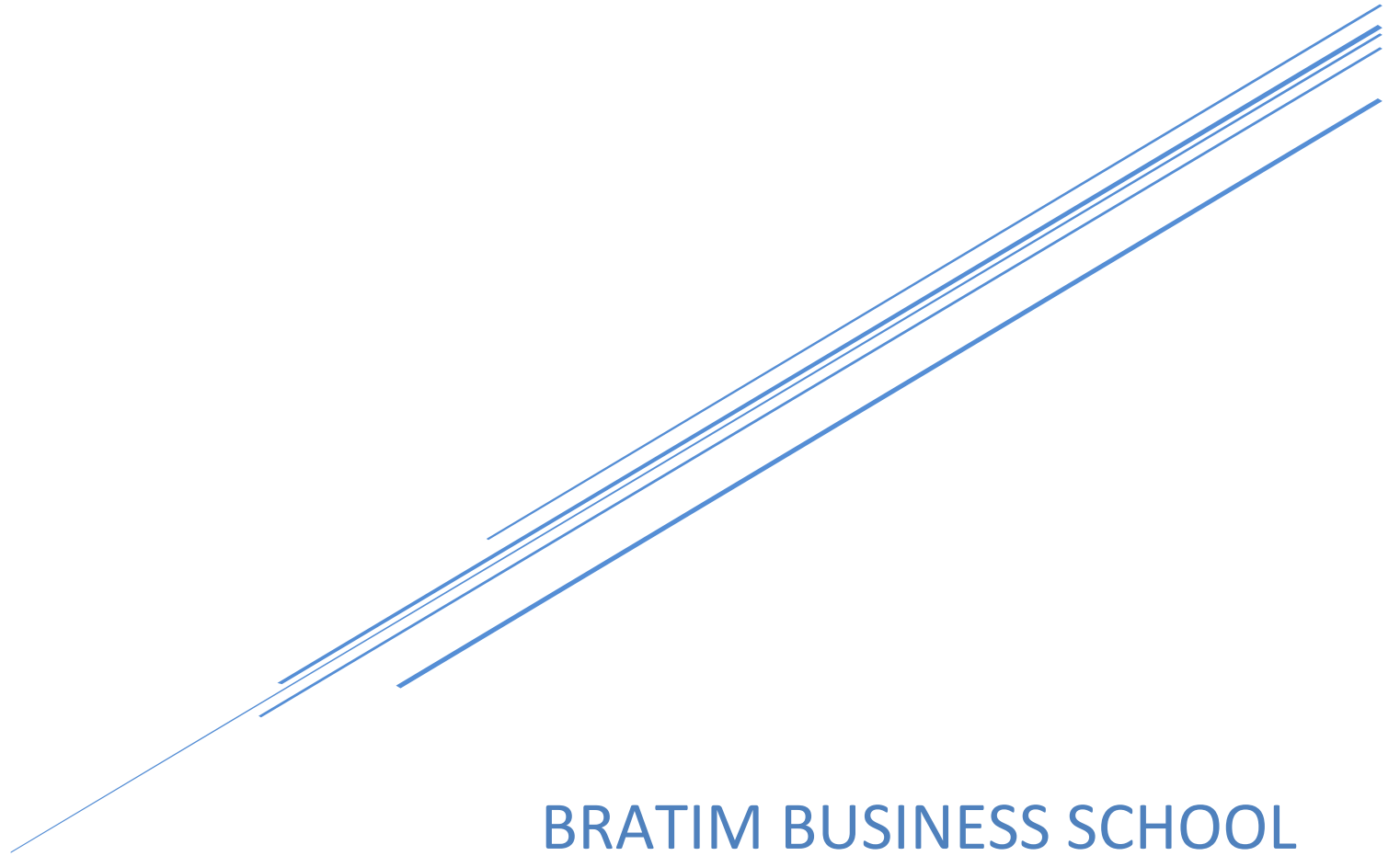


2017 PROGRAMMES PORTFOLIO



BRATIM BUSINESS SCHOOL



Course	Duration	Fee Participant	Per Location and Date
SCHEDULED COURSES			
Effective Management Skills for Administrative, Finance and Clerical Officers.	3 Days	₦85,000.00	Abuja Mar 7 th – 9 th Lagos Apr 11 th – 13 th
Stores, Inventory and Material Management	3 Days	₦85,000.00	Abuja Feb 21 st – 23 rd Lagos Jun 13 th – 15 th
International Financial Reporting Standards (IFRSs):	5 Days	₦150,000.00	Abuja Mar 13 th – 17 th Lagos Jul 10 th – 14 th
ACCA Diploma in International Financial Reporting Standards (IFRSs)	5 Days	₦150,000.00	Abuja May 15 th – 19 th
Business Analysis for Managers	2 Days	₦95,000.00	Abuja Feb 8 th – 9 th Lagos Dec 5 th – 7 th
Finance for Non-Finance Managers	5 Days	₦150,000.00	Lagos Jul 17 th – 21 st Abuja Oct 16 th – 20 th
Understanding Tax and Effective Tax Management and Administration in the Modern Nigeria	5 Days	₦150,000.00	Abuja May 22 nd – 26 th Lagos Aug 14 th – 18 th
International Public Sector Accounting Standards: Complete modules	5 Days	₦150,000.00	Abuja Aug 21 st – 25 th Lagos Sep 4 th – 8 th



Finance for Accounts Clerks and Supervisors	3 Days	₦ 85, 000.00	Lagos Oct 10 th – 12 th Abuja May 2 nd – 4 th
Internal Audit and Control	5 Days	₦ 150, 000.00	Abuja July 3 rd – 7 th Lagos Nov 6 th – 10 th
Performance Monitoring and Evaluation for HR, Admin and Finance Executives	2 Days	₦ 85, 000	Abuja Oct 3 rd – 4 th Lagos May 17 th – 18 th
Assets Management Fundamentals	5 Days	₦150, 000.00	Abuja Sep 18 th – 22 nd Lagos Nov 20 th - 24 th s
UNSCHEDULED COURSES	Duration	Fee Per Participant	Location and Date
Project Management : The Complete Areas			
Efficient and Effective Customer Service Delivery			
Budgeting and Budgetary Control in the Public and Private Sectors			
Forensic Accounting & Auditing			
Financial Planning and Control Fundamentals			
Building Electronic Documents and Records Management Systems			
Advanced Excel Application and Utilization for Finance, Admin and IT Officers			
Accounting Software: Sage Evolution, X3, CRM etc			
In House Training Any of the above courses can be run as in house training at your preferred location.			



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PROFESSIONAL COURSES			
	Tuition Fee	Available Session	Location
Association of Chartered and Certified Accountants (ACCA)	₦30,000.00 Per Paper	Full-Time, Weekend, Intensive, Revision and Private	Abuja and Lagos
Certified Information Systems Auditor (CISA)	₦50,000.00 Per Diet	Weekend	Abuja
Chartered Institute of Management Accountants (CIMA)	₦30,000.00 Per Paper	Weekend	Abuja
Institute of Chartered Accountants of Nigeria (ICAN)	₦15,000.00 Per Paper	Full-Time, Weekend, Evenings, Intensive, Revision and Private	Abuja, Ibadan, Lagos and Port Harcourt
Project Management Professional (PMP)	₦95,000.00 Per Stream	Evening and Full-Time	Abuja

Hostel facility available in Abuja for ACCA and ICAN full time students.

Terms and Conditions

- Discount available for organisations sending more than 3 delegates per scheduled course at the same date.
- Booking is required 2 weeks before the course commencement date.
- Bratim reserve the right to cancel a course if minimum delegate number is NOT met or for any other unforeseen reason. Only delegates that have booked will be notified and full refund shall apply.
- Completed booking form together with evidence of payment should be e-mailed to info@bratim.com.
- Refund: 10 working days before course commencement= 95%, 5-9 working days before course commencement= 75%, 2-4 working days before course commencement= 40%. A written notice is required.



- The fees stated are exclusive of taxes

OUR OTHER SERVICES

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