

2023 PSRTI Regular Face-to-Face Training Course Offerings

No.	RTC No.	Date	Course Code	Training Course
1	RTC-1C	April 25 – 28	SW 1	Microsoft Excel for Database Management
2	RTC-2C	May 9 – 12	BS 1	Basic Statistics 1: Descriptive Statistics ¹
3	RTC-3C	May 23 – 26	SW 6	Data Visualization Using Infographics ¹
4	RTC-4C	June 19 – 23	TWP 1	Technical Writing Course on Statistical Reports ²
5	RTC-5C	July 10 – 14	TWP 2	Effective Presentation Skills and Techniques ²
6	RTC-1D	August 8 – 11	SW 1	Microsoft Excel for Database Management
7	RTC-2D	August 22 – 25	BS 1	Basic Statistics 1: Descriptive Statistics ¹
8	RTC-3D	September 5 – 8	SW 6	Data Visualization Using Infographics ¹
9	RTC-4D	October 2 – 6	TWP 1	Technical Writing Course on Statistical Reports ²
10	RTC-5D	October 9 – 13	TWP 2	Effective Presentation Skills and Techniques ²

¹ Microsoft Excel® for Data Management (SW1) is a prerequisite to this course.

² Microsoft Excel® for Data Management (SW 1) and Basic Statistics 1: Descriptive Statistics (BS1) are the recommended prerequisites to this course.

Note:

- Regular Face-to-Face Training Courses will be conducted at the PSRTI premises. Participants who will register for these training courses should be fully vaccinated and boosted and shall submit a scanned copy of their vaccination IDs at least one (1) week before the date of the training course. Participants must present any of their government-issued IDs and vaccination IDs upon entry into the PSRTI premises.
- For the course description and outline, you may access the link: <https://psrti.gov.ph/home/training/>

Type of Participant	2023 Registration Fees	
	4 days	5 days
<ul style="list-style-type: none"> Employed in government agencies/offices Students 	Php 10,500 per person	Php 12,500 per person
<ul style="list-style-type: none"> Employed in private agencies/offices Private individuals 	Php 14,740 per person	Php 16,740 per person
<ul style="list-style-type: none"> International participants/agencies/offices 	USD 880 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.
- Registration fee includes training kit, packed meals (AM & PM snacks and lunch), USB flash drive with lecture materials, and other incidental expenses.

4. 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."
5. 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