	16th – 19th Dec,	270,000	Accra	4,000
54	Corporate Identity And Brand Management	13th - 16th May,	16th - 19th Sept,	16th – 19th Dec,	270,000	Accra	4,000



All Course available:
*Classroom *Online *In-house

Public Sector Program							
S/N	Course Title	Date	Date	Date	Lagos Fee (#)	Int'l Venue	Int'l Fee (\$)
1	Internal Controls Guidelines for Public Sector Auditors	14th - 17th Jan,	13th - 16th May,	23rd - 26th Sept,	330,000	Accra	4,000
2	The Disciplinary Process in the Public Sector	14th - 17th Jan,	13th - 16th May,	23rd - 26th Sept,	330,000	Accra	4,000
3	Critical Thinking and Problem Solving for Public Service Leaders	14th - 17th Jan,	20th – 23rd May,	23rd - 26th Sept,	330,000	Rwanda	6,000
4	Machine Learning for Fraud Detection in Government Auditing	21st - 24th Jan,	20th – 23rd May,	7th - 10th Oct,	330,000	Rwanda	6,000
5	Enhancing Public Procurement with Artificial Intelligence	21st - 24th Jan,	20th – 23rd May,	7th - 10th Oct,	330,000	Nairobi	5,500
6	Introduction To Public Procurement And Supply Chain Management	21st - 24th Jan,	27th - 30th May,	7th - 10th Oct,	330,000	Nairobi	5,500
7	Improving Public Sector Performance in the 21st Century	28th – 31st Jan,	27th - 30th May,	14th – 17th Oct,	330,000	Nairobi	5,500
8	Advanced Accrual-Based Ipsas	28th – 31st Jan,	27th - 30th May,	14th – 17th Oct,	330,000	Rwanda	6,000
9	Smart Contract Auditing and Implementation in Public Services	28th – 31st Jan,	3rd – 6th June,	14th – 17th Oct,	330,000	Rwanda	6,000
10	Interpretation and Application of IPSAS Course	4th – 7th Feb,	3rd – 6th June,	21st - 24th Oct,	330,000	Nairobi	5,500
11	International Public Sector Accounting Standards (IPSAS) for Accountants and Auditors	4th – 7th Feb,	9th - 11th June,	21st - 24th Oct,	330,000	Nairobi	5,500
12	Current Issues in Public Sector Treasury Management in Nigeria	4th – 7th Feb,	9th - 11th June,	21st - 24th Oct,	330,000	Accra	6,000
13	Public Administration And Management Course	11th - 14th Feb,	9th - 11th June,	28th – 31st Oct,	330,000	Accra	6,000
14	Leveraging Technology to Combat Corruption and Financial Crimes	11th - 14th Feb,	17th - 20th June,	28th – 31st Oct,	330,000	Nairobi	5,500
15	Leadership in Digitalized Public Service Environments	11th - 14th Feb,	17th - 20th June,	28th – 31st Oct,	330,000	Rwanda	6,000
16	Fraud Detection and Investigation for Government Auditors	11th - 14th Feb,	17th - 20th June,	28th – 31st Oct,	330,000	Rwanda	6,000
17	Public Sector Management, Governance And Fiscal Sustainability Techniques	18th – 21st Feb,	24th - 27th June,	4th - 7th Nov,	330,000	Rwanda	6,000
18	Public Sector Financial Regulations Provisions, Implementation, and Challenges	18th – 21st Feb,	24th - 27th June,	4th - 7th Nov,	330,000	Nairobi	5,500
19	Financial Crime Management in the Public Sector	18th – 21st Feb,	24th - 27th June,	4th - 7th Nov,	330,000	Accra	4,000
20	Integrating Robotics in Public Sector Operations and Service Delivery	25th - 28th Feb,	1st – 4th July,	4th - 7th Nov,	330,000	Accra	4,000
21	Advanced Financial Management in the Public Sector	25th - 28th Feb,	1st – 4th July,	11th - 14th Nov,	330,000	Accra	4,000
22	Due Process and Policy Guidelines for Procurement and Award of Contracts in Nigeria	25th - 28th Feb,	1st – 4th July,	11th - 14th Nov,	330,000	Nairobi	5,500
23	Labour Laws and Industrial Relations Practice in Nigeria	4th – 7th Mar,	8th - 11th July,	11th - 14th Nov,	330,000	Nairobi	5,500
24	Code of Conduct for Public Officers	4th – 7th Mar,	8th - 11th July,	11th - 14th Nov,	330,000	Rwanda	6,000
25	Performance Metrics and AI Dashboards for Public Sector Monitoring	4th – 7th Mar,	15th - 18th July,	11th - 14th Nov,	330,000	Rwanda	6,000



S/N	Course Title	Date	Date	Date	Lagos Fee (#)	Int'l Venue	Fee (\$)
26	International Public Sector Accounting Standards (IPSAS): A Course for Managers, Directors, and Stakeholders	11th - 14th Mar,	15th - 18th July,	18th - 21th Nov,	330,000	Accra	4,000
27	The Procurement Act: Provisions, Implementation and Challenges	11th - 14th Mar,	15th - 18th July,	18th - 21th Nov,	330,000	Accra	4,000
28	Intensive International Public Sector Accounting Standards (Ipsas) Training	11th - 14th Mar,	22nd - 25th July,	18th - 21th Nov,	330,000	Accra	4,000
29	Public Sector Leadership and Management	18th - 21st Mar,	22nd - 25th July,	18th - 21th Nov,	330,000	Accra	4,000
30	Work Ethics, Attitudes And Productivity Enhancement For Public Sector Officers	18th - 21st Mar,	22nd - 25th July,	18th - 21th Nov,	330,000	Nairobi	5,500
31	Blockchain Technology for Public Sector Transparency and Efficiency	18th - 21st Mar,	29th July - 1st Aug,	25th- 28th Nov,	330,000	Nairobi	5,500
32	Big Data for Policy Development and Public Service Delivery	25th - 28th Mar,	29th July - 1st Aug,	25th- 28th Nov,	330,000	Nairobi	5,500
33	Human Capital Management In The Public Sector	25th - 28th Mar,	5th - 8th Aug,	25th- 28th Nov,	330,000	Rwanda	6,000
34	Legal Issues In Local Government Administration	25th - 28th Mar,	5th - 8th Aug,	25th- 28th Nov,	330,000	Rwanda	6,000
35	Public Sector Budgeting: Preparation, Implementation and Controls	2nd - 4th Apr,	5th - 8th Aug,	25th- 28th Nov,	330,000	Nairobi	5,500
36	Data Analytics and Decision-Making in the Public Sector	2nd - 4th Apr,	5th - 8th Aug,	2nd - 5th Dec,	330,000	Nairobi	5,500
37	Cybersecurity and Risk Management for Public Institutions	2nd - 4th Apr,	12th - 15th Aug,	2nd - 5th Dec,	330,000	Accra	4,000
38	Public Sector Audit Concepts and Techniques	8th - 11th Apr,	12th - 15th Aug,	2nd - 5th Dec,	330,000	Accra	4,000
39	Reforms and Innovations in the Public Workplace	8th - 11th Apr,	12th - 15th Aug,	2nd - 5th Dec,	330,000	Accra	4,000
40	International Public Sector Accounting Standards (IPSAS) Practice Guide	8th - 11th Apr,	12th - 15th Aug,	2nd - 5th Dec,	330,000	Nairobi	5,500
41	Digital Literacy and Workforce Reskilling in the Public Sector	14th - 17th Apr,	19th - 22nd Aug,	9th - 12th Dec,	330,000	Nairobi	5,500
42	Public Policy Development and Compliance Course	14th - 17th Apr,	19th - 22nd Aug,	9th - 12th Dec,	330,000	Accra	4,000
43	Anti-Money Laundering (Aml) Compliance Masterclass	22nd - 25th Apr,	26th - 29th Aug,	9th - 12th Dec,	330,000	Accra	4,000
44	AI Applications in Public Sector Management and Governance	22nd - 25th Apr,	26th - 29th Aug,	9th - 12th Dec,	330,000	Rwanda	6,000
45	Digital Transformation Strategies for Public Sector Leaders	28th - 30th Apr,	1st - 4th Sept,	9th - 12th Dec,	330,000	Rwanda	6,000
46	International Public Sector Accounting Standards (Ipsas): Fundamentals Of Accrual Basis	28th - 30th Apr,	1st - 4th Sept,	16th - 19th Dec,	330,000	Nairobi	5,500
47	Advanced Strategic Public Sector Management	6th - 9th May,	9th - 12th Sept,	16th - 19th Dec,	330,000	Nairobi	5,500
48	Financial Analysis, Modelling and Forecasting in the Public Sector	6th - 9th May,	9th - 12th Sept,	16th - 19th Dec,	330,000	Rwanda	6,000
49	Public Service Rules	13th - 16th May,	16th - 19th Sept,	16th - 19th Dec,	330,000	Rwanda	6,000
50	E-Government and E-Governance: Digitalizing the Public Service	13th - 16th May,	16th - 19th Sept,	16th - 19th Dec,	330,000	Accra	4,000
51	International Public Sector Accounting Standards (Ipsas): A Course For Managers, Directors, And Stakeholders	13th - 16th May,	16th - 19th Sept,	16th - 19th Dec,	300,000	Accra	4,000



All Course available:
*Classroom *Online *In-house

Safety & Security Programs

S/N	Course Title	Date	Date	Date	Lagos Fee (#)	Int'l Venue	Int'l Fee (\$)
1	Advanced Investigation Techniques and Procedures	14th - 17th Jan,	13th - 16th May,	23rd - 26th Sept,	300,000	Accra	4,000
2	Developing an effective corporate security culture and practices	14th - 17th Jan,	13th - 16th May,	23rd - 26th Sept,	300,000	Accra	4,000
3	Environmental Management Systems (EMS)	14th - 17th Jan,	20th – 23rd May,	23rd - 26th Sept,	300,000	Rwanda	6,000
4	Injury and Illness Prevention Course	21st - 24th Jan,	20th – 23rd May,	7th - 10th Oct,	300,000	Rwanda	6,000
5	Risk, Crisis and Disaster Management	21st - 24th Jan,	20th – 23rd May,	7th - 10th Oct,	300,000	Nairobi	5,500
6	Security Risk Analysis and Management	21st - 24th Jan,	27th - 30th May,	7th - 10th Oct,	300,000	Nairobi	5,500
7	Creating Successful Security Policies, Plan and Procedures	28th – 31st Jan,	27th - 30th May,	14th – 17th Oct,	300,000	Nairobi	5,500
8	Security strategies for securing vital infrastructure	28th – 31st Jan,	27th - 30th May,	14th – 17th Oct,	300,000	Rwanda	6,000
9	Negotiators of Kidnapping or Hostage Taking	28th – 31st Jan,	3rd – 6th June,	14th – 17th Oct,	300,000	Rwanda	6,000
10	Asset Protection Strategies for Security Officers	4th – 7th Feb,	3rd – 6th June,	21st - 24th Oct,	300,000	Nairobi	5,500
11	Operational Security Management Course	4th – 7th Feb,	9th - 11th June,	21st - 24th Oct,	300,000	Nairobi	5,500
12	Team Building Strategies in Security Profession	4th – 7th Feb,	9th - 11th June,	21st - 24th Oct,	300,000	Accra	6,000
13	Corporate Security Course for Security Supervisors and Managers	11th - 14th Feb,	9th - 11th June,	21st - 24th Oct,	300,000	Accra	6,000
14	Security Coordination and Design	11th - 14th Feb,	17th - 20th June,	28th – 31st Oct,	300,000	Nairobi	5,500
15	Workplace Investigations and Interviewing	11th - 14th Feb,	17th - 20th June,	28th – 31st Oct,	300,000	Rwanda	6,000
16	HSE Leadership for professionals	11th - 14th Feb,	17th - 20th June,	28th – 31st Oct,	300,000	Rwanda	6,000
17	Safety Audit and Safety Inspection Course	18th – 21st Feb,	24th - 27th June,	28th – 31st Oct,	300,000	Rwanda	6,000
18	Osha: Occupational Safety And Health Administration Standards In A Corporate Organization	18th – 21st Feb,	24th - 27th June,	28th – 31st Oct,	300,000	Nairobi	5,500
19	Basic Hazard Analysis & Critical Control Point (HACCP)	18th – 21st Feb,	24th - 27th June,	4th - 7th Nov,	300,000	Accra	4,000
20	Confined Space Awareness And Compliance: Safe Work Practices For Confined Space Entry	25th - 28th Feb,	1st – 4th July,	4th - 7th Nov,	300,000	Accra	4,000
21	Developing an Effective Safety Culture	25th - 28th Feb,	1st – 4th July,	4th - 7th Nov,	300,000	Accra	4,000
22	Safety Technology and Risk Management	25th - 28th Feb,	1st – 4th July,	4th - 7th Nov,	300,000	Nairobi	5,500
23	Hazardous Waste Management and Disposal Training Course	4th – 7th Mar,	8th - 11th July,	4th - 7th Nov,	300,000	Nairobi	5,500
24	Corporate Enterprise Risk Management for Security Personnels	4th – 7th Mar,	8th - 11th July,	4th - 7th Nov,	300,000	Rwanda	6,000
25	The Security Officer Development Programme: Developing Practical Skills and Techniques	4th – 7th Mar,	15th - 18th July,	11th - 14th Nov,	300,000	Rwanda	6,000



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Safety & Security Programs							
S/N	Course Title	Date	Date	Date	Lagos Fee (#)	Int'l Venue	Fee (\$)
26	Excellence in Crime Management	11th - 14th Mar,	15th - 18th July,	11th - 14th Nov,	300,000	Accra	4,000
27	Risk Assessment and Method Statement (RAMS) Training Course	11th - 14th Mar,	15th - 18th July,	11th - 14th Nov,	300,000	Accra	4,000
28	Behavior Based Safety Training Course	11th - 14th Mar,	22nd - 25th July,	11th - 14th Nov,	300,000	Accra	4,000
29	Injury and Illness Prevention Program (IIPP) Training	18th – 21st Mar,	22nd - 25th July,	11th - 14th Nov,	300,000	Accra	4,000
30	Safety Leadership and Safety Culture Training Course	18th – 21st Mar,	22nd - 25th July,	11th - 14th Nov,	300,000	Nairobi	5,500
31	Best practices in Cyber Surveillance Security management	18th – 21st Mar,	29th July – 1st Aug,	18th - 21th Nov,	300,000	Nairobi	5,500
32	Effective Modern Security Management and Operations	25th - 28th Mar,	29th July – 1st Aug,	18th - 21th Nov,	300,000	Nairobi	5,500
33	The Effective Security Officer	25th - 28th Mar,	5th - 8th Aug,	18th - 21th Nov,	300,000	Rwanda	6,000
34	Corporate Security Intelligence Management	25th - 28th Mar,	5th - 8th Aug,	18th - 21th Nov,	300,000	Rwanda	6,000
35	Effective Internal Security Management Techniques and Procedures	2nd - 4th Apr,	5th - 8th Aug,	18th - 21th Nov,	300,000	Nairobi	5,500
36	Strategic Security Management	2nd - 4th Apr,	5th - 8th Aug,	18th - 21th Nov,	300,000	Nairobi	5,500
37	Security strategies for securing vital infrastructure	2nd - 4th Apr,	12th - 15th Aug,	25th- 28th Nov,	300,000	Accra	4,000
38	HAZOP and Process Hazard Analysis (PHA) Leader Training Course	8th - 11th Apr,	12th - 15th Aug,	25th- 28th Nov,	300,000	Accra	4,000
39	OHSAS 18001 Occupational Health and Safety Management Training Course	8th - 11th Apr,	12th - 15th Aug,	25th- 28th Nov,	300,000	Accra	4,000
40	Safety and Security Management Training Course	8th - 11th Apr,	12th - 15th Aug,	25th- 28th Nov,	300,000	Nairobi	5,500
41	Health and Safety Officer Training Course	14th - 17th Apr,	19th – 22nd Aug,	25th- 28th Nov,	300,000	Nairobi	5,500
42	Marine Navigation and IALA Maritime Buoyage System Training Course	14th - 17th Apr,	19th – 22nd Aug,	25th- 28th Nov,	300,000	Accra	4,000
43	Fundamentals of Safety Audit and Safety Inspection Training	22nd – 25th Apr,	26th - 29th Aug,	2nd - 5th Dec,	300,000	Accra	4,000
44	Incident Investigation and Root Cause Analysis Training Course	22nd – 25th Apr,	26th - 29th Aug,	2nd - 5th Dec,	300,000	Rwanda	6,000
45	Safety Personnel Training Course	28th - 30th Apr,	1st - 4th Sept,	2nd - 5th Dec,	300,000	Rwanda	6,000
46	Workplace Health and Safety Training Course	28th - 30th Apr,	1st - 4th Sept,	2nd - 5th Dec,	300,000	Nairobi	5,500
47	Marine Safety Training Course	28th - 30th Apr,	1st - 4th Sept,	2nd - 5th Dec,	300,000	Nairobi	5,500
48	Contractor Safety Management (CSM) Training Course	28th - 30th Apr,	1st - 4th Sept,	2nd - 5th Dec,	300,000	Rwanda	6,000
49	Health, Safety and Environment (HSE) Training Course for Ports & Oil and Gas Industry	28th - 30th Apr,	1st - 4th Sept,	9th - 12th Dec,	300,000	Rwanda	6,000
50	HAZOP and Process Hazard Analysis (PHA) Leader Training Course	6th - 9th May,	9th - 12th Sept,	9th - 12th Dec,	300,000	Accra	4,000
51	Advanced Security Risk Assessment Techniques	6th - 9th May,	9th - 12th Sept,	9th - 12th Dec,	300,000	Accra	4,000



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Safety & Security Programs							
S/N	Course Title	Date	Date	Date	Lagos Fee (#)	Int'l Venue	Fee (\$)
52	Occupational Health and Well-Being Strategies	6th - 9th May,	9th - 12th Sept,	9th - 12th Dec,	300,000	Accra	4,000
53	ISO 45001: Occupational Health and Safety Management Systems	6th - 9th May,	9th - 12th Sept,	9th - 12th Dec,	300,000	Accra	4,000
54	Health and Safety Risk Assessment in the Workplace	6th - 9th May,	9th - 12th Sept,	9th - 12th Dec,	300,000	Accra	4,000
55	Security Protocols for Physical and Digital Assets	6th - 9th May,	9th - 12th Sept,	16th – 19th Dec,	300,000	Accra	4,000
56	ISO 14001: Environmental Management Systems	13th - 16th May,	16th - 19th Sept,	16th – 19th Dec,	300,000	Nairobi	5,500
57	Workplace Safety and Hazard Control Techniques	13th - 16th May,	16th - 19th Sept,	16th – 19th Dec,	300,000	Nairobi	5,500
58	Emergency Response Planning and Disaster Management	13th - 16th May,	16th - 19th Sept,	16th – 19th Dec,	300,000	Nairobi	5,500
59	Fire Safety and Evacuation Planning	13th - 16th May,	16th - 19th Sept,	16th – 19th Dec,	300,000	Rwanda	6,000



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Secretaries & Personal Assistance Programs

S/N	Course Title	Date	Date	Date	Lagos Fee (#)	Int'l Venue	Int'l Fee (\$)
1	Excellence Skills for Executive Secretaries and PA's	14th - 17th Jan,	6th - 9th May,	19th - 22nd Aug,	270,000	Accra	4,000
2	Mastering Professional Business and Corporate Etiquette	14th - 17th Jan,	6th - 9th May,	19th - 22nd Aug,	270,000	Accra	4,000
3	Advanced Management Course for Secretaries, Personal Assistants, and Admin Officers	14th - 17th Jan,	13th - 16th May,	26th - 29th Aug,	270,000	Rwanda	6,000
4	Advanced Financial Reporting Tools for Administrative Professionals	14th - 17th Jan,	13th - 16th May,	26th - 29th Aug,	300,000	Rwanda	6,000
5	Effective Minute Taking Workshop	21st - 24th Jan,	13th - 16th May,	26th - 29th Aug,	270,000	Nairobi	5,500
6	Frontline Customer Service Training	21st - 24th Jan,	13th - 16th May,	26th - 29th Aug,	270,000	Nairobi	5,500
7	Advanced Skills for Personal Assistants and Secretaries	21st - 24th Jan,	13th - 16th May,	26th - 29th Aug,	270,000	Nairobi	5,500
8	Effective Communication in the Age of AI and Automation	21st - 24th Jan,	20th - 23rd May,	1st - 4th Sept,	300,000	Rwanda	6,000
9	Successful Skills for PA's and Executive Secretaries	28th - 31st Jan,	20th - 23rd May,	1st - 4th Sept,	270,000	Rwanda	6,000
10	Front Desk Security Course for Receptionists, Personal/Special Assistants, and Other Front Desk Professionals	28th - 31st Jan,	20th - 23rd May,	1st - 4th Sept,	270,000	Nairobi	5,500
11	Navigating AI Ethics and Bias for Secretarial Roles	28th - 31st Jan,	20th - 23rd May,	9th - 12th Sept,	300,000	Nairobi	5,500
12	Mastering Office, Filing, and Documentation Skills: Essential Techniques for Workplace Efficiency	28th - 31st Jan,	20th - 23rd May,	9th - 12th Sept,	270,000	Accra	6,000
13	Front Office and Customer Relations Training	4th - 7th Feb,	27th - 30th May,	9th - 12th Sept,	270,000	Accra	6,000
14	The Future of Executive Assistance: Preparing for AI and Automation	4th - 7th Feb,	27th - 30th May,	9th - 12th Sept,	270,000	Nairobi	5,500
15	Mastering Modern Techniques in Office and Document Management	4th - 7th Feb,	27th - 30th May,	16th - 19th Sept,	270,000	Rwanda	6,000
16	Capacity Building for Secretaries, Personal Assistants, and Administrative Officers	4th - 7th Feb,	27th - 30th May,	16th - 19th Sept,	270,000	Rwanda	6,000
17	Enhancing Personal Skills for Administrators and Secretaries	11th - 14th Feb,	27th - 30th May,	16th - 19th Sept,	270,000	Rwanda	6,000
18	Advanced PowerPoint and Presentation Design for Executive Support	11th - 14th Feb,	3rd - 6th June,	16th - 19th Sept,	300,000	Nairobi	5,500
19	Emotional Intelligence in an Organisation	11th - 14th Feb,	3rd - 6th June,	23rd - 26th Sept,	270,000	Accra	4,000
20	Professional Skills Improvement Course for Secretaries, PAs, and Admin Officers	11th - 14th Feb,	3rd - 6th June,	23rd - 26th Sept,	270,000	Accra	4,000
21	Frontline Customer Service Training	18th - 21st Feb,	3rd - 6th June,	23rd - 26th Sept,	270,000	Accra	4,000
22	AI-Enhanced Filing and Information Management Systems	18th - 21st Feb,	3rd - 6th June,	23rd - 26th Sept,	300,000	Nairobi	5,500
23	Developing Emotional Intelligence in a Tech-Driven Workplace	18th - 21st Feb,	9th - 11th June,	7th - 10th Oct,	300,000	Nairobi	5,500
24	Mastering Business Writing for Secretaries and Administrative Professionals	18th - 21st Feb,	9th - 11th June,	7th - 10th Oct,	270,000	Rwanda	6,000
25	Tech-Savvy Office Management: Staying Ahead with Emerging Trends	25th - 28th Feb,	9th - 11th June,	7th - 10th Oct,	300,000	Rwanda	6,000



All Course available:
*Classroom *Online *In-house

Secretaries & Personal Assistance Programs							
S/N	Course Title	Date	Date	Date	Lagos Fee (#)	Int'l Venue	Fee (\$)
26	Successful Skills for PA's and Executive Secretaries	25th - 28th Feb,	9th - 11th June,	7th - 10th Oct,	270,000	Accra	4,000
27	Executive Assistant Course	25th - 28th Feb,	9th - 11th June,	14th - 17th Oct,	270,000	Accra	4,000
28	Mastering Advanced Office Management and Administrative Skills: Enhancing Professional Excellence	25th - 28th Feb,	17th - 20th June,	14th - 17th Oct,	270,000	Accra	4,000
29	Foundation Skills for Personal Assistants and Secretaries	4th - 7th Mar,	17th - 20th June,	14th - 17th Oct,	270,000	Accra	4,000
30	Social Media Management for PAs and Office Professionals	4th - 7th Mar,	17th - 20th June,	14th - 17th Oct,	300,000	Nairobi	5,500
31	Essential Personal Assistants and Secretaries Skills	4th - 7th Mar,	17th - 20th June,	21st - 24th Oct	270,000	Nairobi	5,500
32	Professional Branding and Digital Networking for Secretaries	4th - 7th Mar,	17th - 20th June,	21st - 24th Oct,	300,000	Nairobi	5,500
33	Mastering CRM Tools and Customer Relations for Office Professionals	11th - 14th Mar,	24th - 27th June,	21st - 24th Oct,	300,000	Rwanda	6,000
34	Mastering Multitasking, Priorities, and Deadlines Management	11th - 14th Mar,	24th - 27th June,	21st - 24th Oct,	270,000	Rwanda	6,000
35	Professional Office and Records Management Course	11th - 14th Mar,	24th - 27th June,	21st - 24th Oct,	270,000	Nairobi	5,500
36	Leveraging Productivity Tools for Modern Office Efficiency	11th - 14th Mar,	24th - 27th June,	21st - 24th Oct,	300,000	Nairobi	5,500
37	Personal Development and Productivity	11th - 14th Mar,	24th - 27th June,	28th - 31st Oct,	270,000	Accra	4,000
38	Effective Use of AI in Meeting Management and Minute-Taking	18th - 21st Mar,	1st - 4th July,	28th - 31st Oct,	300,000	Accra	4,000
39	Receptionist Skills Training Course	18th - 21st Mar,	1st - 4th July,	28th - 31st Oct,	270,000	Accra	4,000
40	Managing Virtual Teams: Skills for Secretaries and PAs	18th - 21st Mar,	1st - 4th July,	28th - 31st Oct,	300,000	Nairobi	5,500
41	Effective Receptionist and Front Desk Manager	18th - 21st Mar,	1st - 4th July,	28th - 31st Oct,	270,000	Nairobi	5,500
42	Management Skills for Administrators, Secretaries, and PAs	18th - 21st Mar,	1st - 4th July,	4th - 7th Nov,	270,000	Accra	4,000
43	Effective Use of Project Management Software for Secretaries and PAs	25th - 28th Mar,	8th - 11th July,	4th - 7th Nov,	300,000	Accra	4,000
44	Ethical and Legal Implications of AI for Administrative Professionals	25th - 28th Mar,	8th - 11th July,	4th - 7th Nov,	300,000	Rwanda	6,000
45	Mastering Effective Skills for Receptionist and Front-Desk Officers	25th - 28th Mar,	8th - 11th July,	4th - 7th Nov,	270,000	Rwanda	6,000
46	Effective Record Keeping, Documentation, and Information Management Course	25th - 28th Mar,	8th - 11th July,	4th - 7th Nov,	270,000	Nairobi	5,500
47	Mastering Imperative Executive Personal Assistant Skills	25th - 28th Mar,	8th - 11th July,	11th - 14th Nov,	270,000	Nairobi	5,500
48	Virtual and Hybrid Assistant Skills in the AI Era	2nd - 4th Apr,	15th - 18th July,	11th - 14th Nov,	300,000	Rwanda	6,000
49	Data Privacy and Cybersecurity for Administrative Professionals	2nd - 4th Apr,	15th - 18th July,	11th - 14th Nov,	300,000	Rwanda	6,000
50	Advanced Skills of Office Management and E-Secretariat	2nd - 4th Apr,	15th - 18th July,	11th - 14th Nov,	270,000	Accra	4,000



All Course available:
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Secretaries & Personal Assistance Programs							
S/N	Course Title	Date	Date	Date	Lagos Fee (#)	Int'l Venue	Fee (\$)
51	Masterclass for Secretaries and Personal Assistants	2nd - 4th Apr,	15th - 18th July,	11th - 14th Nov,	270,000	Accra	4,000
52	Reception and Telephone Etiquette Workshop	2nd - 4th Apr,	15th - 18th July,	18th - 21th Nov,	270,000	Accra	4,000
53	Mastering Office Management and Effective Administrative Skills	8th - 11th Apr,	22nd - 25th July,	18th - 21th Nov,	270,000	Accra	4,000
54	Self-Esteem, Assertiveness and Personal Effectiveness Training	8th - 11th Apr,	22nd - 25th July,	18th - 21th Nov,	270,000	Accra	4,000
55	AI and Automation Tools for Secretaries and PAs	8th - 11th Apr,	22nd - 25th July,	18th - 21th Nov,	300,000	Nairobi	5,500
56	Mastering Digital Communication for Executive Assistants	8th - 11th Apr,	22nd - 25th July,	18th - 21th Nov,	300,000	Nairobi	5,500
57	Mastering Office Etiquette, Ethics, and Professionalism: Essential Skills for Workplace Success	8th - 11th Apr,	22nd - 25th July	25th- 28th Nov,	270,000	Nairobi	5,500
58	Partnering with Your Boss: Strategic Skills for Secretaries and Personal Assistants	14th - 17th Apr,	22nd - 25th July	25th- 28th Nov,	270,000	Rwanda	6,000
59	Mastering Successful Skills for Secretaries, Administrators, and PA's	14th - 17th Apr,	29th July – 1st Aug,	25th- 28th Nov,	270,000	Rwanda	6,000
60	Using ChatGPT and AI-Powered Tools for Office Management	14th - 17th Apr,	29th July – 1st Aug,	25th- 28th Nov,	300,000	Nairobi	5,500
61	Executive Secretary and Office Professionals Master Development Program	14th - 17th Apr,	29th July – 1st Aug,	25th- 28th Nov,	270,000	Nairobi	5,500
62	Advanced Calendar and Time Management with Technology	14th - 17th Apr,	29th July – 1st Aug,	2nd - 5th Dec,	300,000	Accra	4,000
63	Developing Core Skills for Administrators and Secretaries	22nd – 25th Apr,	29th July – 1st Aug,	2nd - 5th Dec,	270,000	Accra	4,000
64	Digital Transformation Skills for Executive Secretaries and PAs	22nd – 25th Apr,	29th July – 1st Aug,	2nd - 5th Dec,	300,000	Accra	4,000
65	Administration and Office Management Professional	22nd – 25th Apr,	5th - 8th Aug,	2nd - 5th Dec,	270,000	Nairobi	5,500
66	Mastering Organizational and Behavioral Skills for Secretaries, PAs, and Administrative Professionals	22nd – 25th Apr,	5th - 8th Aug,	2nd - 5th Dec,	270,000	Nairobi	5,500
67	AI-Driven Document and Workflow Management	22nd – 25th Apr,	5th - 8th Aug,	9th - 12th Dec,	300,000	Accra	4,000
68	Administrative Secretary Skills Development	28th - 30th Apr,	5th - 8th Aug,	9th - 12th Dec,	270,000	Accra	4,000
69	Cloud-Based Collaboration for Secretaries and Administrative Staff	28th - 30th Apr,	12th - 15th Aug,	9th - 12th Dec,	300,000	Rwanda	6,000
70	Personal Effectiveness and Influencing Skills: Communicate, Negotiate, Influence and Persuade	28th - 30th Apr,	12th - 15th Aug,	9th - 12th Dec,	270,000	Rwanda	6,000
71	Management Skills for Secretaries and Administrative Support Staff: Enhancing Efficiency and Productivity	28th - 30th Apr,	12th - 15th Aug,	9th - 12th Dec,	270,000	Nairobi	5,500
72	Strategic Thinking and Decision-Making for PAs in Tech-Driven Roles	6th - 9th May,	12th - 15th Aug,	16th – 19th Dec,	300,000	Nairobi	5,500
73	Mastering Effective Secretary Skills: Essential Training for Professional Success	6th - 9th May,	19th – 22nd Aug,	16th – 19th Dec,	270,000	Rwanda	6,000
74	Administration and Office Management Professional	6th - 9th May,	19th – 22nd Aug,	16th – 19th Dec,	270,000	Rwanda	6,000
75	Skills for Senior Secretaries, Personal Assistants and Administrative Managers	6th - 9th May,	19th – 22nd Aug,	16th – 19th Dec,	270,000	Accra	4,000
76	Excellence Skills for Executive Secretaries and PAs	6th - 9th May,	19th – 22nd Aug,	16th – 19th Dec,	270,000	Accra	Accra
77	Administration and Office Management: Best Practices and Techniques	6th - 9th May,	19th – 22nd Aug,	16th – 19th Dec,	270,000	Accra	Accra
78	Successful Skills for PA and Executive Secretaries	6th - 9th May,	19th – 22nd Aug,	16th – 19th Dec,	270,000	Rwanda	Rwanda
79	Managing Your Boss in the Workplace: Strategies for Effective Relationship Management	6th - 9th May,	19th – 22nd Aug,	16th – 19th Dec,	270,000	Rwanda	Rwanda
80	Mastering Successful Skills for Secretaries, Administrators, and PAs	6th - 9th May,	19th – 22nd Aug,	16th – 19th Dec,	270,000	Nairobi	Nairobi



All Course available:
*Classroom *Online *In-house

Stores & Procurement Programs						
S/N	Course Title	Date	Date	Lagos Fee (#)	Int'l Venue	Int'l Fee (\$)
1	Optimizing Inventory Management: Effective Physical Inventory and Cycle Counting Strategies Workshop	14th - 17th Jan,	9th - 11th June,	270,000	Accra	4,000
2	Principles of Material Handling and Stores Management: A Comprehensive Guide	14th - 17th Jan,	9th - 11th June,	270,000	Accra	4,000
3	Procurement Best Practices Seminar	14th - 17th Jan,	9th - 11th June,	270,000	Rwanda	6,000
4	International Procurement Operations: Strategies and Best Practices	14th - 17th Jan,	17th - 20th June,	270,000	Rwanda	6,000
5	Effective Strategies for Addressing Non-Moving Stock Issues	14th - 17th Jan,	17th - 20th June,	270,000	Nairobi	5,500
6	Prevention of Stock Deterioration and Obsolescence in the Stores and Warehouse	14th - 17th Jan,	17th - 20th June,	270,000	Nairobi	5,500
7	Stock Quantification, Valuation And Documentation	21st - 24th Jan	17th - 20th June,	270,000	Nairobi	5,500
8	Excellence in Purchasing, Logistics and Stores Management	21st - 24th Jan	17th - 20th June,	270,000	Rwanda	6,000
9	Purchasing and Inventory Management Best Practice	21st - 24th Jan	24th - 27th June,	270,000	Rwanda	6,000
10	Effective Stock and Inventory Cycle Counting Techniques	21st - 24th Jan	24th - 27th June,	270,000	Nairobi	5,500
11	Advanced Warehouse Management: Strategies for Stores and Stock Control	21st - 24th Jan	24th - 27th June,	270,000	Nairobi	5,500
12	Negotiation Strategies for Better Purchasing Value Workshop	21st - 24th Jan	24th - 27th June,	270,000	Accra	6,000
13	Advanced Purchasing and Stock Fraud: Detection, Avoidance and Control	28th – 31st Jan,	24th - 27th June,	270,000	Accra	6,000
14	Managing Tenders, Specifications and Contracts	28th – 31st Jan,	1st – 4th July,	270,000	Nairobi	5,500
15	Property Inventory Record Keeping for Quality Service	28th – 31st Jan,	1st – 4th July,	270,000	Rwanda	6,000
16	Emerging Trends in Stores and Stock Management for Enhanced Efficiency	28th – 31st Jan,	1st – 4th July,	270,000	Rwanda	6,000
17	Best Practices in Warehouse and Inventory Management	28th – 31st Jan,	1st – 4th July,	270,000	Rwanda	6,000
18	Preventing Stock Deterioration and Obsolescence in Warehousing Operations	28th – 31st Jan,	1st – 4th July,	270,000	Nairobi	5,500
19	Financial Management for Procurement and Logistics Professionals	4th – 7th Feb,	8th - 11th July,	270,000	Accra	4,000
20	Advanced Purchasing Management Workshop	4th – 7th Feb,	8th - 11th July,	270,000	Accra	4,000
21	Dynamic Simulation of Supply Chain and Logistics Management Course	4th – 7th Feb,	8th - 11th July,	270,000	Accra	4,000
22	World – Class Warehouse and Inventory Control Operations Workshop	4th – 7th Feb,	8th - 11th July,	270,000	Nairobi	5,500
23	E-Purchasing Management and Administration for Results: Best Practices	4th – 7th Feb,	8th - 11th July,	270,000	Nairobi	5,500
24	Advanced Purchasing and Stores Management Strategies	4th – 7th Feb,	15th - 18th July,	270,000	Rwanda	6,000
25	Excellence in Property Inventory Management for Quality Service	11th - 14th Feb,	15th - 18th July,	270,000	Rwanda	6,000



All Course available:
*Classroom *Online *In-house

S/N	Course Title	Date	Date		Int'l Venue	Int'l Fee (\$)
26	Stock Taking and Valuation Techniques: Enhancing Inventory Management Skills	11th - 14th Feb,	15th - 18th July,	270,000	Accra	4,000
27	Inventory Management and Stock Control	11th - 14th Feb,	15th - 18th July,	270,000	Accra	4,000
28	Warehouse Operations Management Essentials	11th - 14th Feb,	15th - 18th July,	270,000	Rwanda	6,000
29	Professional Procurement Management	11th - 14th Feb,	22nd - 25th July,	270,000	Rwanda	6,000
30	Advanced Tendering Procedures and Bid Evaluation Mastery	11th - 14th Feb,	22nd - 25th July,	270,000	Nairobi	5,500
31	Enterprise Supply Chain Management Training	18th – 21st Feb,	22nd - 25th July,	270,000	Nairobi	5,500
32	The Effective Approach to Buying: Strategic Sourcing	18th – 21st Feb,	22nd - 25th July,	270,000	Nairobi	5,500
33	Supply Chain Management Mastery: Strategies and Best Practices	18th – 21st Feb,	29th July – 1st Aug,	270,000	Rwanda	6,000
34	Purchasing and Vendor Management Skills	18th – 21st Feb,	29th July – 1st Aug,	270,000	Rwanda	6,000
35	Purchasing Policy and Process Development	18th – 21st Feb,	29th July – 1st Aug,	270,000	Nairobi	5,500
36	Advanced Inventory and Stores Management Strategies	18th – 21st Feb,	29th July – 1st Aug,	270,000	Nairobi	5,500
37	Stock Taking and Reconciliation Techniques	25th - 28th Feb,	5th - 8th Aug,	270,000	Accra	6,000
38	Managing Vendor Qualification, Performance and Contract Compliance Training	25th - 28th Feb,	5th - 8th Aug,	270,000	Accra	6,000
39	Strategic Purchasing Management and Negotiation Skills	25th - 28th Feb,	5th - 8th Aug,	270,000	Nairobi	5,500
40	Mastering Materials Management Workshop	25th - 28th Feb,	5th - 8th Aug,	270,000	Rwanda	6,000
41	Excellence in Contracts Management	25th - 28th Feb,	12th - 15th Aug,	270,000	Rwanda	6,000
42	Effective Purchasing, Tendering and Supplier Management	25th - 28th Feb,	12th - 15th Aug,	270,000	Rwanda	6,000
43	Advanced Techniques in Logistics, Transportation and Stock Administration	4th – 7th Mar,	12th - 15th Aug,	270,000	Nairobi	5,500
44	Warehousing and Inventory Management Workshop	4th – 7th Mar,	12th - 15th Aug,	270,000	Accra	4,000
45	Advanced Storage and Handling of Toxic Chemicals and Hazardous Materials	4th – 7th Mar,	19th – 22nd Aug,	270,000	Accra	4,000
46	Current Issues in Procurement and Purchasing Management; Best Practice	4th – 7th Mar,	19th – 22nd Aug,	270,000	Accra	4,000
47	Effective Warehouse and Distribution Management	4th – 7th Mar,	19th – 22nd Aug,	270,000	Nairobi	5,500
48	Strategic Purchasing and Supply Management	4th – 7th Mar,	19th – 22nd Aug,	270,000	Nairobi	5,500
49	Strategic Management of Procurement and Stores Department	11th - 14th Mar,	26th - 29th Aug,	270,000	Rwanda	6,000
50	Store Department Security and Safety Management	11th - 14th Mar,	26th - 29th Aug,	270,000	Rwanda	6,000



All Course available:
*Classroom *Online *In-house

Stores & Procurement Programs						
S/N	Course Title	Date	Date		Int'l Venue	Int'l Fee (\$)
51	Effective Inventory Management Techniques and Control Course	11th - 14th Mar,	26th - 29th Aug,	270,000	Accra	4,000
52	Procurement Management Complete Course	11th - 14th Mar,	26th - 29th Aug,	270,000	Accra	4,000
53	Advanced Purchasing and Tenders Management Course	11th - 14th Mar,	1st - 4th Sept,	270,000	Rwanda	6,000
54	Excellence in Warehouse and Stores Management Workshop	11th - 14th Mar,	11th - 14th Mar,	1st - 4th Sept,	Rwanda	6,000
55	Excellent Planning and Controlling of Material and Inventory	18th – 21st Mar,	1st - 4th Sept,	270,000	Nairobi	5,500
56	Advanced Warehouse Management	18th – 21st Mar,	1st - 4th Sept,	270,000	Nairobi	5,500
57	Negotiating and Managing Contracts Course	18th – 21st Mar,	9th - 12th Sept,	270,000	Nairobi	5,500
58	Procurement Process Management	18th – 21st Mar,	9th - 12th Sept,	270,000	Rwanda	6,000
59	Electronic-Procurement: Developing, Implementing and Managing the Complete Process	18th – 21st Mar,	9th - 12th Sept,	270,000	Rwanda	6,000
60	Advanced Warehouse Operations and Management	18th – 21st Mar,	9th - 12th Sept,	270,000	Nairobi	5,500
61	Managing Channels to Markets Through Distribution Channels: Best Practice	25th - 28th Mar,	16th - 19th Sept,	270,000	Nairobi	5,500
62	Shipping and Port Management Complete Course	25th - 28th Mar,	16th - 19th Sept,	270,000	Accra	6,000
63	Excellence in Purchasing Strategies, Negotiating and Cost Reduction	25th - 28th Mar,	16th - 19th Sept,	270,000	Accra	6,000
64	Effective Procurement and Cost Management	25th - 28th Mar,	16th - 19th Sept,	270,000	Nairobi	5,500
65	The Effective Buyer Workshop	25th - 28th Mar,	23rd - 26th Sept,	270,000	Rwanda	6,000
66	Preventing and Controlling Stock Fraud: Strategies and Best Practices	25th - 28th Mar,	23rd - 26th Sept,	270,000	Rwanda	6,000
67	Managing and Improving Warehouse Operations Workshop	2nd - 4th Apr,	23rd - 26th Sept,	270,000	Rwanda	6,000
68	Strategic Procurement Skills for Competitive Advantage	2nd - 4th Apr,	23rd - 26th Sept,	270,000	Nairobi	5,500
69	Strategic Purchasing Management: Strategies for Effective Procurement	2nd - 4th Apr,	7th - 10th Oct,	270,000	Accra	4,000
70	Accounting for Inventory Management Workshop	2nd - 4th Apr,	7th - 10th Oct,	270,000	Accra	4,000
71	Inventory Management Techniques: Planning, Replenishment and Activities Control	2nd - 4th Apr,	7th - 10th Oct,	270,000	Accra	4,000
72	Best Practices in Total Quality Management (TQM) for Stores Officers	2nd - 4th Apr,	7th - 10th Oct,	270,000	Nairobi	5,500
73	Strategic Cost and Value Management in the Supply Chain	8th - 11th Apr,	14th – 17th Oct,	270,000	Nairobi	5,500
74	Supply Chain Risk Management Course	8th - 11th Apr,	14th – 17th Oct,	270,000	Rwanda	6,000
75	Purchasing Procedures and Stores Management Practices	8th - 11th Apr,	14th – 17th Oct,	270,000	Rwanda	6,000



All Course available:
*Classroom *Online *In-house

S/N	Course Title	Date	Date		Int'l Venue	Int'l Fee (\$)
76	Advanced Forecasting and Inventory Management Strategies	8th - 11th Apr,	14th – 17th Oct,	270,000	Accra	4,000
77	Tendering, Procurement and Negotiation Advanced Skills	8th - 11th Apr,	21st - 24th Oct	270,000	Accra	4,000
78	Corruption Prevention and Detection in Procurement Practices	8th - 11th Apr,	21st - 24th Oct	270,000	Rwanda	6,000
79	Analytical Methods for Improved Purchasing Performance	14th - 17th Apr,	21st - 24th Oct	270,000	Rwanda	6,000
80	Effective Storekeeping Skills: Best Practices for Efficient Inventory Management	14th - 17th Apr,	21st - 24th Oct	270,000	Nairobi	5,500
81	Food Supply Chain Management Workshop	14th - 17th Apr,	28th – 31st Oct,	270,000	Nairobi	5,500
82	Advanced Inventory and Stores Management: Modern Practices and Strategies	14th - 17th Apr,	28th – 31st Oct,	270,000	Nairobi	5,500
83	Advanced Purchasing and Cost Saving Techniques Workshop	14th - 17th Apr,	28th – 31st Oct,	270,000	Rwanda	6,000
84	Advanced Stores and Inventory Control Training	14th - 17th Apr,	28th – 31st Oct,	270,000	Rwanda	6,000
85	Essentials of Purchasing for the New Buyer	22nd – 25th Apr,	4th - 7th Nov,	270,000	Nairobi	5,500
86	Computerized Stores Management Systems: Implementation and Optimization	22nd – 25th Apr,	4th - 7th Nov,	270,000	Nairobi	5,500
87	Advanced Purchasing Management Course	22nd – 25th Apr,	4th - 7th Nov,	270,000	Accra	6,000
88	Master Class in Warehouse and Inventory Management	22nd – 25th Apr,	4th - 7th Nov,	270,000	Accra	6,000
89	Supplier Performance: Ratings, Measurement and Evaluation: Master Class	22nd – 25th Apr,	4th - 7th Nov,	270,000	Nairobi	5,500
90	Storekeeping and Warehouse Management Workshop	28th - 30th Apr,	11th - 14th Nov,	270,000	Rwanda	6,000
91	Excellence in Integrating Purchasing, Logistics and Inventory with Supplies	28th - 30th Apr,	11th - 14th Nov,	270,000	Rwanda	6,000
92	Strategic Purchasing and Contract Management in the Modern Business Environment	28th - 30th Apr,	11th - 14th Nov,	270,000	Rwanda	6,000
93	Excellence in Stores Management	28th - 30th Apr,	11th - 14th Nov,	270,000	Nairobi	5,500
94	Selecting, Buying, Installing and Using A Modern Warehouse Management System Workshop	28th - 30th Apr,	11th - 14th Nov,	270,000	Accra	4,000
95	Understanding the Procurement Management Principles and Process	6th - 9th May,	18th - 21th Nov,	270,000	Accra	4,000
96	Advanced Strategies for e-Procurement Optimization	6th - 9th May,	18th - 21th Nov,	270,000	Accra	4,000
97	Mastering Warehouse Mechanics Course	6th - 9th May,	18th - 21th Nov,	270,000	Nairobi	5,500
98	Logistics and Distribution Management Workshop	6th - 9th May,	18th - 21th Nov,	270,000	Nairobi	5,500
99	Effective Stores Administration and Logistics Management	6th - 9th May,	18th - 21th Nov,	270,000	Rwanda	6,000
100	Management Skills for Warehouse Supervisors Workshop	13th - 16th May,	25th- 28th Nov,	270,000	Rwanda	6,000



Stores & Procurement Programs						
S/N	Course Title	Date	Date		Int'l Venue	Int'l Fee (\$)
101	Enhancing Your Purchasing Skills: Strategies for Effective Buying	13th - 16th May,	25th- 28th Nov,	270,000	Accra	4,000
102	Stock Taking, Valuation and Stock Recording Workshop	13th - 16th May,	25th- 28th Nov,	270,000	Accra	4,000
103	Best Practices in Global Supply Chain Management: Import and Export Operations	13th - 16th May,	25th- 28th Nov,	270,000	Rwanda	6,000
104	Comprehensive Guide to Stores Procedures, Regulations, and Best Practices	13th - 16th May,	25th- 28th Nov,	270,000	Rwanda	6,000
105	Best Practices in Procurement and Supply Chain Management	20th – 23rd May,	2nd - 5th Dec,	270,000	Nairobi	5,500
106	Purchasing Principles and Practices	20th – 23rd May,	2nd - 5th Dec,	270,000	Nairobi	5,500
107	Effective Purchasing and Contract Negotiation Strategies	20th – 23rd May,	2nd - 5th Dec,	270,000	Nairobi	5,500
108	Excellence in Stores Management	20th – 23rd May,	2nd - 5th Dec,	270,000	Rwanda	6,000
109	Mastering Advanced Procurement Strategies: Enhancing Negotiation, Risk Management, and Supplier Relationships	20th – 23rd May,	2nd - 5th Dec,	270,000	Rwanda	6,000
110	Excellence in Developing the Skills of a Supply Chain Leader	27th - 30th May,	9th - 12th Dec,	270,000	Nairobi	5,500
111	Best Practices for Optimizing Warehouse Safety Course	27th - 30th May,	9th - 12th Dec,	270,000	Nairobi	5,500
112	Essentials of Purchasing Fundamentals	27th - 30th May,	9th - 12th Dec,	270,000	Accra	6,000
113	Project Management: Role of the Procurement Officers	3rd – 6th June	9th - 12th Dec,	300,000	Accra	6,000
114	Logistics and Supply Chain Management Workshop	3rd – 6th June	16th – 19th Dec,	270,000	Nairobi	5,500



All Course available:
*Classroom *Online *In-house

Transportation and Logistics Programs

S/N	Course Title	Date	Date	Date	Lagos Fee (#)	Int'l Venue	Int'l Fee (\$)
1	AI and IoT in Fleet Management: Enhancing Efficiency and Safety	14th - 17th Jan,	13th - 16th May,	23rd - 26th Sept,	330,000	Accra	4,000
2	Advanced Transport Management and Drivers Safety Course	14th - 17th Jan,	13th - 16th May,	23rd - 26th Sept,	330,000	Accra	4,000
3	Complete Road Safety and Drivers Awareness Seminar	14th - 17th Jan,	20th – 23rd May,	23rd - 26th Sept,	330,000	Rwanda	6,000
4	Autonomous Vehicles and the Future of Transportation Management	21st - 24th Jan,	20th – 23rd May,	7th - 10th Oct,	330,000	Rwanda	6,000
5	Transportation and Logistics Driver Training Course	21st - 24th Jan,	20th – 23rd May,	7th - 10th Oct,	330,000	Nairobi	5,500
6	Strategic Transportation Management and Operational Course	21st - 24th Jan,	27th - 30th May,	7th - 10th Oct,	330,000	Nairobi	5,500
7	Telematics and GPS Integration for Effective Fleet Monitoring	28th – 31st Jan,	27th - 30th May,	14th – 17th Oct,	330,000	Nairobi	5,500
8	Advanced Transportation and Fleet Management Course	28th – 31st Jan,	27th - 30th May,	14th – 17th Oct,	330,000	Rwanda	6,000
9	Transportation and Logistics Engineering Course	28th – 31st Jan,	3rd – 6th June,	14th – 17th Oct,	330,000	Rwanda	6,000
10	Blockchain Technology for Logistics and Supply Chain Transparency	4th – 7th Feb,	3rd – 6th June,	21st - 24th Oct,	330,000	Nairobi	5,500
11	Transport Management and Logistics Issues and Challenges Workshop	4th – 7th Feb,	9th - 11th June,	21st - 24th Oct,	330,000	Nairobi	5,500
12	Vehicles Maintenance and Routes Management Workshop	4th – 7th Feb,	9th - 11th June,	21st - 24th Oct,	330,000	Accra	6,000
13	Sustainable Transport Solutions: Green Logistics and Emissions Management	11th - 14th Feb,	9th - 11th June,	28th – 31st Oct,	330,000	Accra	6,000
14	Transport Department Management	11th - 14th Feb,	17th - 20th June,	28th – 31st Oct,	330,000	Nairobi	5,500
15	Advanced Logistics and Distribution Management: Best Practices	11th - 14th Feb,	17th - 20th June,	28th – 31st Oct,	330,000	Rwanda	6,000
16	Advanced Techniques For Transport Management Officers	11th - 14th Feb,	17th - 20th June,	28th – 31st Oct,	330,000	Rwanda	6,000
17	Precautions and Safety Driving Course	18th – 21st Feb,	24th - 27th June,	4th - 7th Nov,	330,000	Rwanda	6,000
18	Fundamentals of Fleet and Transport Management	18th – 21st Feb,	24th - 27th June,	4th - 7th Nov,	330,000	Nairobi	5,500
19	Air Transport Management System Workshop	18th – 21st Feb,	24th - 27th June,	4th - 7th Nov,	330,000	Accra	4,000
20	Importation Management and Operational Training	25th - 28th Feb,	1st – 4th July,	4th - 7th Nov,	330,000	Accra	4,000
21	The Law of Transportation, Logistics Workshop	25th - 28th Feb,	1st – 4th July,	11th - 14th Nov,	330,000	Accra	4,000
22	Freight Management and Logistics Course	25th - 28th Feb,	1st – 4th July,	11th - 14th Nov,	330,000	Nairobi	5,500
23	Fleet Maintenance in the Age of AI and Predictive Analytics	4th – 7th Mar,	8th - 11th July,	11th - 14th Nov,	330,000	Nairobi	5,500
24	Drone Integration for Last-Mile Delivery and Logistics	4th – 7th Mar,	8th - 11th July,	11th - 14th Nov,	330,000	Rwanda	6,000
25	Transportation and Distribution Management Course	4th – 7th Mar,	15th - 18th July,	11th - 14th Nov,	330,000	Rwanda	6,000



All Course available:
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Transportation and Logistics Programs							
S/N	Course Title	Date	Date	Date	Lagos Fee (#)	Int'l Venue	Fee (\$)
26	Transportation and Logistics Operations Course	11th - 14th Mar,	15th - 18th July,	18th - 21th Nov,	330,000	Accra	4,000
27	Advanced Corporate Fleet Management Training	11th - 14th Mar,	15th - 18th July,	18th - 21th Nov,	330,000	Accra	4,000
28	Smart Transportation Systems: Leveraging Technology for Logistics Optimization	11th - 14th Mar,	22nd - 25th July,	18th - 21th Nov,	330,000	Accra	4,000
29	Fleet Management Software Training: Tools and Techniques	18th - 21st Mar,	22nd - 25th July,	18th - 21th Nov,	330,000	Accra	4,000
30	Best Driving Assessment for Drivers	18th - 21st Mar,	22nd - 25th July,	18th - 21th Nov,	330,000	Nairobi	5,500
31	Investigation Course for Corporate Transport Managers	18th - 21st Mar,	29th July - 1st Aug,	25th - 28th Nov,	330,000	Nairobi	5,500
32	Advanced Techniques for Transport Managers	25th - 28th Mar,	29th July - 1st Aug,	25th - 28th Nov,	330,000	Nairobi	5,500
33	Accident Management and Control: Best Practices for Professional Drivers	25th - 28th Mar,	5th - 8th Aug,	25th - 28th Nov,	330,000	Rwanda	6,000
34	Data Analytics for Fleet Optimization and Cost Reduction	25th - 28th Mar,	5th - 8th Aug,	25th - 28th Nov,	330,000	Rwanda	6,000
35	Electric Vehicles (EV) Fleet Management and Sustainability	2nd - 4th Apr,	5th - 8th Aug,	25th - 28th Nov,	330,000	Nairobi	5,500
36	Vehicle Maintenance Methods for Transport Managers	2nd - 4th Apr,	5th - 8th Aug,	2nd - 5th Dec,	330,000	Nairobi	5,500
37	Transportation and Logistics Planning Training	2nd - 4th Apr,	12th - 15th Aug,	2nd - 5th Dec,	330,000	Accra	4,000
38	Digital Transformation in Logistics and Transportation Management	8th - 11th Apr,	12th - 15th Aug,	2nd - 5th Dec,	330,000	Accra	4,000
39	Cybersecurity in Transportation and Fleet Operations	8th - 11th Apr,	12th - 15th Aug,	2nd - 5th Dec,	330,000	Accra	4,000
40	Driving Safety Techniques Course	8th - 11th Apr,	12th - 15th Aug,	2nd - 5th Dec,	330,000	Nairobi	5,500
41	Advanced Risk Assessment in Driving	14th - 17th Apr,	19th - 22nd Aug,	9th - 12th Dec,	330,000	Nairobi	5,500
42	Logistics and Supply Chain Management Course	14th - 17th Apr,	19th - 22nd Aug,	9th - 12th Dec,	330,000	Accra	4,000
43	Transportation and Logistics Management Course	22nd - 25th Apr,	26th - 29th Aug,	9th - 12th Dec,	330,000	Accra	4,000
44	Techniques And Tools For Corporate Transportation Professionals	22nd - 25th Apr,	26th - 29th Aug,	9th - 12th Dec,	330,000	Rwanda	6,000
45	Routes Management And Vehicles Maintenance Course	28th - 30th Apr,	1st - 4th Sept,	9th - 12th Dec,	330,000	Rwanda	6,000
46	Logistics and Supply Chain Strategy Training Course	28th - 30th Apr,	1st - 4th Sept,	16th - 19th Dec,	330,000	Nairobi	5,500
47	Transportation and Logistics Security Training Course	6th - 9th May,	9th - 12th Sept,	16th - 19th Dec,	330,000	Nairobi	5,500
48	Smart Warehousing and Distribution Management with AI Tools	6th - 9th May,	9th - 12th Sept,	16th - 19th Dec,	330,000	Rwanda	6,000
49	Cloud-Based Logistics and Transportation Systems Management	13th - 16th May,	16th - 19th Sept,	16th - 19th Dec,	330,000	Rwanda	6,000
50	Transportation and Logistics Compliance: Complete Course	13th - 16th May,	16th - 19th Sept,	16th - 19th Dec,	330,000	Accra	4,000

