

## 2023 PSRTI Regular Online Training Course Offerings

No.	RTC No.	Date	Course Code	Training Course
1	RTC-1A	April 11 – 14	SW 1	Microsoft Excel for Database Management
2	RTC-2A	May 2 – 5	BS 1	Basic Statistics 1: Descriptive Statistics <sup>1</sup>
3	RTC-3A	May 16 – 19	SW 6	Data Visualization Using Infographics <sup>1</sup>
4	RTC-4A	May 29 – June 2	TWP 1	Technical Writing Course on Statistical Reports <sup>2</sup>
5	RTC-5A	June 5 – 9	TWP 2	Effective Presentation Skills and Techniques <sup>2</sup>
6	RTC-1B	August 1 – 4	SW 1	Microsoft Excel for Database Management
7	RTC-2B	August 15 – 18	BS 1	Basic Statistics 1: Descriptive Statistics <sup>1</sup>
8	RTC-3B	August 29 – September 1	SW 6	Data Visualization Using Infographics <sup>1</sup>
9	RTC-4B	September 18 – 22	TWP 1	Technical Writing Course on Statistical Reports <sup>2</sup>
10	RTC-5B	September 25 – 29	TWP 2	Effective Presentation Skills and Techniques <sup>2</sup>

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

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

Note:

- Regular Training Courses will be conducted using Zoom®. Participants who will register in these training courses should: use their own laptop/desktop with a modest camera; have a strong and stable internet connection with a speed of at least 2 Mbps; and use their headphones/earphones (for better reception) with built-in microphone for the duration of the training.
- For the course description and outline, you may access the link: <https://psrti.gov.ph/home/training/>

Type of Participant	2023 Registration Fees
<ul style="list-style-type: none"> <li>Employed in government agencies/offices</li> <li>Students</li> </ul>	Php 6,000 per person
<ul style="list-style-type: none"> <li>Employed in private agencies/offices</li> <li>Private individuals</li> </ul>	Php 14,340 per person
<ul style="list-style-type: none"> <li>International participants/agencies/offices</li> </ul>	USD 822 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