



2022 PSRTI Regular Face-to-Face Training Course Offerings

No.	RTC No.	Date	Course Code	Training Course
1	RTC-1A	August 23-26	SW 1	Microsoft Excel for Database Management
2	RTC-2A	August 30-September 2	BS 1	Basic Statistics 1: Descriptive Statistics ¹
3	RTC-3A	September 5-9	TWP 2	Effective Presentation Skills and Techniques ¹
4	RTC-4A	September 13-16	SW 6	Data Visualization Using Infographics ¹
5	RTC-5A	September 26-30	TWP 1	Technical Writing Course on Statistical Reports ¹

¹ Microsoft Excel® for Data Management (RTC-01A/RTC-01B) is a prerequisite to this course.

Type of Participant	2022 Registration Fees
<ul style="list-style-type: none"> Employed in government agencies/offices Students 	12,600 per person
<ul style="list-style-type: none"> Employed in private agencies/offices Private individuals 	16,840 per person
<ul style="list-style-type: none"> Group of 5 participants and above Early payment of registration (14 calendar days before published training schedule) 	Discount of 10%
<ul style="list-style-type: none"> International participants/agencies/offices 	\$872 per person

Notes:

- Registered participants will be notified of any changes in the schedule.
- Full payment of training fees should be made to the **PSRTI**. The policy of **No Registration Payment, No Reservation** for each training course applies. A slot will only be considered available and reserved only upon full payment of training fees. **No partial or full refund will be made in case of partial attendance or non-attendance due to the fault of the participant. Further, payments made for a particular training cannot be applied to another training in case of non-attendance by the registered participant.** However, refund of training fees or transfer to another training is allowed if training cancellation is made by the PSRTI.
- Payment to the **PSRTI** is not subject to withholding tax per **Revenue Regulations No. 04-88, Section 3a**, to wit: "Withholding tax shall not apply on money payments to government agencies . . . received in the exercise of its functions."
- Bank charges when paying by bank transfer should be to the account of the participant. The PSRTI's account details are as follows:

Account name : Philippine Statistical Research and Training Institute
 Account number : 0702-1004-96
 Name of Bank : Land Bank of the Philippines
 Branch : QC Circle Branch
 Bank Address : PCA Building, Commonwealth Ave., Quezon City