

## Our Accreditations & Partners



+2348033045484, +2349060002299, +2349060007799.

info@alphapartnerstrainings.com, alphapartners111@yahoo.com

200, Murtala Muhammed Way (2nd & 3rd Floor), Yaba, Lagos. Nigeria.



# BEST CATEGORIES —AWARDS—



**GLOBAL QUALITY**  
Global Most Outstanding  
Quality Management  
Consultants 2018



**ICAN Best Performing  
Training Consultant  
Award 2017**



**ICAN Best Performing  
Training Consultant  
Award 2016**



**CITN Tax Profession  
Recognition Award  
2002**



**ICAN Best Performing  
Training Consultant  
Award 2015**



**ICAN Best Performing  
Training Consultant  
Award 2010**



**ICAN Best Performing  
Training Consultant  
Award 2014**



**Certificate of Accreditation  
NCMD**



**ICAN Best Performing  
Training Consultant  
Award 2009**



**NITAD Human  
Resource Development  
Merit Award 2000**



**ICAN Best  
Training Consultant  
Award 2008**



**ICAN Best Performing  
Training Consultant  
Award 2011**





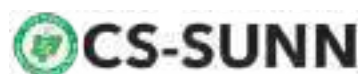








PPC



PILOT SCIENCE



INTERCONTINENTAL DISTILLERS LIMITED



KOGI STATE INTERNAL REVENUE SERVICE



LOTTE CHEMICAL



St. Nicholas Hospital



NIGERIA POLICE FORCE







All Grace  
Energy



Linkage  
Assurance Plc



LANDMARK  
UNIVERSITY

ELEKTRON

NDPHC  
NIGER DISH-POWER HOLDINGS COMPANY LIMITED



dkt  
INTERNATIONAL

IITA  
Transforming African Agriculture



m.o.b  
INTEGRATED SERVICES

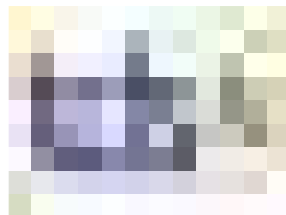
ICAN



Manuchar  
Trading House Intl. Ltd, Nigeria

AAA Finance

DAAR  
COMMUNICATIONS PLC



DEPASA  
MARINE INTERNATIONAL



BRITISH  
COUNCIL



PALTON MORGAN  
HOLDINGS



Phillips Outsourcing

SAHCO

Skyway Aviation Handling Company Plc.

# Testimonials



**"The course covers significantly all areas I expected to be taught and I feel so fulfilled with what I have been taught".**

**Akanmu Ogunwale Musiliu**  
R.C.C. Nig Ltd. Staff.



**"I enjoyed the training as it was very interactive and mind opening".**

**Funmilayo O. Oloniyo**  
Kwara State Internal Revenue Service.



**"The training has been very relevant and the mode of transmission was very satisfactory".  
"The facilitator is very captivating and delivers the topic very effectively".**

**Ladepo Edward**  
Pilgrims Africa Ltd.



**"The training was well planned and presented. Objectives were met, and sufficient knowledge provided".**

**Jerry D. Ajavon**  
Central Bank of Liberia



**This is an experience I would love to go through again**

**Uzoh Chukwuma**  
Chrome Group Ltd.



**"Well packaged topical issues and field experiences as used during session were well articulated".**

**Harrison OvieEbuebu**  
Continental Shipyard Ltd.



**"I really commend the facilitators for the job well done. The training addresses the challenges I'm facing in my organization and I will make it to the next training".**

**Kpelai Mfehembra Grace**  
GIZ Abuja



**"The paper was delivered effectively by the facilitator with appropriate examples. The training was very enlightening. Training objectives and outcomes can be applied to improve my work efficiency".**

**Musa Ibrahim Lamuna**  
Eunisell



**"The course was well prepared and structured to meet my job performance. I will recommend this training for my colleagues".**

**SIA Val Davies**  
Sierra Leone Commercial Bank Ltd



**"The training has been quite insightful and relevant to the role I am currently handling in my organization".**

**Ajele Oluwadurotimi Dare**  
FSDH Merchant Bank



**"With what I have seen the training imparted on me, I will recommend this kind of training to my company to send more staff here".**

**Ekeamaye Godday. A.**  
Honda Manufacturing Nig.



**"Alpha Partners is worth every penny spent on the training. I will recommend them".**

**Olusola Ayeola**  
Smile Communication



**"I would like to express my deep satisfaction from the take back from the course. The consultant from Alpha Partners Training & Consulting is a guru in financial modeling using Excel".**

**Olayemi Daniel**  
Sahara Group.



**"It is an interactive class where I learnt more from both facilitators and other participants on work and live experiences".**

**Ugliu Anthony Adole**  
Ringardas Nigeria Ltd



**"I am so much impressed on how the entire Alpha Partners Staff handle the trainees with respect and professionalism".**

**Ahmad Ali**  
Victims Support Fund



**"Alpha Partners never cease to exceed my expectation. From organization, to Instructors, to the training materials. It is always World Class. Once you attended the first training course, you start looking for the second".**

**Gbolagade Kemi**  
Bell Nigeria Staff

# Testimonials



Honestly, I really enjoyed the training and the facilitators are well trained. Please keep it up.

**Olabode Hammed**  
Central Business District  
Abuja



The training was a tailor made for me and my profession and the delivery was superb.

**Ifeoma Adanna**



Content and delivery is satisfactory. All points were fully explained and motivating.

**kunle Ogunshola**



The environment was conducive for learning, the facilitator was well prepared and delivered.

**Nnanna Okoye**



The training is relevant to my present job functions and addressing real time issues

**Benedicta Onyibe Charles**



The topic in my own opinion was well delivered and the facilitator was very eloquent, he also drew from experience.

**Isaac Stanley**



The facilitators are top-notch, they really impacted me with knowledge

**Ogbudefe Paul**  
Super FM



The training was full of practical and illustration

**Akinwale Akinwande**



The training papers was very good and its delivery was excellent

**Ota Uchechi**



The delivery of the training papers has given me a broad knowledge of the topic and well delivered in a comprehensive language

**John Onaja**



The facilitator has in dept gasps of the subject matter and the delivery was fantastic

**Oboho Bassey**



The training papers was well delivered in clear language and interactive manner

**Aniemeke Chinonyerem**



The training was rich in knowledge, content delivery was broad and practical. I also enjoyed the interactive part of the class

**Ibi Sesuch Solomon**  
Integrated Diary



The training workshop was totally a complete package and awesome teaching

**Raphael. A. Okeh**



The training was so interesting and interactive, I will love to do more

**Adekeye olulawe**  
RCCG Camp Ground



A worthwhile experience and would definitely get to do some other courses with you

**Nneoma Nto**



# Testimonials



The Training has been very intensive, interactive & of top quality It has broadened my knowledge & given me an edge to be able to carry on with my everyday activities to achieve set goals & targets.

Joseph Austin  
MANTRAC



“Personallyl believe this workshop is worth it. I have gained a lot as they affect my job performance. Bravo to the coordinators / facilitators”

Dickson Obanye  
Heerema Nigeria Ltd.



“The program is generally impressive, educative and illustrative with current practices and experience”

Arobani Raphael Olu  
Federal health centre, Oni



It turns out to be that the training is going to be a very strong reference point for discharging my duties. The trainer nailed it.

Etinosa Omorogbe  
(EDSOGPADEC)



The workshop was very satisfactory.

Dr. Nelson O. Magbagbeola  
ECOWAS Parliament.



“The team of facilitators are well grounded in the field and I learnt a lot from them”.

Olarewaju Philip O  
Arik Air Ltd



“I enjoyed my training, the facilitator and the faculty team did well and I commend that they should continue the good job”.

Torough Evelyn Mlumum  
Benue Investment & Property Company Ltd



“The training programme is well coordinated with seasoned facilitators and tasty refreshments for the participants”.

Blessing Michael  
Income Electrix Ltd



“The organizers and the research person are highly experienced. The workshop has impacted more knowledge on me”

Kuje Samuel  
National Judicial Council,  
Abuja.



“Satisfactory, the venue and the environment are very conducive for learning”

Ogunremi Gabriel  
GZI, Ogun State.



“The workshop is relevant to my area of specialization at work and I have been adequately updated”

Musibau Elewide  
Cambridge Education Nig..



The facilitators are very wonderful, I pray that God will continue to be with them.

Ozum Chukwuma  
Ebonyi State University



“Thank you so much for educating me in continuous auditing and monitoring. I look forward on implementing the learning points”.

Buwooza Grace  
Central Bank of Uganda



“I have gain a lot here and will recommend Alpha Partners to my friends and colleagues”.

Abidon Rita  
World Dove Media



“With Alpha Partners, I experienced a quality of team Learning that was exceptional. Adequately and properly planned and inspiringlly presented with a variety of modern applications”.

Charles Okon Dickson  
Topfaith Int’l School



“I really enjoyed the training and also the entertainments. Your entire sta ffare wonderful, I hope to see you soon and refer people to you as well. Thank you once again”.

Aminat Abdullahi  
Medical Art Center  
(IVF Specialist Hospital)

...and lots more

# CONTENT

**11-15**

Finance &  
Accounting

**16-19**

Internal  
Auditing

**20-23**

Procurement  
& Stores

**24-26**

Human Resources

**27-29**

Management, Leadership  
& Admin

**30-34**

Engineering

**35-36**

Oil & Gas

**37-39**

Legal

**40-41**

Sales &  
Marketing

**42-43**

Entrepreneurship

**44-45**

Hotel &  
Hospitality

**46**

Manufacturing

**47-50**

Information  
Technology

**51-52**

Public Relations

**53-54**

Secretaries & P.A's

**55-56**

Logistics & Transport

**57-59**

Aviation & Maritime

**60-61**

Business  
Communication

**62-63**

Real Estate

**64-66**

Banking

**67-69**

Insurance

**70-71**

Security

**72-74**

Safety

**75-76**

Public Sector

**77-78**

Education

**79-81**

Healthcare

**82-84**

Agriculture

**85-86**

Project Management

**87-88**

Heavy Load Duty  
Equipment



- ✓ Classroom
- ✓ Online
- ✓ In-house

S/N	TITLE	1ST BATCH	2ND BATCH	3RD BATCH	4TH BATCH	FEE
1	FUNDAMENTALS OF ACCOUNTS RECONCILIATION STRATEGIES	13th - 15th Jan, 2025	24th - 26th Mar, 2025	26th - 28th June, 2025	8th - 10th Sept, 2025	₦350,000
2	IFRS PRESENTATION AND DISCLOSURE REQUIREMENTS	13th - 15th Jan, 2025	24th - 26th Mar, 2025	26th - 28th June, 2025	8th - 10th Sept, 2025	₦370,000
3	EXCEL FOR ACCOUNTING AND FINANCE PROFESSIONALS	13th - 15th Jan, 2025	24th - 26th Mar, 2025	26th - 28th June, 2025	8th - 10th Sept, 2025	₦370,000
4	IFRS-ADVANCED COURSE	13th - 15th Jan, 2025	24th - 26th Mar, 2025	26th - 28th June, 2025	8th - 10th Sept, 2025	₦370,000
5	FINAL ACCOUNTS AND FINANCIAL REPORTING SYSTEMS	13th - 15th Jan, 2025	24th - 26th Mar, 2025	26th - 28th June, 2025	8th - 10th Sept, 2025	₦350,000
6	PRINCIPLES OF COST ACCOUNTING AND COST REDUCTION STRATEGIES	13th - 15th Jan, 2025	24th - 26th Mar, 2025	26th - 28th June, 2025	8th - 10th Sept, 2025	₦350,000
7	PEACHTREE ACCOUNTING SOFTWARE APPLICATION COURSE	16th - 18th Jan, 2025	27th - 29th Mar, 2025	30th June - 2nd July, 2025	11th - 13th Sept, 2025	₦370,000
8	FORENSIC ACCOUNTING AND FRAUD CONTROL COURSE	16th - 18th Jan, 2025	27th - 29th Mar, 2025	30th June - 2nd July, 2025	11th - 13th Sept, 2025	₦350,000
9	BUDGETING AND CORPORATE FINANCIAL MANAGEMENT	16th - 18th Jan, 2025	27th - 29th Mar, 2025	30th June - 2nd July, 2025	11th - 13th Sept, 2025	₦350,000
10	NEW APPROACHES TO CORPORATE AND INDIVIDUAL TAX COMPLIANCE	16th - 18th Jan, 2025	27th - 29th Mar, 2025	30th June - 2nd July, 2025	11th - 13th Sept, 2025	₦350,000
11	CASH, TREASURY AND RISK MANAGEMENT	16th - 18th Jan, 2025	2nd - 4th Apr, 2025	30th June - 2nd July, 2025	11th - 13th Sept, 2025	₦350,000
12	STRATEGIC FINANCIAL AND ACCOUNTING SKILLS	16th - 18th Jan, 2025	2nd - 4th Apr, 2025	30th June - 2nd July, 2025	11th - 13th Sept, 2025	₦350,000
13	EXCELLENCE IN NON-CURRENT (FIXED) ASSET MANAGEMENT AND ACCOUNTING	20th - 22nd Jan, 2025	2nd - 4th Apr, 2025	3rd - 5th July, 2025	15th - 17th Sept, 2025	₦350,000
14	STRATEGIC PLANNING, MANAGEMENT CONTROL AND EFFECTIVE BUDGETING	20th - 22nd Jan, 2025	2nd - 4th Apr, 2025	3rd - 5th July, 2025	15th - 17th Sept, 2025	₦350,000
15	EFFECTIVE ADMINISTRATION OF SALARY AND PAYROLL	20th - 22nd Jan, 2025	7th - 9th Apr, 2025	3rd - 5th July, 2025	15th - 17th Sept, 2025	₦350,000
16	FINANCIAL ANALYSIS AND REPORTING USING IFRS	20th - 22nd Jan, 2025	7th - 9th Apr, 2025	3rd - 5th July, 2025	15th - 17th Sept, 2025	₦370,000
17	ACCOUNTS PAYABLE: FROM ACCOUNTING TO MANAGEMENT	20th - 22nd Jan, 2025	7th - 9th Apr, 2025	3rd - 5th July, 2025	15th - 17th Sept, 2025	₦350,000
18	BUDGETING, FORECASTING AND THE PLANNING PROCESS	20th - 22nd Jan, 2025	7th - 9th Apr, 2025	3rd - 5th July, 2025	15th - 17th Sept, 2025	₦350,000
19	BASIC ACCOUNTING, BOOKKEEPING AND MANAGING CASH	23rd - 25th Jan, 2025	10th - 12th Apr, 2025	7th - 9th July, 2025	18th - 20th Sept, 2025	₦350,000
20	CASH MANAGEMENT: CONTROL, RECONCILIATION AND RISK STRATEGIES	23rd - 25th Jan, 2025	10th - 12th Apr, 2025	7th - 9th July, 2025	18th - 20th Sept, 2025	₦350,000
21	ADVANCED BUDGETING, PERFORMANCE MANAGEMENT AND COST CONTROL STRATEGIES	23rd - 25th Jan, 2025	10th - 12th Apr, 2025	7th - 9th July, 2025	18th - 20th Sept, 2025	₦350,000
22	ADVANCED TREASURY MANAGEMENT STRATEGIES	23rd - 25th Jan, 2025	10th - 12th Apr, 2025	7th - 9th July, 2025	18th - 20th Sept, 2025	₦350,000
23	INVENTORY ACCOUNTING AND COSTING TECHNIQUES	23rd - 25th Jan, 2025	10th - 12th Apr, 2025	7th - 9th July, 2025	18th - 20th Sept, 2025	₦350,000
24	BEST PRACTICE IN ACCOUNTS PAYABLE AND ACCOUNTS RECEIVABLE	23rd - 25th Jan, 2025	10th - 12th Apr, 2025	7th - 9th July, 2025	18th - 20th Sept, 2025	₦350,000
25	QUICKBOOKS ACCOUNTS AND PAYROLL MANAGEMENT	27th - 29th Jan, 2025	14th - 16th Apr, 2025	10th - 12th July, 2025	22nd - 24th Sept, 2025	₦370,000
26	PAYROLL MANAGEMENT AND EFFECTIVE PAYROLL CONTROLS	27th - 29th Jan, 2025	14th - 16th Apr, 2025	10th - 12th July, 2025	22nd - 24th Sept, 2025	₦350,000
27	FOREIGN EXCHANGE TRADING TECHNIQUES AND UPDATES COURSE	27th - 29th Jan, 2025	14th - 16th Apr, 2025	10th - 12th July, 2025	22nd - 24th Sept, 2025	₦350,000
28	CASH FLOW AND TREASURY MANAGEMENT	27th - 29th Jan, 2025	14th - 16th Apr, 2025	10th - 12th July, 2025	22nd - 24th Sept, 2025	₦350,000
29	FEASIBILITY STUDIES - PREPARATION, ANALYSIS AND EVALUATION COURSE	27th - 29th Jan, 2025	14th - 16th Apr, 2025	10th - 12th July, 2025	22nd - 24th Sept, 2025	₦350,000
30	COST MANAGEMENT: STRATEGIES FOR BUSINESS DECISIONS	27th - 29th Jan, 2025	14th - 16th Apr, 2025	10th - 12th July, 2025	22nd - 24th Sept, 2025	₦350,000

- ✓ Classroom
- ✓ Online
- ✓ In-house

S/N	TITLE	1ST BATCH	2ND BATCH	3RD BATCH	4TH BATCH	FEE
31	DEVELOPING, ANALYZING AND MANAGING PAYROLL BENCHMARKS AND METRICS	30th Jan – 1st Feb, 2025	22nd - 24th Apr, 2025	14th - 16th July, 2025	25th - 27th Sept, 2025	₦350,000
32	BUDGET PREPARATION, ALLOCATION AND COST CONTROL	30th Jan – 1st Feb, 2025	22nd - 24th Apr, 2025	14th - 16th July, 2025	25th - 27th Sept, 2025	₦350,000
33	ADVANCED FINANCIAL MANAGEMENT PLANNING, IMPLEMENTATION, REPORTING AND ANALYSIS FOR CORPORATE ORGANIZATIONS	30th Jan – 1st Feb, 2025	22nd - 24th Apr, 2025	14th - 16th July, 2025	25th - 27th Sept, 2025	₦350,000
34	BEST PRACTICE IN FINANCIAL ACCOUNTING, REPORTING AND BUSINESS SUPPORT FOR ACCOUNTANTS	30th Jan – 1st Feb, 2025	22nd - 24th Apr, 2025	14th - 16th July, 2025	25th - 27th Sept, 2025	₦350,000
35	ADVANCED MANAGEMENT ACCOUNTING COURSE	30th Jan – 1st Feb, 2025	22nd - 24th Apr, 2025	14th - 16th July, 2025	25th - 27th Sept, 2025	₦350,000
36	FINANCE AND ACCOUNTS FOR NON-FINANCIAL PROFESSIONALS TRAINING	30th Jan – 1st Feb, 2025	22nd - 24th Apr, 2025	14th - 16th July, 2025	25th - 27th Sept, 2025	₦350,000
37	BOOKKEEPING AND BASIC ACCOUNTING FOR NON-ACCOUNTANTS	3rd – 5th Feb, 2025	28th - 30th Apr, 2025	17th - 19th July, 2025	2nd – 4th Oct, 2025	₦350,000
38	IFRS ACCOUNTING FOR INCOME TAXES- IAS 12	3rd – 5th Feb, 2025	28th - 30th Apr, 2025	17th - 19th July, 2025	2nd – 4th Oct, 2025	₦370,000
39	ACCOUNTS RECONCILIATION STRATEGIES AND MANAGEMENT OF SUSPENSE ACCOUNTS	3rd – 5th Feb, 2025	28th - 30th Apr, 2025	17th - 19th July, 2025	2nd – 4th Oct, 2025	₦350,000
40	PUBLIC FINANCE MANAGEMENT COURSE	3rd – 5th Feb, 2025	28th - 30th Apr, 2025	17th - 19th July, 2025	2nd – 4th Oct, 2025	₦350,000
41	FINANCIAL MANAGEMENT FOR PROJECTS AND CONTRACTS TRAINING	3rd – 5th Feb, 2025	28th - 30th Apr, 2025	17th - 19th July, 2025	6th – 8th Oct, 2025	₦350,000
42	MANAGING CASH AND ACCOUNTS PAYABLE	3rd – 5th Feb, 2025	28th - 30th Apr, 2025	17th - 19th July, 2025	6th – 8th Oct, 2025	₦350,000
43	ADVANCED PAYROLL MANAGEMENT AND ADMINISTRATION WORKSHOP	6th – 8th Feb, 2025	5th - 7th May, 2025	21st - 23rd July, 2025	6th – 8th Oct, 2025	₦350,000
44	BUDGET PREPARATION SKILLS	6th – 8th Feb, 2025	5th - 7th May, 2025	21st - 23rd July, 2025	6th – 8th Oct, 2025	₦350,000
45	MANAGING AND ORGANIZING ACCOUNTS RECEIVABLE	6th – 8th Feb, 2025	5th - 7th May, 2025	21st - 23rd July, 2025	9th - 11th Oct, 2025	₦350,000
46	XERO PROJECTS AND JOB COSTING COMPLETE TRAINING	6th – 8th Feb, 2025	5th - 7th May, 2025	21st - 23rd July, 2025	9th - 11th Oct, 2025	₦370,000
47	MASTERING TAX ADMINISTRATION COURSE	6th – 8th Feb, 2025	5th - 7th May, 2025	21st - 23rd July, 2025	9th - 11th Oct, 2025	₦350,000
48	BEST PRACTICE IN PAYROLL ACCOUNTING AND RECONCILIATION	6th – 8th Feb, 2025	5th - 7th May, 2025	21st - 23rd July, 2025	9th - 11th Oct, 2025	₦350,000
49	THE COMPLETE COURSE ON PAYROLL MANAGEMENT	10th - 12th Feb, 2025	8th - 10th May, 2025	24th - 26th July, 2025	13th - 15th Oct, 2025	₦350,000
50	MANAGING RECEIVABLES - CREDIT MONITORING AND CONTROL	10th - 12th Feb, 2025	8th - 10th May, 2025	24th - 26th July, 2025	13th - 15th Oct, 2025	₦350,000
51	THE EFFECTIVE FINANCIAL CONTROLLER - MANAGING FINANCIAL FUNCTIONS AND IMPROVEMENT OPPORTUNITIES	10th - 12th Feb, 2025	8th - 10th May, 2025	24th - 26th July, 2025	13th - 15th Oct, 2025	₦350,000
52	ADVANCED ACCOUNTING AND FINANCE FOR MANAGERS	10th - 12th Feb, 2025	8th - 10th May, 2025	24th - 26th July, 2025	13th - 15th Oct, 2025	₦350,000
53	TAX IMPLICATIONS OF INTERNATIONAL FINANCIAL REPORTING STANDARDS (IFRS)	10th - 12th Feb, 2025	8th - 10th May, 2025	24th - 26th July, 2025	16th – 18th Oct 2025	₦370,000
54	APPLYING IFRS TECHNIQUES FOR ORGANIZATIONAL GROWTH AND SUSTAINABILITY	10th - 12th Feb, 2025	8th - 10th May, 2025	24th - 26th July, 2025	16th – 18th Oct 2025	₦370,000
55	MASTERING QUICKBOOKS ACCOUNTING	13th - 15th Feb, 2025	12th - 14th May, 2025	28th - 30th July, 2025	16th – 18th Oct 2025	₦370,000
56	ADVANCED APPLICATION OF IFRS ELEMENTS	13th - 15th Feb, 2025	12th - 14th May, 2025	28th - 30th July, 2025	16th – 18th Oct 2025	₦370,000
57	FINANCIAL ACCOUNTING, REPORTING AND ANALYSIS	13th - 15th Feb, 2025	12th - 14th May, 2025	28th - 30th July, 2025	20th – 22nd Oct, 2025	₦350,000
58	ACCOUNTING, DECISION MAKING, AND FINANCIAL COMMUNICATION	13th - 15th Feb, 2025	12th - 14th May, 2025	28th - 30th July, 2025	20th – 22nd Oct, 2025	₦350,000



- ✓ Classroom
- ✓ Online
- ✓ In-house

S/N	TITLE	1ST BATCH	2ND BATCH	3RD BATCH	4TH BATCH	FEE
59	ADVANCED FINANCIAL ACCOUNTING WORKSHOP	13th - 15th Feb, 2025	12th - 14th May, 2025	28th - 30th July, 2025	20th - 22nd Oct, 2025	₦350,000
60	ADVANCED GRANTS ETHICS MONITORING AND ADMINISTRATION	13th - 15th Feb, 2025	12th - 14th May, 2025	28th - 30th July, 2025	20th - 22nd Oct, 2025	₦350,000
61	NEXT GENERATION EXCEL-ADVANCED BUSINESS AND FINANCIAL REPORTING TRAINING	17th - 19th Feb, 2025	15th - 17th May, 2025	31st July - 2nd Aug, 2025	23rd - 25th Oct, 2025	₦370,000
62	DEBTOR AND WORKING CAPITAL MANAGEMENT COURSE	17th - 19th Feb, 2025	15th - 17th May, 2025	31st July - 2nd Aug, 2025	23rd - 25th Oct, 2025	₦350,000
63	IFRS APPLICATIONS FOR CORPORATE ORGANIZATIONS	17th - 19th Feb, 2025	15th - 17th May, 2025	31st July - 2nd Aug, 2025	23rd - 25th Oct, 2025	₦370,000
64	INTENSIVE PEACHTREE ACCOUNTING COURSE	17th - 19th Feb, 2025	15th - 17th May, 2025	31st July - 2nd Aug, 2025	23rd - 25th Oct, 2025	₦370,000
65	EFFECTIVE TAX AUDIT COURSE	17th - 19th Feb, 2025	15th - 17th May, 2025	31st July - 2nd Aug, 2025	27th - 29th Oct, 2025	₦350,000
66	FUNDAMENTALS OF FINANCE AND ACCOUNTING	17th - 19th Feb, 2025	15th - 17th May, 2025	31st July - 2nd Aug, 2025	27th - 29th Oct, 2025	₦350,000
67	RECONCILIATION OF FINANCIAL TRANSACTIONS	20th - 22nd Feb, 2025	19th - 21st May, 2025	4th - 6th Aug, 2025	27th - 29th Oct, 2025	₦350,000
68	ADVANCED FINANCIAL STATEMENT ANALYSIS	20th - 22nd Feb, 2025	19th - 21st May, 2025	4th - 6th Aug, 2025	27th - 29th Oct, 2025	₦350,000
69	SAGE 50 PAYROLL TRAINING	20th - 22nd Feb, 2025	19th - 21st May, 2025	4th - 6th Aug, 2025	30th Oct - 1st Nov, 2025	₦370,000
70	EFFECTIVE FINANCE AND ACCOUNTING OPERATIONS - BEST PRACTICES FOR ACCOUNTANTS	20th - 22nd Feb, 2025	19th - 21st May, 2025	4th - 6th Aug, 2025	30th Oct - 1st Nov, 2025	₦350,000
71	ACCOUNTS RECONCILIATION: BEST PRACTICES	20th - 22nd Feb, 2025	19th - 21st May, 2025	4th - 6th Aug, 2025	30th Oct - 1st Nov, 2025	₦350,000
72	INTERNATIONAL FINANCIAL REPORTING STANDARDS: BEST PRACTICE	20th - 22nd Feb, 2025	19th - 21st May, 2025	4th - 6th Aug, 2025	30th Oct - 1st Nov, 2025	₦370,000
73	ACCOUNTING AND MANAGEMENT OF ACCOUNTS PAYABLE AND ACCOUNTS RECEIVABLE FOR HIGHER EFFICIENCY	24th - 26th Feb, 2025	22nd - 24th May, 2025	7th - 9th Aug, 2025	3rd - 5th Nov, 2025	₦350,000
74	EXCEL FOR ACCOUNTANTS COURSE	24th - 26th Feb, 2025	22nd - 24th May, 2025	7th - 9th Aug, 2025	3rd - 5th Nov, 2025	₦370,000
75	PREPARING FINANCIAL STATEMENTS AND THE ANNUAL REPORT	24th - 26th Feb, 2025	22nd - 24th May, 2025	7th - 9th Aug, 2025	3rd - 5th Nov, 2025	₦350,000
76	MONTHLY AND YEAR-END ACCOUNTS RECONCILIATION	24th - 26th Feb, 2025	22nd - 24th May, 2025	7th - 9th Aug, 2025	3rd - 5th Nov, 2025	₦350,000
77	EXCELLENCE IN BANKING PRACTICE FOR ACCOUNTANTS	24th - 26th Feb, 2025	22nd - 24th May, 2025	7th - 9th Aug, 2025	6th - 8th Nov, 2025	₦350,000
78	FINANCIAL ANALYSIS AND FINANCIAL REPORTING SKILLS	24th - 26th Feb, 2025	22nd - 24th May, 2025	7th - 9th Aug, 2025	6th - 8th Nov, 2025	₦350,000
79	IFRS WORKSHOP WITH CURRENT UPDATES	27th Feb - 1st Mar, 2025	26th - 28th May, 2025	11th - 13th Aug, 2025	6th - 8th Nov, 2025	₦370,000
80	MANAGING AND ORGANIZING ACCOUNTS PAYABLE	27th Feb - 1st Mar, 2025	26th - 28th May, 2025	11th - 13th Aug, 2025	6th - 8th Nov, 2025	₦350,000
81	EXCELLENCE IN FINANCIAL REPORTING AND ACCOUNTING	27th Feb - 1st Mar, 2025	26th - 28th May, 2025	11th - 13th Aug, 2025	10th - 12th Nov, 2025	₦350,000
82	XERO SOFTWARE ACCOUNTING AND BOOKKEEPING COURSE	27th Feb - 1st Mar, 2025	26th - 28th May, 2025	11th - 13th Aug, 2025	10th - 12th Nov, 2025	₦370,000
83	TAX FRAUD INVESTIGATION COURSE	27th Feb - 1st Mar, 2025	26th - 28th May, 2025	11th - 13th Aug, 2025	10th - 12th Nov, 2025	₦350,000
84	BEST PRACTICES IN TREASURY MANAGEMENT	27th Feb - 1st Mar, 2025	26th - 28th May, 2025	11th - 13th Aug, 2025	10th - 12th Nov, 2025	₦350,000



S/N	TITLE	1ST BATCH	2ND BATCH	3RD BATCH	4TH BATCH	FEE
85	FINAL ACCOUNTS: FAST CLOSING MONTHLY AND YEAR-END ACCOUNTING	3rd - 5th Mar, 2025	29th - 31st May, 2025	14th - 16th Aug, 2025	13th - 15th Nov, 2025	₦350,000
86	PAYROLL: PREPARATION, ANALYSIS AND MANAGEMENT	3rd - 5th Mar, 2025	29th - 31st May, 2025	14th - 16th Aug, 2025	13th - 15th Nov, 2025	₦350,000
87	FINANCIAL PLANNING, BUDGETING AND CONTROL	3rd - 5th Mar, 2025	29th - 31st May, 2025	14th - 16th Aug, 2025	13th - 15th Nov, 2025	₦350,000
88	BEST PRACTICE IN THE PREPARATION OF FINAL ACCOUNTS AND YEAR END REPORTS	3rd - 5th Mar, 2025	29th - 31st May, 2025	14th - 16th Aug, 2025	13th - 15th Nov, 2025	₦350,000
89	TAX PLANNING, COMPLIANCE AND INCENTIVES	3rd - 5th Mar, 2025	29th - 31st May, 2025	14th - 16th Aug, 2025	17th - 19th Nov, 2025	₦350,000
90	BUSINESS FINANCIAL AND ACCOUNTING SKILLS	3rd - 5th Mar, 2025	29th - 31st May, 2025	14th - 16th Aug, 2025	17th - 19th Nov, 2025	₦350,000
91	BUDGETING, ACCOUNTING AND COST CONTROL	6th - 8th Mar, 2025	2nd - 4th June, 2025	18th - 20th Aug, 2025	17th - 19th Nov, 2025	₦350,000
92	HOW TO MANAGE THE ACCOUNTS DEPARTMENT OF YOUR ORGANIZATION	6th - 8th Mar, 2025	2nd - 4th June, 2025	18th - 20th Aug, 2025	17th - 19th Nov, 2025	₦350,000
93	SPREADSHEET SKILLS FOR PLANNING, FORECASTING AND BUDGETING	6th - 8th Mar, 2025	2nd - 4th June, 2025	18th - 20th Aug, 2025	20th - 22nd Nov, 2025	₦350,000
94	MANAGING CREDIT, ACCOUNTS RECEIVABLE AND DEBT RECOVERY	6th - 8th Mar, 2025	2nd - 4th June, 2025	18th - 20th Aug, 2025	20th - 22nd Nov, 2025	₦350,000
95	SAGE 50 ACCOUNTING SOFTWARE TRAINING	6th - 8th Mar, 2025	2nd - 4th June, 2025	18th - 20th Aug, 2025	20th - 22nd Nov, 2025	₦370,000
96	THE EFFECTIVE ACCOUNTANT: SKILLS IMPROVEMENT METHODS	6th - 8th Mar, 2025	2nd - 4th June, 2025	18th - 20th Aug, 2025	24th - 26th Nov, 2025	₦350,000
97	UNDERSTANDING AND ANALYZING FINANCIAL STATEMENTS AND REPORTS	10th - 12th Mar, 2025	9th - 11th June, 2025	21st - 23rd Aug, 2025	24th - 26th Nov, 2025	₦350,000
98	IFRS MASTERCLASS	10th - 12th Mar, 2025	9th - 11th June, 2025	21st - 23rd Aug, 2025	24th - 26th Nov, 2025	₦370,000
99	MANAGING THE CASH CYCLE: ACCOUNTS RECEIVABLE AND PAYABLE BEST PRACTICES	10th - 12th Mar, 2025	9th - 11th June, 2025	21st - 23rd Aug, 2025	27th - 29th Nov, 2025	₦350,000
100	ACCOUNTS RECEIVABLES AND CREDIT POLICIES MANAGEMENT	10th - 12th Mar, 2025	9th - 11th June, 2025	21st - 23rd Aug, 2025	27th - 29th Nov, 2025	₦350,000
101	PREPARATION, PRESENTATION, INTERPRETATION AND ANALYSIS OF FINANCIAL STATEMENTS	10th - 12th Mar, 2025	9th - 11th June, 2025	21st - 23rd Aug, 2025	27th - 29th Nov, 2025	₦350,000
102	PAYROLL PROCEDURES AND ADMINISTRATION	10th - 12th Mar, 2025	9th - 11th June, 2025	21st - 23rd Aug, 2025	27th - 29th Nov, 2025	₦350,000
103	EXCELLENCE IN CORPORATE CASH MANAGEMENT	13th - 15th Mar, 2025	16th - 18th June, 2025	25th - 27th Aug, 2025	1st - 3rd Dec, 2025	₦350,000
104	INTERNATIONAL FINANCIAL REPORTING STANDARDS (IFRS) FOR ACCOUNTANTS	13th - 15th Mar, 2025	16th - 18th June, 2025	25th - 27th Aug, 2025	1st - 3rd Dec, 2025	₦370,000
105	ADVANCED XERO SOFTWARE BOOKKEEPING	13th - 15th Mar, 2025	16th - 18th June, 2025	25th - 27th Aug, 2025	1st - 3rd Dec, 2025	₦370,000
106	ADVANCED PAYROLL MANAGEMENT AND ACCOUNTING	13th - 15th Mar, 2025	16th - 18th June, 2025	25th - 27th Aug, 2025	4th - 6th Dec, 2025	₦350,000
107	ACCOUNTS RECEIVABLES: PLANNING, ORGANIZING, ACCOUNTING AND ACHIEVING BEST PRACTICE	13th - 15th Mar, 2025	16th - 18th June, 2025	25th - 27th Aug, 2025	4th - 6th Dec, 2025	₦350,000
108	BEST PRACTICE IN CASH MANAGEMENT AND ACCOUNTING	13th - 15th Mar, 2025	16th - 18th June, 2025	25th - 27th Aug, 2025	4th - 6th Dec, 2025	₦350,000
109	ADVANCED TREASURY AND CASH MANAGEMENT STRATEGIES	17th - 19th Mar, 2025	19th - 21st June, 2025	28th - 30th Aug, 2025	8th - 10th Dec, 2025	₦350,000
110	INTERPRETATION AND ANALYSIS OF FINANCIAL STATEMENTS	17th - 19th Mar, 2025	19th - 21st June, 2025	28th - 30th Aug, 2025	8th - 10th Dec, 2025	₦350,000
111	MASTERING SAGE 50 ACCOUNTING	17th - 19th Mar, 2025	19th - 21st June, 2025	28th - 30th Aug, 2025	8th - 10th Dec, 2025	₦370,000
112	NIGERIAN TAXATION SYSTEMS	17th - 19th Mar, 2025	19th - 21st June, 2025	28th - 30th Aug, 2025	11th - 13th Dec, 2025	₦350,000
113	ACCOUNTS RECEIVABLE AND COLLECTION MANAGEMENT	17th - 19th Mar, 2025	19th - 21st June, 2025	28th - 30th Aug, 2025	11th - 13th Dec, 2025	₦350,000





- ✓ Classroom
- ✓ Online
- ✓ In-house

S/N	TITLE	1ST BATCH	2ND BATCH	3RD BATCH	4TH BATCH	FEE
114	ADVANCED SKILLS FOR CASH OFFICERS: BEST PRACTICES	17th - 19th Mar, 2025	19th - 21st June, 2025	28th - 30th Aug, 2025	11th - 13th Dec, 2025	₦350,000
115	IFRS COMPREHENSIVE WORKSHOP	20th - 22nd Mar, 2025	23rd - 25th June, 2025	1st - 3rd Sept, 2025	15th - 17th Dec, 2025	₦370,000
116	EXCELLENCE IN SALARIES AND WAGES, PENSION FUNDS AND PERSONAL INCOME TAX ADMINISTRATION	20th - 22nd Mar, 2025	23rd - 25th June, 2025	1st - 3rd Sept, 2025	15th - 17th Dec, 2025	₦350,000
117	HOW TO BETTER ORGANIZE, CONTROL AND MANAGE ACCOUNTS PAYABLE	20th - 22nd Mar, 2025	23rd - 25th June, 2025	1st - 3rd Sept, 2025	15th - 17th Dec, 2025	₦350,000
118	ACCOUNTING SKILLS IMPROVEMENT COURSE FOR MIDDLE LEVEL MANAGERS AND SUPERVISORS	20th - 22nd Mar, 2025	23rd - 25th June, 2025	1st - 3rd Sept, 2025	18th - 20th Dec, 2025	₦350,000
119	ADVANCED PAYROLL MANAGEMENT COURSE	20th - 22nd Mar, 2025	23rd - 25th June, 2025	1st - 3rd Sept, 2025	18th - 20th Dec, 2025	₦350,000
120	MANAGING ACCOUNTS RECEIVABLES AND PAYABLES	20th - 22nd Mar, 2025	23rd - 25th June, 2025	1st - 3rd Sept, 2025	18th - 20th Dec, 2025	₦350,000

The amount will cover all workshop materials and literature, Executive bag, Tea/Coffee, Lunch, Photographs and Certificate. Payment should be made in Cash, Bank Draft or Transfer in favour of Alpha Partners.

**Note:** The fee will attract additional 7.5% VAT.

All classroom courses will hold at Alpha Partners Professional Training Conference Centre, 200, Murtala Mohammed Way (2nd & 3rd Floors) Adekunle BRT Bus Stop, Yaba - Lagos.

Please let us know the courses you would like your employees to attend. For further information on these courses and for in-house training arrangements, please call Chris Onwuasigwe, 08033045484, 09060007799, 09060002299.

**E-mail:** info@alphapartnerstrainings.com, alphapartner111@yahoo.com **Website:** www.alphapartnerstrainings.com



- ✓ Classroom
- ✓ Online
- ✓ In-house

S/N	TITLE	1ST BATCH	2ND BATCH	3RD BATCH	4TH BATCH	FEE
1	AUDITING THE MANUFACTURING PROCESS	13th - 15th Jan, 2025	20th - 22nd Mar, 2025	19th - 21st June, 2025	11th - 13th Sept, 2025	₦350,000
2	HOW TO ESTABLISH EFFECTIVE INTERNAL CONTROLS	13th - 15th Jan, 2025	20th - 22nd Mar, 2025	19th - 21st June, 2025	11th - 13th Sept, 2025	₦350,000
3	WRITING EFFECTIVE AUDIT REPORTS	13th - 15th Jan, 2025	20th - 22nd Mar, 2025	19th - 21st June, 2025	11th - 13th Sept, 2025	₦350,000
4	AUDITING THE ENTERPRISE RISK MANAGEMENT PROCESS	13th - 15th Jan, 2025	20th - 22nd Mar, 2025	19th - 21st June, 2025	15th - 17th Sept, 2025	₦350,000
5	ADVANCED INTERNAL CONTROL AND FRAUD PREVENTION	13th - 15th Jan, 2025	20th - 22nd Mar, 2025	19th - 21st June, 2025	15th - 17th Sept, 2025	₦350,000
6	REPORT WRITING AND COMMUNICATION SKILLS FOR AUDITORS	13th - 15th Jan, 2025	20th - 22nd Mar, 2025	19th - 21st June, 2025	15th - 17th Sept, 2025	₦350,000
7	MODERN INTERNATIONAL STANDARDS OF INTERNAL AUDIT FUNCTION	16th - 18th Jan, 2025	24th - 26th Mar, 2025	23rd - 25th June, 2025	15th - 17th Sept, 2025	₦350,000
8	EMBEDDING CRITICAL THINKING INTO THE INTERNAL AUDIT PROCESS	16th - 18th Jan, 2025	24th - 26th Mar, 2025	23rd - 25th June, 2025	18th - 20th Sept, 2025	₦350,000
9	DATA ANALYTICS, CONTINUOUS AUDITING AND AUDIT AUTOMATION	16th - 18th Jan, 2025	24th - 26th Mar, 2025	23rd - 25th June, 2025	18th - 20th Sept, 2025	₦350,000
10	SUCCESSFUL STRATEGIES FOR AUDIT MANAGERS	16th - 18th Jan, 2025	24th - 26th Mar, 2025	23rd - 25th June, 2025	18th - 20th Sept, 2025	₦350,000
11	DEVELOPING EFFECTIVE AUDIT WORK PROGRAMS	16th - 18th Jan, 2025	24th - 26th Mar, 2025	23rd - 25th June, 2025	18th - 20th Sept, 2025	₦350,000
12	ADVANCED RISK - BASED AUDITING	16th - 18th Jan, 2025	24th - 26th Mar, 2025	23rd - 25th June, 2025	22nd - 24th Sept, 2025	₦350,000
13	IT AUDITING AND THE INTERNAL AUDITOR	20th - 22nd Jan, 2025	27th - 29th Mar, 2025	26th - 28th June, 2025	22nd - 24th Sept, 2025	₦350,000
14	INTERNAL AUDITING FOR FRAUD	20th - 22nd Jan, 2025	27th - 29th Mar, 2025	26th - 28th June, 2025	22nd - 24th Sept, 2025	₦350,000
15	AUDITING BUSINESS PROCESSES	20th - 22nd Jan, 2025	27th - 29th Mar, 2025	26th - 28th June, 2025	22nd - 24th Sept, 2025	₦350,000
16	EFFECTIVE TECHNIQUES IN AUDITING THE FINANCE, TREASURY AND ACCOUNTING FUNCTIONS	20th - 22nd Jan, 2025	27th - 29th Mar, 2025	26th - 28th June, 2025	22nd - 24th Sept, 2025	₦350,000
17	FRAUD TESTING: INTEGRATING FRAUD DETECTION INTO YOUR AUDIT PROGRAM	20th - 22nd Jan, 2025	2nd - 4th Apr, 2025	26th - 28th June, 2025	22nd - 24th Sept, 2025	₦350,000
18	FRAUD AUDITING FOR INTERNAL AUDITORS	20th - 22nd Jan, 2025	2nd - 4th Apr, 2025	26th - 28th June, 2025	25th - 27th Sept, 2025	₦350,000
19	DEVELOPING EFFECTIVE CONTINUOUS AUDITS	23rd - 25th Jan, 2025	2nd - 4th Apr, 2025	30th June - 2nd July, 2025	25th - 27th Sept, 2025	₦350,000
20	IMPLEMENTING A FRAUD AWARENESS PROGRAM	23rd - 25th Jan, 2025	2nd - 4th Apr, 2025	30th June - 2nd July, 2025	25th - 27th Sept, 2025	₦350,000
21	PROJECT MANAGEMENT SKILLS FOR INTERNAL AUDITORS	23rd - 25th Jan, 2025	7th - 9th Apr, 2025	30th June - 2nd July, 2025	25th - 27th Sept, 2025	₦350,000
22	CONCEPT OF IT AUDITING	23rd - 25th Jan, 2025	7th - 9th Apr, 2025	30th June - 2nd July, 2025	25th - 27th Sept, 2025	₦350,000
23	ESSENTIALS OF INTERNAL AUDIT TRAINING	23rd - 25th Jan, 2025	7th - 9th Apr, 2025	30th June - 2nd July, 2025	25th - 27th Sept, 2025	₦350,000
24	DEVELOPING RESULTS-DRIVEN AUDIT WORK PROGRAMS	23rd - 25th Jan, 2025	7th - 9th Apr, 2025	30th June - 2nd July, 2025	2nd - 4th Oct, 2025	₦350,000
25	INTERVIEWING SKILLS FOR INTERNAL AUDITORS	27th - 29th Jan, 2025	10th - 12th Apr, 2025	3rd - 5th July, 2025	2nd - 4th Oct, 2025	₦350,000
26	EFFECTIVE REPORT WRITING FOR INTERNAL AUDITORS	27th - 29th Jan, 2025	10th - 12th Apr, 2025	3rd - 5th July, 2025	2nd - 4th Oct, 2025	₦350,000
27	AUDITING PROJECTS, PROJECT MANAGEMENT AND PROJECT RISK COURSE	27th - 29th Jan, 2025	10th - 12th Apr, 2025	3rd - 5th July, 2025	2nd - 4th Oct, 2025	₦350,000
28	DEVELOPING, IMPROVING AND MONITORING CORPORATE AUDIT FUNCTION FOR RESULT	27th - 29th Jan, 2025	10th - 12th Apr, 2025	3rd - 5th July, 2025	2nd - 4th Oct, 2025	₦350,000
29	CREATIVE PROBLEM-SOLVING TECHNIQUES FOR INTERNAL AUDITORS	27th - 29th Jan, 2025	10th - 12th Apr, 2025	3rd - 5th July, 2025	6th - 8th Oct, 2025	₦350,000
30	AUDIT EVIDENCE AND WORK PAPERS	27th - 29th Jan, 2025	10th - 12th Apr, 2025	7th - 9th July, 2025	6th - 8th Oct, 2025	₦350,000



- ✓ Classroom
- ✓ Online
- ✓ In-house

S/N	TITLE	1ST BATCH	2ND BATCH	3RD BATCH	4TH BATCH	FEE
31	FINANCIAL AUDITING FOR INTERNAL AUDITORS	30th Jan – 1st Feb, 2025	14th - 16th Apr, 2025	7th - 9th July, 2025	6th – 8th Oct, 2025	₦350,000
32	FRAUD DETECTION AND INVESTIGATION FOR INTERNAL AUDITORS	30th Jan – 1st Feb, 2025	14th - 16th Apr, 2025	7th - 9th July, 2025	6th – 8th Oct, 2025	₦350,000
33	HOW TO RUN AND DELIVER SUCCESSFUL AND TIMELY AUDITS	30th Jan – 1st Feb, 2025	14th - 16th Apr, 2025	7th - 9th July, 2025	9th – 11th Oct, 2025	₦350,000
34	HOW TO CONDUCT A SUCCESSFUL INTERNAL AUDIT	30th Jan – 1st Feb, 2025	14th - 16th Apr, 2025	7th - 9th July, 2025	9th – 11th Oct, 2025	₦350,000
35	DEVELOPING, IMPROVING AND MONITORING THE INTERNAL AUDIT FUNCTION	30th Jan – 1st Feb, 2025	14th - 16th Apr, 2025	7th - 9th July, 2025	9th – 11th Oct, 2025	₦350,000
36	COSO BASED INTERNAL AUDITING FOR RESULTS	30th Jan – 1st Feb, 2025	14th - 16th Apr, 2025	10th - 12th July, 2025	9th – 11th Oct, 2025	₦350,000
37	ENTERPRISE RISK MANAGEMENT STRATEGIES	3rd – 5th Feb, 2025	22nd - 24th Apr, 2025	10th - 12th July, 2025	13th - 15th Oct, 2025	₦350,000
38	MODERN INTERNAL AUDITING	3rd – 5th Feb, 2025	22nd - 24th Apr, 2025	10th - 12th July, 2025	13th - 15th Oct, 2025	₦350,000
39	MAKING YOUR AUDIT REPORTS PROFESSIONAL	3rd – 5th Feb, 2025	22nd - 24th Apr, 2025	10th - 12th July, 2025	13th - 15th Oct, 2025	₦350,000
40	ADVANCED STRATEGIC INTERNAL AUDITING	3rd – 5th Feb, 2025	22nd - 24th Apr, 2025	10th - 12th July, 2025	13th - 15th Oct, 2025	₦350,000
41	FORENSIC ACCOUNTING AND AUDITING COURSE	3rd – 5th Feb, 2025	22nd - 24th Apr, 2025	10th - 12th July, 2025	16th – 18th Oct 2025	₦350,000
42	INTERNAL CONTROL DOCUMENTATION, EVALUATION AND REVIEW FOR INTERNAL AUDITORS	3rd – 5th Feb, 2025	22nd - 24th Apr, 2025	14th - 16th July, 2025	16th – 18th Oct 2025	₦350,000
43	INTERNAL AUDIT AND RISK ASSURANCE COURSE	6th – 8th Feb, 2025	28th - 30th Apr, 2025	14th - 16th July, 2025	16th – 18th Oct 2025	₦350,000
44	FINANCIAL STATEMENT FRAUD ANALYSIS AND FORENSIC ACCOUNTING	6th – 8th Feb, 2025	28th - 30th Apr, 2025	14th - 16th July, 2025	16th – 18th Oct 2025	₦350,000
45	FINANCIAL FRAUD INVESTIGATORS COURSE	6th – 8th Feb, 2025	28th - 30th Apr, 2025	14th - 16th July, 2025	20th – 22nd Oct, 2025	₦350,000
46	ADVANCED FRAUD AUDITING FOR INTERNAL AUDITORS	6th – 8th Feb, 2025	28th - 30th Apr, 2025	14th - 16th July, 2025	20th – 22nd Oct, 2025	₦350,000
47	VALUE FOR MONEY AUDIT: PROJECT AUDITS	6th – 8th Feb, 2025	28th - 30th Apr, 2025	14th - 16th July, 2025	20th – 22nd Oct, 2025	₦350,000
48	INTERNAL CONTROL AND FRAUD AWARENESS	6th – 8th Feb, 2025	28th - 30th Apr, 2025	17th - 19th July, 2025	20th – 22nd Oct, 2025	₦350,000
49	INTRODUCTION TO IT AUDITING AND IT FRAUD DETECTION	10th - 12th Feb, 2025	5th - 7th May, 2025	17th - 19th July, 2025	16th - 18th Oct, 2025	₦350,000
50	OPERATIONAL AUDITING: INFLUENCING POSITIVE CHANGE	10th - 12th Feb, 2025	5th - 7th May, 2025	17th - 19th July, 2025	16th - 18th Oct, 2025	₦350,000
51	INTERNAL CONTROL PRINCIPLES AND PRACTICE	10th - 12th Feb, 2025	5th - 7th May, 2025	17th - 19th July, 2025	16th - 18th Oct, 2025	₦350,000
52	INTERNAL AUDIT WORKING PAPERS	10th - 12th Feb, 2025	5th - 7th May, 2025	17th - 19th July, 2025	16th - 18th Oct, 2025	₦350,000
53	AUDIT SENIOR MANAGERS COURSE	10th - 12th Feb, 2025	5th - 7th May, 2025	17th - 19th July, 2025	23rd - 25th Oct, 2025	₦350,000
54	AUDIT SKILLS WORKSHOP FOR INTERNAL AUDITORS	10th - 12th Feb, 2025	5th - 7th May, 2025	21st – 23rd July, 2025	23rd - 25th Oct, 2025	₦350,000
55	FUNDAMENTALS OF INTERNAL AUDITING AND AUDIT REPORT	13th - 15th Feb, 2025	8th - 10th May, 2025	21st – 23rd July, 2025	23rd - 25th Oct, 2025	₦350,000
56	AUDITING IT OUTSOURCED ENVIRONMENTS	13th - 15th Feb, 2025	8th - 10th May, 2025	21st – 23rd July, 2025	23rd - 25th Oct, 2025	₦350,000
57	RAISING THE BAR OF INTERNAL AUDIT	13th - 15th Feb, 2025	8th - 10th May, 2025	21st – 23rd July, 2025	27th - 29th Oct, 2025	₦350,000
58	INTERNAL AUDIT REPORT WRITING FOR IMPACT AND RESULTS	13th - 15th Feb, 2025	8th - 10th May, 2025	21st – 23rd July, 2025	27th - 29th Oct, 2025	₦350,000
59	INTERNAL AUDIT LEADERSHIP MASTERCLASS	13th - 15th Feb, 2025	8th - 10th May, 2025	24th - 26th July, 2025	27th - 29th Oct, 2025	₦350,000
60	MANAGING THE AUDIT DEPARTMENT OF YOUR ORGANIZATION	13th - 15th Feb, 2025	8th - 10th May, 2025	24th - 26th July, 2025	27th - 29th Oct, 2025	₦350,000

- ✓ Classroom
- ✓ Online
- ✓ In-house

S/N	TITLE	1ST BATCH	2ND BATCH	3RD BATCH	4TH BATCH	FEE
61	COMPREHENSIVE COURSE ON INTERNAL CONTROL, COMPLIANCE AND RISK MANAGEMENT	17th - 19th Feb, 2025	12th - 14th May, 2025	24th - 26th July, 2025	30th Oct - 1st Nov, 2025	₦350,000
62	EFFECTIVE INTERNAL AUDITING STRATEGIES AND FRAUD RISK MITIGATION	17th - 19th Feb, 2025	12th - 14th May, 2025	24th - 26th July, 2025	30th Oct - 1st Nov, 2025	₦350,000
63	ESSENTIALS OF INTERNAL AUDIT	17th - 19th Feb, 2025	12th - 14th May, 2025	24th - 26th July, 2025	30th Oct - 1st Nov, 2025	₦350,000
64	FRAUD AUDITING FOR AUDITORS	17th - 19th Feb, 2025	12th - 14th May, 2025	28th - 30th July, 2025	30th Oct - 1st Nov, 2025	₦350,000
65	ADVANCED PROFESSIONAL AUDIT SKILLS	17th - 19th Feb, 2025	12th - 14th May, 2025	28th - 30th July, 2025	3rd - 5th Nov, 2025	₦350,000
66	FUNDAMENTALS OF CONDUCTING AN INTERNAL FORENSIC INVESTIGATION	17th - 19th Feb, 2025	12th - 14th May, 2025	28th - 30th July, 2025	3rd - 5th Nov, 2025	₦350,000
67	EFFECTIVE AUDITING AND INSPECTION SKILLS	20th - 22nd Feb, 2025	15th - 17th May, 2025	28th - 30th July, 2025	3rd - 5th Nov, 2025	₦350,000
68	INTERNAL AUDITING OF THE ACCOUNTING AND THE FINANCE FUNCTIONS	20th - 22nd Feb, 2025	15th - 17th May, 2025	31st July - 2nd Aug, 2025	3rd - 5th Nov, 2025	₦350,000
69	AUDITING ORGANIZATIONAL PROCESSES AND PROCEDURES FOR RESULTS	20th - 22nd Feb, 2025	15th - 17th May, 2025	31st July - 2nd Aug, 2025	6th - 8th Nov, 2025	₦350,000
70	INTERNAL AUDIT REPORT WRITING COURSE	20th - 22nd Feb, 2025	15th - 17th May, 2025	31st July - 2nd Aug, 2025	6th - 8th Nov, 2025	₦350,000
71	INTERNAL CONTROL AND FRAUD PREVENTION	20th - 22nd Feb, 2025	15th - 17th May, 2025	31st July - 2nd Aug, 2025	6th - 8th Nov, 2025	₦350,000
72	EXCELLENCE IN INTERNAL AUDITING	20th - 22nd Feb, 2025	15th - 17th May, 2025	4th - 6th Aug, 2025	6th - 8th Nov, 2025	₦350,000
73	RISK REDUCTION: INTERNAL CONTROLS, POLICIES AND PROCEDURES	24th - 26th Feb, 2025	19th - 21st May, 2025	4th - 6th Aug, 2025	10th - 12th Nov, 2025	₦350,000
74	RISK ASSESSMENTS AFTER COVID-19	24th - 26th Feb, 2025	19th - 21st May, 2025	4th - 6th Aug, 2025	10th - 12th Nov, 2025	₦350,000
75	FRAUD INVESTIGATION TOOLS AND TECHNIQUES	24th - 26th Feb, 2025	19th - 21st May, 2025	4th - 6th Aug, 2025	10th - 12th Nov, 2025	₦350,000
76	AUDITING TECHNIQUES FOR LEAD AUDITORS	24th - 26th Feb, 2025	19th - 21st May, 2025	7th - 9th Aug, 2025	10th - 12th Nov, 2025	₦350,000
77	INTERNAL AUDIT INVESTIGATION, PROCEDURES AND PROCESSES	24th - 26th Feb, 2025	19th - 21st May, 2025	7th - 9th Aug, 2025	13th - 15th Nov, 2025	₦350,000
78	INTERNAL AUDIT PLANNING AND MANAGEMENT	24th - 26th Feb, 2025	19th - 21st May, 2025	7th - 9th Aug, 2025	13th - 15th Nov, 2025	₦350,000
79	EXCELLENCE IN INTERNAL AUDIT REPORT WRITING	27th Feb - 1st Mar, 2025	22nd - 24th May, 2025	7th - 9th Aug, 2025	13th - 15th Nov, 2025	₦350,000
80	MANAGING FRAUD IN A DIGITIZED WORLD	27th Feb - 1st Mar, 2025	22nd - 24th May, 2025	11th - 13th Aug, 2025	13th - 15th Nov, 2025	₦350,000
81	RISK-BASED INTERNAL AUDITING TECHNIQUES	27th Feb - 1st Mar, 2025	22nd - 24th May, 2025	11th - 13th Aug, 2025	17th - 19th Nov, 2025	₦350,000
82	INTERNAL AUDITORS ROLE IN PREVENTING FRAUD	27th Feb - 1st Mar, 2025	22nd - 24th May, 2025	11th - 13th Aug, 2025	17th - 19th Nov, 2025	₦350,000
83	CONDUCTING AN INTERNAL FRAUD INVESTIGATION	27th Feb - 1st Mar, 2025	22nd - 24th May, 2025	11th - 13th Aug, 2025	17th - 19th Nov, 2025	₦350,000
84	INTERVIEWING TECHNIQUES FOR EFFECTIVE AUDITS	27th Feb - 1st Mar, 2025	22nd - 24th May, 2025	14th - 16th Aug, 2025	17th - 19th Nov, 2025	₦350,000
85	MODERNIZING AND UPGRADING THE INTERNAL AUDIT FUNCTION	3rd - 5th Mar, 2025	26th - 28th May, 2025	14th - 16th Aug, 2025	20th - 22nd Nov, 2025	₦350,000
86	AUDIT PLANNING AND MONITORING: BEST PRACTICE	3rd - 5th Mar, 2025	26th - 28th May, 2025	14th - 16th Aug, 2025	20th - 22nd Nov, 2025	₦350,000
87	FRAUD RISK MANAGEMENT TECHNIQUES FOR INTERNAL AUDITORS	3rd - 5th Mar, 2025	26th - 28th May, 2025	14th - 16th Aug, 2025	20th - 22nd Nov, 2025	₦350,000
88	DEVELOPING AUDIT PROCESSES AND PROCEDURES	3rd - 5th Mar, 2025	26th - 28th May, 2025	18th - 20th Aug, 2025	24th - 26th Nov, 2025	₦350,000
89	AUDITING OF PROJECTS AND CONTRACTS	3rd - 5th Mar, 2025	26th - 28th May, 2025	18th - 20th Aug, 2025	24th - 26th Nov, 2025	₦350,000
90	FINANCIAL AUDITING USING IFRS	3rd - 5th Mar, 2025	26th - 28th May, 2025	18th - 20th Aug, 2025	24th - 26th Nov, 2025	₦350,000



- ✓ Classroom
- ✓ Online
- ✓ In-house

S/N	TITLE	1ST BATCH	2ND BATCH	3RD BATCH	4TH BATCH	FEE
91	ADVANCED AUDITING TECHNIQUES FOR INTERNAL AUDITORS	6th – 8th Mar, 2025	29th – 31st May, 2025	18th - 20th Aug, 2025	24th – 26th Nov, 2025	₦350,000
92	FRAUD RISK AFTER COVID-19	6th – 8th Mar, 2025	29th – 31st May, 2025	21st – 23rd Aug, 2025	27th – 29th Nov, 2025	₦350,000
93	INTERNAL CONTROLS POLICIES AND PROCEDURES	6th – 8th Mar, 2025	29th – 31st May, 2025	21st – 23rd Aug, 2025	27th – 29th Nov, 2025	₦350,000
94	INTERNAL AUDIT REPORTS - COMMUNICATING ASSURANCE RESULTS	6th – 8th Mar, 2025	29th – 31st May, 2025	21st – 23rd Aug, 2025	27th – 29th Nov, 2025	₦350,000
95	INTERNAL CONTROLS: GUIDELINES, CONCEPTS AND IMPLEMENTATION	6th – 8th Mar, 2025	29th – 31st May, 2025	21st – 23rd Aug, 2025	1st – 3rd Dec, 2025	₦350,000
96	FINANCIAL STATEMENT FRAUD DETECTION FOR INTERNAL AUDITORS	6th – 8th Mar, 2025	29th – 31st May, 2025	25th – 27th Aug, 2025	1st – 3rd Dec, 2025	₦350,000
97	EFFECTIVE CONTINUOUS AUDITING AND MONITORING	10th – 12th Mar, 2025	2nd - 4th June, 2025	25th – 27th Aug, 2025	1st – 3rd Dec, 2025	₦350,000
98	APPROACHES TO FINANCIAL AUDITING	10th – 12th Mar, 2025	2nd - 4th June, 2025	25th – 27th Aug, 2025	4th – 6th Dec, 2025	₦350,000
99	FRAUD DETECTION, PREVENTION AND CONTROL	10th – 12th Mar, 2025	2nd - 4th June, 2025	25th – 27th Aug, 2025	4th – 6th Dec, 2025	₦350,000
100	FUNDAMENTALS OF INTERNAL AUDITING	10th – 12th Mar, 2025	2nd - 4th June, 2025	28th – 30th Aug, 2025	4th – 6th Dec, 2025	₦350,000
101	FRAUD AND FORENSIC AUDITING	10th – 12th Mar, 2025	2nd - 4th June, 2025	28th – 30th Aug, 2025	8th – 10th Dec, 2025	₦350,000
102	PERFORMING AN EFFECTIVE INTERNAL AUDIT QUALITY ASSESSMENT	10th – 12th Mar, 2025	2nd - 4th June, 2025	28th – 30th Aug, 2025	8th – 10th Dec, 2025	₦350,000
103	THE EFFECTIVE AUDITOR: SKILLS IMPROVEMENT COURSE	13th – 15th Mar, 2025	9th - 11th June, 2025	28th – 30th Aug, 2025	8th – 10th Dec, 2025	₦350,000
104	REPORT WRITING FOR THE INTERNAL AUDITOR	13th – 15th Mar, 2025	9th - 11th June, 2025	1st – 3rd Sept, 2025	11th – 13th Dec, 2025	₦350,000
105	BEST PRACTICE IN INTERNAL AUDITING	13th – 15th Mar, 2025	9th - 11th June, 2025	1st – 3rd Sept, 2025	11th – 13th Dec, 2025	₦350,000
106	MASTERING INTERNAL CONTROLS AND FRAUD PREVENTION	13th – 15th Mar, 2025	9th - 11th June, 2025	1st – 3rd Sept, 2025	11th – 13th Dec, 2025	₦350,000
107	INTERNAL AUDIT AND COMPLIANCE STANDARDS FOR AUDITORS	13th – 15th Mar, 2025	9th - 11th June, 2025	1st – 3rd Sept, 2025	15th – 17th Dec, 2025	₦350,000
108	CORPORATE AUDITORS EFFICIENCY COURSE	13th – 15th Mar, 2025	9th - 11th June, 2025	8th - 10th Sept, 2025	15th – 17th Dec, 2025	₦350,000
109	INTERNAL AUDIT BEST PRACTICES AND PRINCIPLES	17th - 19th Mar, 2025	16th – 18th June, 2025	8th - 10th Sept, 2025	15th – 17th Dec, 2025	₦350,000
110	INTERNAL AUDIT TECHNIQUES, CHALLENGES AND SOLUTIONS	17th - 19th Mar, 2025	16th – 18th June, 2025	8th - 10th Sept, 2025	18th – 20th Dec, 2025	₦350,000
111	AUDITING FOR CONTRACTS AND PROCUREMENT	17th - 19th Mar, 2025	16th – 18th June, 2025	8th - 10th Sept, 2025	18th – 20th Dec, 2025	₦350,000
112	FRAUD RISK AND THE INTERNAL AUDITOR	17th - 19th Mar, 2025	16th – 18th June, 2025	11th - 13th Sept, 2025	18th – 20th Dec, 2025	₦350,000

The amount will cover all workshop materials and literature, Executive bag, Tea/Coffee, Lunch, Photographs and Certificate. Payment should be made in Cash, Bank Draft or Transfer in favour of Alpha Partners.

**Note:** The fee will attract additional 7.5% VAT.

All classroom courses will hold at Alpha Partners Professional Training Conference Centre, 200, Murtala Mohammed Way (2nd & 3rd Floors) Adekunle BRT Bus Stop Yaba - Lagos.

Please let us know the courses you would like your employees to attend. For further information on these courses and for in-house training arrangements, please call Chris Onwuasigwe, 08033045484, 09060007799, 09060002299.

**E-mail:** info@alphapartnerstrainings.com, alphapartner111@yahoo.com **Website:** www.alphapartnerstrainings.com



- ✓ Classroom
- ✓ Online
- ✓ In-house

S/N	TITLE	1ST BATCH	2ND BATCH	3RD BATCH	4TH BATCH	FEE
1	STOCK TAKING, VALUATION AND STOCK RECORDING	13th - 15th Jan, 2025	20th - 22nd Mar, 2025	19th - 21st June, 2025	11th - 13th Sept, 2025	₦350,000
2	WAREHOUSING AND INVENTORY MANAGEMENT COURSE	13th - 15th Jan, 2025	20th - 22nd Mar, 2025	19th - 21st June, 2025	11th - 13th Sept, 2025	₦350,000
3	STORAGE AND HANDLING OF TOXIC CHEMICALS AND HAZARDOUS MATERIALS	13th - 15th Jan, 2025	20th - 22nd Mar, 2025	19th - 21st June, 2025	11th - 13th Sept, 2025	₦350,000
4	WAREHOUSE OPERATIONS AND MANAGEMENT	13th - 15th Jan, 2025	20th - 22nd Mar, 2025	19th - 21st June, 2025	15th - 17th Sept, 2025	₦350,000
5	PROCUREMENT MANAGEMENT BEST PRACTICE	13th - 15th Jan, 2025	20th - 22nd Mar, 2025	19th - 21st June, 2025	15th - 17th Sept, 2025	₦350,000
6	THE COMPLETE COURSE ON PURCHASING MANAGEMENT	13th - 15th Jan, 2025	20th - 22nd Mar, 2025	19th - 21st June, 2025	15th - 17th Sept, 2025	₦350,000
7	ADVANCED FORECASTING AND INVENTORY MANAGEMENT	16th - 18th Jan, 2025	24th - 26th Mar, 2025	23rd - 25th June, 2025	15th - 17th Sept, 2025	₦350,000
8	STORES MANAGEMENT AND PURCHASING PROCEDURES	16th - 18th Jan, 2025	24th - 26th Mar, 2025	23rd - 25th June, 2025	18th - 20th Sept, 2025	₦350,000
9	SUPPLY CHAIN RISK MANAGEMENT WORKSHOP	16th - 18th Jan, 2025	24th - 26th Mar, 2025	23rd - 25th June, 2025	18th - 20th Sept, 2025	₦350,000
10	ADVANCED PROCUREMENT SKILLS	16th - 18th Jan, 2025	24th - 26th Mar, 2025	23rd - 25th June, 2025	18th - 20th Sept, 2025	₦350,000
11	STORES PROCEDURES, REGULATIONS AND PRACTICES	16th - 18th Jan, 2025	24th - 26th Mar, 2025	23rd - 25th June, 2025	18th - 20th Sept, 2025	₦350,000
12	GLOBAL SUPPLY CHAIN MANAGEMENT: BEST PRACTICES IN IMPORT AND EXPORT OPERATIONS	16th - 18th Jan, 2025	24th - 26th Mar, 2025	23rd - 25th June, 2025	22nd - 24th Sept, 2025	₦350,000
13	STOCK TAKING SKILLS AND STOCK VALUATION	20th - 22nd Jan, 2025	27th - 29th Mar, 2025	26th - 28th June, 2025	22nd - 24th Sept, 2025	₦350,000
14	IMPROVING YOUR BUYING SKILLS	20th - 22nd Jan, 2025	27th - 29th Mar, 2025	26th - 28th June, 2025	22nd - 24th Sept, 2025	₦350,000
15	MANAGEMENT SKILLS FOR WAREHOUSE SUPERVISORS	20th - 22nd Jan, 2025	27th - 29th Mar, 2025	26th - 28th June, 2025	22nd - 24th Sept, 2025	₦350,000
16	PROCUREMENT BEST PRACTICES WORKSHOP	20th - 22nd Jan, 2025	27th - 29th Mar, 2025	26th - 28th June, 2025	22nd - 24th Sept, 2025	₦350,000
17	PRINCIPLES OF MATERIAL HANDLING AND STORES MANAGEMENT	20th - 22nd Jan, 2025	2nd - 4th Apr, 2025	26th - 28th June, 2025	22nd - 24th Sept, 2025	₦350,000
18	PHYSICAL INVENTORY AND CYCLE COUNTING WORKSHOP	20th - 22nd Jan, 2025	2nd - 4th Apr, 2025	26th - 28th June, 2025	25th - 27th Sept, 2025	₦350,000
19	ADVANCED PURCHASING, LOGISTICS AND STORES MANAGEMENT	23rd - 25th Jan, 2025	2nd - 4th Apr, 2025	30th June - 2nd July, 2025	25th - 27th Sept, 2025	₦350,000
20	STOCK QUANTIFICATION, VALUATION AND DOCUMENTATION	23rd - 25th Jan, 2025	2nd - 4th Apr, 2025	30th June - 2nd July, 2025	25th - 27th Sept, 2025	₦350,000
21	PREVENTION OF STOCK DETERIORATION AND OBSOLESCENCE IN THE STORES AND WAREHOUSE	23rd - 25th Jan, 2025	7th - 9th Apr, 2025	30th June - 2nd July, 2025	25th - 27th Sept, 2025	₦350,000
22	ADVANCED WAREHOUSE MANAGEMENT	23rd - 25th Jan, 2025	7th - 9th Apr, 2025	30th June - 2nd July, 2025	25th - 27th Sept, 2025	₦350,000
23	STRATEGIC PROCUREMENT SKILLS FOR COMPETITIVE ADVANTAGE	23rd - 25th Jan, 2025	7th - 9th Apr, 2025	30th June - 2nd July, 2025	25th - 27th Sept, 2025	₦350,000
24	ADVANCED LOGISTICS AND TRANSPORTATION TECHNIQUES IN STOCK ADMINISTRATION	23rd - 25th Jan, 2025	7th - 9th Apr, 2025	30th June - 2nd July, 2025	2nd - 4th Oct, 2025	₦350,000
25	EFFECTIVE PURCHASING, TENDERING AND SUPPLIER MANAGEMENT	27th - 29th Jan, 2025	10th - 12th Apr, 2025	3rd - 5th July, 2025	2nd - 4th Oct, 2025	₦350,000
26	EFFECTIVE INVENTORY MANAGEMENT TECHNIQUES AND CONTROL	27th - 29th Jan, 2025	10th - 12th Apr, 2025	3rd - 5th July, 2025	2nd - 4th Oct, 2025	₦350,000
27	SECURITY AND SAFETY IN THE STORES DEPARTMENT	27th - 29th Jan, 2025	10th - 12th Apr, 2025	3rd - 5th July, 2025	2nd - 4th Oct, 2025	₦350,000
28	MANAGING PURCHASING AND STORES DEPARTMENT OF YOUR ORGANIZATION	27th - 29th Jan, 2025	10th - 12th Apr, 2025	3rd - 5th July, 2025	2nd - 4th Oct, 2025	₦350,000
29	SHIPPING AND PORT MANAGEMENT COURSE	27th - 29th Jan, 2025	10th - 12th Apr, 2025	3rd - 5th July, 2025	6th - 8th Oct, 2025	₦350,000



- ✓ Classroom
- ✓ Online
- ✓ In-house

S/N	TITLE	1ST BATCH	2ND BATCH	3RD BATCH	4TH BATCH	FEE
30	MANAGING CHANNELS TO MARKETS THROUGH DISTRIBUTION CHANNELS	27th - 29th Jan, 2025	10th - 12th Apr, 2025	7th - 9th July, 2025	6th - 8th Oct, 2025	₦350,000
31	MODERN PURCHASING AND CONTRACT MANAGEMENT	30th Jan - 1st Feb, 2025	14th - 16th Apr, 2025	7th - 9th July, 2025	6th - 8th Oct, 2025	₦350,000
32	INTEGRATING PURCHASING, LOGISTICS AND INVENTORY WITH SUPPLIES	30th Jan - 1st Feb, 2025	14th - 16th Apr, 2025	7th - 9th July, 2025	6th - 8th Oct, 2025	₦350,000
33	STOREKEEPING AND WAREHOUSE MANAGEMENT	30th Jan - 1st Feb, 2025	14th - 16th Apr, 2025	7th - 9th July, 2025	9th - 11th Oct, 2025	₦350,000
34	E-PURCHASING MANAGEMENT AND ADMINISTRATION FOR RESULTS	30th Jan - 1st Feb, 2025	14th - 16th Apr, 2025	7th - 9th July, 2025	9th - 11th Oct, 2025	₦350,000
35	ADVANCED PURCHASING AND STORES MANAGEMENT	30th Jan - 1st Feb, 2025	14th - 16th Apr, 2025	7th - 9th July, 2025	9th - 11th Oct, 2025	₦350,000
36	EXCELLENCE IN WAREHOUSE AND STORES MANAGEMENT	30th Jan - 1st Feb, 2025	14th - 16th Apr, 2025	10th - 12th July, 2025	9th - 11th Oct, 2025	₦350,000
37	ADVANCED PURCHASING AND TENDERS MANAGEMENT	3rd - 5th Feb, 2025	22nd - 24th Apr, 2025	10th - 12th July, 2025	13th - 15th Oct, 2025	₦350,000
38	EFFECTIVE STORES ADMINISTRATION AND LOGISTICS MANAGEMENT	3rd - 5th Feb, 2025	22nd - 24th Apr, 2025	10th - 12th July, 2025	13th - 15th Oct, 2025	₦350,000
39	CURRENT ISSUES IN PROCUREMENT AND PURCHASING MANAGEMENT	3rd - 5th Feb, 2025	22nd - 24th Apr, 2025	10th - 12th July, 2025	13th - 15th Oct, 2025	₦350,000
40	WAREHOUSE AND DISTRIBUTION MANAGEMENT	3rd - 5th Feb, 2025	22nd - 24th Apr, 2025	10th - 12th July, 2025	13th - 15th Oct, 2025	₦350,000
41	STRATEGIC PURCHASING AND SUPPLY MANAGEMENT	3rd - 5th Feb, 2025	22nd - 24th Apr, 2025	10th - 12th July, 2025	16th - 18th Oct, 2025	₦350,000
42	MANAGING TENDERS, SPECIFICATIONS AND CONTRACTS	3rd - 5th Feb, 2025	22nd - 24th Apr, 2025	14th - 16th July, 2025	16th - 18th Oct, 2025	₦350,000
43	QUALITY SERVICE OF PROPERTY INVENTORY RECORD KEEPING	6th - 8th Feb, 2025	28th - 30th Apr, 2025	14th - 16th July, 2025	16th - 18th Oct, 2025	₦350,000
44	NEW TRENDS IN STORES/STOCK MANAGEMENT FOR EFFECTIVENESS	6th - 8th Feb, 2025	28th - 30th Apr, 2025	14th - 16th July, 2025	16th - 18th Oct, 2025	₦350,000
45	STRATEGIC SOURCING: THE EFFECTIVE APPROACH TO BUYING	6th - 8th Feb, 2025	28th - 30th Apr, 2025	14th - 16th July, 2025	20th - 22nd Oct, 2025	₦350,000
46	MASTERING SUPPLY CHAIN MANAGEMENT	6th - 8th Feb, 2025	28th - 30th Apr, 2025	14th - 16th July, 2025	20th - 22nd Oct, 2025	₦350,000
47	PURCHASING AND VENDOR MANAGEMENT SKILLS	6th - 8th Feb, 2025	28th - 30th Apr, 2025	14th - 16th July, 2025	20th - 22nd Oct, 2025	₦350,000
48	EXCELLENCE IN WAREHOUSE AND INVENTORY MANAGEMENT	6th - 8th Feb, 2025	28th - 30th Apr, 2025	17th - 19th July, 2025	20th - 22nd Oct, 2025	₦350,000
49	THE EFFECTIVE BUYER	10th - 12th Feb, 2025	5th - 7th May, 2025	17th - 19th July, 2025	16th - 18th Oct, 2025	₦350,000
50	SUPPLIER PERFORMANCE: RATINGS, MEASUREMENT AND EVALUATION	10th - 12th Feb, 2025	5th - 7th May, 2025	17th - 19th July, 2025	16th - 18th Oct, 2025	₦350,000
51	TENDERING, PROCUREMENT AND NEGOTIATION SKILLS	10th - 12th Feb, 2025	5th - 7th May, 2025	17th - 19th July, 2025	16th - 18th Oct, 2025	₦350,000
52	LOGISTICS AND DISTRIBUTION MANAGEMENT	10th - 12th Feb, 2025	5th - 7th May, 2025	17th - 19th July, 2025	16th - 18th Oct, 2025	₦350,000
53	MASTERING WAREHOUSE MECHANICS	10th - 12th Feb, 2025	5th - 7th May, 2025	17th - 19th July, 2025	23rd - 25th Oct, 2025	₦350,000
54	E-PROCUREMENT STRATEGIES COURSE	10th - 12th Feb, 2025	5th - 7th May, 2025	21st - 23rd July, 2025	23rd - 25th Oct, 2025	₦350,000
55	STRATEGIC COST AND VALUE MANAGEMENT IN THE SUPPLY CHAIN	13th - 15th Feb, 2025	8th - 10th May, 2025	21st - 23rd July, 2025	23rd - 25th Oct, 2025	₦350,000
56	TOTAL QUALITY MANAGEMENT (TQM) BEST PRACTICES FOR STORES OFFICERS	13th - 15th Feb, 2025	8th - 10th May, 2025	21st - 23rd July, 2025	23rd - 25th Oct, 2025	₦350,000
57	WAREHOUSE MANAGEMENT BEST PRACTICES	13th - 15th Feb, 2025	8th - 10th May, 2025	21st - 23rd July, 2025	27th - 29th Oct, 2025	₦350,000
58	THE COMPLETE COURSE ON PURCHASING AND INVENTORY MANAGEMENT	13th - 15th Feb, 2025	8th - 10th May, 2025	21st - 23rd July, 2025	27th - 29th Oct, 2025	₦350,000
59	CONDUCTING EFFECTIVE STOCK AND INVENTORY CYCLE COUNTING	13th - 15th Feb, 2025	8th - 10th May, 2025	24th - 26th July, 2025	27th - 29th Oct, 2025	₦350,000

- ✓ Classroom
- ✓ Online
- ✓ In-house

S/N	TITLE	1ST BATCH	2ND BATCH	3RD BATCH	4TH BATCH	FEE
60	INVENTORY MANAGEMENT TECHNIQUES: PLANNING, REPLENISHMENT AND ACTIVITIES CONTROL	13th - 15th Feb, 2025	8th - 10th May, 2025	24th - 26th July, 2025	27th - 29th Oct, 2025	₦350,000
61	ACCOUNTING FOR INVENTORY MANAGEMENT COURSE	17th - 19th Feb, 2025	12th - 14th May, 2025	24th - 26th July, 2025	30th Oct - 1st Nov, 2025	₦350,000
62	EFFECTIVE STOREKEEPING SKILLS	17th - 19th Feb, 2025	12th - 14th May, 2025	24th - 26th July, 2025	30th Oct - 1st Nov, 2025	₦350,000
63	ADVANCED CONTRACTS MANAGEMENT	17th - 19th Feb, 2025	12th - 14th May, 2025	24th - 26th July, 2025	30th Oct - 1st Nov, 2025	₦350,000
64	COST EFFECTIVE PURCHASING AND PROCUREMENT SKILLS	17th - 19th Feb, 2025	12th - 14th May, 2025	28th - 30th July, 2025	30th Oct - 1st Nov, 2025	₦350,000
65	PURCHASING STRATEGIES, NEGOTIATING AND COST REDUCTION	17th - 19th Feb, 2025	12th - 14th May, 2025	28th - 30th July, 2025	3rd - 5th Nov, 2025	₦350,000
66	MANAGING VENDOR QUALIFICATION, PERFORMANCE AND CONTRACT COMPLIANCE	17th - 19th Feb, 2025	12th - 14th May, 2025	28th - 30th July, 2025	3rd - 5th Nov, 2025	₦350,000
67	STRATEGIC PURCHASING MANAGEMENT AND NEGOTIATION SKILLS COURSE	20th - 22nd Feb, 2025	15th - 17th May, 2025	28th - 30th July, 2025	3rd - 5th Nov, 2025	₦350,000
68	WORLD - CLASS WAREHOUSE AND INVENTORY CONTROL OPERATIONS	20th - 22nd Feb, 2025	15th - 17th May, 2025	31st July - 2nd Aug, 2025	3rd - 5th Nov, 2025	₦350,000
69	E-PROCUREMENT: DEVELOPING, IMPLEMENTING AND MANAGING THE COMPLETE PROCESS	20th - 22nd Feb, 2025	15th - 17th May, 2025	31st July - 2nd Aug, 2025	6th - 8th Nov, 2025	₦350,000
70	MANAGING THE PROCUREMENT PROCESS	20th - 22nd Feb, 2025	15th - 17th May, 2025	31st July - 2nd Aug, 2025	6th - 8th Nov, 2025	₦350,000
71	ENTERPRISE SUPPLY CHAIN MANAGEMENT WORKSHOP	20th - 22nd Feb, 2025	15th - 17th May, 2025	31st July - 2nd Aug, 2025	6th - 8th Nov, 2025	₦350,000
72	ADVANCED TENDERING PROCEDURES AND BID EVALUATION	20th - 22nd Feb, 2025	15th - 17th May, 2025	4th - 6th Aug, 2025	6th - 8th Nov, 2025	₦350,000
73	PROCUREMENT MANAGEMENT PROFESSIONAL	24th - 26th Feb, 2025	19th - 21st May, 2025	4th - 6th Aug, 2025	10th - 12th Nov, 2025	₦350,000
74	ESSENTIALS OF WAREHOUSE MANAGEMENT OPERATIONS	24th - 26th Feb, 2025	19th - 21st May, 2025	4th - 6th Aug, 2025	10th - 12th Nov, 2025	₦350,000
75	STOCK CONTROL AND INVENTORY MANAGEMENT	24th - 26th Feb, 2025	19th - 21st May, 2025	4th - 6th Aug, 2025	10th - 12th Nov, 2025	₦350,000
76	MASTERING MATERIALS MANAGEMENT COURSE	24th - 26th Feb, 2025	19th - 21st May, 2025	7th - 9th Aug, 2025	10th - 12th Nov, 2025	₦350,000
77	NEGOTIATING AND MANAGING CONTRACTS	24th - 26th Feb, 2025	19th - 21st May, 2025	7th - 9th Aug, 2025	13th - 15th Nov, 2025	₦350,000
78	EFFECTIVE PURCHASING MANAGEMENT	24th - 26th Feb, 2025	19th - 21st May, 2025	7th - 9th Aug, 2025	13th - 15th Nov, 2025	₦350,000
79	SUCCESSFULLY PLANNING AND CONTROLLING OF MATERIAL AND INVENTORY	27th Feb - 1st Mar, 2025	22nd - 24th May, 2025	7th - 9th Aug, 2025	13th - 15th Nov, 2025	₦350,000
80	DYNAMIC SIMULATION OF SUPPLY CHAIN AND LOGISTICS	27th Feb - 1st Mar, 2025	22nd - 24th May, 2025	11th - 13th Aug, 2025	13th - 15th Nov, 2025	₦350,000
81	ADVANCED PURCHASING MANAGEMENT	27th Feb - 1st Mar, 2025	22nd - 24th May, 2025	11th - 13th Aug, 2025	17th - 19th Nov, 2025	₦350,000
82	FINANCE FOR PROCUREMENT AND LOGISTICS PROFESSIONALS	27th Feb - 1st Mar, 2025	22nd - 24th May, 2025	11th - 13th Aug, 2025	17th - 19th Nov, 2025	₦350,000
83	BEST PRACTICE IN PROCUREMENT PROCESSES AND MANAGEMENT	27th Feb - 1st Mar, 2025	22nd - 24th May, 2025	11th - 13th Aug, 2025	17th - 19th Nov, 2025	₦350,000
84	WAREHOUSE AND INVENTORY BEST PRACTICE	27th Feb - 1st Mar, 2025	22nd - 24th May, 2025	14th - 16th Aug, 2025	17th - 19th Nov, 2025	₦350,000
85	SOLVING THE PROBLEMS OF THE NON-MOVING STOCK	3rd - 5th Mar, 2025	26th - 28th May, 2025	14th - 16th Aug, 2025	20th - 22nd Nov, 2025	₦350,000
86	INTERNATIONAL PROCUREMENT OPERATIONS TRAINING	3rd - 5th Mar, 2025	26th - 28th May, 2025	14th - 16th Aug, 2025	20th - 22nd Nov, 2025	₦350,000
87	ANALYTICAL METHODS FOR IMPROVED PURCHASING PERFORMANCE	3rd - 5th Mar, 2025	26th - 28th May, 2025	14th - 16th Aug, 2025	20th - 22nd Nov, 2025	₦350,000



- ✓ Classroom
- ✓ Online
- ✓ In-house

S/N	TITLE	1ST BATCH	2ND BATCH	3RD BATCH	4TH BATCH	FEE
88	LOGISTICS AND SUPPLY CHAIN MANAGEMENT TRAINING	3rd - 5th Mar, 2025	26th - 28th May, 2025	18th - 20th Aug, 2025	24th - 26th Nov, 2025	₦350,000
89	EFFECTIVE PURCHASING AND CONTRACT NEGOTIATION STRATEGIES	3rd - 5th Mar, 2025	26th - 28th May, 2025	18th - 20th Aug, 2025	24th - 26th Nov, 2025	₦350,000
90	UNDERSTANDING THE PROCUREMENT MANAGEMENT PRINCIPLES	3rd - 5th Mar, 2025	26th - 28th May, 2025	18th - 20th Aug, 2025	24th - 26th Nov, 2025	₦350,000
91	SELECTING, BUYING, INSTALLING AND USING A MODERN WAREHOUSE MANAGEMENT SYSTEM	6th - 8th Mar, 2025	29th - 31st May, 2025	18th - 20th Aug, 2025	24th - 26th Nov, 2025	₦350,000
92	EXCELLENCE IN STORES MANAGEMENT	6th - 8th Mar, 2025	29th - 31st May, 2025	21st - 23rd Aug, 2025	27th - 29th Nov, 2025	₦350,000
93	FUNDAMENTALS OF PURCHASING	6th - 8th Mar, 2025	29th - 31st May, 2025	21st - 23rd Aug, 2025	27th - 29th Nov, 2025	₦350,000
94	BEST PRACTICES FOR OPTIMIZING WAREHOUSE SAFETY	6th - 8th Mar, 2025	29th - 31st May, 2025	21st - 23rd Aug, 2025	27th - 29th Nov, 2025	₦350,000
95	DEVELOPING THE SKILLS OF A SUPPLY CHAIN LEADER	6th - 8th Mar, 2025	29th - 31st May, 2025	21st - 23rd Aug, 2025	1st - 3rd Dec, 2025	₦350,000
96	DEVELOPING PURCHASING POLICIES AND PROCESSES	6th - 8th Mar, 2025	29th - 31st May, 2025	25th - 27th Aug, 2025	1st - 3rd Dec, 2025	₦350,000
97	ADVANCED STORES AND INVENTORY MANAGEMENT	10th - 12th Mar, 2025	2nd - 4th June, 2025	25th - 27th Aug, 2025	1st - 3rd Dec, 2025	₦350,000
98	STOCK TAKING AND STOCK RECONCILIATION	10th - 12th Mar, 2025	2nd - 4th June, 2025	25th - 27th Aug, 2025	4th - 6th Dec, 2025	₦350,000
99	PURCHASING PRINCIPLES AND PRACTICES	10th - 12th Mar, 2025	2nd - 4th June, 2025	25th - 27th Aug, 2025	4th - 6th Dec, 2025	₦350,000
100	PROCUREMENT AND SUPPLY CHAIN MANAGEMENT BEST PRACTICE	10th - 12th Mar, 2025	2nd - 4th June, 2025	28th - 30th Aug, 2025	4th - 6th Dec, 2025	₦350,000
101	DETECTION AND PREVENTION OF CORRUPTION IN PROCUREMENT	10th - 12th Mar, 2025	2nd - 4th June, 2025	28th - 30th Aug, 2025	8th - 10th Dec, 2025	₦350,000
102	COMPUTERIZED STORES MANAGEMENT SYSTEMS	10th - 12th Mar, 2025	2nd - 4th June, 2025	28th - 30th Aug, 2025	8th - 10th Dec, 2025	₦350,000
103	FUNDAMENTALS OF PURCHASING FOR THE NEW BUYER	13th - 15th Mar, 2025	9th - 11th June, 2025	28th - 30th Aug, 2025	8th - 10th Dec, 2025	₦350,000
104	ADVANCED STORES AND INVENTORY CONTROL COURSE	13th - 15th Mar, 2025	9th - 11th June, 2025	1st - 3rd Sept, 2025	11th - 13th Dec, 2025	₦350,000
105	ADVANCED PURCHASING AND COST SAVING TECHNIQUES	13th - 15th Mar, 2025	9th - 11th June, 2025	1st - 3rd Sept, 2025	11th - 13th Dec, 2025	₦350,000
106	MODERN INVENTORY AND STORES MANAGEMENT	13th - 15th Mar, 2025	9th - 11th June, 2025	1st - 3rd Sept, 2025	11th - 13th Dec, 2025	₦350,000
107	MANAGING AND IMPROVING WAREHOUSE OPERATIONS	13th - 15th Mar, 2025	9th - 11th June, 2025	1st - 3rd Sept, 2025	15th - 17th Dec, 2025	₦350,000
108	STOCK FRAUD PREVENTION AND CONTROL	13th - 15th Mar, 2025	9th - 11th June, 2025	8th - 10th Sept, 2025	15th - 17th Dec, 2025	₦350,000
109	WAREHOUSE, STORES AND STOCK CONTROL MANAGEMENT	17th - 19th Mar, 2025	16th - 18th June, 2025	8th - 10th Sept, 2025	15th - 17th Dec, 2025	₦350,000
110	NEGOTIATION STRATEGIES FOR BETTER PURCHASING VALUE	17th - 19th Mar, 2025	16th - 18th June, 2025	8th - 10th Sept, 2025	18th - 20th Dec, 2025	₦350,000
111	PURCHASING AND STOCK FRAUD: DETECTION, AVOIDANCE AND CONTROL	17th - 19th Mar, 2025	16th - 18th June, 2025	8th - 10th Sept, 2025	18th - 20th Dec, 2025	₦350,000

The amount will cover all workshop materials and literature, Executive bag, Tea/Coffee, Lunch, Photographs and Certificate.

Payment should be made in Cash, Bank Draft or Transfer in favour of Alpha Partners.

**Note:** The fee will attract additional 7.5% VAT.

All classroom courses will hold at Alpha Partners Professional Training Conference Centre, 200, Murtala Mohammed Way (2nd & 3rd Floors) Adekunle BRT Bus Stop Yaba - Lagos.

Please let us know the courses you would like your employees to attend. For further information on these courses and for in-house training arrangements, please call Chris Onwuasigwe, 08033045484, 09060007799, 09060002299.

**E-mail:** [info@alphapartnerstrainings.com](mailto:info@alphapartnerstrainings.com), [alphapartner111@yahoo.com](mailto:alphapartner111@yahoo.com) **Website:** [www.alphapartnerstrainings.com](http://www.alphapartnerstrainings.com)



- ✓ Classroom
- ✓ Online
- ✓ In-house

S/N	TITLE	1ST BATCH	2ND BATCH	3RD BATCH	4TH BATCH	FEE
1	EFFECTIVE OFFICE MANAGEMENT AND ADMINISTRATION SKILLS	13th - 15th Jan, 2025	27th - 29th Mar, 2025	10th - 12th July, 2025	2nd - 4th Oct, 2025	₦350,000
2	COMPETENCY-BASED SALARY STRUCTURE DESIGN AND DEVELOPMENT	13th - 15th Jan, 2025	27th - 29th Mar, 2025	14th - 16th July, 2025	2nd - 4th Oct, 2025	₦350,000
3	MANPOWER ORGANIZATION SUCCESSION PLANNING AND TREND ANALYSIS	13th - 15th Jan, 2025	2nd - 4th Apr, 2025	14th - 16th July, 2025	2nd - 4th Oct, 2025	₦350,000
4	TRAIN THE TRAINER – MANAGING VIRTUAL AND PHYSICAL CLASSES	16th - 18th Jan, 2025	2nd - 4th Apr, 2025	14th - 16th July, 2025	6th - 8th Oct, 2025	₦350,000
5	COMMUNICATION AND INTERPERSONAL SKILLS WORKSHOP	16th - 18th Jan, 2025	7th - 9th Apr, 2025	17th - 19th July, 2025	6th - 8th Oct, 2025	₦350,000
6	THE EFFECTIVE HUMAN RESOURCES ADMINISTRATOR	16th - 18th Jan, 2025	7th - 9th Apr, 2025	17th - 19th July, 2025	6th - 8th Oct, 2025	₦350,000
7	EMPLOYMENT LAWS AND INDUSTRIAL RELATIONS PRACTICE IN NIGERIA	20th - 22nd Jan, 2025	10th - 12th Apr, 2025	17th - 19th July, 2025	9th - 11th Oct, 2025	₦350,000
8	INFORMATION COMMUNICATION AND RECORDS MANAGEMENT COURSE	20th - 22nd Jan, 2025	10th - 12th Apr, 2025	21st - 23rd July, 2025	9th - 11th Oct, 2025	₦350,000
9	PUBLIC RELATIONS AND CORPORATE COMMUNICATIONS SKILLS FOR HR MANAGERS	20th - 22nd Jan, 2025	14th - 16th Apr, 2025	21st - 23rd July, 2025	9th - 11th Oct, 2025	₦350,000
10	HEALTH AND SAFETY IN THE WORKPLACE	23rd - 25th Jan, 2025	14th - 16th Apr, 2025	21st - 23rd July, 2025	13th - 15th Oct, 2025	₦350,000
11	COMPETENCY BASED PERFORMANCE MANAGEMENT FOR ADMINISTRATORS	23rd - 25th Jan, 2025	22nd - 24th Apr, 2025	24th - 26th July, 2025	13th - 15th Oct, 2025	₦350,000
12	EXCELLENCE IN PERFORMANCE AND REWARD MANAGEMENT WORKSHOP	23rd - 25th Jan, 2025	22nd - 24th Apr, 2025	24th - 26th July, 2025	13th - 15th Oct, 2025	₦350,000
13	EFFECTIVE SUCCESSION PLANNING AND DEVELOPMENT	27th - 29th Jan, 2025	28th - 30th Apr, 2025	24th - 26th July, 2025	16th - 18th Oct, 2025	₦350,000
14	WORKFLOW, PROCESS AND PRODUCTIVITY OPTIMIZATION	27th - 29th Jan, 2025	28th - 30th Apr, 2025	28th - 30th July, 2025	16th - 18th Oct, 2025	₦350,000
15	IMPROVING OPERATION PERFORMANCE AND PRODUCTIVITY	27th - 29th Jan, 2025	5th - 7th May, 2025	28th - 30th July, 2025	16th - 18th Oct, 2025	₦350,000
16	THE ESSENTIALS OF HUMAN RESOURCES LAWS	30th Jan – 1st Feb, 2025	5th - 7th May, 2025	28th - 30th July, 2025	20th - 22nd Oct, 2025	₦350,000
17	COMPETENCE DEVELOPMENT FOR OFFICE MANAGERS, ADMINISTRATORS AND SECRETARIES	30th Jan – 1st Feb, 2025	8th - 10th May, 2025	31st July – 2nd Aug, 2025	20th - 22nd Oct, 2025	₦350,000
18	HR MASTER CLASS ON THE FUTURE CHANGES IN HUMAN RESOURCES	30th Jan – 1st Feb, 2025	8th - 10th May, 2025	31st July – 2nd Aug, 2025	20th - 22nd Oct, 2025	₦350,000
19	MANAGEMENT SKILLS FOR ADMINISTRATIVE SUPPORT STAFF	3rd – 5th Feb, 2025	12th - 14th May, 2025	31st July – 2nd Aug, 2025	23rd - 25th Oct, 2025	₦350,000
20	EMPLOYEES COMPENSATION AND BENEFITS MANAGEMENT	3rd – 5th Feb, 2025	12th - 14th May, 2025	4th – 6th Aug, 2025	23rd - 25th Oct, 2025	₦350,000
21	ESSENTIAL COMPETENCIES FOR SUPERVISORS, OFFICE MANAGERS AND ADMINISTRATORS	3rd – 5th Feb, 2025	15th - 17th May, 2025	4th – 6th Aug, 2025	23rd - 25th Oct, 2025	₦350,000
22	IMPROVING PERFORMANCE USING BALANCED SCORECARD FOR ORGANIZATIONAL GROWTH	6th – 8th Feb, 2025	15th - 17th May, 2025	4th – 6th Aug, 2025	27th - 29th Oct, 2025	₦350,000
23	EFFECTIVE REPORT WRITING SKILLS FOR HR AND ADMIN MANAGERS	6th – 8th Feb, 2025	15th - 17th May, 2025	7th - 9th Aug, 2025	27th - 29th Oct, 2025	₦350,000



S/N	TITLE	1ST BATCH	2ND BATCH	3RD BATCH	4TH BATCH	FEE
24	HUMAN RESOURCES MANAGEMENT MASTER CLASS	6th – 8th Feb, 2025	19th – 21st May, 2025	7th – 9th Aug, 2025	27th – 29th Oct, 2025	₦350,000
25	MANAGING EMPLOYEE PERFORMANCE, BEHAVIOUR AND ATTITUDES	10th - 12th Feb, 2025	19th – 21st May, 2025	7th - 9th Aug, 2025	30th Oct - 1st Nov, 2025	₦350,000
26	MANAGING STRESS AND PRESSURE AT WORK	10th - 12th Feb, 2025	19th – 21st May, 2025	11th - 13th Aug, 2025	30th Oct - 1st Nov, 2025	₦350,000
27	DISCIPLINE AND DISCIPLINARY PROCEDURES IN THE WORKPLACE	10th - 12th Feb, 2025	22nd – 24th May, 2025	11th - 13th Aug, 2025	30th Oct - 1st Nov, 2025	₦350,000
28	PERFORMANCE MANAGEMENT SYSTEM ON BEST PRACTICE	13th - 15th Feb, 2025	22nd – 24th May, 2025	11th - 13th Aug, 2025	3rd - 5th Nov, 2025	₦350,000
29	PROFESSIONAL IMAGE ENHANCEMENT FOR ADMINISTRATION MANAGERS	13th - 15th Feb, 2025	22nd – 24th May, 2025	14th - 16th Aug, 2025	3rd - 5th Nov, 2025	₦350,000
30	PERFORMANCE MANAGEMENT: SETTING OBJECTIVES AND CONDUCTING APPRAISALS	13th - 15th Feb, 2025	26th – 28th May, 2025	14th - 16th Aug, 2025	3rd - 5th Nov, 2025	₦350,000
31	MONITORING AND EVALUATION HUMAN RESOURCES DEPARTMENT FOR GROWTH	17th - 19th Feb, 2025	26th – 28th May, 2025	14th - 16th Aug, 2025	6th - 8th Nov, 2025	₦350,000
32	DATA ANALYSIS TECHNIQUES, MODELING AND STRATEGIES FOR HR MANAGERS	17th - 19th Feb, 2025	26th – 28th May, 2025	18th - 20th Aug, 2025	6th - 8th Nov, 2025	₦350,000
33	TRANSFORMATIONAL LEADERSHIP SKILLS FOR HUMAN RESOURCES AND ADMINISTRATIVE PERSONNEL	17th - 19th Feb, 2025	29th – 31st May, 2025	18th - 20th Aug, 2025	6th - 8th Nov, 2025	₦350,000
34	ESSENTIAL SKILLS FOR TRAINING AND DEVELOPMENT MANAGER	20th – 22nd Feb, 2025	29th – 31st May, 2025	18th - 20th Aug, 2025	10th - 12th Nov, 2025	₦350,000
35	MANAGING DIFFICULT STAFF SITUATIONS IN ORGANIZATIONS	20th – 22nd Feb, 2025	29th – 31st May, 2025	21st – 23rd Aug, 2025	10th - 12th Nov, 2025	₦350,000
36	HUMAN RESOURCES POLICIES AND PROCEDURES	20th – 22nd Feb, 2025	2nd - 4th June, 2025	21st – 23rd Aug, 2025	10th - 12th Nov, 2025	₦350,000
37	MANAGING HUMAN RESOURCES IN THE DIGITAL WORLD	24th - 26th Feb, 2025	2nd - 4th June, 2025	21st – 23rd Aug, 2025	13th - 15th Nov, 2025	₦350,000
38	ESSENTIALS OF HUMAN RESOURCES MANAGEMENT	24th - 26th Feb, 2025	2nd - 4th June, 2025	25th – 27th Aug, 2025	13th - 15th Nov, 2025	₦350,000
39	INNOVATIONS IN WORKFORCE PLANNING AND ORGANIZATIONAL DEVELOPMENT	24th - 26th Feb, 2025	9th - 11th June, 2025	25th – 27th Aug, 2025	13th - 15th Nov, 2025	₦350,000
40	HR ESSENTIALS FOR EFFECTIVE MANAGEMENT	27th Feb – 1st Mar, 2025	9th - 11th June, 2025	25th – 27th Aug, 2025	17th – 19th Nov, 2025	₦350,000
41	ELECTRONIC DOCUMENTATION, FILING AND ARCHIVING	27th Feb – 1st Mar, 2025	9th - 11th June, 2025	28th – 30th Aug, 2025	17th – 19th Nov, 2025	₦350,000
42	COMPENSATION, BENEFIT ADMINISTRATION AND REWARD MANAGEMENT	27th Feb – 1st Mar, 2025	16th – 18th June, 2025	28th – 30th Aug, 2025	17th – 19th Nov, 2025	₦350,000
43	OPTIMIZING TIME, WORKFLOW AND PRODUCTIVITY	3rd - 5th Mar, 2025	16th – 18th June, 2025	28th – 30th Aug, 2025	20th - 22nd Nov, 2025	₦350,000
44	ESSENTIAL MANAGEMENT SKILLS FOR ADMIN OFFICERS	3rd - 5th Mar, 2025	16th – 18th June, 2025	1st – 3rd Sept, 2025	20th - 22nd Nov, 2025	₦350,000
45	AUTOMATING MODERN OFFICE PRACTICE	3rd - 5th Mar, 2025	19th – 21st June, 2025	1st – 3rd Sept, 2025	20th - 22nd Nov, 2025	₦350,000
46	MANAGING HUMAN RESOURCES FOR SUSTAINABLE RESULTS	6th – 8th Mar, 2025	19th – 21st June, 2025	1st – 3rd Sept, 2025	24th – 26th Nov, 2025	₦350,000





- ✓ Classroom
- ✓ Online
- ✓ In-house

S/N	TITLE	1ST BATCH	2ND BATCH	3RD BATCH	4TH BATCH	FEE
47	PROFESSIONAL SKILLS FOR ADMINISTRATORS	6th – 8th Mar, 2025	19th – 21st June, 2025	8th - 10th Sept, 2025	24th – 26th Nov, 2025	₦350,000
48	THE ART OF NEGOTIATING, INFLUENCING, COMMUNICATING AND CONFLICT RESOLUTION	6th – 8th Mar, 2025	23rd - 25th June, 2025	8th - 10th Sept, 2025	24th – 26th Nov, 2025	₦350,000
49	HUMAN RESOURCES DEVELOPMENT AND PERSONNEL MANAGEMENT	10th – 12th Mar, 2025	23rd - 25th June, 2025	8th - 10th Sept, 2025	27th – 29th Nov, 2025	₦350,000
50	FOUNDATION SKILLS FOR NEW HUMAN RESOURCE OFFICERS	10th – 12th Mar, 2025	23rd - 25th June, 2025	11th - 13th Sept, 2025	27th – 29th Nov, 2025	₦350,000
51	ADMINISTRATIVE AND SUPERVISORY ENHANCEMENT DEVELOPMENT WORKSHOP	10th – 12th Mar, 2025	26th - 28th June, 2025	11th - 13th Sept, 2025	27th – 29th Nov, 2025	₦350,000
52	PRE - RETIREMENT PLANNING: LIFE AFTER RETIREMENT	13th – 15th Mar, 2025	26th - 28th June, 2025	11th - 13th Sept, 2025	1st – 3rd Dec, 2025	₦350,000
53	ADMINISTRATION AND OFFICE MANAGEMENT: BEST PRACTICES AND TECHNIQUES	13th – 15th Mar, 2025	26th - 28th June, 2025	15th - 17th Sept, 2025	1st – 3rd Dec, 2025	₦350,000
54	ADVANCED HUMAN RESOURCE MANAGEMENT WORKSHOP	13th – 15th Mar, 2025	30th June – 2nd July, 2025	15th - 17th Sept, 2025	1st – 3rd Dec, 2025	₦350,000
55	STRATEGIC HUMAN RESOURCES MANAGEMENT	17th - 19th Mar, 2025	30th June – 2nd July, 2025	15th - 17th Sept, 2025	4th – 6th Dec, 2025	₦350,000
56	ADVANCED ICT APPLICATION FOR OFFICE MANAGEMENT	17th - 19th Mar, 2025	30th June – 2nd July, 2025	18th - 20th Sept, 2025	4th – 6th Dec, 2025	₦350,000
57	MANPOWER PLANNING, RESOURCING AND RETENTION	17th - 19th Mar, 2025	3rd – 5th July, 2025	18th - 20th Sept, 2025	8th – 10th Dec, 2025	₦350,000
58	HOW TO MANAGE THE HUMAN RESOURCE DEPARTMENT OF YOUR ORGANIZATION	20th – 22nd Mar, 2025	3rd – 5th July, 2025	18th - 20th Sept, 2025	8th – 10th Dec, 2025	₦350,000
59	HR ANALYTICS COURSE	20th – 22nd Mar, 2025	3rd – 5th July, 2025	22nd – 24th Sept, 2025	11th – 13th Dec, 2025	₦350,000
60	EMPLOYEE RELATIONS AND ENGAGEMENT: MOTIVATION, GRIEVANCES, CONFLICT AND DISCIPLINE	20th – 22nd Mar, 2025	7th - 9th July, 2025	22nd – 24th Sept, 2025	11th – 13th Dec, 2025	₦350,000
61	ADVANCED SELECTION, INTERVIEWING AND RECRUITMENT SKILLS	24th - 26th Mar, 2025	7th - 9th July, 2025	22nd – 24th Sept, 2025	15th – 17th Dec, 2025	₦350,000
62	HR SKILLS FOR NON-HR PROFESSIONALS	24th - 26th Mar, 2025	7th - 9th July, 2025	25th - 27th Sept, 2025	15th – 17th Dec, 2025	₦350,000
63	INDUSTRIAL RELATIONS (IR), EMPLOYEE RELATIONS (ER) AND TRADE UNION HARMONY	24th - 26th Mar, 2025	10th - 12th July, 2025	25th - 27th Sept, 2025	18th – 20th Dec, 2025	₦350,000
64	RETIREMENT AND EMPLOYEE INVESTMENT PLANNING	27th - 29th Mar, 2025	10th - 12th July, 2025	25th - 27th Sept, 2025	18th – 20th Dec, 2025	₦350,000

The amount will cover all workshop materials and literature, Executive bag, Tea/Coffee, Lunch, Photographs and Certificate.

Payment should be made in Cash, Bank Draft or Transfer in favour of Alpha Partners.

**Note:** The fee will attract additional 7.5% VAT.

All classroom courses will hold at Alpha Partners Professional Training Conference Centre, 200, Murtala Mohammed Way (2nd & 3rd Floors) Adekunle BRT Bus Stop Yaba - Lagos.

Please let us know the courses you would like your employees to attend. For further information on these courses and for in-house training arrangements, please call Chris Onwuasigwe, 08033045484, 09060007799, 09060002299.

**E-mail:** [info@alphapartnerstrainings.com](mailto:info@alphapartnerstrainings.com), [alphapartner111@yahoo.com](mailto:alphapartner111@yahoo.com) **Website:** [www.alphapartnerstrainings.com](http://www.alphapartnerstrainings.com)



- ✓ Classroom
- ✓ Online
- ✓ In-house

S/N	TITLE	1ST BATCH	2ND BATCH	3RD BATCH	4TH BATCH	FEE
1	BUILDING TEAM EXCELLENCE	13th - 15th Jan, 2025	27th - 29th Mar, 2025	10th - 12th July, 2025	2nd - 4th Oct, 2025	₦350,000
2	LEADERSHIP, CRITICAL THINKING AND INNOVATION	13th - 15th Jan, 2025	27th - 29th Mar, 2025	10th - 12th July, 2025	2nd - 4th Oct, 2025	₦350,000
3	WORK ETHICS, ATTITUDES AND PRODUCTIVITY ENHANCEMENT COURSE	13th - 15th Jan, 2025	2nd - 4th Apr, 2025	14th - 16th July, 2025	2nd - 4th Oct, 2025	₦350,000
4	WORK ATTITUDE AND VALUE ENHANCEMENT COURSE	16th - 18th Jan, 2025	2nd - 4th Apr, 2025	14th - 16th July, 2025	6th - 8th Oct, 2025	₦350,000
5	EVALUATION, MEASURING FOR IMPACT AND RESULT	16th - 18th Jan, 2025	7th - 9th Apr, 2025	17th - 19th July, 2025	6th - 8th Oct, 2025	₦350,000
6	PRACTICAL TOOLS FOR EFFECTIVE LEADERSHIP	16th - 18th Jan, 2025	7th - 9th Apr, 2025	17th - 19th July, 2025	6th - 8th Oct, 2025	₦350,000
7	STRATEGIC THINKING AND BUSINESS PLANNING	20th - 22nd Jan, 2025	10th - 12th Apr, 2025	17th - 19th July, 2025	9th - 11th Oct, 2025	₦350,000
8	DEVELOPING MANAGERIAL EXCELLENCE AT WORKPLACE	20th - 22nd Jan, 2025	10th - 12th Apr, 2025	21st - 23rd July, 2025	9th - 11th Oct, 2025	₦350,000
9	SOLVING PROBLEMS CREATIVELY AND MAKING DECISIONS EFFICIENTLY	20th - 22nd Jan, 2025	14th - 16th Apr, 2025	21st - 23rd July, 2025	9th - 11th Oct, 2025	₦350,000
10	MIDDLE MANAGEMENT DEVELOPMENT PROGRAM	23rd - 25th Jan, 2025	14th - 16th Apr, 2025	21st - 23rd July, 2025	13th - 15th Oct, 2025	₦350,000
11	CREATIVE PROBLEM-SOLVING AND DECISION-TAKING SKILLS	23rd - 25th Jan, 2025	22nd - 24th Apr, 2025	24th - 26th July, 2025	13th - 15th Oct, 2025	₦350,000
12	KEY PERFORMANCE INDICATORS AND OPTIMIZATION	23rd - 25th Jan, 2025	22nd - 24th Apr, 2025	24th - 26th July, 2025	13th - 15th Oct, 2025	₦350,000
13	MANAGING REMOTE TEAMS EFFECTIVELY	27th - 29th Jan, 2025	28th - 30th Apr, 2025	24th - 26th July, 2025	16th - 18th Oct 2025	₦350,000
14	REINVENTING LEADERSHIP FOR BETTER PERFORMANCE	27th - 29th Jan, 2025	28th - 30th Apr, 2025	28th - 30th July, 2025	16th - 18th Oct 2025	₦350,000
15	NEGOTIATION AND CONFLICT MANAGEMENT IN ORGANIZATIONS	27th - 29th Jan, 2025	5th - 7th May, 2025	28th - 30th July, 2025	16th - 18th Oct 2025	₦350,000
16	BUSINESS CONTINUITY AND STRATEGY MANAGEMENT	30th Jan - 1st Feb, 2025	5th - 7th May, 2025	28th - 30th July, 2025	20th - 22nd Oct, 2025	₦350,000
17	BUSINESS ENGLISH AND EFFECTIVE REPORT WRITING SKILLS	30th Jan - 1st Feb, 2025	8th - 10th May, 2025	31st July - 2nd Aug, 2025	20th - 22nd Oct, 2025	₦350,000
18	CORPORATE STRATEGY AND VALUE INNOVATION COURSE	30th Jan - 1st Feb, 2025	8th - 10th May, 2025	31st July - 2nd Aug, 2025	20th - 22nd Oct, 2025	₦350,000
19	ADVANCED OFFICE MANAGEMENT AND ELECTRONIC DOCUMENT MANAGEMENT SYSTEM COURSE	3rd - 5th Feb, 2025	12th - 14th May, 2025	31st July - 2nd Aug, 2025	23rd - 25th Oct, 2025	₦350,000
20	BUSINESS TRANSFORMATION THROUGH EFFECTIVE LEADERSHIP	3rd - 5th Feb, 2025	12th - 14th May, 2025	4th - 6th Aug, 2025	23rd - 25th Oct, 2025	₦350,000
21	PRIORITY MANAGEMENT: OPTIMISING TIME, WORKFLOW AND PRODUCTIVITY	3rd - 5th Feb, 2025	15th - 17th May, 2025	4th - 6th Aug, 2025	23rd - 25th Oct, 2025	₦350,000
22	OFFICE SECURITY AND ASSET PROTECTION STRATEGIES	6th - 8th Feb, 2025	15th - 17th May, 2025	4th - 6th Aug, 2025	27th - 29th Oct, 2025	₦350,000



- ✓ Classroom
- ✓ Online
- ✓ In-house

S/N	TITLE	1ST BATCH	2ND BATCH	3RD BATCH	4TH BATCH	FEE
23	STRATEGIC PLANNING AND GOAL SETTING: SETTING BUSINESS GOALS, TARGETS AND DELIVERABLES	6th – 8th Feb, 2025	15th - 17th May, 2025	7th - 9th Aug, 2025	27th - 29th Oct, 2025	₦350,000
24	MANAGING AND ADMINISTERING SUPERVISORY FUNCTIONS	6th – 8th Feb, 2025	19th – 21st May, 2025	7th - 9th Aug, 2025	27th - 29th Oct, 2025	₦350,000
25	NEGOTIATION SKILLS: ACHIEVING SUCCESSFUL OUTCOMES	10th - 12th Feb, 2025	19th – 21st May, 2025	7th - 9th Aug, 2025	30th Oct - 1st Nov, 2025	₦350,000
26	PERSONAL MASTERY AND SELF-LEADERSHIP	10th - 12th Feb, 2025	19th – 21st May, 2025	11th - 13th Aug, 2025	30th Oct - 1st Nov, 2025	₦350,000
27	EFFECTIVE CONTRACT MANAGEMENT AND ADMINISTRATION	10th - 12th Feb, 2025	22nd – 24th May, 2025	11th - 13th Aug, 2025	30th Oct - 1st Nov, 2025	₦350,000
28	BEST PRACTICE IN PENSION ADMINISTRATION	13th - 15th Feb, 2025	22nd – 24th May, 2025	11th - 13th Aug, 2025	3rd - 5th Nov, 2025	₦350,000
29	MASTERING PEOPLE MANAGEMENT AND TEAM LEADERSHIP	13th - 15th Feb, 2025	22nd – 24th May, 2025	14th - 16th Aug, 2025	3rd - 5th Nov, 2025	₦350,000
30	NEGOTIATION AND DISPUTE MANAGEMENT STRATEGIES	13th - 15th Feb, 2025	26th – 28th May, 2025	14th - 16th Aug, 2025	6th - 8th Nov, 2025	₦350,000
31	MANAGING FRAUD AND CORRUPTION IN THE WORKPLACE	17th - 19th Feb, 2025	26th – 28th May, 2025	14th - 16th Aug, 2025	6th - 8th Nov, 2025	₦350,000
32	OFFICE, FILING AND DOCUMENTATION SKILLS	17th - 19th Feb, 2025	26th – 28th May, 2025	18th - 20th Aug, 2025	10th - 12th Nov, 2025	₦350,000
33	DEVELOPING YOUR BUSINESS ENGLISH WRITING AND COMMUNICATION SKILLS	17th - 19th Feb, 2025	29th – 31st May, 2025	18th - 20th Aug, 2025	10th - 12th Nov, 2025	₦350,000
34	EFFECTIVE CHANGE MANAGEMENT AND RESULTS	20th – 22nd Feb, 2025	29th – 31st May, 2025	18th - 20th Aug, 2025	13th - 15th Nov, 2025	₦350,000
35	NEXT GENERATION LEADERSHIP	20th – 22nd Feb, 2025	29th – 31st May, 2025	21st – 23rd Aug, 2025	13th - 15th Nov, 2025	₦350,000
36	EFFECTIVELY MANAGING AND LEADING PEOPLE	20th – 22nd Feb, 2025	2nd - 4th June, 2025	21st – 23rd Aug, 2025	17th – 19th Nov, 2025	₦350,000
37	EFFECTIVE BUSINESS RISK MANAGEMENT STRATEGIES FOR CORPORATE ORGANIZATION	24th - 26th Feb, 2025	2nd - 4th June, 2025	21st – 23rd Aug, 2025	17th – 19th Nov, 2025	₦350,000
38	EXECUTIVE LEADERSHIP DEVELOPMENT COURSE	24th - 26th Feb, 2025	2nd - 4th June, 2025	25th – 27th Aug, 2025	20th - 22nd Nov, 2025	₦350,000
39	EFFECTIVE TEAM LEADERS' GUIDE TO TEAMWORK AND TEAM BUILDING	24th - 26th Feb, 2025	9th - 11th June, 2025	25th – 27th Aug, 2025	20th - 22nd Nov, 2025	₦350,000
40	FUNDAMENTALS OF STRATEGIC PLANNING	27th Feb – 1st Mar, 2025	9th - 11th June, 2025	28th – 30th Aug, 2025	24th – 26th Nov, 2025	₦350,000
41	MANAGING AND MOTIVATING TOWARDS EXCELLENCE: SKILLS, COMPETENCIES, TRAITS AND TECHNIQUES	27th Feb – 1st Mar, 2025	9th - 11th June, 2025	28th – 30th Aug, 2025	24th – 26th Nov, 2025	₦350,000
42	LEADERSHIP AND CRISIS MANAGEMENT SKILLS COURSE	3rd - 5th Mar, 2025	16th – 18th June, 2025	1st – 3rd Sept, 2025	27th – 29th Nov, 2025	₦350,000
43	ADVANCED MANAGEMENT PROGRAMME FOR MIDDLE LEVEL MANAGERS AND SUPERVISORS	3rd - 5th Mar, 2025	16th – 18th June, 2025	1st – 3rd Sept, 2025	27th – 29th Nov, 2025	₦350,000





- ✓ Classroom
- ✓ Online
- ✓ In-house

S/N	TITLE	1ST BATCH	2ND BATCH	3RD BATCH	4TH BATCH	FEE
44	EFFECTIVE PENSION FUND GOVERNANCE AND REGULATIONS	6th – 8th Mar, 2025	19th – 21st June, 2025	8th - 10th Sept, 2025	1st – 3rd Dec, 2025	₦350,000
45	MULTITASKING, PRIORITIES AND DEADLINES MANAGEMENT	6th – 8th Mar, 2025	19th – 21st June, 2025	8th - 10th Sept, 2025	1st – 3rd Dec, 2025	₦350,000
46	IMPROVING BUSINESS LEADERSHIP THROUGH TECHNOLOGY	10th – 12th Mar, 2025	23rd - 25th June, 2025	11th - 13th Sept, 2025	4th – 6th Dec, 2025	₦350,000
47	ADVANCED BUSINESS MANAGEMENT AND TECHNOLOGY	10th – 12th Mar, 2025	23rd - 25th June, 2025	11th - 13th Sept, 2025	4th – 6th Dec, 2025	₦350,000
48	PERSONAL SKILLS FOR PROFESSIONAL EXCELLENCE	13th – 15th Mar, 2025	26th - 28th June, 2025	15th - 17th Sept, 2025	8th – 10th Dec, 2025	₦350,000
49	ADVANCED BUSINESS MANAGEMENT AND TECHNOLOGY	13th – 15th Mar, 2025	26th - 28th June, 2025	15th - 17th Sept, 2025	8th – 10th Dec, 2025	₦350,000
50	BUSINESS PROCESS RE-ENGINEERING AND IMPROVEMENT STRATEGIES	17th - 19th Mar, 2025	30th June – 2nd July, 2025	18th - 20th Sept, 2025	11th – 13th Dec, 2025	₦350,000
51	TIME MANAGEMENT, PLANNING, ORGANIZING AND GOAL SETTING	17th - 19th Mar, 2025	30th June – 2nd July, 2025	18th - 20th Sept, 2025	11th – 13th Dec, 2025	₦350,000
52	MASTERING THE ART OF PUBLIC AND PROFESSIONAL SPEAKING	20th – 22nd Mar, 2025	3rd – 5th July, 2025	22nd – 24th Sept, 2025	15th – 17th Dec, 2025	₦350,000
53	SMART LEADERSHIP: ACHIEVING STRATEGY THROUGH LEADING THE FUNCTION	20th – 22nd Mar, 2025	3rd – 5th July, 2025	22nd – 24th Sept, 2025	15th – 17th Dec, 2025	₦350,000
54	MANAGING EMPLOYEE PERFORMANCE, BEHAVIOUR AND ATTITUDES	24th - 26th Mar, 2025	7th - 9th July, 2025	25th - 27th Sept, 2025	18th – 20th Dec, 2025	₦350,000
55	LEADERSHIP AND EMOTIONAL INTELLIGENCE	24th - 26th Mar, 2025	7th - 9th July, 2025	25th - 27th Sept, 2025	18th – 20th Dec, 2025	₦350,000

The amount will cover all workshop materials and literature, Executive bag, Tea/Coffee, Lunch, Photographs and Certificate. Payment should be made in Cash, Bank Draft or Transfer in favour of Alpha Partners.

**Note:** The fee will attract additional 7.5% VAT.

All classroom courses will hold at Alpha Partners Professional Training Conference Centre, 200, Murtala Mohammed Way (2nd & 3rd Floors) Adekunle BRT Bus Stop Yaba - Lagos.

Please let us know the courses you would like your employees to attend. For further information on these courses and for in-house training arrangements, please call Chris Onwuasigwe, 08033045484, 09060007799, 09060002299.

**E-mail:** info@alphapartnerstrainings.com, alphapartner111@yahoo.com **Website:** www.alphapartnerstrainings.com



- ✓ Classroom
- ✓ Online
- ✓ In-house

S/N	TITLE	1ST BATCH	2ND BATCH	3RD BATCH	4TH BATCH	FEE
1	ELECTRICAL EQUIPMENT IN HAZARDOUS ENVIRONMENTS	13th - 15th Jan, 2025	20th - 22nd Mar, 2025	19th - 21st June, 2025	11th - 13th Sept, 2025	<del>₦</del> 350,000
2	POWER SYSTEMS PROTECTION-CONTROL AND STABILITY	13th - 15th Jan, 2025	20th - 22nd Mar, 2025	19th - 21st June, 2025	11th - 13th Sept, 2025	<del>₦</del> 400,000
3	DISTRIBUTION TRANSFORMERS-OPERATIONS AND MAINTENANCE	13th - 15th Jan, 2025	20th - 22nd Mar, 2025	19th - 21st June, 2025	11th - 13th Sept, 2025	<del>₦</del> 400,000
4	HEAVY DUTY DIESEL ENGINE (HDD) OPERATION AND MAINTENANCE	13th - 15th Jan, 2025	20th - 22nd Mar, 2025	19th - 21st June, 2025	15th - 17th Sept, 2025	<del>₦</del> 400,000
5	OPERATION, MONITORING AND CONTROL OF ELECTRIC MACHINES AND INDUSTRIAL PROCESSES	13th - 15th Jan, 2025	20th - 22nd Mar, 2025	19th - 21st June, 2025	15th - 17th Sept, 2025	<del>₦</del> 400,000
6	PROCESS EQUIPMENT AND PIPING SYSTEMS	13th - 15th Jan, 2025	20th - 22nd Mar, 2025	19th - 21st June, 2025	15th - 17th Sept, 2025	<del>₦</del> 400,000
7	GENERATORS: OPERATIONS, MAINTENANCE, CONTROL AND TROUBLESHOOTING	16th - 18th Jan, 2025	24th - 26th Mar, 2025	23rd - 25th June, 2025	15th - 17th Sept, 2025	<del>₦</del> 350,000
8	MECHANICAL EQUIPMENT: COMPRESSORS, PUMPS, SEALS, MOTORS AND VARIABLE-SPEED DRIVES	16th - 18th Jan, 2025	24th - 26th Mar, 2025	23rd - 25th June, 2025	18th - 20th Sept, 2025	<del>₦</del> 400,000
9	PUMPS AND PUMPING SYSTEMS OPTIMIZATION	16th - 18th Jan, 2025	24th - 26th Mar, 2025	23rd - 25th June, 2025	18th - 20th Sept, 2025	<del>₦</del> 400,000
10	ROOT CAUSE FAILURE ANALYSIS	16th - 18th Jan, 2025	24th - 26th Mar, 2025	23rd - 25th June, 2025	18th - 20th Sept, 2025	<del>₦</del> 350,000
11	ELECTRICAL SAFETY FOR MAINTENANCE STAFF	16th - 18th Jan, 2025	24th - 26th Mar, 2025	23rd - 25th June, 2025	18th - 20th Sept, 2025	<del>₦</del> 350,000
12	MAINTENANCE WORK QUALITY CONTROL ASSURANCE	16th - 18th Jan, 2025	24th - 26th Mar, 2025	23rd - 25th June, 2025	22nd - 24th Sept, 2025	<del>₦</del> 350,000
13	DESIGN, OPERATION AND MAINTENANCE OF POWER CIRCUITRY, ELECTRIC MOTORS AND OTHER ELECTRICALLY ROTATING EQUIPMENT	20th - 22nd Jan, 2025	27th - 29th Mar, 2025	26th - 28th June, 2025	22nd - 24th Sept, 2025	<del>₦</del> 400,000
14	TRANSFORMER OPERATIONAL PRINCIPLES, SELECTION AND TROUBLESHOOTING	20th - 22nd Jan, 2025	27th - 29th Mar, 2025	26th - 28th June, 2025	22nd - 24th Sept, 2025	<del>₦</del> 400,000
15	STRUCTURAL DESIGN, CONDITION ASSESSMENT AND RENOVATION OF BUILDINGS	20th - 22nd Jan, 2025	27th - 29th Mar, 2025	26th - 28th June, 2025	22nd - 24th Sept, 2025	<del>₦</del> 350,000
16	TROUBLESHOOTING MECHANICAL DRIVE SYSTEMS AND ROTATING EQUIPMENT	20th - 22nd Jan, 2025	27th - 29th Mar, 2025	26th - 28th June, 2025	22nd - 24th Sept, 2025	<del>₦</del> 400,000
17	BEST PRACTICE IN GENERATOR MAINTENANCE AND PROTECTION	20th - 22nd Jan, 2025	2nd - 4th Apr, 2025	26th - 28th June, 2025	22nd - 24th Sept, 2025	<del>₦</del> 350,000
18	INSTRUMENTATION FOR NON-INSTRUMENTATION ENGINEERS COURSE	20th - 22nd Jan, 2025	2nd - 4th Apr, 2025	26th - 28th June, 2025	25th - 27th Sept, 2025	<del>₦</del> 450,000
19	ELECTRICAL EQUIPMENT AND CONTROL SYSTEMS: TESTING IMPLEMENTATION AND MAINTENANCE OF ELECTRICAL SYSTEMS	23rd - 25th Jan, 2025	2nd - 4th Apr, 2025	30th June - 2nd July, 2025	25th - 27th Sept, 2025	<del>₦</del> 350,000
20	WRITING AN EFFECTIVE MAINTENANCE PROCEDURE	23rd - 25th Jan, 2025	2nd - 4th Apr, 2025	30th June - 2nd July, 2025	25th - 27th Sept, 2025	<del>₦</del> 350,000
21	INSTRUMENTATION AND CALIBRATION COURSE	23rd - 25th Jan, 2025	7th - 9th Apr, 2025	30th June - 2nd July, 2025	25th - 27th Sept, 2025	<del>₦</del> 450,000
22	ASSET INTEGRITY AND ASSET MAINTENANCE MANAGEMENT COURSE	23rd - 25th Jan, 2025	7th - 9th Apr, 2025	30th June - 2nd July, 2025	25th - 27th Sept, 2025	<del>₦</del> 350,000
23	MAINTENANCE STRATEGY DEVELOPMENT AND COST-EFFECTIVE IMPLEMENTATION	23rd - 25th Jan, 2025	7th - 9th Apr, 2025	30th June - 2nd July, 2025	25th - 27th Sept, 2025	<del>₦</del> 350,000
24	EARTHLING OF UTILITY AND INDUSTRIAL DISTRIBUTION SYSTEM	23rd - 25th Jan, 2025	7th - 9th Apr, 2025	30th June - 2nd July, 2025	2nd - 4th Oct, 2025	<del>₦</del> 400,000
25	HYDRAULIC SYSTEMS MAINTENANCE AND TROUBLESHOOTING	27th - 29th Jan, 2025	10th - 12th Apr, 2025	3rd - 5th July, 2025	2nd - 4th Oct, 2025	<del>₦</del> 400,000
26	IMPROVING EFFECTIVENESS OF WORKS, SERVICES AND MAINTENANCE DEPARTMENTS	27th - 29th Jan, 2025	10th - 12th Apr, 2025	3rd - 5th July, 2025	2nd - 4th Oct, 2025	<del>₦</del> 350,000

- ✓ Classroom
- ✓ Online
- ✓ In-house

S/N	TITLE	1ST BATCH	2ND BATCH	3RD BATCH	4TH BATCH	FEE
27	ADVANCED ELECTRICAL TROUBLESHOOTING, REPAIRS AND ISOLATIONS TECHNIQUES	27th - 29th Jan, 2025	10th - 12th Apr, 2025	3rd - 5th July, 2025	2nd - 4th Oct, 2025	<del>₦400,000</del>
28	ADVANCED GENERATOR MAINTENANCE	27th - 29th Jan, 2025	10th - 12th Apr, 2025	3rd - 5th July, 2025	2nd - 4th Oct, 2025	<del>₦350,000</del>
29	ADVANCED POWER DISTRIBUTION ENGINEERING FOR UTILITIES	27th - 29th Jan, 2025	10th - 12th Apr, 2025	3rd - 5th July, 2025	6th - 8th Oct, 2025	<del>₦400,000</del>
30	ELECTRIC POWER DISTRIBUTION SYSTEM FOR INDUSTRIAL PLANTS	27th - 29th Jan, 2025	10th - 12th Apr, 2025	7th - 9th July, 2025	6th - 8th Oct, 2025	<del>₦400,000</del>
31	BUILDING AND FACILITIES MAINTENANCE MANAGEMENT	30th Jan - 1st Feb, 2025	14th - 16th Apr, 2025	7th - 9th July, 2025	6th - 8th Oct, 2025	<del>₦350,000</del>
32	OPERATION, MAINTENANCE AND TROUBLESHOOTING OF PUMPS, COMPRESSORS AND VALVES	30th Jan - 1st Feb, 2025	14th - 16th Apr, 2025	7th - 9th July, 2025	6th - 8th Oct, 2025	<del>₦400,000</del>
33	ADVANCED AIR CONDITIONING AND REFRIGERATING TECHNOLOGY	30th Jan - 1st Feb, 2025	14th - 16th Apr, 2025	7th - 9th July, 2025	9th - 11th Oct, 2025	<del>₦350,000</del>
34	HVAC DESIGN, OPERATION, AND MAINTENANCE	30th Jan - 1st Feb, 2025	14th - 16th Apr, 2025	7th - 9th July, 2025	9th - 11th Oct, 2025	<del>₦350,000</del>
35	ELECTRICAL INSTALLATIONS AND MAINTENANCE	30th Jan - 1st Feb, 2025	14th - 16th Apr, 2025	7th - 9th July, 2025	9th - 11th Oct, 2025	<del>₦400,000</del>
36	RELIABILITY AND OPERATIONAL PERFORMANCE OF ELECTRIC POWER SYSTEMS	30th Jan - 1st Feb, 2025	14th - 16th Apr, 2025	10th - 12th July, 2025	9th - 11th Oct, 2025	<del>₦400,000</del>
37	BUILDING MANAGEMENT SYSTEM AND EFFECTIVE UTILITY MAINTENANCE PRACTICES	3rd - 5th Feb, 2025	22nd - 24th Apr, 2025	10th - 12th July, 2025	13th - 15th Oct, 2025	<del>₦350,000</del>
38	DESIGN CRITERIA IN INSTRUMENTATION ENGINEERING COURSE	3rd - 5th Feb, 2025	22nd - 24th Apr, 2025	10th - 12th July, 2025	13th - 15th Oct, 2025	<del>₦450,000</del>
39	COST EFFECTIVE STRATEGIES FOR THE MAINTENANCE OF ELECTRICAL POWER SYSTEMS	3rd - 5th Feb, 2025	22nd - 24th Apr, 2025	10th - 12th July, 2025	13th - 15th Oct, 2025	<del>₦350,000</del>
40	START-UP, COMMISSIONING AND TESTING OF ELECTRICAL SYSTEMS	3rd - 5th Feb, 2025	22nd - 24th Apr, 2025	10th - 12th July, 2025	13th - 15th Oct, 2025	<del>₦400,000</del>
41	CONSTRUCTION QUALITY CONTROL ON SITE	3rd - 5th Feb, 2025	22nd - 24th Apr, 2025	10th - 12th July, 2025	16th - 18th Oct 2025	<del>₦400,000</del>
42	EFFECTIVE CONTRACTOR MANAGEMENT IN MAINTENANCE AND TECHNICAL PROJECTS	3rd - 5th Feb, 2025	22nd - 24th Apr, 2025	14th - 16th July, 2025	16th - 18th Oct 2025	<del>₦350,000</del>
43	PUMPS AND PUMP SYSTEMS: SPECIFICATION, INSTALLATION AND OPERATION	6th - 8th Feb, 2025	28th - 30th Apr, 2025	14th - 16th July, 2025	16th - 18th Oct 2025	<del>₦400,000</del>
44	TRANSFORMERS OPERATION AND MAINTENANCE	6th - 8th Feb, 2025	28th - 30th Apr, 2025	14th - 16th July, 2025	16th - 18th Oct 2025	<del>₦400,000</del>
45	EXCELLENCE IN PROCESS AND MECHANICAL ENGINEERING ESSENTIALS	6th - 8th Feb, 2025	28th - 30th Apr, 2025	14th - 16th July, 2025	20th - 22nd Oct, 2025	<del>₦350,000</del>
46	PROCESS PLANT TROUBLESHOOTING AND ENGINEERING PROBLEM SOLVING	6th - 8th Feb, 2025	28th - 30th Apr, 2025	14th - 16th July, 2025	20th - 22nd Oct, 2025	<del>₦400,000</del>
47	ELECTRICAL DISTRIBUTION EQUIPMENT OPERATION AND MAINTENANCE	6th - 8th Feb, 2025	28th - 30th Apr, 2025	14th - 16th July, 2025	20th - 22nd Oct, 2025	<del>₦400,000</del>
48	MANAGING TENDERS, SPECIFICATIONS AND CONTRACTS	6th - 8th Feb, 2025	28th - 30th Apr, 2025	17th - 19th July, 2025	20th - 22nd Oct, 2025	<del>₦350,000</del>
49	PROCESS CONTROL: INSTRUMENTATION, TROUBLESHOOTING AND PROBLEM-SOLVING COURSE	10th - 12th Feb, 2025	5th - 7th May, 2025	17th - 19th July, 2025	16th - 18th Oct, 2025	<del>₦450,000</del>
50	AIR CONDITIONING SYSTEM, DESIGN, SELECTION, OPERATION AND TROUBLESHOOTING	10th - 12th Feb, 2025	5th - 7th May, 2025	17th - 19th July, 2025	16th - 18th Oct, 2025	<del>₦350,000</del>
51	MODERN POWER SYSTEM PROTECTIVE RELAYING	10th - 12th Feb, 2025	5th - 7th May, 2025	17th - 19th July, 2025	16th - 18th Oct, 2025	<del>₦400,000</del>
52	INSTALLATION, MAINTENANCE AND PROTECTION OF ELECTRICAL, ELECTRONIC AND ELECTRO MECHANICAL EQUIPMENTS	10th - 12th Feb, 2025	5th - 7th May, 2025	17th - 19th July, 2025	16th - 18th Oct, 2025	<del>₦400,000</del>



- ✓ Classroom
- ✓ Online
- ✓ In-house

S/N	TITLE	1ST BATCH	2ND BATCH	3RD BATCH	4TH BATCH	FEE
53	CORROSION AND CONCRETE PROTECTION	10th - 12th Feb, 2025	5th - 7th May, 2025	17th - 19th July, 2025	23rd - 25th Oct, 2025	<del>₦</del> 400,000
54	MAINTENANCE MANAGEMENT BEST PRACTICES: SYSTEMS, TOOLS AND TECHNIQUES	10th - 12th Feb, 2025	5th - 7th May, 2025	21st - 23rd July, 2025	23rd - 25th Oct, 2025	<del>₦</del> 350,000
55	EFFECT OF ADDITIVES ON CONCRETE	13th - 15th Feb, 2025	8th - 10th May, 2025	21st - 23rd July, 2025	23rd - 25th Oct, 2025	<del>₦</del> 350,000
56	MAINTENANCE OF AIR CONDITIONERS AND REFRIGERATORS	13th - 15th Feb, 2025	8th - 10th May, 2025	21st - 23rd July, 2025	23rd - 25th Oct, 2025	<del>₦</del> 350,000
57	PUMPS OPTIMIZATION: PERFORMANCE, RELIABILITY AND EFFICIENCY	13th - 15th Feb, 2025	8th - 10th May, 2025	21st - 23rd July, 2025	27th - 29th Oct, 2025	<del>₦</del> 400,000
58	MAINTENANCE MANAGEMENT AND TECHNOLOGY BEST PRACTICES	13th - 15th Feb, 2025	8th - 10th May, 2025	21st - 23rd July, 2025	27th - 29th Oct, 2025	<del>₦</del> 350,000
59	PROBLEM SOLVING AND DECISION-MAKING SKILLS FOR ENGINEERS AND TECHNICAL PROFESSIONALS	13th - 15th Feb, 2025	8th - 10th May, 2025	24th - 26th July, 2025	27th - 29th Oct, 2025	<del>₦</del> 350,000
60	CONTRACTS AND TENDERS ADMINISTRATION	17th - 19th Feb, 2025	12th - 14th May, 2025	24th - 26th July, 2025	30th Oct - 1st Nov, 2025	<del>₦</del> 350,000
61	ADVANCED TECHNIQUES IN OFFICE FURNITURE, FITTING AND EQUIPMENT MAINTENANCE AND MANAGEMENT	13th - 15th Feb, 2025	8th - 10th May, 2025	24th - 26th July, 2025	27th - 29th Oct, 2025	<del>₦</del> 350,000
62	GENERATORS INSTALLATION, SERVICES AND MAINTENANCE	17th - 19th Feb, 2025	12th - 14th May, 2025	24th - 26th July, 2025	30th Oct - 1st Nov, 2025	<del>₦</del> 350,000
63	MAINTENANCE AND OPERATING OF ROTATING EQUIPMENT	17th - 19th Feb, 2025	12th - 14th May, 2025	24th - 26th July, 2025	30th Oct - 1st Nov, 2025	<del>₦</del> 400,000
64	ELECTRICAL INSTALLATIONS IN HAZARDOUS AREAS: CLASSIFICATION, SAFE HANDLING, OPERATION AND MAINTENANCE	17th - 19th Feb, 2025	12th - 14th May, 2025	28th - 30th July, 2025	30th Oct - 1st Nov, 2025	<del>₦</del> 400,000
65	MAINTENANCE ERRORS: UNDERSTANDING, IDENTIFYING AND MANAGING MAINTENANCE ERRORS	17th - 19th Feb, 2025	12th - 14th May, 2025	28th - 30th July, 2025	3rd - 5th Nov, 2025	<del>₦</del> 350,000
66	ADVANCED PUMPS AND VALVE TECHNOLOGY: DESIGN, SELECTION, INSTALLATION, APPLICATION, SIZING, INSPECTION AND MAINTENANCE	17th - 19th Feb, 2025	12th - 14th May, 2025	28th - 30th July, 2025	3rd - 5th Nov, 2025	<del>₦</del> 400,000
67	ELECTRICAL EQUIPMENT AND SAFETY: OPERATION, CONTROL, MAINTENANCE AND TROUBLESHOOTING	20th - 22nd Feb, 2025	15th - 17th May, 2025	28th - 30th July, 2025	3rd - 5th Nov, 2025	<del>₦</del> 350,000
68	MAINTENANCE PLANNING, SCHEDULING AND CONTROL	20th - 22nd Feb, 2025	15th - 17th May, 2025	31st July - 2nd Aug, 2025	3rd - 5th Nov, 2025	<del>₦</del> 400,000
69	ROTATING EQUIPMENT: START-UP, OPERATION, MAINTENANCE AND TROUBLESHOOTING	20th - 22nd Feb, 2025	15th - 17th May, 2025	31st July - 2nd Aug, 2025	6th - 8th Nov, 2025	<del>₦</del> 400,000
70	MAINTENANCE AND OPERATION OF DIESEL FUEL INJECTION PUMPS IN EQUIPMENT	20th - 22nd Feb, 2025	15th - 17th May, 2025	31st July - 2nd Aug, 2025	6th - 8th Nov, 2025	<del>₦</del> 400,000
71	PUMPS, COMPRESSORS AND TURBINES WORKSHOP	20th - 22nd Feb, 2025	15th - 17th May, 2025	31st July - 2nd Aug, 2025	6th - 8th Nov, 2025	<del>₦</del> 400,000
72	MODERN ELECTRIC POWER SYSTEM: DESIGN, MODELLING, ANALYSIS AND PROBLEM SOLVING	20th - 22nd Feb, 2025	15th - 17th May, 2025	4th - 6th Aug, 2025	6th - 8th Nov, 2025	<del>₦</del> 350,000
73	DIESEL GENERATOR OPERATION AND MAINTENANCE	24th - 26th Feb, 2025	19th - 21st May, 2025	4th - 6th Aug, 2025	10th - 12th Nov, 2025	<del>₦</del> 350,000
74	MODERN MAINTENANCE TECHNOLOGIES: BEST APPROACHES IN MAINTENANCE	24th - 26th Feb, 2025	19th - 21st May, 2025	4th - 6th Aug, 2025	10th - 12th Nov, 2025	<del>₦</del> 350,000
75	MAINTENANCE MANAGEMENT BEST PRACTICES: SYSTEMS, TOOLS AND TECHNIQUES	24th - 26th Feb, 2025	19th - 21st May, 2025	4th - 6th Aug, 2025	10th - 12th Nov, 2025	<del>₦</del> 350,000
76	FUNDAMENTALS OF PUMPS AND VALVES AND THEIR SELECTION FOR OPTIMAL SYSTEM PERFORMANCE	24th - 26th Feb, 2025	19th - 21st May, 2025	7th - 9th Aug, 2025	10th - 12th Nov, 2025	<del>₦</del> 400,000

- ✓ Classroom
- ✓ Online
- ✓ In-house

S/N	TITLE	1ST BATCH	2ND BATCH	3RD BATCH	4TH BATCH	FEE
77	ELECTRICAL FAULTS: CAUSES, ANALYSIS, DETECTION AND REMEDIES	24th - 26th Feb, 2025	19th - 21st May, 2025	7th - 9th Aug, 2025	13th - 15th Nov, 2025	₦350,000
78	BEST PRACTICE IN FACILITIES MANAGEMENT	24th - 26th Feb, 2025	19th - 21st May, 2025	7th - 9th Aug, 2025	13th - 15th Nov, 2025	₦350,000
79	OPERATION, MAINTENANCE AND FAILURE PREVENTION OF PLANT AND BUILDING PIPING SYSTEMS	27th Feb - 1st Mar, 2025	22nd - 24th May, 2025	7th - 9th Aug, 2025	13th - 15th Nov, 2025	₦350,000
80	HEATING, VENTILATION AND AIR-CONDITIONING SYSTEMS (HVAC): MAINTENANCE AND TROUBLESHOOTING	27th Feb - 1st Mar, 2025	22nd - 24th May, 2025	11th - 13th Aug, 2025	13th - 15th Nov, 2025	₦350,000
81	TROUBLESHOOTING AND MAINTENANCE OF ELECTRICAL EQUIPMENT	27th Feb - 1st Mar, 2025	22nd - 24th May, 2025	11th - 13th Aug, 2025	17th - 19th Nov, 2025	₦350,000
82	BOILER CONTROL AND INSTRUMENTATION COURSE	27th Feb - 1st Mar, 2025	22nd - 24th May, 2025	11th - 13th Aug, 2025	17th - 19th Nov, 2025	₦450,000
83	INVESTIGATION, ANALYSIS AND REMEDIATION OF BUILDING FAILURES	27th Feb - 1st Mar, 2025	22nd - 24th May, 2025	11th - 13th Aug, 2025	17th - 19th Nov, 2025	₦350,000
84	PROCESS CONTROL VALVES AND ACTUATORS	27th Feb - 1st Mar, 2025	22nd - 24th May, 2025	14th - 16th Aug, 2025	17th - 19th Nov, 2025	₦400,000
85	TRANSFORMER TESTING AND MAINTENANCE WORKSHOP	3rd - 5th Mar, 2025	26th - 28th May, 2025	14th - 16th Aug, 2025	20th - 22nd Nov, 2025	₦400,000
86	BUILDING MAINTENANCE: STANDARDS AND BEST PRACTICES	3rd - 5th Mar, 2025	26th - 28th May, 2025	14th - 16th Aug, 2025	20th - 22nd Nov, 2025	₦350,000
87	AIR CONDITIONING SYSTEMS MAINTENANCE AND DIAGNOSTICS	3rd - 5th Mar, 2025	26th - 28th May, 2025	14th - 16th Aug, 2025	20th - 22nd Nov, 2025	₦350,000
88	OPTIMIZING EQUIPMENT MAINTENANCE AND REPLACEMENT DECISIONS	3rd - 5th Mar, 2025	26th - 28th May, 2025	18th - 20th Aug, 2025	20th - 22nd Nov, 2025	₦350,000
89	IMPLEMENTING EFFECTIVE PREVENTING AND PREDICTIVE MAINTENANCE PROGRAMMES	3rd - 5th Mar, 2025	26th - 28th May, 2025	18th - 20th Aug, 2025	24th - 26th Nov, 2025	₦350,000
90	BEST PRACTICE IN ELECTRICAL SYSTEM GROUNDING AND EARTHING	3rd - 5th Mar, 2025	26th - 28th May, 2025	18th - 20th Aug, 2025	24th - 26th Nov, 2025	₦400,000
91	BEST PRACTICE IN MAINTENANCE MANAGEMENT	6th - 8th Mar, 2025	29th - 31st May, 2025	18th - 20th Aug, 2025	24th - 26th Nov, 2025	₦350,000
92	CIRCUIT BREAKERS AND SWITCHGEARS INSPECTION	6th - 8th Mar, 2025	29th - 31st May, 2025	21st - 23rd Aug, 2025	24th - 26th Nov, 2025	₦400,000
93	ELECTRICAL ENGINEERING PRACTICES FOR FACILITIES ENGINEER	6th - 8th Mar, 2025	29th - 31st May, 2025	21st - 23rd Aug, 2025	27th - 29th Nov, 2025	₦350,000
94	EARTHING, BONDING, LIGHTNING AND SURGE PROTECTION OF ELECTRICAL SYSTEMS AND EQUIPMENT	6th - 8th Mar, 2025	29th - 31st May, 2025	21st - 23rd Aug, 2025	27th - 29th Nov, 2025	₦400,000
95	FACILITIES MANAGEMENT STRATEGY WORKSHOP	6th - 8th Mar, 2025	29th - 31st May, 2025	21st - 23rd Aug, 2025	27th - 29th Nov, 2025	₦350,000
96	DEVELOPMENT OF TECHNOLOGICAL STANDARDS FOR RAIL AND MARINE TRANSPORT INFRASTRUCTURE	6th - 8th Mar, 2025	29th - 31st May, 2025	25th - 27th Aug, 2025	27th - 29th Nov, 2025	₦400,000
97	DESIGN OF MODERN ELECTRICAL DISTRIBUTION SYSTEMS	10th - 12th Mar, 2025	2nd - 4th June, 2025	25th - 27th Aug, 2025	1st - 3rd Dec, 2025	₦400,000
98	PUMPS, VALVES, ACTUATORS, MOTORS AND VARIABLE SPEED DRIVERS: SELECTION, APPLICATIONS, OPERATION, DIAGNOSTIC, TESTING, TROUBLESHOOTING AND MAINTENANCE	10th - 12th Mar, 2025	2nd - 4th June, 2025	25th - 27th Aug, 2025	1st - 3rd Dec, 2025	₦400,000
99	RISK BASED MAINTENANCE WORKSHOP	10th - 12th Mar, 2025	2nd - 4th June, 2025	25th - 27th Aug, 2025	1st - 3rd Dec, 2025	₦350,000
100	SAFETY PRACTICES FOR PUBLIC BUILDINGS	10th - 12th Mar, 2025	2nd - 4th June, 2025	28th - 30th Aug, 2025	4th - 6th Dec, 2025	₦350,000
101	AIR CONDITIONING EQUIPMENT, SYSTEM REPAIRS AND MAINTENANCE	10th - 12th Mar, 2025	2nd - 4th June, 2025	28th - 30th Aug, 2025	4th - 6th Dec, 2025	₦350,000
102	HYDRAULIC AND PNEUMATIC MAINTENANCE AND TROUBLESHOOTING	10th - 12th Mar, 2025	2nd - 4th June, 2025	28th - 30th Aug, 2025	4th - 6th Dec, 2025	₦400,000

- ✓ Classroom
- ✓ Online
- ✓ In-house

S/N	TITLE	1ST BATCH	2ND BATCH	3RD BATCH	4TH BATCH	FEE
103	VEHICLES MAINTENANCE MANAGEMENT AND INSPECTION	13th – 15th Mar, 2025	9th – 11th June, 2025	28th – 30th Aug, 2025	8th – 10th Dec, 2025	<del>₦</del> 350,000
104	FUNDAMENTALS OF ASSET AND FACILITIES MANAGEMENT	13th – 15th Mar, 2025	9th – 11th June, 2025	1st – 3rd Sept, 2025	8th – 10th Dec, 2025	<del>₦</del> 350,000
105	ADVANCED PUMP AND COMPRESSOR MAINTENANCE	13th – 15th Mar, 2025	9th – 11th June, 2025	1st – 3rd Sept, 2025	11th – 13th Dec, 2025	<del>₦</del> 400,000
106	BEST PRACTICE IN BUILDING OPERATIONS MAINTENANCE AND MANAGEMENT	13th – 15th Mar, 2025	9th – 11th June, 2025	1st – 3rd Sept, 2025	11th – 13th Dec, 2025	<del>₦</del> 350,000
107	CORROSION MANAGEMENT COURSE	13th – 15th Mar, 2025	9th – 11th June, 2025	1st – 3rd Sept, 2025	15th – 17th Dec, 2025	<del>₦</del> 400,000
108	MAINTENANCE CONTRACTING AND OUTSOURCING	13th – 15th Mar, 2025	9th – 11th June, 2025	8th – 10th Sept, 2025	15th – 17th Dec, 2025	<del>₦</del> 350,000
109	BEST PRACTICE IN HYDRAULICS, PUMPING AND VALVES SYSTEMS	17th – 19th Mar, 2025	16th – 18th June, 2025	8th – 10th Sept, 2025	15th – 17th Dec, 2025	<del>₦</del> 400,000
110	TROUBLESHOOTING, MAINTENANCE AND PROTECTION OF AC ELECTRICAL MOTORS AND DRIVES	17th – 19th Mar, 2025	16th – 18th June, 2025	8th – 10th Sept, 2025	18th – 20th Dec, 2025	<del>₦</del> 400,000
111	DESIGN, OPERATION AND MAINTENANCE OF BUILDING SYSTEMS	17th – 19th Mar, 2025	16th – 18th June, 2025	8th – 10th Sept, 2025	18th – 20th Dec, 2025	<del>₦</del> 350,000
112	AIR CONDITIONING, INSTALLATION, COMMISSIONING AND MAINTENANCE	17th – 19th Mar, 2025	16th – 18th June, 2025	11th – 13th Sept, 2025	18th – 20th Dec, 2025	<del>₦</del> 350,000
113	GENERATOR TESTING, INSPECTION AND MAINTENANCE	17th – 19th Mar, 2025	16th – 18th June, 2025	11th – 13th Sept, 2025	18th – 20th Dec, 2025	<del>₦</del> 350,000

The amount will cover all workshop materials and literature, Executive bag, Tea/Coffee, Lunch, Photographs and Certificate. Payment should be made in Cash, Bank Draft or Transfer in favour of Alpha Partners.

**Note:** The fee will attract additional 7.5% VAT.

All classroom courses will hold at Alpha Partners Professional Training Conference Centre, 200, Murtala Mohammed Way (2nd & 3rd Floors) Adekunle BRT Bus Stop Yaba - Lagos.

Please let us know the courses you would like your employees to attend. For further information on these courses and for in-house training arrangements, please call Chris Onwuasigwe, 08033045484, 09060007799, 09060002299.

**E-mail:** info@alphapartnerstrainings.com, alphapartner111@yahoo.com **Website:** www.alphapartnerstrainings.com





S/N	COURSE TITLE	1ST BATCH	2ND BATCH	3RD BATCH	4TH BATCH	FEE
1	OIL AND GAS BUSINESS ENVIRONMENT	13th - 15th Jan, 2025	27th - 29th Mar, 2025	10th - 12th July, 2025	2nd - 4th Oct, 2025	₦375,000
2	OIL AND GAS INSURANCE UNDERWRITING AND ADMINISTRATION	13th - 15th Jan, 2025	27th - 29th Mar, 2025	10th - 12th July, 2025	2nd - 4th Oct, 2025	₦375,000
3	OIL AND GAS FINANCE MANAGEMENT	13th - 15th Jan, 2025	2nd - 4th Apr, 2025	14th - 16th July, 2025	2nd - 4th Oct, 2025	₦375,000
4	ADVANCED INTERNAL AUDITING AND QUALITY ASSURANCE IN OIL AND GAS SECTOR	16th - 18th Jan, 2025	2nd - 4th Apr, 2025	14th - 16th July, 2025	6th - 8th Oct, 2025	₦375,000
5	AN INTRODUCTION TO UPSTREAM PETROLEUM ECONOMICS	16th - 18th Jan, 2025	7th - 9th Apr, 2025	17th - 19th July, 2025	6th - 8th Oct, 2025	₦375,000
6	IFRS JOINT VENTURE ACCOUNTING FOR THE OIL AND GAS SECTOR	16th - 18th Jan, 2025	7th - 9th Apr, 2025	17th - 19th July, 2025	6th - 8th Oct, 2025	₦375,000
7	MAINTENANCE PLANNING AND WORK CONTROL IN THE OIL AND GAS	20th - 22nd Jan, 2025	10th - 12th Apr, 2025	17th - 19th July, 2025	9th - 11th Oct, 2025	₦375,000
8	ESSENTIAL SKILLS FOR OIL AND GAS MANAGERS AND SUPERVISORS	20th - 22nd Jan, 2025	10th - 12th Apr, 2025	21st - 23rd July, 2025	9th - 11th Oct, 2025	₦375,000
9	HSE IN EXPLORATION AND PRODUCTION	20th - 22nd Jan, 2025	14th - 16th Apr, 2025	21st - 23rd July, 2025	9th - 11th Oct, 2025	₦375,000
10	CONTRACTS AND TENDERS FUNDAMENTALS FOR OIL AND GAS INDUSTRY	23rd - 25th Jan, 2025	14th - 16th Apr, 2025	21st - 23rd July, 2025	13th - 15th Oct, 2025	₦375,000
11	EXEGESIS OF THE 2017 NIGERIAN PETROLEUM POLICY	23rd - 25th Jan, 2025	22nd - 24th Apr, 2025	24th - 26th July, 2025	13th - 15th Oct, 2025	₦375,000
12	MANAGING UPSTREAM OIL AND GAS ASSETS	23rd - 25th Jan, 2025	22nd - 24th Apr, 2025	24th - 26th July, 2025	13th - 15th Oct, 2025	₦375,000
13	OIL AND GAS ACCOUNTING AND PERFORMANCE MEASUREMENT COURSE	27th - 29th Jan, 2025	28th - 30th Apr, 2025	24th - 26th July, 2025	16th - 18th Oct, 2025	₦375,000
14	INSTRUMENTATION, CONTROLS AND ELECTRICAL SYSTEMS FOR FACILITIES ENGINEERS IN OIL AND GAS SECTORS	27th - 29th Jan, 2025	28th - 30th Apr, 2025	28th - 30th July, 2025	16th - 18th Oct, 2025	₦375,000
15	INTRODUCTION TO PETROLEUM EXPLORATION	27th - 29th Jan, 2025	5th - 7th May, 2025	28th - 30th July, 2025	16th - 18th Oct, 2025	₦375,000
16	CONSTITUTIONAL PROVISIONS RELATING TO PETROLEUM (OIL AND GAS) IN NIGERIA	30th Jan - 1st Feb, 2025	5th - 7th May, 2025	28th - 30th July, 2025	20th - 22nd Oct, 2025	₦375,000
17	SKILLS IMPROVEMENT COURSE FOR INTERNAL AUDITORS IN OIL AND GAS	30th Jan - 1st Feb, 2025	8th - 10th May, 2025	31st July - 2nd Aug, 2025	20th - 22nd Oct, 2025	₦375,000
18	EFFECTIVE FIXED ASSETS ACCOUNTING IN THE OIL AND GAS SECTOR	30th Jan - 1st Feb, 2025	8th - 10th May, 2025	31st July - 2nd Aug, 2025	20th - 22nd Oct, 2025	₦375,000
19	INTERNAL AUDITING STRATEGIES IN THE OIL AND GAS SECTOR	3rd - 5th Feb, 2025	12th - 14th May, 2025	31st July - 2nd Aug, 2025	23rd - 25th Oct, 2025	₦375,000
20	UPSTREAM OIL AND GAS DEVELOPMENT LIFECYCLE COSTING	3rd - 5th Feb, 2025	12th - 14th May, 2025	4th - 6th Aug, 2025	23rd - 25th Oct, 2025	₦375,000
21	SALES, PURCHASING, MARKETING AND DISTRIBUTION OF OIL AND GAS	3rd - 5th Feb, 2025	15th - 17th May, 2025	4th - 6th Aug, 2025	23rd - 25th Oct, 2025	₦375,000
22	ACCOUNTING AND TAXATION IN OIL AND GAS SECTOR	6th - 8th Feb, 2025	15th - 17th May, 2025	4th - 6th Aug, 2025	27th - 29th Oct, 2025	₦375,000
23	ENVIRONMENTAL AND COMMUNITY RELATIONS MANAGEMENT IN THE OIL AND GAS SECTOR	6th - 8th Feb, 2025	15th - 17th May, 2025	7th - 9th Aug, 2025	27th - 29th Oct, 2025	₦375,000
24	MANAGING BIDS AND TENDERS FROM SUPPLIERS	10th - 12th Feb, 2025	19th - 21st May, 2025	7th - 9th Aug, 2025	30th Oct - 1st Nov, 2025	₦375,000
25	PETROLEUM REVENUE GENERATION, TREASURY AND FUNDS MANAGEMENT IN THE OIL AND GAS SECTOR	10th - 12th Feb, 2025	19th - 21st May, 2025	11th - 13th Aug, 2025	30th Oct - 1st Nov, 2025	₦375,000

S/N	COURSE TITLE	1ST BATCH	2ND BATCH	3RD BATCH	4TH BATCH	FEE
26	MASTERING FINANCE FOR NON-FINANCIAL OIL AND GAS PERSONNEL	13th - 15th Feb, 2025	22nd - 24th May, 2025	11th - 13th Aug, 2025	3rd - 5th Nov, 2025	₦375,000
27	OIL AND GAS FIELD LIFE CYCLE, FIELD DEVELOPMENT AND PLANNING	13th - 15th Feb, 2025	22nd - 24th May, 2025	14th - 16th Aug, 2025	3rd - 5th Nov, 2025	₦375,000
28	BUDGETING, COST CONTROL AND FINANCIAL REPORTING IN OIL AND GAS SECTOR	17th - 19th Feb, 2025	26th - 28th May, 2025	14th - 16th Aug, 2025	6th - 8th Nov, 2025	₦375,000
29	FUNDAMENTALS OF PUMP AND COMPRESSOR SYSTEM FOR OIL AND GAS OPERATION	17th - 19th Feb, 2025	26th - 28th May, 2025	18th - 20th Aug, 2025	6th - 8th Nov, 2025	₦375,000
30	NEGOTIATION SKILLS FOR THE OIL AND GAS INDUSTRY	20th - 22nd Feb, 2025	29th - 31st May, 2025	18th - 20th Aug, 2025	10th - 12th Nov, 2025	₦375,000
31	PROCUREMENT STRATEGIES FOR SUCCESS IN THE OIL AND GAS SECTOR	20th - 22nd Feb, 2025	29th - 31st May, 2025	21st - 23rd Aug, 2025	10th - 12th Nov, 2025	₦375,000
32	OIL AND GAS INDUSTRY FUNDAMENTALS	24th - 26th Feb, 2025	26th - 28th May, 2025	21st - 23rd Aug, 2025	13th - 15th Nov, 2025	₦375,000
33	OIL AND GAS EFFECTIVE MAINTENANCE MANAGEMENT	24th - 26th Feb, 2025	2nd - 4th June, 2025	25th - 27th Aug, 2025	13th - 15th Nov, 2025	₦375,000
34	OIL AND GAS OPERATIONS AND CURRENT REFORMS IN NIGERIA	27th Feb - 1st Mar, 2025	2nd - 4th June, 2025	25th - 27th Aug, 2025	17th - 19th Nov, 2025	₦375,000
35	INTERNATIONAL FINANCIAL REPORTING STANDARDS (IFRS) FOR OIL AND GAS INDUSTRY	27th Feb - 1st Mar, 2025	9th - 11th June, 2025	28th - 30th Aug, 2025	17th - 19th Nov, 2025	₦375,000
36	HUMAN RESOURCES MANAGEMENT FOR OIL AND GAS SECTOR	3rd - 5th Mar, 2025	9th - 11th June, 2025	28th - 30th Aug, 2025	20th - 22nd Nov, 2025	₦375,000
37	FUNDAMENTALS OF OIL AND GAS ACCOUNTING	3rd - 5th Mar, 2025	16th - 18th June, 2025	1st - 3rd Sept, 2025	20th - 22nd Nov, 2025	₦375,000
38	STOREKEEPING AND WAREHOUSING SKILLS IN THE OIL AND GAS SECTOR	6th - 8th Mar, 2025	16th - 18th June, 2025	1st - 3rd Sept, 2025	24th - 26th Nov, 2025	₦375,000
39	UNDERSTANDING ENERGY CONTRACTS	6th - 8th Mar, 2025	19th - 21st June, 2025	8th - 10th Sept, 2025	24th - 26th Nov, 2025	₦375,000
40	OIL AND GAS PETROCHEMICAL ACCOUNTING AND PERFORMANCE MEASUREMENT	10th - 12th Mar, 2025	19th - 21st June, 2025	8th - 10th Sept, 2025	27th - 29th Nov, 2025	₦375,000
41	THE OIL AND GAS VALUE CHAIN	10th - 12th Mar, 2025	23rd - 25th June, 2025	11th - 13th Sept, 2025	1st - 3rd Dec, 2025	₦375,000
42	SECURITY AND SAFETY IN THE OIL AND GAS INDUSTRY	13th - 15th Mar, 2025	23rd - 25th June, 2025	11th - 13th Sept, 2025	4th - 6th Dec, 2025	₦375,000
43	PETROLEUM COMPANY PERFORMANCE MANAGEMENT	13th - 15th Mar, 2025	26th - 28th June, 2025	15th - 17th Sept, 2025	8th - 10th Dec, 2025	₦375,000
44	MANAGING LOGISTICS (TRANSPORT, MATERIALS STORAGE AND MATERIALS HANDLING)	17th - 19th Mar, 2025	30th June - 2nd July, 2025	18th - 20th Sept, 2025	11th - 13th Dec, 2025	₦375,000
45	FUNDAMENTALS OF OIL AND GAS PRODUCTION	20th - 22nd Mar, 2025	3rd - 5th July, 2025	22nd - 24th Sept, 2025	15th - 17th Dec, 2025	₦375,000
46	INTRODUCTION TO OIL TRADING AND PRICE RISK MANAGEMENT	24th - 26th Mar, 2025	7th - 9th July, 2025	25th - 27th Sept, 2025	18th - 20th Dec, 2025	₦375,000

The amount will cover all workshop materials and literature, Executive bag, Tea/Coffee, Lunch, Photographs and Certificate. Payment should be made in Cash, Bank Draft or Transfer in favour of Alpha Partners.

**Note:** The fee will attract additional 7.5% VAT.

All classroom courses will hold at Alpha Partners Professional Training Conference Centre, 200, Murtala Mohammed Way (2nd & 3rd Floors) Adekunle BRT Bus Stop Yaba - Lagos.

Please let us know the courses you would like your employees to attend. For further information on these courses and for in-house training arrangements, please call Chris Onwuasigwe, 08033045484, 09060007799, 09060002299.

**E-mail:** [info@alphapartnerstrainings.com](mailto:info@alphapartnerstrainings.com), [alphapartner111@yahoo.com](mailto:alphapartner111@yahoo.com) **Website:** [www.alphapartnerstrainings.com](http://www.alphapartnerstrainings.com)

- ✓ Classroom
- ✓ Online
- ✓ In-house

S/N	COURSE TITLE	1ST BATCH	2ND BATCH	3RD BATCH	4TH BATCH	FEE
1	BUSINESS LAW ADMINISTRATION COURSE	13th - 15th Jan, 2025	20th - 22nd Mar, 2025	19th - 21st June, 2025	11th - 13th Sept, 2025	₦350,000
2	NEGOTIATION AND CONFLICT MANAGEMENT IN ORGANIZATIONS	13th - 15th Jan, 2025	20th - 22nd Mar, 2025	19th - 21st June, 2025	11th - 13th Sept, 2025	₦350,000
3	BEST PRACTICES IN ARBITRATION AND CONFLICTS RESOLUTION	13th - 15th Jan, 2025	20th - 22nd Mar, 2025	19th - 21st June, 2025	11th - 13th Sept, 2025	₦350,000
4	EMPLOYMENT LAW AND PRACTICE IN NIGERIA	13th - 15th Jan, 2025	20th - 22nd Mar, 2025	19th - 21st June, 2025	15th - 17th Sept, 2025	₦350,000
5	CORPORATE LEGAL OFFICERS COURSE	13th - 15th Jan, 2025	20th - 22nd Mar, 2025	19th - 21st June, 2025	15th - 17th Sept, 2025	₦350,000
6	IN-DEPTH COURSE ON ARBITRATION AND MEDIATION	13th - 15th Jan, 2025	20th - 22nd Mar, 2025	19th - 21st June, 2025	15th - 17th Sept, 2025	₦350,000
7	CONTRACTS MANAGEMENT WORKSHOP	16th - 18th Jan, 2025	24th - 26th Mar, 2025	23rd - 25th June, 2025	15th - 17th Sept, 2025	₦350,000
8	NON-LEGAL SKILLS FOR IN-HOUSE LAWYERS	16th - 18th Jan, 2025	24th - 26th Mar, 2025	23rd - 25th June, 2025	18th - 20th Sept, 2025	₦350,000
9	COMMERCIAL CONTRACTS DRAFTING	16th - 18th Jan, 2025	24th - 26th Mar, 2025	23rd - 25th June, 2025	18th - 20th Sept, 2025	₦350,000
10	LEGAL SECRETARY DUTIES COURSE	16th - 18th Jan, 2025	24th - 26th Mar, 2025	23rd - 25th June, 2025	18th - 20th Sept, 2025	₦350,000
11	EFFECTIVE DRAFTING OF ENFORCEABLE CONTRACTS CONDITIONS	16th - 18th Jan, 2025	24th - 26th Mar, 2025	23rd - 25th June, 2025	18th - 20th Sept, 2025	₦350,000
12	EFFECTIVE LEADERSHIP TOOLS FOR LEGAL PRACTITIONERS	16th - 18th Jan, 2025	24th - 26th Mar, 2025	23rd - 25th June, 2025	22nd - 24th Sept, 2025	₦350,000
13	CONTRACT BREACH AND TERMINATION - KEY REMEDIES FOR LITIGATORS	20th - 22nd Jan, 2025	27th - 29th Mar, 2025	26th - 28th June, 2025	22nd - 24th Sept, 2025	₦350,000
14	CORPORATE SECRETARIAT PRACTICE: LEGAL AND COMPLIANCE ASPECTS	20th - 22nd Jan, 2025	27th - 29th Mar, 2025	26th - 28th June, 2025	22nd - 24th Sept, 2025	₦350,000
15	LAW AND CONTRACTS TERMS AND CONDITIONS	20th - 22nd Jan, 2025	27th - 29th Mar, 2025	26th - 28th June, 2025	22nd - 24th Sept, 2025	₦350,000
16	FUNDAMENTALS OF EMPLOYMENT CONTRACTS	20th - 22nd Jan, 2025	27th - 29th Mar, 2025	26th - 28th June, 2025	22nd - 24th Sept, 2025	₦350,000
17	BOARD OF DIRECTORS VERSATILITY TRAINING	20th - 22nd Jan, 2025	2nd - 4th Apr, 2025	26th - 28th June, 2025	22nd - 24th Sept, 2025	₦350,000
18	NIGERIA TAXATION LAWS AND PRACTICE FOR LEGAL OFFICERS	20th - 22nd Jan, 2025	2nd - 4th Apr, 2025	26th - 28th June, 2025	25th - 27th Sept, 2025	₦350,000
19	CORPORATE LEGAL ADVISERS CONFERENCE	23rd - 25th Jan, 2025	2nd - 4th Apr, 2025	30th June - 2nd July, 2025	25th - 27th Sept, 2025	₦350,000
20	FINANCE AND ACCOUNTING FOR LAWYERS	23rd - 25th Jan, 2025	2nd - 4th Apr, 2025	30th June - 2nd July, 2025	25th - 27th Sept, 2025	₦350,000
21	INTRODUCTION TO DOMESTIC ARBITRATION COURSE	23rd - 25th Jan, 2025	7th - 9th Apr, 2025	30th June - 2nd July, 2025	25th - 27th Sept, 2025	₦350,000
22	LEGAL ISSUES ON FRAUD PREVENTION	23rd - 25th Jan, 2025	7th - 9th Apr, 2025	30th June - 2nd July, 2025	25th - 27th Sept, 2025	₦350,000
23	EXCELLENCE IN CONTRACTS ADMINISTRATION	23rd - 25th Jan, 2025	7th - 9th Apr, 2025	30th June - 2nd July, 2025	25th - 27th Sept, 2025	₦350,000
24	ACCOUNTING FOR LEGAL PRACTITIONERS	23rd - 25th Jan, 2025	7th - 9th Apr, 2025	30th June - 2nd July, 2025	2nd - 4th Oct, 2025	₦350,000
25	PROFESSIONAL SKILLS ACQUISITION AND DEVELOPMENT FOR GOVERNMENT LAWYERS	27th - 29th Jan, 2025	10th - 12th Apr, 2025	3rd - 5th July, 2025	2nd - 4th Oct, 2025	₦350,000
26	MANAGING AND LEADING AN EFFECTIVE IN-HOUSE LEGAL DEPARTMENT	27th - 29th Jan, 2025	10th - 12th Apr, 2025	3rd - 5th July, 2025	2nd - 4th Oct, 2025	₦350,000
27	CONSTRUCTION AND INFRASTRUCTURE LAW	27th - 29th Jan, 2025	10th - 12th Apr, 2025	3rd - 5th July, 2025	2nd - 4th Oct, 2025	₦350,000
28	ALTERNATIVE DISPUTE RESOLUTION (ADR) MASTERCLASS	27th - 29th Jan, 2025	10th - 12th Apr, 2025	3rd - 5th July, 2025	2nd - 4th Oct, 2025	₦350,000
29	LEGAL ASPECTS OF BUSINESS	27th - 29th Jan, 2025	10th - 12th Apr, 2025	3rd - 5th July, 2025	6th - 8th Oct, 2025	₦350,000
30	INFLUENCING, PERSUADING AND NEGOTIATING SKILLS FOR LAWYERS	27th - 29th Jan, 2025	10th - 12th Apr, 2025	7th - 9th July, 2025	6th - 8th Oct, 2025	₦350,000





- ✓ Classroom
- ✓ Online
- ✓ In-house

S/N	COURSE TITLE	1ST BATCH	2ND BATCH	3RD BATCH	4TH BATCH	FEE
31	GRIEVANCE, DISCIPLINE AND DISMISSALS	30th Jan – 1st Feb, 2025	14th – 16th Apr, 2025	7th – 9th July, 2025	6th – 8th Oct, 2025	₦350,000
32	COMPUTER/ICT MANAGEMENT AND INFORMATION SECURITY FOR LEGAL OFFICERS	30th Jan – 1st Feb, 2025	14th – 16th Apr, 2025	7th – 9th July, 2025	6th – 8th Oct, 2025	₦350,000
33	ALTERNATIVE DISPUTE RESOLUTION (ADR) IN LABOUR AND INDUSTRIAL RELATIONS	30th Jan – 1st Feb, 2025	14th – 16th Apr, 2025	7th – 9th July, 2025	9th – 11th Oct, 2025	₦350,000
34	ADMINISTRATION AND OFFICE MANAGEMENT FOR LAWYERS: BEST PRACTICES AND TECHNIQUES	30th Jan – 1st Feb, 2025	14th – 16th Apr, 2025	7th – 9th July, 2025	9th – 11th Oct, 2025	₦350,000
35	EFFECTIVE CONTRACT ADMINISTRATION CLAIMS MANAGEMENT AND NEGOTIATING WIN-WIN SETTLEMENTS	30th Jan – 1st Feb, 2025	14th – 16th Apr, 2025	7th – 9th July, 2025	9th – 11th Oct, 2025	₦350,000
36	CORPORATE LEGAL ADVISERS AND COMPANY SECRETARIES COURSE	30th Jan – 1st Feb, 2025	14th – 16th Apr, 2025	10th – 12th July, 2025	9th – 11th Oct, 2025	₦350,000
37	BOARD MEMBERS AND CORPORATE DIRECTORS TRAINING	3rd – 5th Feb, 2025	22nd – 24th Apr, 2025	10th – 12th July, 2025	13th – 15th Oct, 2025	₦350,000
38	ADVANCED LEGAL ADMINISTRATORS COURSE	3rd – 5th Feb, 2025	22nd – 24th Apr, 2025	10th – 12th July, 2025	13th – 15th Oct, 2025	₦350,000
39	ALTERNATIVE DISPUTE RESOLUTION STRATEGIES	3rd – 5th Feb, 2025	22nd – 24th Apr, 2025	10th – 12th July, 2025	13th – 15th Oct, 2025	₦350,000
40	SERVICE LEVEL AGREEMENTS WORKSHOP	3rd – 5th Feb, 2025	22nd – 24th Apr, 2025	10th – 12th July, 2025	16th – 18th Oct, 2025	₦350,000
41	EMPLOYEE RELATIONS AND THE LAW	3rd – 5th Feb, 2025	22nd – 24th Apr, 2025	10th – 12th July, 2025	16th – 18th Oct, 2025	₦350,000
42	LAW-MAKING AND LEGISLATIVE DRAFTING	3rd – 5th Feb, 2025	22nd – 24th Apr, 2025	14th – 16th July, 2025	16th – 18th Oct, 2025	₦350,000
43	FUNDAMENTALS OF EMPLOYMENT LAWS	6th – 8th Feb, 2025	28th – 30th Apr, 2025	14th – 16th July, 2025	20th – 22nd Oct, 2025	₦350,000
44	CONSTRUCTIONS CONTRACT LAW ESSENTIALS	6th – 8th Feb, 2025	28th – 30th Apr, 2025	14th – 16th July, 2025	20th – 22nd Oct, 2025	₦350,000
45	BUSINESS AND CONTRACT LAW ADMINISTRATION	6th – 8th Feb, 2025	28th – 30th Apr, 2025	14th – 16th July, 2025	20th – 22nd Oct, 2025	₦350,000
46	CONTRACT LAW UPDATES	6th – 8th Feb, 2025	28th – 30th Apr, 2025	14th – 16th July, 2025	23rd – 25th Oct, 2025	₦350,000
47	DIRECTORS' DUTIES, CONFLICTS AND LIABILITIES	6th – 8th Feb, 2025	28th – 30th Apr, 2025	14th – 16th July, 2025	23rd – 25th Oct, 2025	₦350,000
48	UNDERSTANDING THE LAW OF ECONOMIC AND FINANCIAL CRIME MANAGEMENT	6th – 8th Feb, 2025	28th – 30th Apr, 2025	17th – 19th July, 2025	23rd – 25th Oct, 2025	₦350,000
49	LITIGATION DRAFTING: A COMPREHENSIVE GUIDE	10th – 12th Feb, 2025	5th – 7th May, 2025	17th – 19th July, 2025	27th – 29th Oct, 2025	₦350,000
50	MANAGING CONTRACTUAL LIABILITIES EFFECTIVELY	10th – 12th Feb, 2025	5th – 7th May, 2025	17th – 19th July, 2025	27th – 29th Oct, 2025	₦350,000
51	EXCELLENCE IN CORPORATE GOVERNANCE	10th – 12th Feb, 2025	5th – 7th May, 2025	17th – 19th July, 2025	27th – 29th Oct, 2025	₦350,000
52	NEGOTIATING, DRAFTING AND UNDERSTANDING CONTRACTS	10th – 12th Feb, 2025	5th – 7th May, 2025	17th – 19th July, 2025	30th Oct – 1st Nov, 2025	₦350,000
53	COMPUTER/IT APPRECIATION FOR LEGAL OFFICERS	10th – 12th Feb, 2025	5th – 7th May, 2025	17th – 19th July, 2025	30th Oct – 1st Nov, 2025	₦350,000
54	COMPANY LAW AND PRACTICE	10th – 12th Feb, 2025	5th – 7th May, 2025	21st – 23rd July, 2025	30th Oct – 1st Nov, 2025	₦350,000
55	CORPORATE GOVERNANCE: EFFECTIVENESS AND ACCOUNTABILITY IN THE BOARDROOM	13th – 15th Feb, 2025	8th – 10th May, 2025	21st – 23rd July, 2025	3rd – 5th Nov, 2025	₦350,000
56	UNDERSTANDING GOVERNMENT LEGAL SERVICES	13th – 15th Feb, 2025	8th – 10th May, 2025	21st – 23rd July, 2025	3rd – 5th Nov, 2025	₦350,000
57	ADVANCED NEGOTIATION AND ADVANCED DEAL MAKING	13th – 15th Feb, 2025	8th – 10th May, 2025	21st – 23rd July, 2025	3rd – 5th Nov, 2025	₦350,000
58	AN INTRODUCTION TO TAX FOR PROPERTY LAWYERS	13th – 15th Feb, 2025	8th – 10th May, 2025	24th – 26th July, 2025	6th – 8th Nov, 2025	₦350,000
59	INTELLECTUAL PROPERTY RIGHTS COURSE	13th – 15th Feb, 2025	8th – 10th May, 2025	24th – 26th July, 2025	6th – 8th Nov, 2025	₦350,000



- ✓ Classroom
- ✓ Online
- ✓ In-house

S/N	COURSE TITLE	1ST BATCH	2ND BATCH	3RD BATCH	4TH BATCH	FEE
60	EFFECTIVE LEGAL WRITING AND DRAFTING COURSE	13th - 15th Feb, 2025	8th - 10th May, 2025	28th - 30th July, 2025	10th - 12th Nov, 2025	₦350,000
61	COMMERCIAL AND BUSINESS CONTRACTS	17th - 19th Feb, 2025	12th - 14th May, 2025	28th - 30th July, 2025	10th - 12th Nov, 2025	₦350,000
62	NIGERIAN LABOUR LAWS AND PRACTICES	17th - 19th Feb, 2025	12th - 14th May, 2025	31st July - 2nd Aug, 2025	13th - 15th Nov, 2025	₦350,000
63	THE EFFECTIVE LEGAL SECRETARY COURSE	17th - 19th Feb, 2025	12th - 14th May, 2025	31st July - 2nd Aug, 2025	13th - 15th Nov, 2025	₦350,000
64	ANNUAL GENERAL MEETING AND BOARD MEETING MANAGEMENT	17th - 19th Feb, 2025	12th - 14th May, 2025	4th - 6th Aug, 2025	17th - 19th Nov, 2025	₦350,000
65	OPTIMIZING THE BOARD OF DIRECTORS EFFECTIVENESS	17th - 19th Feb, 2025	12th - 14th May, 2025	4th - 6th Aug, 2025	17th - 19th Nov, 2025	₦350,000
66	COMPANY LAW - ESSENTIAL OVERVIEW	17th - 19th Feb, 2025	12th - 14th May, 2025	7th - 9th Aug, 2025	20th - 22nd Nov, 2025	₦350,000
67	MODERN CORPORATE GOVERNANCE: PRINCIPLES, POLICIES AND BEST PRACTICES	20th - 22nd Feb, 2025	15th - 17th May, 2025	7th - 9th Aug, 2025	20th - 22nd Nov, 2025	₦350,000
68	ARBITRATION ADVOCACY COURSE	20th - 22nd Feb, 2025	15th - 17th May, 2025	11th - 13th Aug, 2025	24th - 26th Nov, 2025	₦350,000
69	CURRENT TRENDS IN LEGISLATIVE DRAFTING	24th - 26th Feb, 2025	19th - 21st May, 2025	11th - 13th Aug, 2025	24th - 26th Nov, 2025	₦350,000
70	MEDIATION FOR LITIGATORS COURSE	24th - 26th Feb, 2025	19th - 21st May, 2025	14th - 16th Aug, 2025	27th - 29th Nov, 2025	₦350,000
71	ESSENTIAL DRAFTING TECHNIQUES FOR CIVIL LITIGATORS	27th Feb - 1st Mar, 2025	22nd - 24th May, 2025	14th - 16th Aug, 2025	27th - 29th Nov, 2025	₦350,000
72	THE LAW GOVERNING CONTRACTS AND COMMERCIAL DISPUTES	27th Feb - 1st Mar, 2025	22nd - 24th May, 2025	18th - 20th Aug, 2025	1st - 3rd Dec, 2025	₦350,000
73	BEST PRACTICE DRAFTING: STANDARD TERMS AND CONDITIONS	3rd - 5th Mar, 2025	26th - 28th May, 2025	18th - 20th Aug, 2025	1st - 3rd Dec, 2025	₦350,000
74	LEGAL OFFICE ADMINISTRATION: BEST PRACTICES	3rd - 5th Mar, 2025	26th - 28th May, 2025	21st - 23rd Aug, 2025	4th - 6th Dec, 2025	₦350,000
75	RESOLVING CONTRACTUAL CLAIMS AND DISPUTES	6th - 8th Mar, 2025	29th - 31st May, 2025	21st - 23rd Aug, 2025	4th - 6th Dec, 2025	₦350,000
76	STATUTORY, LEGAL AND COMPLIANCE REQUIREMENTS	6th - 8th Mar, 2025	29th - 31st May, 2025	25th - 27th Aug, 2025	8th - 10th Dec, 2025	₦350,000
77	PUBLIC-PRIVATE PARTNERSHIPS (PPP) CONTRACT MANAGEMENT	10th - 12th Mar, 2025	2nd - 4th June, 2025	25th - 27th Aug, 2025	8th - 10th Dec, 2025	₦350,000
78	BEST PRACTICES IN CONTRACT AND COMMERCIAL LAW ADMINISTRATION	10th - 12th Mar, 2025	2nd - 4th June, 2025	28th - 30th Aug, 2025	11th - 13th Dec, 2025	₦350,000
79	READING, WRITING AND NEGOTIATING OF CONTRACTS	13th - 15th Mar, 2025	9th - 11th June, 2025	28th - 30th Aug, 2025	11th - 13th Dec, 2025	₦350,000
80	FUNDAMENTALS OF CORPORATE LEGAL SERVICES	13th - 15th Mar, 2025	9th - 11th June, 2025	1st - 3rd Sept, 2025	15th - 17th Dec, 2025	₦350,000
81	INTERNATIONAL TRADE FINANCE AND INSTRUMENTS: OPERATIONAL: DOCUMENTATION AND LEGAL	17th - 19th Mar, 2025	16th - 18th June, 2025	1st - 3rd Sept, 2025	15th - 17th Dec, 2025	₦350,000
82	ADVANCED ALTERNATIVE DISPUTE RESOLUTION AND MEDIATION	17th - 19th Mar, 2025	16th - 18th June, 2025	8th - 10th Sept, 2025	18th - 20th Dec, 2025	₦350,000
83	INTERNATIONAL ARBITRATION TRAINING	17th - 19th Mar, 2025	16th - 18th June, 2025	8th - 10th Sept, 2025	18th - 20th Dec, 2025	₦350,000

The amount will cover all workshop materials and literature, Executive bag, Tea/Coffee, Lunch, Photographs and Certificate.

Payment should be made in Cash, Bank Draft or Transfer in favour of Alpha Partners.

**Note:** The fee will attract additional 7.5% VAT.

All classroom courses will hold at Alpha Partners Professional Training Conference Centre, 200, Murtala Mohammed Way (2nd & 3rd Floors) Adekunle BRT Bus Stop Yaba - Lagos.

Please let us know the courses you would like your employees to attend. For further information on these courses and for in-house training arrangements, please call Chris Onwuasigwe, 08033045484, 09060007799, 09060002299.

**E-mail:** [info@alphapartnerstrainings.com](mailto:info@alphapartnerstrainings.com), [alphapartner111@yahoo.com](mailto:alphapartner111@yahoo.com) **Website:** [www.alphapartnerstrainings.com](http://www.alphapartnerstrainings.com)



- ✓ Classroom
- ✓ Online
- ✓ In-house

S/N	COURSE TITLE	1ST BATCH	2ND BATCH	3RD BATCH	4TH BATCH	FEE
1	FUNDAMENTALS OF MARKETING COURSE	13th - 15th Jan, 2025	27th - 29th Mar, 2025	10th - 12th July, 2025	2nd - 4th Oct, 2025	₦350,000
2	CUSTOMER SERVICE EXCELLENCE: HOW TO WIN AND KEEP CUSTOMERS	13th - 15th Jan, 2025	27th - 29th Mar, 2025	10th - 12th July, 2025	2nd - 4th Oct, 2025	₦350,000
3	PROFITABLE SELLING IN A VOLATILE AND HOSTILE MARKET	13th - 15th Jan, 2025	2nd - 4th Apr, 2025	14th - 16th July, 2025	2nd - 4th Oct, 2025	₦350,000
4	FUNDAMENTALS OF MARKETING FOR NEW MARKETING AND NON-MARKETING PROFESSIONALS	16th - 18th Jan, 2025	2nd - 4th Apr, 2025	14th - 16th July, 2025	6th - 8th Oct, 2025	₦350,000
5	EXCEPTIONAL CUSTOMER SERVICE	16th - 18th Jan, 2025	7th - 9th Apr, 2025	17th - 19th July, 2025	6th - 8th Oct, 2025	₦350,000
6	CUSTOMER PROFILING TECHNIQUES AND PROCEDURES	16th - 18th Jan, 2025	7th - 9th Apr, 2025	17th - 19th July, 2025	6th - 8th Oct, 2025	₦350,000
7	THE EFFECTIVE MARKETING MANAGER COURSE	20th - 22nd Jan, 2025	10th - 12th Apr, 2025	17th - 19th July, 2025	9th - 11th Oct, 2025	₦350,000
8	STRATEGIES AND SECRETS OF SUCCESSFUL SALES MANAGERS	20th - 22nd Jan, 2025	10th - 12th Apr, 2025	21st - 23rd July, 2025	9th - 11th Oct, 2025	₦350,000
9	ESSENTIAL MARKETING PROCESS TRAINING	20th - 22nd Jan, 2025	14th - 16th Apr, 2025	21st - 23rd July, 2025	9th - 11th Oct, 2025	₦350,000
10	EFFECTIVE MARKETING COURSE FOR BEGINNERS	23rd - 25th Jan, 2025	14th - 16th Apr, 2025	21st - 23rd July, 2025	13th - 15th Oct, 2025	₦350,000
11	HANDLING CUSTOMER COMPLAINTS EFFECTIVELY	23rd - 25th Jan, 2025	22nd - 24th Apr, 2025	24th - 26th July, 2025	13th - 15th Oct, 2025	₦350,000
12	STRATEGIC INTERNAL BUSINESS PARTNER	23rd - 25th Jan, 2025	22nd - 24th Apr, 2025	24th - 26th July, 2025	13th - 15th Oct, 2025	₦350,000
13	EXCEPTIONAL CUSTOMER RELATIONSHIP MANAGEMENT – CRM COURSE	27th - 29th Jan, 2025	28th - 30th Apr, 2025	24th - 26th July, 2025	16th - 18th Oct, 2025	₦350,000
14	SALES AND MARKETING MANAGEMENT	27th - 29th Jan, 2025	28th - 30th Apr, 2025	28th - 30th July, 2025	16th - 18th Oct, 2025	₦350,000
15	SALES NEGOTIATION STRATEGIES TRAINING	27th - 29th Jan, 2025	5th - 7th May, 2025	28th - 30th July, 2025	16th - 18th Oct, 2025	₦350,000
16	CUSTOMER EXPERIENCE PERFECTION FOR MODERN MANAGERS	30th Jan - 1st Feb, 2025	5th - 7th May, 2025	28th - 30th July, 2025	20th - 22nd Oct, 2025	₦350,000
17	MARKETING AND PROMOTION MANAGEMENT COURSE	30th Jan - 1st Feb, 2025	8th - 10th May, 2025	31st July - 2nd Aug, 2025	20th - 22nd Oct, 2025	₦350,000
18	EMAIL MARKETING FUNDAMENTALS COURSE	30th Jan - 1st Feb, 2025	8th - 10th May, 2025	31st July - 2nd Aug, 2025	20th - 22nd Oct, 2025	₦350,000
19	FINANCIAL ASPECTS OF THE SALES AND MARKETING PROCESS	3rd - 5th Feb, 2025	12th - 14th May, 2025	31st July - 2nd Aug, 2025	23rd - 25th Oct, 2025	₦350,000
20	SERVICE QUALITY AND EXCELLENCE: BEYOND CUSTOMER SERVICE	3rd - 5th Feb, 2025	12th - 14th May, 2025	4th - 6th Aug, 2025	23rd - 25th Oct, 2025	₦350,000
21	CUSTOMER - FOCUSED SELLING STRATEGIES	3rd - 5th Feb, 2025	15th - 17th May, 2025	4th - 6th Aug, 2025	23rd - 25th Oct, 2025	₦350,000
22	EFFECTIVE SALES MANAGEMENT AND ANALYSIS COURSE	6th - 8th Feb, 2025	15th - 17th May, 2025	4th - 6th Aug, 2025	27th - 29th Oct, 2025	₦350,000
23	MANAGING CUSTOMERS FOR COMPETITIVE ADVANTAGES	6th - 8th Feb, 2025	15th - 17th May, 2025	7th - 9th Aug, 2025	27th - 29th Oct, 2025	₦350,000
24	SALES AND MARKETING PROFESSIONAL	6th - 8th Feb, 2025	19th - 21st May, 2025	7th - 9th Aug, 2025	27th - 29th Oct, 2025	₦350,000
25	IMPROVING YOUR MARKETING MIX SUCCESSFULLY	10th - 12th Feb, 2025	19th - 21st May, 2025	7th - 9th Aug, 2025	30th Oct - 1st Nov, 2025	₦350,000
26	DIGITAL MARKETING PLANS	10th - 12th Feb, 2025	19th - 21st May, 2025	11th - 13th Aug, 2025	30th Oct - 1st Nov, 2025	₦350,000
27	PROVIDING EXTRAORDINARY CUSTOMER SERVICE	10th - 12th Feb, 2025	22nd - 24th May, 2025	11th - 13th Aug, 2025	3rd - 5th Nov, 2025	₦350,000
28	MARKETING SALES AND IMPLEMENTATION	13th - 15th Feb, 2025	22nd - 24th May, 2025	11th - 13th Aug, 2025	3rd - 5th Nov, 2025	₦350,000
29	MARKET PLANNING, MARKET AUDIT AND BENCHMARKING COURSE	13th - 15th Feb, 2025	22nd - 24th May, 2025	14th - 16th Aug, 2025	6th - 8th Nov, 2025	₦350,000







# 2025 Training Calendar

## Sales, Marketing & CRM

*Click on the course title to view the full course details*

All courses available:

- ✓ Classroom
- ✓ Online
- ✓ In-house

S/N	COURSE TITLE	1ST BATCH	2ND BATCH	3RD BATCH	4TH BATCH	FEE
30	SKILLS IMPROVEMENT COURSE FOR SALES AND MARKETING MANAGERS	13th - 15th Feb, 2025	26th - 28th May, 2025	14th - 16th Aug, 2025	6th - 8th Nov, 2025	₦350,000
31	DEVELOPING AND IMPLEMENTING STRATEGIC MARKETING PLANS	17th - 19th Feb, 2025	26th - 28th May, 2025	14th - 16th Aug, 2025	10th - 12th Nov, 2025	₦350,000
32	EXCELLENT CUSTOMER SERVICE	17th - 19th Feb, 2025	26th - 28th May, 2025	18th - 20th Aug, 2025	10th - 12th Nov, 2025	₦350,000
33	DEVELOPING STRATEGIC MARKET PLANS FOR YOUR ORGANIZATION	17th - 19th Feb, 2025	29th - 31st May, 2025	18th - 20th Aug, 2025	13th - 15th Nov, 2025	₦350,000
34	VALUE ADDED MARKETING - ADVANCED MARKETING STRATEGIES COURSE	20th - 22nd Feb, 2025	29th - 31st May, 2025	18th - 20th Aug, 2025	13th - 15th Nov, 2025	₦350,000
35	KEY ACCOUNT SELLING AND MANAGEMENT COURSE	20th - 22nd Feb, 2025	29th - 31st May, 2025	21st - 23rd Aug, 2025	17th - 19th Nov, 2025	₦350,000
36	MASTERING SALES AND MARKETING IN THE AGE OF NEW SOCIAL MEDIA	20th - 22nd Feb, 2025	2nd - 4th June, 2025	21st - 23rd Aug, 2025	17th - 19th Nov, 2025	₦350,000
37	HIGH IMPACT SALES - THE COMPLETE SALES COURSE	24th - 26th Feb, 2025	2nd - 4th June, 2025	21st - 23rd Aug, 2025	20th - 22nd Nov, 2025	₦350,000
38	SALES OUTLETS MANAGEMENT COURSE	24th - 26th Feb, 2025	2nd - 4th June, 2025	25th - 27th Aug, 2025	20th - 22nd Nov, 2025	₦350,000
39	FUNDAMENTAL SELLING SKILLS	27th Feb - 1st Mar, 2025	9th - 11th June, 2025	25th - 27th Aug, 2025	24th - 26th Nov, 2025	₦350,000
40	INTRODUCTION TO MARKETING COURSE	27th Feb - 1st Mar, 2025	9th - 11th June, 2025	28th - 30th Aug, 2025	24th - 26th Nov, 2025	₦350,000
41	DIGITAL MARKETER COURSE	3rd - 5th Mar, 2025	16th - 18th June, 2025	28th - 30th Aug, 2025	27th - 29th Nov, 2025	₦350,000
42	MARKETING STRATEGIES AND PLANNING	3rd - 5th Mar, 2025	16th - 18th June, 2025	1st - 3rd Sept, 2025	27th - 29th Nov, 2025	₦350,000
43	CUSTOMER SERVICE EXCELLENCE FOR MANAGERS	6th - 8th Mar, 2025	19th - 21st June, 2025	1st - 3rd Sept, 2025	1st - 3rd Dec, 2025	₦350,000
44	MARKET-DRIVING STRATEGIES	6th - 8th Mar, 2025	19th - 21st June, 2025	8th - 10th Sept, 2025	1st - 3rd Dec, 2025	₦350,000
45	BEST PRACTICE IN CREDIT SALES ADMINISTRATION	10th - 12th Mar, 2025	23rd - 25th June, 2025	8th - 10th Sept, 2025	4th - 6th Dec, 2025	₦350,000
46	ACHIEVING EXCELLENCE IN CUSTOMER SERVICE	10th - 12th Mar, 2025	23rd - 25th June, 2025	11th - 13th Sept, 2025	4th - 6th Dec, 2025	₦350,000
47	SALES AND MARKETING MANAGERS BEST PRACTICES FOR RESULTS	13th - 15th Mar, 2025	26th - 28th June, 2025	11th - 13th Sept, 2025	8th - 10th Dec, 2025	₦350,000
48	MARKETING COMMUNICATION COURSE	13th - 15th Mar, 2025	26th - 28th June, 2025	15th - 17th Sept, 2025	8th - 10th Dec, 2025	₦350,000
49	CUSTOMER RELATIONSHIP AND MARKETING SKILLS MANAGEMENT	17th - 19th Mar, 2025	30th June - 2nd July, 2025	15th - 17th Sept, 2025	11th - 13th Dec, 2025	₦350,000
50	TERRITORY AND TIME MANAGEMENT FOR SALES PEOPLE	17th - 19th Mar, 2025	30th June - 2nd July, 2025	18th - 20th Sept, 2025	11th - 13th Dec, 2025	₦350,000
51	EFFECTIVE SALES AND MARKETING ADMINISTRATION TRAINING	20th - 22nd Mar, 2025	3rd - 5th July, 2025	18th - 20th Sept, 2025	15th - 17th Dec, 2025	₦350,000
52	MARKETING AND ADVERTISING COURSE	20th - 22nd Mar, 2025	3rd - 5th July, 2025	22nd - 24th Sept, 2025	15th - 17th Dec, 2025	₦350,000
53	STRATEGIC BRAND MANAGEMENT COURSE	24th - 26th Mar, 2025	7th - 9th July, 2025	22nd - 24th Sept, 2025	18th - 20th Dec, 2025	₦350,000
54	OFFENSIVE AND DEFENSIVE MARKET SHARE TRAINING FOR SALES AND MARKETING MANAGERS	24th - 26th Mar, 2025	7th - 9th July, 2025	25th - 27th Sept, 2025	18th - 20th Dec, 2025	₦350,000

The amount will cover all workshop materials and literature, Executive bag, Tea/Coffee, Lunch, Photographs and Certificate. Payment should be made in Cash, Bank Draft or Transfer in favour of Alpha Partners.

**Note:** The fee will attract additional 7.5% VAT.

All classroom courses will hold at Alpha Partners Professional Training Conference Centre, 200, Murtala Mohammed Way (2nd & 3rd Floors) Adekunle BRT Bus Stop Yaba - Lagos.

Please let us know the courses you would like your employees to attend. For further information on these courses and for in-house training arrangements, please call Chris Onwuasigwe, 08033045484, 09060007799, 09060002299.

**E-mail:** info@alphapartnerstrainings.com, alphapartner111@yahoo.com **Website:** www.alphapartnerstrainings.com



- ✓ Classroom
- ✓ Online
- ✓ In-house

S/N	COURSE TITLE	1ST BATCH	2ND BATCH	3RD BATCH	4TH BATCH	FEE
1	STRATEGIC BUSINESS PLANNING	13th - 15th Jan, 2025	27th - 29th Mar, 2025	10th - 12th July, 2025	25th - 27th Sept, 2025	₦350,000
2	BUSINESS RISK: IDENTIFICATION, EVALUATION AND MANAGEMENT	13th - 15th Jan, 2025	27th - 29th Mar, 2025	10th - 12th July, 2025	25th - 27th Sept, 2025	₦350,000
3	SUCCESSFUL COST REDUCTION STRATEGIES IN ORGANIZATIONS	16th - 18th Jan, 2025	2nd - 4th Apr, 2025	14th - 16th July, 2025	2nd - 4th Oct, 2025	₦350,000
4	ENTREPRENEURSHIP PROCESS AND BEHAVIOR COURSE	16th - 18th Jan, 2025	7th - 9th Apr, 2025	14th - 16th July, 2025	2nd - 4th Oct, 2025	₦350,000
5	FINANCIAL SKILLS FOR BUSINESS DEVELOPMENT	20th - 22nd Jan, 2025	10th - 12th Apr, 2025	17th - 19th July, 2025	6th - 8th Oct, 2025	₦350,000
6	SOCIAL ENTREPRENEURSHIP COURSE	20th - 22nd Jan, 2025	14th - 16th Apr, 2025	17th - 19th July, 2025	6th - 8th Oct, 2025	₦350,000
7	CREATIVITY AND INNOVATION IN ENTREPRENEURSHIP	23rd - 25th Jan, 2025	22nd - 24th Apr, 2025	21st - 23rd July, 2025	9th - 11th Oct, 2025	₦350,000
8	BUSINESS PLANNING AND STRATEGIC DECISION-MAKING	23rd - 25th Jan, 2025	28th - 30th Apr, 2025	21st - 23rd July, 2025	9th - 11th Oct, 2025	₦350,000
9	FEASIBILITY STUDIES - PREPARATION, ANALYSIS AND EVALUATING ENTREPRENEURSHIP	27th - 29th Jan, 2025	5th - 7th May, 2025	24th - 26th July, 2025	13th - 15th Oct, 2025	₦350,000
10	UNDERSTANDING FINANCE FOR THE ENTREPRENEUR	27th - 29th Jan, 2025	5th - 7th May, 2025	24th - 26th July, 2025	13th - 15th Oct, 2025	₦350,000
11	WRITING PROPOSAL AND BUSINESS PLAN COURSE	30th Jan - 1st Feb, 2025	8th - 10th May, 2025	28th - 30th July, 2025	16th - 18th Oct 2025	₦350,000
12	BUSINESS MANAGEMENT AND ENTREPRENEURSHIP	30th Jan - 1st Feb, 2025	8th - 10th May, 2025	28th - 30th July, 2025	16th - 18th Oct 2025	₦350,000
13	BUSINESS ANALYSIS TRAINING COURSE	3rd - 5th Feb, 2025	12th - 14th May, 2025	31st July - 2nd Aug, 2025	20th - 22nd Oct, 2025	₦350,000
14	BODY LANGUAGE FOR ENTREPRENEURS	3rd - 5th Feb, 2025	12th - 14th May, 2025	31st July - 2nd Aug, 2025	23rd - 25th Oct, 2025	₦350,000
15	INVESTMENT APPRAISAL AND RISK ANALYSIS	6th - 8th Feb, 2025	15th - 17th May, 2025	4th - 6th Aug, 2025	27th - 29th Oct, 2025	₦350,000
16	BUSINESS PROCESS ANALYSIS AND MODELLING	6th - 8th Feb, 2025	15th - 17th May, 2025	4th - 6th Aug, 2025	30th Oct - 1st Nov, 2025	₦350,000
17	BUSINESS DEVELOPMENT PLANNING AND ANALYSIS COURSE	10th - 12th Feb, 2025	19th - 21st May, 2025	7th - 9th Aug, 2025	3rd - 5th Nov, 2025	₦350,000
18	LEADERSHIP, MANAGEMENT AND ENTREPRENEURSHIP IN THE 21ST CENTURY	10th - 12th Feb, 2025	19th - 21st May, 2025	7th - 9th Aug, 2025	6th - 8th Nov, 2025	₦350,000
19	BUSINESS FEASIBILITY AND VIABILITY APPRAISAL STRATEGIES	13th - 15th Feb, 2025	22nd - 24th May, 2025	11th - 13th Aug, 2025	10th - 12th Nov, 2025	₦350,000
20	NEW APPROACHES TO ENTREPRENEURSHIP FINANCING: PROCESS AND PROCEDURES	17th - 19th Feb, 2025	26th - 28th May, 2025	14th - 16th Aug, 2025	13th - 15th Nov, 2025	₦350,000
21	INFLUENCE NEGOTIATION COURSE	20th - 22nd Feb, 2025	29th - 31st May, 2025	18th - 20th Aug, 2025	17th - 19th Nov, 2025	₦350,000
22	PROMOTING ENTREPRENEURSHIP AND AGRIBUSINESS DEVELOPMENT COURSE	24th - 26th Feb, 2025	2nd - 4th June, 2025	21st - 23rd Aug, 2025	20th - 22nd Nov, 2025	₦350,000

- ✓ Classroom
- ✓ Online
- ✓ In-house

S/N	COURSE TITLE	1ST BATCH	2ND BATCH	3RD BATCH	4TH BATCH	FEE
23	BUSINESS CONTINUITY AND COST CONTROL STRATEGIES	27th Feb – 1st Mar, 2025	9th - 11th June, 2025	25th – 27th Aug, 2025	24th – 26th Nov, 2025	<del>₦</del> 350,000
24	DIGITAL BUSINESS TRANSFORMATION COURSE	3rd - 5th Mar, 2025	16th – 18th June, 2025	28th – 30th Aug, 2025	27th – 29th Nov, 2025	<del>₦</del> 350,000
25	EFFECTIVE BUSINESS DEVELOPMENT TRAINING	6th – 8th Mar, 2025	19th – 21st June, 2025	1st – 3rd Sept, 2025	1st – 3rd Dec, 2025	<del>₦</del> 350,000
26	STAKEHOLDER ENGAGEMENT COURSE	10th – 12th Mar, 2025	23rd - 25th June, 2025	8th - 10th Sept, 2025	4th – 6th Dec, 2025	<del>₦</del> 350,000
27	BUSINESS CONTINUITY MANAGEMENT WORKSHOP	13th – 15th Mar, 2025	26th - 28th June, 2025	11th - 13th Sept, 2025	8th – 10th Dec, 2025	<del>₦</del> 350,000
28	AGILE LEADERSHIP COURSE	17th - 19th Mar, 2025	30th June – 2nd July, 2025	15th - 17th Sept, 2025	11th – 13th Dec, 2025	<del>₦</del> 350,000
29	STARTUP GROWTH STRATEGIES TRAINING	20th – 22nd Mar, 2025	3rd – 5th July, 2025	18th - 20th Sept, 2025	15th – 17th Dec, 2025	<del>₦</del> 350,000
30	BUSINESS IMPROVEMENT AND PROCESS MAPPING	24th - 26th Mar, 2025	7th - 9th July, 2025	22nd – 24th Sept, 2025	18th – 20th Dec, 2025	<del>₦</del> 350,000

The amount will cover all workshop materials and literature, Executive bag, Tea/Coffee, Lunch, Photographs and Certificate. Payment should be made in Cash, Bank Draft or Transfer in favour of Alpha Partners.

**Note:** The fee will attract additional 7.5% VAT.

All classroom courses will hold at Alpha Partners Professional Training Conference Centre, 200, Murtala Mohammed Way (2nd & 3rd Floors) Adekunle BRT Bus Stop Yaba - Lagos.

Please let us know the courses you would like your employees to attend. For further information on these courses and for in-house training arrangements, please call Chris Onwuasigwe, 08033045484, 09060007799, 09060002299.

**E-mail:** info@alphapartnerstrainings.com, alphapartner111@yahoo.com **Website:** www.alphapartnerstrainings.com



- ✓ Classroom
- ✓ Online
- ✓ In-house

S/N	COURSE TITLE	1ST BATCH	2ND BATCH	3RD BATCH	4TH BATCH	FEE
1	CATERING AND EVENT MANAGEMENT	13th - 15th Jan, 2025	27th - 29th Mar, 2025	10th - 12th July, 2025	2nd - 4th Oct, 2025	₦350,000
2	MODERN METHODS IN TOURISM MANAGEMENT	13th - 15th Jan, 2025	27th - 29th Mar, 2025	10th - 12th July, 2025	2nd - 4th Oct, 2025	₦350,000
3	FUNDAMENTALS OF HOTEL REVENUE MANAGEMENT IN HOSPITALITY INDUSTRY	13th - 15th Jan, 2025	2nd - 4th Apr, 2025	14th - 16th July, 2025	2nd - 4th Oct, 2025	₦350,000
4	REVENUE AUDIT AND CONTROLS IN HOTEL MANAGEMENT	16th - 18th Jan, 2025	2nd - 4th Apr, 2025	14th - 16th July, 2025	6th - 8th Oct, 2025	₦350,000
5	HOSPITALITY AND TOURISM TECHNOLOGY AND INNOVATION	16th - 18th Jan, 2025	7th - 9th Apr, 2025	17th - 19th July, 2025	6th - 8th Oct, 2025	₦350,000
6	CUSTOMER EXPERIENCE MANAGEMENT IN HOSPITALITY PROFESSIONAL	16th - 18th Jan, 2025	7th - 9th Apr, 2025	17th - 19th July, 2025	6th - 8th Oct, 2025	₦350,000
7	INTERNAL CONTROL AND FRAUD MANAGEMENT IN HOTELS	20th - 22nd Jan, 2025	10th - 12th Apr, 2025	17th - 19th July, 2025	9th - 11th Oct, 2025	₦350,000
8	HOTEL AND HOSPITALITY MANAGEMENT	20th - 22nd Jan, 2025	10th - 12th Apr, 2025	21st - 23rd July, 2025	9th - 11th Oct, 2025	₦350,000
9	BEST PRACTICE IN HOTEL AND RESTAURANT MANAGEMENT	20th - 22nd Jan, 2025	14th - 16th Apr, 2025	21st - 23rd July, 2025	9th - 11th Oct, 2025	₦350,000
10	MENU ANALYSIS WORKSHOP	23rd - 25th Jan, 2025	14th - 16th Apr, 2025	21st - 23rd July, 2025	13th - 15th Oct, 2025	₦350,000
11	EVENT AND CONFERENCE MANAGEMENT COURSE	23rd - 25th Jan, 2025	22nd - 24th Apr, 2025	24th - 26th July, 2025	13th - 15th Oct, 2025	₦350,000
12	EXCEPTIONAL CUSTOMER SERVICE FOR HOTEL INDUSTRY	23rd - 25th Jan, 2025	22nd - 24th Apr, 2025	24th - 26th July, 2025	13th - 15th Oct, 2025	₦350,000
13	HOTEL FRONT DESK OPERATIONS MANAGEMENT	27th - 29th Jan, 2025	28th - 30th Apr, 2025	24th - 26th July, 2025	16th - 18th Oct 2025	₦350,000
14	HOUSEKEEPING AND ROOM MANAGEMENT SUPERVISION	27th - 29th Jan, 2025	28th - 30th Apr, 2025	28th - 30th July, 2025	16th - 18th Oct 2025	₦350,000
15	EXCELLENCE IN CUSTOMER SERVICE IN HOTELS AND HOSPITALITY INDUSTRIES	27th - 29th Jan, 2025	5th - 7th May, 2025	28th - 30th July, 2025	16th - 18th Oct 2025	₦350,000
16	COST AND CONTROL FOR FOOD AND BEVERAGES OPERATIONS	30th Jan - 1st Feb, 2025	5th - 7th May, 2025	28th - 30th July, 2025	20th - 22nd Oct, 2025	₦350,000
17	INTRODUCTION TO HOTEL REVENUE MANAGEMENT	30th Jan - 1st Feb, 2025	8th - 10th May, 2025	31st July - 2nd Aug, 2025	20th - 22nd Oct, 2025	₦350,000
18	RESTAURANT REVENUE MANAGEMENT WORKSHOP	30th Jan - 1st Feb, 2025	8th - 10th May, 2025	31st July - 2nd Aug, 2025	20th - 22nd Oct, 2025	₦350,000
19	HOSPITALITY CUSTOMER SERVICE PROFESSIONAL	3rd - 5th Feb, 2025	12th - 14th May, 2025	31st July - 2nd Aug, 2025	23rd - 25th Oct, 2025	₦350,000
20	HOTEL AND CATERING MANAGEMENT COURSE	3rd - 5th Feb, 2025	12th - 14th May, 2025	4th - 6th Aug, 2025	23rd - 25th Oct, 2025	₦350,000
21	FOOD HYGIENE AND BEVERAGE SERVICES	3rd - 5th Feb, 2025	15th - 17th May, 2025	4th - 6th Aug, 2025	23rd - 25th Oct, 2025	₦350,000
22	FINANCIAL STATEMENTS INTERPRETATION OF HOTELS AND HOSPITALITY	6th - 8th Feb, 2025	15th - 17th May, 2025	4th - 6th Aug, 2025	27th - 29th Oct, 2025	₦350,000
23	HOTEL AND HOSPITALITY PRACTICE	6th - 8th Feb, 2025	15th - 17th May, 2025	7th - 9th Aug, 2025	27th - 29th Oct, 2025	₦350,000
24	HOSPITALITY INDUSTRY LAW	6th - 8th Feb, 2025	19th - 21st May, 2025	7th - 9th Aug, 2025	27th - 29th Oct, 2025	₦350,000
25	HOSPITALITY AND HOTEL MANAGEMENT COURSE	10th - 12th Feb, 2025	19th - 21st May, 2025	7th - 9th Aug, 2025	30th Oct - 1st Nov, 2025	₦350,000
26	TRAVEL AND TOURISM COURSE	10th - 12th Feb, 2025	19th - 21st May, 2025	11th - 13th Aug, 2025	30th Oct - 1st Nov, 2025	₦350,000
27	HOTEL INVESTMENTS AND VALUATION COURSE	10th - 12th Feb, 2025	22nd - 24th May, 2025	11th - 13th Aug, 2025	30th Oct - 1st Nov, 2025	₦350,000
28	HOSPITALITY EVENTS AND CONFERENCES MANAGEMENT	13th - 15th Feb, 2025	22nd - 24th May, 2025	11th - 13th Aug, 2025	3rd - 5th Nov, 2025	₦350,000

- ✓ Classroom
- ✓ Online
- ✓ In-house

S/N	COURSE TITLE	1ST BATCH	2ND BATCH	3RD BATCH	4TH BATCH	FEE
29	THE HOSPITALITY BUSINESS COURSE	13th - 15th Feb, 2025	22nd - 24th May, 2025	14th - 16th Aug, 2025	3rd - 5th Nov, 2025	₦350,000
30	HOSPITALITY AND EVENT MANAGEMENT COURSE	13th - 15th Feb, 2025	26th - 28th May, 2025	14th - 16th Aug, 2025	3rd - 5th Nov, 2025	₦350,000
31	HOTEL HUMAN RESOURCES MANAGEMENT	17th - 19th Feb, 2025	26th - 28th May, 2025	14th - 16th Aug, 2025	6th - 8th Nov, 2025	₦350,000
32	BOOKING PRACTICES IN HOTEL REVENUE MANAGEMENT	17th - 19th Feb, 2025	26th - 28th May, 2025	18th - 20th Aug, 2025	6th - 8th Nov, 2025	₦350,000
33	HOTEL WAREHOUSING AND STORES MANAGEMENT	17th - 19th Feb, 2025	29th - 31st May, 2025	18th - 20th Aug, 2025	6th - 8th Nov, 2025	₦350,000
34	HOTEL ACCOUNTING AND PRESENTATION OF FINANCIAL STATEMENT	20th - 22nd Feb, 2025	29th - 31st May, 2025	18th - 20th Aug, 2025	10th - 12th Nov, 2025	₦350,000
35	MODERN METHODS OF HOTEL MAINTENANCE AND OPERATION	20th - 22nd Feb, 2025	29th - 31st May, 2025	21st - 23rd Aug, 2025	10th - 12th Nov, 2025	₦350,000
36	KITCHEN AND RESTAURANT MANAGEMENT IN THE 21ST CENTURY	20th - 22nd Feb, 2025	2nd - 4th June, 2025	21st - 23rd Aug, 2025	10th - 12th Nov, 2025	₦350,000
37	THE EFFECTIVE HOTEL RECEPTIONIST COURSE	24th - 26th Feb, 2025	2nd - 4th June, 2025	21st - 23rd Aug, 2025	13th - 15th Nov, 2025	₦350,000
38	HOTEL MARKETING AND SALES	24th - 26th Feb, 2025	2nd - 4th June, 2025	25th - 27th Aug, 2025	13th - 15th Nov, 2025	₦350,000
39	HOTEL ASSETS MANAGEMENT (HAM)	24th - 26th Feb, 2025	9th - 11th June, 2025	25th - 27th Aug, 2025	13th - 15th Nov, 2025	₦350,000
40	HOTEL QUALITY CONTROL (HQC)	27th Feb - 1st Mar, 2025	9th - 11th June, 2025	25th - 27th Aug, 2025	17th - 19th Nov, 2025	₦350,000
41	HOTEL RESERVATIONS TECHNIQUES	27th Feb - 1st Mar, 2025	9th - 11th June, 2025	28th - 30th Aug, 2025	17th - 19th Nov, 2025	₦350,000
42	HOTEL AND HOSPITALITY FRONT DESK OFFICER	3rd - 5th Mar, 2025	16th - 18th June, 2025	28th - 30th Aug, 2025	20th - 22nd Nov, 2025	₦350,000
43	OPERATIONS AND MANAGEMENT OF AMUSEMENT PARK AND LEISURE SERVICES	3rd - 5th Mar, 2025	16th - 18th June, 2025	1st - 3rd Sept, 2025	24th - 26th Nov, 2025	₦350,000
44	FOOD AND BEVERAGE MANAGEMENT COURSE	6th - 8th Mar, 2025	19th - 21st June, 2025	1st - 3rd Sept, 2025	27th - 29th Nov, 2025	₦350,000
45	ANALYSIS OF HOTEL INCOME STATEMENTS	6th - 8th Mar, 2025	19th - 21st June, 2025	8th - 10th Sept, 2025	1st - 3rd Dec, 2025	₦350,000
46	CONCEPTS OF BUDGETING AND FORECASTING IN HOTELS AND HOSPITALITY INDUSTRIES	10th - 12th Mar, 2025	23rd - 25th June, 2025	11th - 13th Sept, 2025	4th - 6th Dec, 2025	₦350,000
47	INTRODUCTION TO FOOD AND BEVERAGE MANAGEMENT	13th - 15th Mar, 2025	26th - 28th June, 2025	15th - 17th Sept, 2025	8th - 10th Dec, 2025	₦350,000
48	HOTEL AND HOSPITALITY MANAGEMENT AUDITING TRAINING	17th - 19th Mar, 2025	30th June - 2nd July, 2025	18th - 20th Sept, 2025	11th - 13th Dec, 2025	₦350,000
49	EXCELLENCE IN HOUSEKEEPING AND CLEANING	20th - 22nd Mar, 2025	3rd - 5th July, 2025	22nd - 24th Sept, 2025	15th - 17th Dec, 2025	₦350,000
50	RESTAURANT OPERATIONS MANAGEMENT	24th - 26th Mar, 2025	7th - 9th July, 2025	25th - 27th Sept, 2025	18th - 20th Dec, 2025	₦350,000

The amount will cover all workshop materials and literature, Executive bag, Tea/Coffee, Lunch, Photographs and Certificate.  
Payment should be made in Cash, Bank Draft or Transfer in favour of Alpha Partners.

**Note:** The fee will attract additional 7.5% VAT.

All classroom courses will hold at Alpha Partners Professional Training Conference Centre, 200, Murtala Mohammed Way (2nd & 3rd Floors) Adekunle BRT Bus Stop Yaba - Lagos.

Please let us know the courses you would like your employees to attend. For further information on these courses and for in-house training arrangements, please call Chris Onwuasigwe, 08033045484, 09060007799, 09060002299.

**E-mail:** [info@alphapartnerstrainings.com](mailto:info@alphapartnerstrainings.com), [alphapartner111@yahoo.com](mailto:alphapartner111@yahoo.com) **Website:** [www.alphapartnerstrainings.com](http://www.alphapartnerstrainings.com)



# 2025 Training Calendar

## Manufacturing & Production

Click on the course title to view the full course details

All courses available:

- ✓ Classroom
- ✓ Online
- ✓ In-house

S/N	COURSE TITLE	1ST BATCH	2ND BATCH	3RD BATCH	4TH BATCH	5TH BATCH	FEE
1	PRODUCT LIABILITY IN MANUFACTURING	13th - 15th Jan, 2025	17th - 19th Mar, 2025	2nd - 4th June, 2025	11th - 13th Aug, 2025	20th - 22nd Oct, 2025	₦375,000
2	UNSATURATED POLYESTER RESIN	16th - 18th Jan, 2025	20th - 22nd Mar, 2025	9th - 11th June, 2025	14th - 16th Aug, 2025	23rd - 25th Oct, 2025	₦375,000
3	PRODUCTION PLANNING, SCHEDULING AND CONTROL	20th - 22nd Jan, 2025	24th - 26th Mar, 2025	16th - 18th June, 2025	18th - 20th Aug, 2025	27th - 29th Oct, 2025	₦375,000
4	PERSONAL DEVELOPMENT PROGRAM FOR TECHNICIANS	23rd - 25th Jan, 2025	27th - 29th Mar, 2025	19th - 21st June, 2025	21st - 23rd Aug, 2025	30th Oct - 1st Nov, 2025	₦375,000
5	GOOD MANUFACTURING PRACTICES (GMP) AND HYGIENE	27th - 29th Jan, 2025	2nd - 4th Apr, 2025	23rd - 25th June, 2025	25th - 27th Aug, 2025	3rd - 5th Nov, 2025	₦375,000
6	EFFECTIVE PRODUCTION PLANNING, SCHEDULING AND CONTROL	30th Jan - 1st Feb, 2025	7th - 9th Apr, 2025	26th - 28th June, 2025	28th - 30th Aug, 2025	6th - 8th Nov, 2025	₦375,000
7	STATISTICAL PROCESS CONTROL (SPC)	3rd - 5th Feb, 2025	10th - 12th Apr, 2025	30th June - 2nd July, 2025	1st - 3rd Sept, 2025	10th - 12th Nov, 2025	₦375,000
8	OCCUPATIONAL FIRST AID AND CPR TRAINING	6th - 8th Feb, 2025	14th - 16th Apr, 2025	3rd - 5th July, 2025	8th - 10th Sept, 2025	13th - 15th Nov, 2025	₦375,000
9	LEAN MANUFACTURING: WASTE REDUCTION AND PRODUCTIVITY IMPROVEMENTS	10th - 12th Feb, 2025	22nd - 24th Apr, 2025	7th - 9th July, 2025	11th - 13th Sept, 2025	17th - 19th Nov, 2025	₦375,000
10	STRATEGIC PRODUCTION MANAGEMENT AND PLANNING AT WORKPLACE	13th - 15th Feb, 2025	28th - 30th Apr, 2025	10th - 12th July, 2025	15th - 17th Sept, 2025	20th - 22nd Nov, 2025	₦375,000
11	PRODUCT LIABILITY IN MANUFACTURING	17th - 19th Feb, 2025	5th - 7th May, 2025	14th - 16th July, 2025	18th - 20th Sept, 2025	24th - 26th Nov, 2025	₦375,000
12	FORKLIFT TRUCK SAFETY HANDLING AND PROFICIENCY IN PRODUCTION	20th - 22nd Feb, 2025	8th - 10th May, 2025	17th - 19th July, 2025	22nd - 24th Sept, 2025	27th - 29th Nov, 2025	₦375,000
13	SCHEDULED WASTE MANAGEMENT COURSE	24th - 26th Feb, 2025	12th - 14th May, 2025	21st - 23rd July, 2025	25th - 27th Sept, 2025	1st - 3rd Dec, 2025	₦375,000
14	OCCUPATIONAL FIRST AID AND CPR TRAINING	27th Feb - 1st Mar, 2025	15th - 17th May, 2025	24th - 26th July, 2025	2nd - 4th Oct, 2025	4th - 6th Dec, 2025	₦375,000
15	PERFORMANCE MANAGEMENT AND MONITORING	3rd - 5th Mar, 2025	19th - 21st May, 2025	28th - 30th July, 2025	6th - 8th Oct, 2025	8th - 10th Dec, 2025	₦375,000
16	EFFECTIVE OPERATIONS AND PERFORMANCE MANAGEMENT	6th - 8th Mar, 2025	22nd - 24th May, 2025	31st July - 2nd Aug, 2025	9th - 11th Oct, 2025	11th - 13th Dec, 2025	₦375,000
17	LABORATORY DOCUMENTATION, DATA MANAGEMENT AND REPORTING	10th - 12th Mar, 2025	26th - 28th May, 2025	4th - 6th Aug, 2025	13th - 15th Oct, 2025	15th - 17th Dec, 2025	₦375,000
18	INTRODUCTION TO MANUFACTURING PROCESSES	13th - 15th Mar, 2025	29th - 31st May, 2025	7th - 9th Aug, 2025	16th - 18th Oct, 2025	18th - 20th Dec, 2025	₦375,000

The amount will cover all workshop materials and literature, Executive bag, Tea/Coffee, Lunch, Photographs and Certificate.

Payment should be made in Cash, Bank Draft or Transfer in favour of Alpha Partners.

**Note:** The fee will attract additional 7.5% VAT

All classroom courses will hold at Alpha Partners Professional Training Conference Centre, 200, Murtala Mohammed Way (2nd & 3rd Floors) Adekunle BRT Bus Stop Yaba - Lagos.

Please let us know the courses you would like your employees to attend. For further information on these courses and for in-house training arrangements, please call Chris Onwuasigwe, 08033045484, 09060007799, 09060002299.

**E-mail:** [info@alphapartnerstrainings.com](mailto:info@alphapartnerstrainings.com), [alphapartner111@yahoo.com](mailto:alphapartner111@yahoo.com) **Website:** [www.alphapartnerstrainings.com](http://www.alphapartnerstrainings.com)





- ✓ Classroom
- ✓ Online
- ✓ In-house

S/N	TITLE	1ST BATCH	2ND BATCH	3RD BATCH	4TH BATCH	FEE
1	EXCELLENCE IN DATA GOVERNANCE ADMINISTRATION	13th - 15th Jan, 2025	20th - 22nd Mar, 2025	19th - 21st June, 2025	11th - 13th Sept, 2025	₦350,000
2	ADVANCED MANAGEMENT INFORMATION SYSTEMS EXCELLENCE	13th - 15th Jan, 2025	20th - 22nd Mar, 2025	19th - 21st June, 2025	11th - 13th Sept, 2025	₦350,000
3	ADVANCED INFORMATION SYSTEMS MANAGEMENT COURSE	13th - 15th Jan, 2025	20th - 22nd Mar, 2025	19th - 21st June, 2025	11th - 13th Sept, 2025	₦350,000
4	MANAGEMENT INFORMATION SYSTEMS COURSE	13th - 15th Jan, 2025	20th - 22nd Mar, 2025	19th - 21st June, 2025	15th - 17th Sept, 2025	₦350,000
5	STRATEGIC MANAGEMENT OF INFORMATION SYSTEMS	13th - 15th Jan, 2025	20th - 22nd Mar, 2025	19th - 21st June, 2025	15th - 17th Sept, 2025	₦350,000
6	A COMPLETE GUIDE TO IT QUALITY MANAGEMENT	13th - 15th Jan, 2025	20th - 22nd Mar, 2025	19th - 21st June, 2025	15th - 17th Sept, 2025	₦350,000
7	IT STRATEGY AND ARCHITECTURE PRINCIPLES AND PRACTICES	16th - 18th Jan, 2025	24th - 26th Mar, 2025	23rd - 25th June, 2025	15th - 17th Sept, 2025	₦350,000
8	THE COMPLETE COURSE ON DATA SCIENCE AND BIG DATA ANALYTICS	16th - 18th Jan, 2025	24th - 26th Mar, 2025	23rd - 25th June, 2025	18th - 20th Sept, 2025	₦400,000
9	THE COMPLETE COURSE ON CLOUD MANAGEMENT AND IT SECURITY	16th - 18th Jan, 2025	24th - 26th Mar, 2025	23rd - 25th June, 2025	18th - 20th Sept, 2025	₦350,000
10	DATA ANALYTICS FOR MANAGERIAL DECISION MAKING	16th - 18th Jan, 2025	24th - 26th Mar, 2025	23rd - 25th June, 2025	18th - 20th Sept, 2025	₦350,000
11	SECURING & TROUBLESHOOTING SOFTWARE DEFINED NETWORKS	16th - 18th Jan, 2025	24th - 26th Mar, 2025	23rd - 25th June, 2025	18th - 20th Sept, 2025	₦400,000
12	CREATING GRAPHICS FOR USER INTERFACES, PRINT AND WEB: CORELDRAW	16th - 18th Jan, 2025	24th - 26th Mar, 2025	23rd - 25th June, 2025	22nd - 24th Sept, 2025	₦350,000
13	CLOUD COMPUTING ADMINISTRATION: GOOGLE CLOUD PLATFORM	20th - 22nd Jan, 2025	27th - 29th Mar, 2025	26th - 28th June, 2025	22nd - 24th Sept, 2025	₦400,000
14	DATA ANALYSIS AND MODELLING ON THE AZURE PLATFORM	20th - 22nd Jan, 2025	27th - 29th Mar, 2025	26th - 28th June, 2025	22nd - 24th Sept, 2025	₦400,000
15	DATABASE DESIGN, TOOLS & TECHNIQUES WITH NOSQL	20th - 22nd Jan, 2025	27th - 29th Mar, 2025	26th - 28th June, 2025	22nd - 24th Sept, 2025	₦400,000
16	DATA ANALYSIS AND VISUALIZING USING MICROSOFT EXCEL	20th - 22nd Jan, 2025	27th - 29th Mar, 2025	26th - 28th June, 2025	22nd - 24th Sept, 2025	₦400,000
17	ADMINISTERING & TROUBLESHOOTING WINDOWS SERVER 2019	20th - 22nd Jan, 2025	2nd - 4th Apr, 2025	26th - 28th June, 2025	22nd - 24th Sept, 2025	₦350,000
18	ADVANCED PC CONFIGURATION, TROUBLESHOOTING AND DATA RECOVERY	20th - 22nd Jan, 2025	2nd - 4th Apr, 2025	26th - 28th June, 2025	25th - 27th Sept, 2025	₦350,000
19	SECURE SOFTWARE DEVELOPMENT LIFECYCLES (SDLC) BEST PRACTICES	23rd - 25th Jan, 2025	2nd - 4th Apr, 2025	30th June - 2nd July, 2025	25th - 27th Sept, 2025	₦350,000
20	DIGITAL CONTENT MARKETING STRATEGIES & TOOLS	23rd - 25th Jan, 2025	2nd - 4th Apr, 2025	30th June - 2nd July, 2025	25th - 27th Sept, 2025	₦350,000
21	FUNDAMENTALS OF INFORMATION AND SECURITY CONTROLS	23rd - 25th Jan, 2025	7th - 9th Apr, 2025	30th June - 2nd July, 2025	25th - 27th Sept, 2025	₦350,000
22	DESIGNING WEBSITES USING WORDPRESS CMS	23rd - 25th Jan, 2025	7th - 9th Apr, 2025	30th June - 2nd July, 2025	25th - 27th Sept, 2025	₦400,000
23	DISASTER RECOVERY PLANNING: ENSURING BUSINESS CONTINUITY	23rd - 25th Jan, 2025	7th - 9th Apr, 2025	30th June - 2nd July, 2025	25th - 27th Sept, 2025	₦350,000
24	ADVANCED NETWORK CONFIGURATION AND TROUBLESHOOTING	23rd - 25th Jan, 2025	7th - 9th Apr, 2025	30th June - 2nd July, 2025	2nd - 4th Oct, 2025	₦350,000
25	INSTALLING, CONFIGURING & TROUBLESHOOTING NETWORKS: LINUX	27th - 29th Jan, 2025	10th - 12th Apr, 2025	3rd - 5th July, 2025	2nd - 4th Oct, 2025	₦400,000
26	SECURING THE WINDOWS FILE SYSTEM	27th - 29th Jan, 2025	10th - 12th Apr, 2025	3rd - 5th July, 2025	2nd - 4th Oct, 2025	₦350,000
27	LINUX SYSTEM ADMINISTRATION	27th - 29th Jan, 2025	10th - 12th Apr, 2025	3rd - 5th July, 2025	2nd - 4th Oct, 2025	₦400,000
28	CYBER SECURITY ANALYST	27th - 29th Jan, 2025	10th - 12th Apr, 2025	3rd - 5th July, 2025	2nd - 4th Oct, 2025	₦400,000
29	INFORMATION TECHNOLOGY ESSENTIALS	27th - 29th Jan, 2025	10th - 12th Apr, 2025	3rd - 5th July, 2025	6th - 8th Oct, 2025	₦350,000
30	DISASTER RECOVERY ADMINISTRATOR COURSE	27th - 29th Jan, 2025	10th - 12th Apr, 2025	7th - 9th July, 2025	6th - 8th Oct, 2025	₦350,000

- ✓ Classroom
- ✓ Online
- ✓ In-house

S/N	TITLE	1ST BATCH	2ND BATCH	3RD BATCH	4TH BATCH	FEE
31	COMPUTER FORENSIC TECHNIQUES AND TOOLS	30th Jan – 1st Feb, 2025	14th – 16th Apr, 2025	7th – 9th July, 2025	6th – 8th Oct, 2025	<del>₦350,000</del>
32	GDPR & NDPR GUIDE TO DATA PROTECTION FOR MODERN BUSINESS	30th Jan – 1st Feb, 2025	14th – 16th Apr, 2025	7th – 9th July, 2025	6th – 8th Oct, 2025	<del>₦350,000</del>
33	IT FUNDAMENTALS	30th Jan – 1st Feb, 2025	14th – 16th Apr, 2025	7th – 9th July, 2025	9th – 11th Oct, 2025	<del>₦350,000</del>
34	APPLICATION DEVELOPMENT WITH PYTHON	30th Jan – 1st Feb, 2025	14th – 16th Apr, 2025	7th – 9th July, 2025	9th – 11th Oct, 2025	<del>₦400,000</del>
35	CLOUD COMPUTING ADMINISTRATION: AMAZON WEB SERVICES	30th Jan – 1st Feb, 2025	14th – 16th Apr, 2025	7th – 9th July, 2025	9th – 11th Oct, 2025	<del>₦400,000</del>
36	DATABASE DESIGN, TOOLS & TECHNIQUES WITH ORACLE DB	30th Jan – 1st Feb, 2025	14th – 16th Apr, 2025	10th – 12th July, 2025	9th – 11th Oct, 2025	<del>₦400,000</del>
37	DOCUMENT MANAGEMENT SYSTEMS	3rd – 5th Feb, 2025	22nd – 24th Apr, 2025	10th – 12th July, 2025	13th – 15th Oct, 2025	<del>₦350,000</del>
38	COMPUTER NETWORK ROUTING & SWITCHING	3rd – 5th Feb, 2025	22nd – 24th Apr, 2025	10th – 12th July, 2025	13th – 15th Oct, 2025	<del>₦350,000</del>
39	ADVANCED STRATEGIC INFORMATION TECHNOLOGY MANAGEMENT	3rd – 5th Feb, 2025	22nd – 24th Apr, 2025	10th – 12th July, 2025	13th – 15th Oct, 2025	<del>₦350,000</del>
40	INSTALLING, CONFIGURING & DEPLOYING LINUX SERVERS	3rd – 5th Feb, 2025	22nd – 24th Apr, 2025	10th – 12th July, 2025	13th – 15th Oct, 2025	<del>₦400,000</del>
41	DOCUMENT AUTHORIZING WITH MICROSOFT WORD	3rd – 5th Feb, 2025	22nd – 24th Apr, 2025	10th – 12th July, 2025	16th – 18th Oct 2025	<del>₦350,000</del>
42	DATABASE DESIGN, TOOLS & TECHNIQUES WITH AZURE SQL	3rd – 5th Feb, 2025	22nd – 24th Apr, 2025	14th – 16th July, 2025	16th – 18th Oct 2025	<del>₦400,000</del>
43	COMPUTER DISASTER MANAGEMENT AND CONTINGENCY PLANNING	6th – 8th Feb, 2025	28th – 30th Apr, 2025	14th – 16th July, 2025	16th – 18th Oct 2025	<del>₦350,000</del>
44	SECURING & TROUBLESHOOTING CLOUD APPLICATIONS, SERVICES AND RESOURCES	6th – 8th Feb, 2025	28th – 30th Apr, 2025	14th – 16th July, 2025	16th – 18th Oct 2025	<del>₦350,000</del>
45	INFORMATION STORAGE AND MANAGEMENT	6th – 8th Feb, 2025	28th – 30th Apr, 2025	14th – 16th July, 2025	20th – 22nd Oct, 2025	<del>₦350,000</del>
46	COMPUTER NETWORK CONFIGURATION AND TROUBLESHOOTING	6th – 8th Feb, 2025	28th – 30th Apr, 2025	14th – 16th July, 2025	20th – 22nd Oct, 2025	<del>₦350,000</del>
47	GETTING STARTED WITH PRODUCTIVITY TOOLS: MICROSOFT OFFICE SUITE IN A NUTSHELL	6th – 8th Feb, 2025	28th – 30th Apr, 2025	14th – 16th July, 2025	20th – 22nd Oct, 2025	<del>₦350,000</del>
48	INSTALLING & CONFIGURING SOFTWARE DEFINED NETWORKS	6th – 8th Feb, 2025	28th – 30th Apr, 2025	17th – 19th July, 2025	20th – 22nd Oct, 2025	<del>₦400,000</del>
49	DESIGNING DATABASE-DRIVEN APPLICATIONS WITH ORACLE APEX	10th – 12th Feb, 2025	5th – 7th May, 2025	17th – 19th July, 2025	16th – 18th Oct, 2025	<del>₦400,000</del>
50	MANAGING SECURITY IN AN IT (ENABLED) ENVIRONMENT	10th – 12th Feb, 2025	5th – 7th May, 2025	17th – 19th July, 2025	16th – 18th Oct, 2025	<del>₦350,000</del>
51	CUSTOMER RELATIONSHIP MANAGEMENT USING GOOGLE BUSINESS SERVICES	10th – 12th Feb, 2025	5th – 7th May, 2025	17th – 19th July, 2025	16th – 18th Oct, 2025	<del>₦350,000</del>
52	CLOUD COMPUTING ADMINISTRATION: MICROSOFT AZURE	10th – 12th Feb, 2025	5th – 7th May, 2025	17th – 19th July, 2025	16th – 18th Oct, 2025	<del>₦400,000</del>
53	CREATING GRAPHICS FOR USER INTERFACES, PRINT AND WEB: PHOTOSHOP	10th – 12th Feb, 2025	5th – 7th May, 2025	17th – 19th July, 2025	23rd – 25th Oct, 2025	<del>₦350,000</del>
54	APPLICATION DEVELOPMENT WITH JAVA	10th – 12th Feb, 2025	5th – 7th May, 2025	21st – 23rd July, 2025	23rd – 25th Oct, 2025	<del>₦400,000</del>
55	INSTALLING, CONFIGURING & TROUBLESHOOTING NETWORKS: WINDOWS	13th – 15th Feb, 2025	8th – 10th May, 2025	21st – 23rd July, 2025	23rd – 25th Oct, 2025	<del>₦400,000</del>
56	IMPLEMENTING CISCO NETWORK SECURITY	13th – 15th Feb, 2025	8th – 10th May, 2025	21st – 23rd July, 2025	23rd – 25th Oct, 2025	<del>₦400,000</del>
57	CUSTOMER RELATIONSHIP MANAGEMENT USING MICROSOFT DYNAMICS 365 CUSTOMER SERVICE	13th – 15th Feb, 2025	8th – 10th May, 2025	21st – 23rd July, 2025	27th – 29th Oct, 2025	<del>₦400,000</del>
58	HYBRID CLOUD COMPUTING ADMINISTRATION	13th – 15th Feb, 2025	8th – 10th May, 2025	21st – 23rd July, 2025	27th – 29th Oct, 2025	<del>₦400,000</del>
59	DATABASE DESIGN, TOOLS & TECHNIQUES WITH MICROSOFT ACCESS	13th – 15th Feb, 2025	8th – 10th May, 2025	24th – 26th July, 2025	27th – 29th Oct, 2025	<del>₦350,000</del>
60	TELECOMMUNICATION NETWORKS MANAGEMENT: I	17th – 19th Feb, 2025	12th – 14th May, 2025	24th – 26th July, 2025	30th Oct – 1st Nov, 2025	<del>₦350,000</del>

- ✓ Classroom
- ✓ Online
- ✓ In-house

S/N	TITLE	1ST BATCH	2ND BATCH	3RD BATCH	4TH BATCH	FEE
61	CREATING PRESENTATIONS WITH MICROSOFT POWERPOINT	13th - 15th Feb, 2025	8th - 10th May, 2025	24th - 26th July, 2025	27th - 29th Oct, 2025	<del>₦</del> 350,000
62	DESIGNING AND DEPLOYING MESSAGING AND COMMUNICATION PLATFORMS	17th - 19th Feb, 2025	12th - 14th May, 2025	24th - 26th July, 2025	30th Oct - 1st Nov, 2025	<del>₦</del> 350,000
63	COMPUTER NETWORK ADMINISTRATION AND OPERATIONS	17th - 19th Feb, 2025	12th - 14th May, 2025	24th - 26th July, 2025	30th Oct - 1st Nov, 2025	<del>₦</del> 350,000
64	DATABASE DESIGN, TOOLS & TECHNIQUES WITH PL/SQL	17th - 19th Feb, 2025	12th - 14th May, 2025	28th - 30th July, 2025	30th Oct - 1st Nov, 2025	<del>₦</del> 400,000
65	IT GOVERNANCE: ALIGNING IT WITH BUSINESS	17th - 19th Feb, 2025	12th - 14th May, 2025	28th - 30th July, 2025	3rd - 5th Nov, 2025	<del>₦</del> 350,000
66	BEST PRACTICES IN INFORMATION SYSTEMS AUDIT	17th - 19th Feb, 2025	12th - 14th May, 2025	28th - 30th July, 2025	3rd - 5th Nov, 2025	<del>₦</del> 350,000
67	WORKING WITH THE LINUX PLATFORM AND TOOLS	20th - 22nd Feb, 2025	15th - 17th May, 2025	28th - 30th July, 2025	3rd - 5th Nov, 2025	<del>₦</del> 400,000
68	DATABASE DESIGN, TOOLS & TECHNIQUES WITH MYSQL	20th - 22nd Feb, 2025	15th - 17th May, 2025	31st July - 2nd Aug, 2025	3rd - 5th Nov, 2025	<del>₦</del> 400,000
69	RISK & VULNERABILITY ASSESSMENT FOR IT SYSTEMS	20th - 22nd Feb, 2025	15th - 17th May, 2025	31st July - 2nd Aug, 2025	6th - 8th Nov, 2025	<del>₦</del> 350,000
70	COMPUTER SECURITY, VULNERABILITY ANALYSIS AND CONTROL	20th - 22nd Feb, 2025	15th - 17th May, 2025	31st July - 2nd Aug, 2025	6th - 8th Nov, 2025	<del>₦</del> 350,000
71	UNDERSTANDING THE BUSINESS SIDE OF CLOUD COMPUTING	20th - 22nd Feb, 2025	15th - 17th May, 2025	31st July - 2nd Aug, 2025	6th - 8th Nov, 2025	<del>₦</del> 350,000
72	DATA ANALYSIS TECHNIQUES, MODELING AND STRATEGIES	20th - 22nd Feb, 2025	15th - 17th May, 2025	4th - 6th Aug, 2025	6th - 8th Nov, 2025	<del>₦</del> 400,000
73	ADMINISTERING & TROUBLESHOOTING WINDOWS 10	24th - 26th Feb, 2025	19th - 21st May, 2025	4th - 6th Aug, 2025	10th - 12th Nov, 2025	<del>₦</del> 350,000
74	IT SERVICE MANAGEMENT	24th - 26th Feb, 2025	19th - 21st May, 2025	4th - 6th Aug, 2025	10th - 12th Nov, 2025	<del>₦</del> 350,000
75	COMPUTER & NETWORK ADMINISTRATION: I	24th - 26th Feb, 2025	19th - 21st May, 2025	4th - 6th Aug, 2025	10th - 12th Nov, 2025	<del>₦</del> 350,000
76	SECURING WEB APPLICATIONS, SERVICES AND SERVERS	24th - 26th Feb, 2025	19th - 21st May, 2025	7th - 9th Aug, 2025	10th - 12th Nov, 2025	<del>₦</del> 350,000
77	ELECTRONIC DOCUMENT AND RECORDS MANAGEMENT	24th - 26th Feb, 2025	19th - 21st May, 2025	7th - 9th Aug, 2025	13th - 15th Nov, 2025	<del>₦</del> 350,000
78	CREATING SPREADSHEETS WITH MICROSOFT EXCEL	24th - 26th Feb, 2025	19th - 21st May, 2025	7th - 9th Aug, 2025	13th - 15th Nov, 2025	<del>₦</del> 350,000
79	DIGITAL COLLABORATION USING MICROSOFT SHAREPOINT	27th Feb - 1st Mar, 2025	22nd - 24th May, 2025	7th - 9th Aug, 2025	13th - 15th Nov, 2025	<del>₦</del> 400,000
80	DATA CENTERS DESIGN, PLANNING AND IMPLEMENTATION	27th Feb - 1st Mar, 2025	22nd - 24th May, 2025	11th - 13th Aug, 2025	13th - 15th Nov, 2025	<del>₦</del> 350,000
81	BEST PRACTICES IN IT MANAGEMENT & INFORMATION SECURITY	27th Feb - 1st Mar, 2025	22nd - 24th May, 2025	11th - 13th Aug, 2025	17th - 19th Nov, 2025	<del>₦</del> 350,000
82	DATA ANALYSIS AND MODELING USING POWER BI	27th Feb - 1st Mar, 2025	22nd - 24th May, 2025	11th - 13th Aug, 2025	17th - 19th Nov, 2025	<del>₦</del> 400,000
83	APPLICATION DEVELOPMENT WITH PHP	27th Feb - 1st Mar, 2025	22nd - 24th May, 2025	11th - 13th Aug, 2025	17th - 19th Nov, 2025	<del>₦</del> 400,000
84	WIRELESS NETWORKS ADMINISTRATION	27th Feb - 1st Mar, 2025	22nd - 24th May, 2025	14th - 16th Aug, 2025	17th - 19th Nov, 2025	<del>₦</del> 350,000
85	COMPUTER & NETWORK ADMINISTRATION: II	3rd - 5th Mar, 2025	26th - 28th May, 2025	14th - 16th Aug, 2025	20th - 22nd Nov, 2025	<del>₦</del> 350,000
86	DESIGNING WEBSITES & WEB-BASED APPS USING HTML, CSS, JAVASCRIPT & MYSQL	3rd - 5th Mar, 2025	26th - 28th May, 2025	14th - 16th Aug, 2025	20th - 22nd Nov, 2025	<del>₦</del> 400,000
87	DATA RECOVERY TOOLS & TECHNIQUES	3rd - 5th Mar, 2025	26th - 28th May, 2025	14th - 16th Aug, 2025	20th - 22nd Nov, 2025	<del>₦</del> 350,000
88	CONFIGURING AND TROUBLESHOOTING A WINDOWS SERVER NETWORK INFRASTRUCTURE	3rd - 5th Mar, 2025	26th - 28th May, 2025	18th - 20th Aug, 2025	20th - 22nd Nov, 2025	<del>₦</del> 350,000
89	DATABASE DESIGN, TOOLS & TECHNIQUES WITH SQL SERVER	3rd - 5th Mar, 2025	26th - 28th May, 2025	18th - 20th Aug, 2025	24th - 26th Nov, 2025	<del>₦</del> 400,000
90	IT INFRASTRUCTURE MANAGEMENT	3rd - 5th Mar, 2025	26th - 28th May, 2025	18th - 20th Aug, 2025	24th - 26th Nov, 2025	<del>₦</del> 400,000



- ✓ Classroom
- ✓ Online
- ✓ In-house

S/N	TITLE	1ST BATCH	2ND BATCH	3RD BATCH	4TH BATCH	FEE
91	INFORMATION SECURITY FOR IT PROFESSIONALS	6th – 8th Mar, 2025	29th – 31st May, 2025	18th - 20th Aug, 2025	24th – 26th Nov, 2025	<del>₦350,000</del>
92	NETWORKING WITH WINDOW SERVER AND CLIENTS	6th – 8th Mar, 2025	29th – 31st May, 2025	21st – 23rd Aug, 2025	24th – 26th Nov, 2025	<del>₦400,000</del>
93	TELECOMMUNICATION NETWORKS MANAGEMENT: II	6th – 8th Mar, 2025	29th – 31st May, 2025	21st – 23rd Aug, 2025	27th – 29th Nov, 2025	<del>₦350,000</del>
94	COMPUTER, NETWORK AND CLOUD SECURITY ADMINISTRATION	6th – 8th Mar, 2025	29th – 31st May, 2025	21st – 23rd Aug, 2025	27th – 29th Nov, 2025	<del>₦350,000</del>
95	NETWORK MANAGEMENT TOOLS, OPTIMIZATION AND TROUBLESHOOTING	6th – 8th Mar, 2025	29th – 31st May, 2025	21st – 23rd Aug, 2025	27th – 29th Nov, 2025	<del>₦350,000</del>
96	DIGITAL TRANSFORMATION FOR THE 21 <sup>ST</sup> CENTURY BUSINESS	6th – 8th Mar, 2025	29th – 31st May, 2025	25th – 27th Aug, 2025	1st – 3rd Dec, 2025	<del>₦350,000</del>
97	ICT MANAGEMENT AND INFORMATION SECURITY	10th – 12th Mar, 2025	2nd - 4th June, 2025	25th – 27th Aug, 2025	1st – 3rd Dec, 2025	<del>₦350,000</del>
98	INSTALLING, CONFIGURING & DEPLOYING WINDOWS 10	10th – 12th Mar, 2025	2nd - 4th June, 2025	25th – 27th Aug, 2025	1st – 3rd Dec, 2025	<del>₦400,000</del>
99	CYBER SECURITY RISK ASSESSMENT & CONTROLS	10th – 12th Mar, 2025	2nd - 4th June, 2025	25th – 27th Aug, 2025	4th – 6th Dec, 2025	<del>₦350,000</del>
100	INSTALLING, CONFIGURING & DEPLOYING WINDOWS SERVER 2019	10th – 12th Mar, 2025	2nd - 4th June, 2025	28th – 30th Aug, 2025	4th – 6th Dec, 2025	<del>₦400,000</del>
101	APPLYING MACHINE LEARNING & ARTIFICIAL INTELLIGENCE TO BUSINESS DATA	10th – 12th Mar, 2025	2nd - 4th June, 2025	28th – 30th Aug, 2025	4th – 6th Dec, 2025	<del>₦400,000</del>
102	APPLICATION DEVELOPMENT WITH NODE.JS	10th – 12th Mar, 2025	2nd - 4th June, 2025	28th – 30th Aug, 2025	8th – 10th Dec, 2025	<del>₦400,000</del>
103	SECURING WIRELESS NETWORKS AND WANS	13th – 15th Mar, 2025	9th - 11th June, 2025	28th – 30th Aug, 2025	8th – 10th Dec, 2025	<del>₦350,000</del>
104	MANAGING ENTERPRISE STORAGE NETWORKS	13th – 15th Mar, 2025	9th - 11th June, 2025	1st – 3rd Sept, 2025	8th – 10th Dec, 2025	<del>₦350,000</del>
105	DISASTER PREVENTION & RECOVERY MANAGEMENT: HANDLING IT RISKS	13th – 15th Mar, 2025	9th - 11th June, 2025	1st – 3rd Sept, 2025	11th – 13th Dec, 2025	<del>₦350,000</del>
106	DATABASE DESIGN, TOOLS & TECHNIQUES WITH MARIADB	13th – 15th Mar, 2025	9th - 11th June, 2025	1st – 3rd Sept, 2025	11th – 13th Dec, 2025	<del>₦400,000</del>
107	BEST PRACTICE IN SERVER ADMINISTRATION AND MAINTENANCE	13th – 15th Mar, 2025	9th - 11th June, 2025	1st – 3rd Sept, 2025	11th – 13th Dec, 2025 CLOUD COM	<del>₦350,000</del>
108	CUSTOMER RELATIONSHIP MANAGEMENT USING THE AWS PLATFORM	13th – 15th Mar, 2025	9th - 11th June, 2025	8th - 10th Sept, 2025	15th – 17th Dec, 2025	<del>₦350,000</del>
109	DATA MANAGEMENT, MANIPULATION AND ANALYSIS USING EXCEL	17th - 19th Mar, 2025	16th – 18th June, 2025	8th - 10th Sept, 2025	15th – 17th Dec, 2025	<del>₦400,000</del>
110	INSTALLING, CONFIGURING & TROUBLESHOOTING NETWORKS: CISCO	17th - 19th Mar, 2025	16th – 18th June, 2025	8th - 10th Sept, 2025	15th – 17th Dec, 2025	<del>₦400,000</del>
111	WEB BASED INFORMATION SYSTEM MANAGEMENT	17th - 19th Mar, 2025	16th – 18th June, 2025	8th - 10th Sept, 2025	18th – 20th Dec, 2025	<del>₦400,000</del>
112	BEST PRACTICES IN IT SYSTEMS MAINTENANCE MANAGEMENT	17th - 19th Mar, 2025	16th – 18th June, 2025	11th - 13th Sept, 2025	18th – 20th Dec, 2025	<del>₦350,000</del>
113	DATABASE DESIGN, TOOLS & TECHNIQUES WITH POSTGRESQL	17th - 19th Mar, 2025	16th – 18th June, 2025	11th - 13th Sept, 2025	18th – 20th Dec, 2025	<del>₦400,000</del>

The amount will cover all workshop materials and literature, Executive bag, Tea/Coffee, Lunch, Photographs and Certificate. Payment should be made in Cash, Bank Draft or Transfer in favour of Alpha Partners.

**Note:** The fee will attract additional 7.5% VAT.

All classroom courses will hold at Alpha Partners Professional Training Conference Centre, 200, Murtala Mohammed Way (2nd & 3rd Floors) Adekunle BRT Bus Stop Yaba - Lagos.

Please let us know the courses you would like your employees to attend. For further information on these courses and for in-house training arrangements, please call Chris Onwuasigwe, 08033045484, 09060007799, 09060002299.

**E-mail:** [info@alphapartnerstrainings.com](mailto:info@alphapartnerstrainings.com), [alphapartner111@yahoo.com](mailto:alphapartner111@yahoo.com) **Website:** [www.alphapartnerstrainings.com](http://www.alphapartnerstrainings.com)



S/N	COURSE TITLE	1ST BATCH	2ND BATCH	3RD BATCH	4TH BATCH	FEE
1	LEADERSHIP UNDER ATTACK - ESCALATING CRISIS AND REPUTATION CHALLENGES	13th - 15th Jan, 2025	13th - 15th Mar, 2025	16th - 18th June, 2025	25th - 27th Aug, 2025	₦350,000
2	STRATEGIC MARKETING, BRAND MANAGEMENT AND PUBLIC RELATIONS	13th - 15th Jan, 2025	17th - 19th Mar, 2025	16th - 18th June, 2025	25th - 27th Aug, 2025	₦350,000
3	PROTOCOL AND TRAVEL MANAGEMENT	16th - 18th Jan, 2025	17th - 19th Mar, 2025	19th - 21st June, 2025	28th - 30th Aug, 2025	₦350,000
4	PR IN A CHANGING DIGITAL LANDSCAPE	16th - 18th Jan, 2025	20th - 22nd Mar, 2025	19th - 21st June, 2025	28th - 30th Aug, 2025	₦350,000
5	MASTERING CORPORATE COMMUNICATIONS	20th - 22nd Jan, 2025	20th - 22nd Mar, 2025	23rd - 25th June, 2025	1st - 3rd Sept, 2025	₦350,000
6	ADVANCED STRATEGIES FOR PUBLIC RELATIONS	20th - 22nd Jan, 2025	24th - 26th Mar, 2025	23rd - 25th June, 2025	1st - 3rd Sept, 2025	₦350,000
7	MEASURING AND EVALUATING PR	23rd - 25th Jan, 2025	24th - 26th Mar, 2025	26th - 28th June, 2025	8th - 10th Sept, 2025	₦350,000
8	MANAGING AND LEADING STRATEGIC COMMUNICATION PUBLIC RELATIONS	23rd - 25th Jan, 2025	27th - 29th Mar, 2025	26th - 28th June, 2025	8th - 10th Sept, 2025	₦350,000
9	ADVANCED PROTOCOL AND EVENTS MANAGEMENT	27th - 29th Jan, 2025	27th - 29th Mar, 2025	30th June - 2nd July, 2025	11th - 13th Sept, 2025	₦350,000
10	PUBLIC RELATIONS AND MEDIA SKILLS	27th - 29th Jan, 2025	2nd - 4th Apr, 2025	30th June - 2nd July, 2025	11th - 13th Sept, 2025	₦350,000
11	STRATEGIC PUBLIC RELATIONS, PROTOCOL AND TRAVEL MANAGEMENT	30th Jan - 1st Feb, 2025	2nd - 4th Apr, 2025	3rd - 5th July, 2025	15th - 17th Sept, 2025	₦350,000
12	PUBLIC RELATIONS CAMPAIGNS PLANNING AND EXECUTION	30th Jan - 1st Feb, 2025	7th - 9th Apr, 2025	3rd - 5th July, 2025	18th - 20th Sept, 2025	₦350,000
13	PUBLIC RELATIONS AND CORPORATE COMMUNICATIONS	30th Jan - 1st Feb, 2025	10th - 12th Apr, 2025	7th - 9th July, 2025	22nd - 24th Sept, 2025	₦350,000
14	THE POWER OF PR: A KEY TOOL TO THE SUCCESS OF AN ORGANIZATION	3rd - 5th Feb, 2025	10th - 12th Apr, 2025	7th - 9th July, 2025	25th - 27th Sept, 2025	₦350,000
15	PLANNING AND MANAGING PR CAMPAIGNS	3rd - 5th Feb, 2025	14th - 16th Apr, 2025	10th - 12th July, 2025	2nd - 4th Oct, 2025	₦350,000
16	MANAGING COMMUNITY RELATIONS EFFECTIVELY	3rd - 5th Feb, 2025	14th - 16th Apr, 2025	10th - 12th July, 2025	6th - 8th Oct, 2025	₦350,000
17	WRITING FOR SOCIAL MEDIA COURSE	6th - 8th Feb, 2025	22nd - 24th Apr, 2025	14th - 16th July, 2025	9th - 11th Oct, 2025	₦350,000
18	INCIDENT AND CRISIS RESPONSE COMMUNICATION SKILLS	6th - 8th Feb, 2025	22nd - 24th Apr, 2025	14th - 16th July, 2025	13th - 15th Oct, 2025	₦350,000
19	PUBLIC RELATIONS PROFESSIONAL COURSE	6th - 8th Feb, 2025	28th - 30th Apr, 2025	17th - 19th July, 2025	16th - 18th Oct, 2025	₦350,000
20	WRITING SKILLS FOR PR	10th - 12th Feb, 2025	28th - 30th Apr, 2025	17th - 19th July, 2025	20th - 22nd Oct, 2025	₦350,000
21	ADVANCED STRATEGIC PUBLIC RELATIONS MANAGEMENT	10th - 12th Feb, 2025	5th - 7th May, 2025	21st - 23rd July, 2025	23rd - 25th Oct, 2025	₦350,000
22	CORPORATE IDENTITY AND BRAND MANAGEMENT COURSE	10th - 12th Feb, 2025	5th - 7th May, 2025	21st - 23rd July, 2025	27th - 29th Oct, 2025	₦350,000



S/N	COURSE TITLE	1ST BATCH	2ND BATCH	3RD BATCH	4TH BATCH	FEE
23	INTERNATIONAL PROTOCOL AND DIPLOMACY COURSE	13th - 15th Feb, 2025	8th - 10th May, 2025	24th - 26th July, 2025	30th Oct - 1st Nov, 2025	₦350,000
24	CUSTOMER SERVICE AND PUBLIC RELATIONS	13th - 15th Feb, 2025	8th - 10th May, 2025	24th - 26th July, 2025	3rd - 5th Nov, 2025	₦350,000
25	PUBLIC RELATIONS AND SUCCESSFUL CAMPAIGNS	13th - 15th Feb, 2025	12th - 14th May, 2025	28th - 30th July, 2025	6th - 8th Nov, 2025	₦350,000
26	ADVANCED CORPORATE SOCIAL RESPONSIBILITY	17th - 19th Feb, 2025	12th - 14th May, 2025	28th - 30th July, 2025	10th - 12th Nov, 2025	₦350,000
27	PUBLIC RELATIONS FUNDAMENTALS	17th - 19th Feb, 2025	15th - 17th May, 2025	31st July - 2nd Aug, 2025	13th - 15th Nov, 2025	₦350,000
28	MEDIA RELATIONS AND PUBLIC AFFAIRS	20th - 22nd Feb, 2025	15th - 17th May, 2025	31st July - 2nd Aug, 2025	17th - 19th Nov, 2025	₦350,000
29	PUBLIC RELATIONS PROTOCOL AND ETIQUETTE	20th - 22nd Feb, 2025	19th - 21st May, 2025	4th - 6th Aug, 2025	20th - 22nd Nov, 2025	₦350,000
30	INTRODUCTION TO PUBLIC RELATIONS	24th - 26th Feb, 2025	19th - 21st May, 2025	4th - 6th Aug, 2025	24th - 26th Nov, 2025	₦350,000
31	PR, ETIQUETTE, AND OFFICIAL AND SOCIAL PROTOCOL: BEST PRACTICE	24th - 26th Feb, 2025	22nd - 24th May, 2025	7th - 9th Aug, 2025	27th - 29th Nov, 2025	₦350,000
32	GOVERNMENT COMMUNICATION AND PUBLIC RELATIONS	27th Feb - 1st Mar, 2025	22nd - 24th May, 2025	7th - 9th Aug, 2025	1st - 3rd Dec, 2025	₦350,000
33	ADVANCED SOCIAL MEDIA TRAINING	27th Feb - 1st Mar, 2025	26th - 28th May, 2025	11th - 13th Aug, 2025	4th - 6th Dec, 2025	₦350,000
34	EFFECTIVE PUBLIC SPEAKING FOR MANAGERS AND EXECUTIVES	3rd - 5th Mar, 2025	26th - 28th May, 2025	11th - 13th Aug, 2025	4th - 6th Dec, 2025	₦350,000
35	STRATEGIC MEDIA PLANNING	3rd - 5th Mar, 2025	29th - 31st May, 2025	14th - 16th Aug, 2025	8th - 10th Dec, 2025	₦350,000
36	PROTOCOL AND EVENT MANAGEMENT	6th - 8th Mar, 2025	29th - 31st May, 2025	14th - 16th Aug, 2025	8th - 10th Dec, 2025	₦350,000
37	DEVELOPING AND IMPLEMENTING STRATEGIC MARKETING PLANS	6th - 8th Mar, 2025	2nd - 4th June, 2025	18th - 20th Aug, 2025	11th - 13th Dec, 2025	₦350,000
38	EFFECTIVE PUBLIC RELATIONS	10th - 12th Mar, 2025	2nd - 4th June, 2025	18th - 20th Aug, 2025	11th - 13th Dec, 2025	₦350,000
39	BUSINESS STRATEGY FOR PR MANAGERS	10th - 12th Mar, 2025	9th - 11th June, 2025	21st - 23rd Aug, 2025	15th - 17th Dec, 2025	₦350,000
40	PUBLIC RELATIONS TECHNIQUES AND COMMUNICATION SKILLS	13th - 15th Mar, 2025	9th - 11th June, 2025	21st - 23rd Aug, 2025	18th - 20th Dec, 2025	₦350,000

The amount will cover all workshop materials and literature, Executive bag, Tea/Coffee, Lunch, Photographs and Certificate.

Payment should be made in Cash, Bank Draft or Transfer in favour of Alpha Partners.

The fee will attract additional 7.5% VAT.

All classroom courses will hold at Alpha Partners Professional Training Conference Centre, 200, Murtala Mohammed Way (2nd & 3rd Floors) Adekunle BRT Bus Stop Yaba - Lagos.

Please let us know the courses you would like your employees to attend. For further information on these courses and for in-house training arrangements, please call Chris Onwuasigwe, 08033045484, 09060007799, 09060002299.

E-mail: [info@alphapartnerstrainings.com](mailto:info@alphapartnerstrainings.com), [alphapartner111@yahoo.com](mailto:alphapartner111@yahoo.com) Website: [www.alphapartnerstrainings.com](http://www.alphapartnerstrainings.com).



S/N	COURSE TITLE	1ST BATCH	2ND BATCH	3RD BATCH	4TH BATCH	FEE
1	ADVANCED SKILLS OF OFFICE MANAGEMENT AND E-SECRETARIAT	13th - 15th Jan, 2025	27th - 29th Mar, 2025	10th - 12th July, 2025	2nd - 4th Oct, 2025	₦350,000
2	MASTERCLASS FOR SECRETARIES AND PERSONAL ASSISTANT	13th - 15th Jan, 2025	27th - 29th Mar, 2025	10th - 12th July, 2025	2nd - 4th Oct, 2025	₦350,000
3	RECEPTION AND TELEPHONE ETIQUETTE	13th - 15th Jan, 2025	2nd - 4th Apr, 2025	14th - 16th July, 2025	2nd - 4th Oct, 2025	₦350,000
4	PROFESSIONAL OFFICE AND RECORDS MANAGEMENT COURSE	16th - 18th Jan, 2025	2nd - 4th Apr, 2025	14th - 16th July, 2025	6th - 8th Oct, 2025	₦350,000
5	MANAGING YOUR BOSS IN THE WORKPLACE	16th - 18th Jan, 2025	7th - 9th Apr, 2025	17th - 19th July, 2025	6th - 8th Oct, 2025	₦350,000
6	FRONT DESK SECURITY COURSE FOR RECEPTIONISTS, PERSONAL/SPECIAL ASSISTANTS AND OTHER FRONT DESK PROFESSIONAL	16th - 18th Jan, 2025	7th - 9th Apr, 2025	17th - 19th July, 2025	6th - 8th Oct, 2025	₦350,000
7	OFFICE MANAGEMENT AND EFFECTIVE ADMINISTRATIVE SKILLS	20th - 22nd Jan, 2025	10th - 12th Apr, 2025	17th - 19th July, 2025	9th - 11th Oct, 2025	₦350,000
8	DEVELOPING SELF-ESTEEM, ASSERTIVENESS AND PERSONAL EFFECTIVENESS	20th - 22nd Jan, 2025	10th - 12th Apr, 2025	21st - 23rd July, 2025	9th - 11th Oct, 2025	₦350,000
9	OFFICE ETIQUETTE, ETHICS AND PROFESSIONALISM	20th - 22nd Jan, 2025	14th - 16th Apr, 2025	21st - 23rd July, 2025	9th - 11th Oct, 2025	₦350,000
10	PERSONAL EFFECTIVENESS AND INFLUENCING SKILLS: COMMUNICATE, NEGOTIATE, INFLUENCE AND PERSUADE	23rd - 25th Jan, 2025	14th - 16th Apr, 2025	21st - 23rd July, 2025	13th - 15th Oct, 2025	₦350,000
11	DEVELOPING CORE SKILLS FOR ADMINISTRATORS AND SECRETARIES	23rd - 25th Jan, 2025	22nd - 24th Apr, 2025	24th - 26th July, 2025	13th - 15th Oct, 2025	₦350,000
12	THE EXECUTIVE SECRETARY AND OFFICE PROFESSIONALS MASTER DEVELOPMENT PROGRAM	23rd - 25th Jan, 2025	22nd - 24th Apr, 2025	24th - 26th July, 2025	13th - 15th Oct, 2025	₦350,000
13	EMOTIONAL INTELLIGENCE FOR WORKPLACE SUCCESS	27th - 29th Jan, 2025	28th - 30th Apr, 2025	24th - 26th July, 2025	16th - 18th Oct, 2025	₦350,000
14	PROFESSIONAL SKILLS IMPROVEMENT COURSE FOR SECRETARIES, PA'S AND ADMIN OFFICERS	27th - 29th Jan, 2025	28th - 30th Apr, 2025	28th - 30th July, 2025	16th - 18th Oct, 2025	₦350,000
15	FRONTLINE CUSTOMER SERVICE EXCELLENCE	27th - 29th Jan, 2025	5th - 7th May, 2025	28th - 30th July, 2025	16th - 18th Oct, 2025	₦350,000
16	OFFICE MANAGEMENT AND ADMINISTRATION COURSE	30th Jan - 1st Feb, 2025	5th - 7th May, 2025	28th - 30th July, 2025	20th - 22nd Oct, 2025	₦350,000
17	EXCELLENCE SKILLS FOR EXECUTIVE SECRETARIES AND PA'S	30th Jan - 1st Feb, 2025	8th - 10th May, 2025	31st July - 2nd Aug, 2025	20th - 22nd Oct, 2025	₦350,000
18	PROFESSIONAL BUSINESS AND CORPORATE ETIQUETTE COURSE	30th Jan - 1st Feb, 2025	8th - 10th May, 2025	31st July - 2nd Aug, 2025	20th - 22nd Oct, 2025	₦350,000
19	ADVANCED MANAGEMENT COURSE FOR SECRETARIES, PERSONAL ASSISTANTS AND ADMIN OFFICERS	3rd - 5th Feb, 2025	12th - 14th May, 2025	31st July - 2nd Aug, 2025	23rd - 25th Oct, 2025	₦350,000
20	FOUNDATION SKILLS FOR PERSONAL ASSISTANTS AND SECRETARIES	3rd - 5th Feb, 2025	12th - 14th May, 2025	4th - 6th Aug, 2025	23rd - 25th Oct, 2025	₦350,000
21	EFFECTIVE MINUTE TAKING COURSE	3rd - 5th Feb, 2025	15th - 17th May, 2025	4th - 6th Aug, 2025	23rd - 25th Oct, 2025	₦350,000
22	FRONT OFFICE AND CUSTOMER RELATIONS COURSE	6th - 8th Feb, 2025	15th - 17th May, 2025	4th - 6th Aug, 2025	27th - 29th Oct, 2025	₦350,000
23	ESSENTIAL SKILLS FOR PERSONAL ASSISTANTS AND SECRETARIES	6th - 8th Feb, 2025	15th - 17th May, 2025	7th - 9th Aug, 2025	27th - 29th Oct, 2025	₦350,000
24	ADVANCED EXECUTIVE ASSISTANT COURSE	10th - 12th Feb, 2025	19th - 21st May, 2025	7th - 9th Aug, 2025	30th Oct - 1st Nov, 2025	₦350,000
25	ADVANCED OFFICE MANAGEMENT AND ADMINISTRATIVE SKILLS	10th - 12th Feb, 2025	19th - 21st May, 2025	11th - 13th Aug, 2025	30th Oct - 1st Nov, 2025	₦350,000
26	BUSINESS WRITING FOR SECRETARIES AND ADMINISTRATIVE PROFESSIONALS	13th - 15th Feb, 2025	22nd - 24th May, 2025	11th - 13th Aug, 2025	3rd - 5th Nov, 2025	₦350,000



S/N	COURSE TITLE	1ST BATCH	2ND BATCH	3RD BATCH	4TH BATCH	FEE
27	EFFECTIVE RECEPTIONIST AND FRONT DESK MANAGER	13th - 15th Feb, 2025	22nd - 24th May, 2025	14th - 16th Aug, 2025	3rd - 5th Nov, 2025	₦350,000
28	MULTITASKING, PRIORITIES AND DEADLINES MANAGEMENT	17th - 19th Feb, 2025	26th - 28th May, 2025	14th - 16th Aug, 2025	6th - 8th Nov, 2025	₦350,000
29	SUCCESS SKILLS FOR PA'S AND EXECUTIVE SECRETARIES	17th - 19th Feb, 2025	26th - 28th May, 2025	18th - 20th Aug, 2025	6th - 8th Nov, 2025	₦350,000
30	PERSONAL ASSISTANTS AND SECRETARIES SKILLS - ESSENTIAL	20th - 22nd Feb, 2025	29th - 31st May, 2025	18th - 20th Aug, 2025	10th - 12th Nov, 2025	₦350,000
31	PARTNERING WITH YOUR BOSS: STRATEGIC SKILLS FOR SECRETARIES AND PERSONAL ASSISTANTS	20th - 22nd Feb, 2025	29th - 31st May, 2025	21st - 23rd Aug, 2025	10th - 12th Nov, 2025	₦350,000
32	SUCCESSFUL SKILLS FOR SECRETARIES, ADMINISTRATORS AND PA'S	24th - 26th Feb, 2025	26th - 28th May, 2025	21st - 23rd Aug, 2025	13th - 15th Nov, 2025	₦350,000
33	THE ADMINISTRATIVE SECRETARY SKILLS DEVELOPMENT COURSE	24th - 26th Feb, 2025	2nd - 4th June, 2025	25th - 27th Aug, 2025	13th - 15th Nov, 2025	₦350,000
34	MANAGEMENT SKILLS FOR SECRETARIES AND ADMINISTRATIVE SUPPORT STAFF	27th Feb - 1st Mar, 2025	2nd - 4th June, 2025	25th - 27th Aug, 2025	17th - 19th Nov, 2025	₦350,000
35	EFFECTIVE SKILLS FOR RECEPTIONIST AND FRONT-DESK OFFICERS	27th Feb - 1st Mar, 2025	9th - 11th June, 2025	28th - 30th Aug, 2025	17th - 19th Nov, 2025	₦350,000
36	EFFECTIVE RECORD KEEPING, DOCUMENTATION AND INFORMATION MANAGEMENT COURSE	3rd - 5th Mar, 2025	9th - 11th June, 2025	28th - 30th Aug, 2025	20th - 22nd Nov, 2025	₦350,000
37	IMPERATIVE EXECUTIVE PERSONAL ASSISTANT SKILLS	3rd - 5th Mar, 2025	16th - 18th June, 2025	1st - 3rd Sept, 2025	20th - 22nd Nov, 2025	₦350,000
38	ADMINISTRATION AND OFFICE MANAGEMENT: BEST PRACTICE AND TECHNIQUES	6th - 8th Mar, 2025	16th - 18th June, 2025	1st - 3rd Sept, 2025	24th - 26th Nov, 2025	₦350,000
39	ORGANISING AND BEHAVIOURAL SKILLS FOR SECRETARIES, PA'S AND ADMINISTRATIVE PROFESSIONALS	6th - 8th Mar, 2025	19th - 21st June, 2025	8th - 10th Sept, 2025	24th - 26th Nov, 2025	₦350,000
40	THE EFFECTIVE SECRETARY TRAINING	10th - 12th Mar, 2025	19th - 21st June, 2025	8th - 10th Sept, 2025	27th - 29th Nov, 2025	₦350,000
41	ADMINISTRATION AND OFFICE MANAGEMENT PROFESSIONAL	10th - 12th Mar, 2025	23rd - 25th June, 2025	11th - 13th Sept, 2025	1st - 3rd Dec, 2025	₦350,000
42	SKILLS FOR SENIOR SECRETARIES, PERSONAL ASSISTANTS AND ADMINISTRATIVE MANAGERS	13th - 15th Mar, 2025	23rd - 25th June, 2025	11th - 13th Sept, 2025	4th - 6th Dec, 2025	₦350,000
43	MODERN TECHNIQUES IN OFFICE AND DOCUMENT MANAGEMENT	13th - 15th Mar, 2025	26th - 28th June, 2025	15th - 17th Sept, 2025	8th - 10th Dec, 2025	₦350,000
44	BEST PRACTICE AND CAPACITY BUILDING FOR SECRETARIES, PERSONAL ASSISTANTS AND ADMIN OFFICERS	17th - 19th Mar, 2025	30th June - 2nd July, 2025	18th - 20th Sept, 2025	11th - 13th Dec, 2025	₦350,000
45	PERSONAL SKILLS FOR ADMINISTRATORS AND SECRETARIES	20th - 22nd Mar, 2025	3rd - 5th July, 2025	22nd - 24th Sept, 2025	15th - 17th Dec, 2025	₦350,000
46	PERSONAL DEVELOPMENT AND PRODUCTIVITY FOR SECRETARIES AND PA'S	20th - 22nd Mar, 2025	3rd - 5th July, 2025	22nd - 24th Sept, 2025	15th - 17th Dec, 2025	₦350,000
47	MANAGEMENT SKILLS FOR ADMINISTRATORS, SECRETARIES AND PA'S	24th - 26th Mar, 2025	7th - 9th July, 2025	25th - 27th Sept, 2025	18th - 20th Dec, 2025	₦350,000
48	RECEPTIONIST SKILLS TRAINING COURSE	24th - 26th Mar, 2025	7th - 9th July, 2025	25th - 27th Sept, 2025	18th - 20th Dec, 2025	₦350,000

The amount will cover all workshop materials and literature, Executive bag, Tea/Coffee, Lunch, Photographs and Certificate.

Payment should be made in Cash, Bank Draft or Transfer in favour of Alpha Partners.

**Note:** The fee will attract additional 7.5% VAT

All classroom courses will hold at Alpha Partners Professional Training Conference Centre, 200, Murtala Mohammed Way (2nd & 3rd Floors) Adekunle BRT Bus Stop Yaba - Lagos.

Please let us know the courses you would like your employees to attend. For further information on these courses and for in-house training arrangements, please call Chris Onwuasigwe, 08033045484, 09060007799, 09060002299.

E-mail: [info@alphapartnerstrainings.com](mailto:info@alphapartnerstrainings.com), [alphapartner111@yahoo.com](mailto:alphapartner111@yahoo.com) Website: [www.alphapartnerstrainings.com](http://www.alphapartnerstrainings.com)

S/N	COURSE TITLE	1ST BATCH	2ND BATCH	3RD BATCH	4TH BATCH	FEE
1	STRATEGIC TRANSPORT MANAGERS COURSE FOR EFFICIENCY	13th - 15th Jan, 2025	17th - 19th Mar, 2025	16th - 18th June, 2025	25th - 27th Aug, 2025	<del>₦</del> 350,000
2	LOGISTICS AND TRANSPORT MANAGEMENT	13th - 15th Jan, 2025	17th - 19th Mar, 2025	16th - 18th June, 2025	25th - 27th Aug, 2025	<del>₦</del> 300,000
3	ESSENTIALS OF FLEET AND TRANSPORT MANAGEMENT WORKSHOP	16th - 18th Jan, 2025	20th - 22nd Mar, 2025	19th - 21st June, 2025	28th - 30th Aug, 2025	<del>₦</del> 300,000
4	ADVANCED DRIVING ASSESSMENT FOR PROFESSIONAL DRIVERS	16th - 18th Jan, 2025	20th - 22nd Mar, 2025	19th - 21st June, 2025	28th - 30th Aug, 2025	<del>₦</del> 300,000
5	VEHICLES MAINTENANCE AND ROUTES MANAGEMENT	20th - 22nd Jan, 2025	24th - 26th Mar, 2025	23rd - 25th June, 2025	1st - 3rd Sept, 2025	<del>₦</del> 300,000
6	TRANSPORTATION, LOGISTICS AND THE LAW COURSE	20th - 22nd Jan, 2025	24th - 26th Mar, 2025	23rd - 25th June, 2025	1st - 3rd Sept, 2025	<del>₦</del> 300,000
7	RISK ASSESSMENT FOR PROFESSIONAL DRIVERS	23rd - 25th Jan, 2025	27th - 29th Mar, 2025	26th - 28th June, 2025	8th - 10th Sept, 2025	<del>₦</del> 300,000
8	SAFETY DRIVING TIPS IN THE ERA OF COVID-19 PANDEMIC	23rd - 25th Jan, 2025	27th - 29th Mar, 2025	26th - 28th June, 2025	11th - 13th Sept, 2025	<del>₦</del> 300,000
9	EFFECTIVE TRANSPORT MANAGEMENT AND OPERATIONS	27th - 29th Jan, 2025	2nd - 4th Apr, 2025	30th June - 2nd July, 2025	15th - 17th Sept, 2025	<del>₦</del> 300,000
10	CORPORATE DRIVER'S IMPROVEMENT COURSE FOR EFFECTIVENESS	27th - 29th Jan, 2025	2nd - 4th Apr, 2025	30th June - 2nd July, 2025	18th - 20th Sept, 2025	<del>₦</del> 300,000
11	IMPORT MANAGEMENT WORKSHOP	30th Jan - 1st Feb, 2025	7th - 9th Apr, 2025	3rd - 5th July, 2025	22nd - 24th Sept, 2025	<del>₦</del> 300,000
12	SUCCESSFUL FLEET AND TRANSPORT MANAGEMENT	30th Jan - 1st Feb, 2025	10th - 12th Apr, 2025	3rd - 5th July, 2025	25th - 27th Sept, 2025	<del>₦</del> 300,000
13	GOODS IN TRANSIT SAFETY AND SECURITY: A GUIDE FOR TRANSPORT MANAGERS	3rd - 5th Feb, 2025	14th - 16th Apr, 2025	7th - 9th July, 2025	2nd - 4th Oct, 2025	<del>₦</del> 350,000
14	ROAD SAFETY AND DRIVERS AWARENESS COURSE	3rd - 5th Feb, 2025	22nd - 24th Apr, 2025	7th - 9th July, 2025	6th - 8th Oct, 2025	<del>₦</del> 300,000
15	TRANSPORTATION MANAGEMENT SYSTEM	6th - 8th Feb, 2025	28th - 30th Apr, 2025	10th - 12th July, 2025	9th - 11th Oct, 2025	<del>₦</del> 300,000
16	INTRODUCTION TO AIR TRANSPORT MANAGEMENT AND OPERATIONS	6th - 8th Feb, 2025	5th - 7th May, 2025	10th - 12th July, 2025	13th - 15th Oct, 2025	<del>₦</del> 300,000
17	EFFECTIVE DRIVER PROFICIENCY AND EVALUATION	10th - 12th Feb, 2025	5th - 7th May, 2025	14th - 16th July, 2025	16th - 18th Oct, 2025	<del>₦</del> 300,000
18	TRANSPORT MANAGEMENT AND DRIVERS SAFETY COURSE	10th - 12th Feb, 2025	8th - 10th May, 2025	14th - 16th July, 2025	20th - 22nd Oct, 2025	<del>₦</del> 300,000
19	TRANSPORT AND LOGISTICS - ESSENTIALS	13th - 15th Feb, 2025	8th - 10th May, 2025	17th - 19th July, 2025	23rd - 25th Oct, 2025	<del>₦</del> 300,000
20	LOGISTICS AND DISTRIBUTION MANAGEMENT	13th - 15th Feb, 2025	12th - 14th May, 2025	17th - 19th July, 2025	27th - 29th Oct, 2025	<del>₦</del> 300,000

S/N	COURSE TITLE	1ST BATCH	2ND BATCH	3RD BATCH	4TH BATCH	FEE
21	IMPLEMENTATION OF THE NEW TRANSPORT MANAGEMENT POLICY FOR SUSTAINABILITY	17th - 19th Feb, 2025	12th - 14th May, 2025	21st - 23rd July, 2025	30th Oct - 1st Nov, 2025	₦300,000
22	PREVENTIVE DRIVING AND SAFETY PRECAUTIONS	17th - 19th Feb, 2025	15th - 17th May, 2025	21st - 23rd July, 2025	3rd - 5th Nov, 2025	₦300,000
23	BEST PRACTICE IN TRANSPORTATION PROCESS AND PROCEDURES	20th - 22nd Feb, 2025	15th - 17th May, 2025	24th - 26th July, 2025	6th - 8th Nov, 2025	₦300,000
24	ACCIDENTS AND CRASH INVESTIGATION FOR CORPORATE TRANSPORT MANAGERS	20th - 22nd Feb, 2025	19th - 21st May, 2025	24th - 26th July, 2025	10th - 12th Nov, 2025	₦350,000
25	TRANSPORT MANAGEMENT AND LOGISTICS ISSUES AND CHALLENGES	24th - 26th Feb, 2025	19th - 21st May, 2025	28th - 30th July, 2025	13th - 15th Nov, 2025	₦300,000
26	ACCIDENT MANAGEMENT AND CONTROL: A GUIDE FOR PROFESSIONAL DRIVERS	24th - 26th Feb, 2025	22nd - 24th May, 2025	28th - 30th July, 2025	17th - 19th Nov, 2025	₦300,000
27	DEFENSIVE DRIVER SAFETY TECHNIQUES	27th Feb - 1st Mar, 2025	22nd - 24th May, 2025	31st July - 2nd Aug, 2025	20th - 22nd Nov, 2025	₦300,000
28	ADVANCED TRANSPORTATION AND LOGISTICS ADMINISTRATION	27th Feb - 1st Mar, 2025	26th - 28th May, 2025	31st July - 2nd Aug, 2025	24th - 26th Nov, 2025	₦300,000
29	ROAD TRANSPORT SAFETY AND DRIVERS SECURITY TIP	3rd - 5th Mar, 2025	26th - 28th May, 2025	4th - 6th Aug, 2025	27th - 29th Nov, 2025	₦300,000
30	MANAGING THE TRANSPORT DEPARTMENT OF YOUR ORGANIZATION	3rd - 5th Mar, 2025	29th - 31st May, 2025	4th - 6th Aug, 2025	1st - 3rd Dec, 2025	₦300,000
31	VEHICLE MAINTENANCE STRATEGIES FOR TRANSPORT MANAGERS	6th - 8th Mar, 2025	29th - 31st May, 2025	7th - 9th Aug, 2025	4th - 6th Dec, 2025	₦350,000
32	TECHNIQUES FOR TRANSPORT MANAGERS: BEST PRACTICE	6th - 8th Mar, 2025	2nd - 4th June, 2025	11th - 13th Aug, 2025	8th - 10th Dec, 2025	₦350,000
33	LOGISTICS MANAGEMENT WORKSHOP	10th - 12th Mar, 2025	2nd - 4th June, 2025	14th - 16th Aug, 2025	11th - 13th Dec, 2025	₦300,000
34	MANAGING FREIGHT AND LOGISTICS MANAGEMENT	10th - 12th Mar, 2025	9th - 11th June, 2025	18th - 20th Aug, 2025	15th - 17th Dec, 2025	₦300,000
35	TOOLS AND TECHNIQUES FOR CORPORATE TRANSPORT MANAGERS	13th - 15th Mar, 2025	9th - 11th June, 2025	21st - 23rd Aug, 2025	18th - 20th Dec, 2025	₦350,000
36	CORPORATE FLEET MANAGEMENT WORKSHOP	13th - 15th Mar, 2025	9th - 11th June, 2025	21st - 23rd Aug, 2025	18th - 20th Dec, 2025	₦300,000

The amount will cover all workshop materials and literature, Executive bag, Tea/Coffee, Lunch, Photographs and Certificate. Payment should be made in Cash, Bank Draft or Transfer in favour of Alpha Partners.

**Note:** The fee will attract additional 7.5% VAT.

All classroom courses will hold at Alpha Partners Professional Training Conference Centre, 200, Murtala Mohammed Way (2nd & 3rd Floors) Adekunle BRT Bus Stop Yaba - Lagos.

Please let us know the courses you would like your employees to attend. For further information on these courses and for in-house training arrangements, please call Chris Onwuasigwe, 08033045484, 09060007799, 09060002299.

**E-mail:** info@alphapartnerstrainings.com, alphapartner111@yahoo.com **Website:** www.alphapartnerstrainings.com



S/N	COURSE TITLE	1ST BATCH	2ND BATCH	3RD BATCH	4TH BATCH	FEE
1	AIRLINE REVENUE MANAGEMENT	13th - 15th Jan, 2025	27th - 29th Mar, 2025	10th - 12th July, 2025	2nd - 4th Oct, 2025	₦375,000
2	AIR CARGO MANAGEMENT COURSE	13th - 15th Jan, 2025	2nd - 4th Apr, 2025	10th - 12th July, 2025	2nd - 4th Oct, 2025	₦375,000
3	BEST PRACTICE IN AIRLINE REVENUE MANAGEMENT	13th - 15th Jan, 2025	2nd - 4th Apr, 2025	14th - 16th July, 2025	2nd - 4th Oct, 2025	₦375,000
4	SHIPPING, CLEARING AND FORWARDING ADMINISTRATION	16th - 18th Jan, 2025	7th - 9th Apr, 2025	14th - 16th July, 2025	6th - 8th Oct, 2025	₦375,000
5	PASSENGERS AND AIRPORT CARGO HANDLING TECHNIQUES	16th - 18th Jan, 2025	7th - 9th Apr, 2025	17th - 19th July, 2025	6th - 8th Oct, 2025	₦375,000
6	PRIVATE STAFF AIRCRAFT SAFETY TRAINING	16th - 18th Jan, 2025	10th - 12th Apr, 2025	17th - 19th July, 2025	6th - 8th Oct, 2025	₦375,000
7	AIRLINE MARKETING MANAGEMENT COURSE	20th - 22nd Jan, 2025	10th - 12th Apr, 2025	17th - 19th July, 2025	9th - 11th Oct, 2025	₦375,000
8	INTELLIGENCE AND SECURITY MANAGEMENT FOR AVIATION STAFF	20th - 22nd Jan, 2025	14th - 16th Apr, 2025	21st - 23rd July, 2025	9th - 11th Oct, 2025	₦375,000
9	SHIPPING FINANCE DOCUMENTATION	20th - 22nd Jan, 2025	14th - 16th Apr, 2025	21st - 23rd July, 2025	9th - 11th Oct, 2025	₦375,000
10	UNDERSTANDING AVIATION TEAM WORK FOR GREAT CUSTOMER SERVICE	23rd - 25th Jan, 2025	22nd - 24th Apr, 2025	21st - 23rd July, 2025	13th - 15th Oct, 2025	₦375,000
11	AIRPORT CORPORATE TRAVEL PROTOCOL MANAGEMENT	23rd - 25th Jan, 2025	22nd - 24th Apr, 2025	24th - 26th July, 2025	13th - 15th Oct, 2025	₦375,000
12	AVIATION FINANCE AND ASSET MANAGEMENT	23rd - 25th Jan, 2025	28th - 30th Apr, 2025	24th - 26th July, 2025	13th - 15th Oct, 2025	₦375,000
13	BEST PRACTICE IN AVIATION BUSINESS MANAGEMENT	27th - 29th Jan, 2025	28th - 30th Apr, 2025	24th - 26th July, 2025	16th - 18th Oct, 2025	₦375,000
14	LEGAL ASPECT OF AVIATION SECURITY AND SAFETY	27th - 29th Jan, 2025	5th - 7th May, 2025	28th - 30th July, 2025	16th - 18th Oct, 2025	₦375,000
15	AIR TRANSPORT ECONOMICS	27th - 29th Jan, 2025	5th - 7th May, 2025	28th - 30th July, 2025	16th - 18th Oct, 2025	₦375,000
16	AIRCRAFT LEASING COURSE	30th Jan - 1st Feb, 2025	8th - 10th May, 2025	28th - 30th July, 2025	20th - 22nd Oct, 2025	₦375,000
17	AIR CABIN CREW CONFLICT MANAGEMENT COURSE	30th Jan - 1st Feb, 2025	8th - 10th May, 2025	31st July - 2nd Aug, 2025	20th - 22nd Oct, 2025	₦375,000
18	BEST PRACTICE IN AVIATION HR MANAGEMENT	30th Jan - 1st Feb, 2025	12th - 14th May, 2025	31st July - 2nd Aug, 2025	20th - 22nd Oct, 2025	₦375,000
19	UNDERSTANDING PROCUREMENT IN AVIATION INDUSTRIES	3rd - 5th Feb, 2025	12th - 14th May, 2025	31st July - 2nd Aug, 2025	23rd - 25th Oct, 2025	₦375,000
20	AVIATION INSURANCE: LEASES, TAXATION, FINANCE AND ACCOUNTING	3rd - 5th Feb, 2025	12th - 14th May, 2025	4th - 6th Aug, 2025	23rd - 25th Oct, 2025	₦375,000
21	AIRPORT MANAGEMENT COURSE	3rd - 5th Feb, 2025	15th - 17th May, 2025	4th - 6th Aug, 2025	23rd - 25th Oct, 2025	₦375,000
22	FLIGHT DISPATCHER AND MAIL HANDLING COURSE	6th - 8th Feb, 2025	15th - 17th May, 2025	4th - 6th Aug, 2025	27th - 29th Oct, 2025	₦375,000
23	AIRLINE FINANCE AND ACCOUNTING MANAGEMENT	6th - 8th Feb, 2025	15th - 17th May, 2025	7th - 9th Aug, 2025	27th - 29th Oct, 2025	₦375,000
24	ADVANCED AIRLINE PROTOCOL AND INTERPERSONAL MANAGEMENT	6th - 8th Feb, 2025	19th - 21st May, 2025	7th - 9th Aug, 2025	27th - 29th Oct, 2025	₦375,000
25	EXCELLENCE IN AIRLINE CUSTOMER CARE ADMINISTRATION	10th - 12th Feb, 2025	19th - 21st May, 2025	7th - 9th Aug, 2025	30th Oct - 1st Nov, 2025	₦375,000
26	SECURITY OPERATIONS, PROCESSES AND STRATEGIES IN AVIATION SECTOR	10th - 12th Feb, 2025	19th - 21st May, 2025	11th - 13th Aug, 2025	30th Oct - 1st Nov, 2025	₦375,000
27	UNDERSTANDING AVIATION: CUSTOMER SERVICE IN AIRLINE INDUSTRY	10th - 12th Feb, 2025	22nd - 24th May, 2025	11th - 13th Aug, 2025	30th Oct - 1st Nov, 2025	₦375,000



S/N	COURSE TITLE	1ST BATCH	2ND BATCH	3RD BATCH	4TH BATCH	FEE
28	BEST PRACTICE IN AIRLINE SALES AND OPERATIONS	13th - 15th Feb, 2025	22nd - 24th May, 2025	11th - 13th Aug, 2025	3rd - 5th Nov, 2025	₦375,000
29	BEST PRACTICE IN AIRLINE PASSENGER ADMINISTRATION	13th - 15th Feb, 2025	22nd - 24th May, 2025	14th - 16th Aug, 2025	3rd - 5th Nov, 2025	₦375,000
30	STORES AND INVENTORY ADMINISTRATION IN AVIATION SECTOR	13th - 15th Feb, 2025	26th - 28th May, 2025	14th - 16th Aug, 2025	3rd - 5th Nov, 2025	₦375,000
31	MANAGING AUDIT FUNCTIONS IN THE AVIATION SECTOR	17th - 19th Feb, 2025	26th - 28th May, 2025	14th - 16th Aug, 2025	6th - 8th Nov, 2025	₦375,000
32	AIR TRANSPORT ECONOMICS	17th - 19th Feb, 2025	26th - 28th May, 2025	18th - 20th Aug, 2025	6th - 8th Nov, 2025	₦375,000
33	AIR FARES AND TICKETING ADMINISTRATION	17th - 19th Feb, 2025	29th - 31st May, 2025	18th - 20th Aug, 2025	6th - 8th Nov, 2025	₦375,000
34	SECURITY AWARENESS FOR MARINE FACILITY PERSONNEL	20th - 22nd Feb, 2025	29th - 31st May, 2025	18th - 20th Aug, 2025	10th - 12th Nov, 2025	₦375,000
35	AVIATION FINANCE COURSE	20th - 22nd Feb, 2025	29th - 31st May, 2025	21st - 23rd Aug, 2025	10th - 12th Nov, 2025	₦375,000
36	AVIATION FRONT DESK/OFFICE MANAGEMENT	20th - 22nd Feb, 2025	2nd - 4th June, 2025	21st - 23rd Aug, 2025	10th - 12th Nov, 2025	₦375,000
37	UNDERSTANDING CYBERSECURITY IN SHIP OPERATIONS	24th - 26th Feb, 2025	2nd - 4th June, 2025	21st - 23rd Aug, 2025	13th - 15th Nov, 2025	₦375,000
38	AVIATION: CUSTOMER CRISIS AND HANDLING	24th - 26th Feb, 2025	2nd - 4th June, 2025	25th - 27th Aug, 2025	13th - 15th Nov, 2025	₦375,000
39	FUNDAMENTALS OF AVIATION LAW	24th - 26th Feb, 2025	9th - 11th June, 2025	25th - 27th Aug, 2025	17th - 19th Nov, 2025	₦375,000
40	BEST PRACTICES IN AIRCRAFT LEASING ADMINISTRATION	27th Feb - 1st Mar, 2025	9th - 11th June, 2025	25th - 27th Aug, 2025	17th - 19th Nov, 2025	₦375,000
41	AIRLINE CUSTOMER SERVICE: STRATEGY DESIGN AND IMPLEMENTATION	27th Feb - 1st Mar, 2025	9th - 11th June, 2025	28th - 30th Aug, 2025	20th - 22nd Nov, 2025	₦375,000
42	AIRLINE BUSINESS FOUNDATIONS	27th Feb - 1st Mar, 2025	16th - 18th June, 2025	28th - 30th Aug, 2025	20th - 22nd Nov, 2025	₦375,000
43	AIRFARE TICKETING AND RESERVATION MANAGEMENT	3rd - 5th Mar, 2025	16th - 18th June, 2025	28th - 30th Aug, 2025	24th - 26th Nov, 2025	₦375,000
44	ADVANCED AVIATION SECURITY MANAGEMENT	3rd - 5th Mar, 2025	16th - 18th June, 2025	1st - 3rd Sept, 2025	24th - 26th Nov, 2025	₦375,000
45	AIR SAFETY MANAGEMENT	3rd - 5th Mar, 2025	19th - 21st June, 2025	1st - 3rd Sept, 2025	27th - 29th Nov, 2025	₦375,000
46	MARINE EMERGENCY DUTIES FOR SENIOR OFFICERS	6th - 8th Mar, 2025	19th - 21st June, 2025	1st - 3rd Sept, 2025	27th - 29th Nov, 2025	₦375,000
47	ADVANCED MARINE FIRST AID	6th - 8th Mar, 2025	19th - 21st June, 2025	8th - 10th Sept, 2025	1st - 3rd Dec, 2025	₦375,000
48	AVIATION FRONT DESK AND CUSTOMER SERVICE	10th - 12th Mar, 2025	23rd - 25th June, 2025	8th - 10th Sept, 2025	1st - 3rd Dec, 2025	₦375,000
49	BEST PRACTICE IN AVIATION AUDIT PROCESS AND PROCEDURES	10th - 12th Mar, 2025	23rd - 25th June, 2025	11th - 13th Sept, 2025	4th - 6th Dec, 2025	₦375,000
50	AVIATION SUPPLY AND LOGISTICS MANAGEMENT	13th - 15th Mar, 2025	23rd - 25th June, 2025	11th - 13th Sept, 2025	4th - 6th Dec, 2025	₦375,000
51	LEGAL MANAGEMENT AND THE SHIPPING BUSINESS	13th - 15th Mar, 2025	26th - 28th June, 2025	15th - 17th Sept, 2025	8th - 10th Dec, 2025	₦375,000
52	FUNDAMENTALS OF AVIATION BUSINESS MANAGEMENT	17th - 19th Mar, 2025	26th - 28th June, 2025	15th - 17th Sept, 2025	8th - 10th Dec, 2025	₦375,000
53	BEST PRACTICES IN AVIATION HUMAN RESOURCES MANAGEMENT	17th - 19th Mar, 2025	30th June - 2nd July, 2025	18th - 20th Sept, 2025	11th - 13th Dec, 2025	₦375,000
54	INTRODUCTION TO CARGO HANDLING COURSE	20th - 22nd Mar, 2025	30th June - 2nd July, 2025	18th - 20th Sept, 2025	11th - 13th Dec, 2025	₦375,000

S/N	COURSE TITLE	1ST BATCH	2ND BATCH	3RD BATCH	4TH BATCH	FEE
55	SHIPPING AND LOGISTICS SUPPLY CHAIN MANAGEMENT	20th – 22nd Mar, 2025	3rd – 5th July, 2025	22nd – 24th Sept, 2025	15th – 17th Dec, 2025	₦375,000
56	AIRPORT CUSTOMER SERVICE	24th – 26th Mar, 2025	3rd – 5th July, 2025	22nd – 24th Sept, 2025	15th – 17th Dec, 2025	₦375,000
57	SHIP SALE AND PURCHASE	24th – 26th Mar, 2025	7th – 9th July, 2025	25th – 27th Sept, 2025	18th – 20th Dec, 2025	₦375,000
58	AVIATION LEASING AND FINANCE	27th – 29th Mar, 2025	7th – 9th July, 2025	25th – 27th Sept, 2025	18th – 20th Dec, 2025	₦375,000

The amount will cover all workshop materials and literature, Executive bag, Tea/Coffee, Lunch, Photographs and Certificate. Payment should be made in Cash, Bank Draft or Transfer in favour of Alpha Partners.

**Note:** The fee will attract additional 7.5% VAT.

All classroom courses will hold at Alpha Partners Professional Training Conference Centre, 200, Murtala Mohammed Way (2nd & 3rd Floors) Adekunle BRT Bus Stop Yaba - Lagos.

Please let us know the courses you would like your employees to attend. For further information on these courses and for in-house training arrangements, please call Chris Onwuasigwe, 08033045484, 09060007799, 09060002299.

**E-mail:** [info@alphapartnerstrainings.com](mailto:info@alphapartnerstrainings.com), [alphapartners111@yahoo.com](mailto:alphapartners111@yahoo.com), **Website:** [www.alphapartnerstrainings.com](http://www.alphapartnerstrainings.com)





# 2025 Training Calendar

## Business Communication

*Click on the course title to view the full course details*

All courses available:

- ✓ Classroom
- ✓ Online
- ✓ In-house

S/N	COURSE TITLE	1ST BATCH	2ND BATCH	3RD BATCH	4TH BATCH	FEE
1	GENERATIONAL DIVERSITY: BRIDGING THE GAP THROUGH EFFECTIVE COMMUNICATION	13th - 15th Jan, 2025	13th - 15th Mar, 2025	16th - 18th June, 2025	25th - 27th Aug, 2025	₦350,000
2	BEST PRACTICES IN COMMUNICATION AND RELATIONAL SKILLS	13th - 15th Jan, 2025	17th - 19th Mar, 2025	16th - 18th June, 2025	25th - 27th Aug, 2025	₦350,000
3	PERSUASION: INFLUENCING WITHOUT AUTHORITY	16th - 18th Jan, 2025	17th - 19th Mar, 2025	19th - 21st June, 2025	28th - 30th Aug, 2025	₦350,000
4	FACILITATION AND INFLUENCING SKILLS FOR IMPROVED RESULTS	16th - 18th Jan, 2025	20th - 22nd Mar, 2025	19th - 21st June, 2025	28th - 30th Aug, 2025	₦350,000
5	CUSTOMER RELATIONSHIP MANAGEMENT	20th - 22nd Jan, 2025	20th - 22nd Mar, 2025	23rd - 25th June, 2025	1st - 3rd Sept, 2025	₦350,000
6	SOCIAL MEDIA STRATEGY FOR COMMUNICATION AND PR	20th - 22nd Jan, 2025	24th - 26th Mar, 2025	23rd - 25th June, 2025	1st - 3rd Sept, 2025	₦350,000
7	COMMUNICATION STRATEGY DESIGN AND DEVELOPMENT	23rd - 25th Jan, 2025	24th - 26th Mar, 2025	26th - 28th June, 2025	8th - 10th Sept, 2025	₦350,000
8	LEADERSHIP DEVELOPMENT: EFFECTIVE COMMUNICATION	23rd - 25th Jan, 2025	27th - 29th Mar, 2025	26th - 28th June, 2025	11th - 13th Sept, 2025	₦350,000
9	BUSINESS RELATIONSHIP MANAGEMENT FUNDAMENTALS	27th - 29th Jan, 2025	27th - 29th Mar, 2025	30th June - 2nd July, 2025	15th - 17th Sept, 2025	₦350,000
10	CRISIS COMMUNICATION PROGRAMME	27th - 29th Jan, 2025	2nd - 4th Apr, 2025	30th June - 2nd July, 2025	18th - 20th Sept, 2025	₦350,000
11	MEETINGS MANAGEMENT WORKSHOP	30th Jan - 1st Feb, 2025	7th - 9th Apr, 2025	3rd - 5th July, 2025	22nd - 24th Sept, 2025	₦350,000
12	EFFECTIVE PRESS RELEASE WRITING	30th Jan - 1st Feb, 2025	10th - 12th Apr, 2025	3rd - 5th July, 2025	25th - 27th Sept, 2025	₦350,000
13	EFFECTIVE COMMUNICATIONS MASTERCLASS	3rd - 5th Feb, 2025	14th - 16th Apr, 2025	7th - 9th July, 2025	2nd - 4th Oct, 2025	₦350,000
14	INTERCULTURAL COMMUNICATION COURSE	3rd - 5th Feb, 2025	22nd - 24th Apr, 2025	7th - 9th July, 2025	6th - 8th Oct, 2025	₦350,000
15	STRATEGIC PUBLIC AFFAIRS AND GOVERNMENT RELATIONS	6th - 8th Feb, 2025	28th - 30th Apr, 2025	10th - 12th July, 2025	9th - 11th Oct, 2025	₦350,000
16	STRATEGIES FOR DEVELOPING EFFECTIVE PRESENTATION SKILLS	6th - 8th Feb, 2025	5th - 7th May, 2025	10th - 12th July, 2025	13th - 15th Oct, 2025	₦350,000
17	DEVELOPING EFFECTIVE BUSINESS CONVERSATION SKILLS	10th - 12th Feb, 2025	5th - 7th May, 2025	14th - 16th July, 2025	16th - 18th Oct, 2025	₦350,000
18	INTERACTION SKILLS FOR IMPACT AND INFLUENCE	10th - 12th Feb, 2025	8th - 10th May, 2025	14th - 16th July, 2025	20th - 22nd Oct, 2025	₦350,000
19	COMMUNICATING WITH CONFIDENCE	13th - 15th Feb, 2025	8th - 10th May, 2025	17th - 19th July, 2025	23rd - 25th Oct, 2025	₦350,000
20	DEVELOPING POSITIVE RELATIONSHIPS AT WORK	13th - 15th Feb, 2025	12th - 14th May, 2025	17th - 19th July, 2025	27th - 29th Oct, 2025	₦350,000
21	ADVANCED COMMUNICATION STRATEGY	17th - 19th Feb, 2025	12th - 14th May, 2025	21st - 23rd July, 2025	30th Oct - 1st Nov, 2025	₦350,000
22	ORGANIZATIONAL COMMUNICATION STRATEGIES	17th - 19th Feb, 2025	15th - 17th May, 2025	21st - 23rd July, 2025	3rd - 5th Nov, 2025	₦350,000



200, Murtala Mohammed Way (2nd & 3rd Floors), Yaba, Lagos, Nigeria.



+2348033045484, +2349060007799,  
+2349060002299.



www.alphapartnerstrainings.com



info@alphapartnerstrainings.com  
alphapartners111@yahoo.com

- ✓ Classroom
- ✓ Online
- ✓ In-house

S/N	COURSE TITLE	1ST BATCH	2ND BATCH	3RD BATCH	4TH BATCH	FEE
23	ADVANCED PUBLIC SPEAKING AND PRESENTATION SKILLS	20th – 22nd Feb, 2025	15th – 17th May, 2025	24th – 26th July, 2025	6th – 8th Nov, 2025	₦350,000
24	STRENGTHENING TEAM COMMUNICATION AND WORKPLACE RELATIONSHIPS	20th – 22nd Feb, 2025	19th – 21st May, 2025	24th – 26th July, 2025	10th – 12th Nov, 2025	₦350,000
25	PRODUCTIVE COMMUNICATION AND INFLUENCING SKILLS	24th – 26th Feb, 2025	19th – 21st May, 2025	28th – 30th July, 2025	13th – 15th Nov, 2025	₦350,000
26	WORKPLACE COMMUNICATIONS STRATEGIES COURSE	24th – 26th Feb, 2025	22nd – 24th May, 2025	28th – 30th July, 2025	17th – 19th Nov, 2025	₦350,000
27	ADVANCED COMMUNICATION AND PRESENTATION SKILLS	27th Feb – 1st Mar, 2025	22nd – 24th May, 2025	31st July – 2nd Aug, 2025	20th – 22nd Nov, 2025	₦350,000
28	SPEECH WRITING WORKSHOP	27th Feb – 1st Mar, 2025	26th – 28th May, 2025	31st July – 2nd Aug, 2025	24th – 26th Nov, 2025	₦350,000
29	STORYTELLING POWER: SECRETS FOR EXCEPTIONAL COMMUNICATION	3rd – 5th Mar, 2025	26th – 28th May, 2025	4th – 6th Aug, 2025	27th – 29th Nov, 2025	₦350,000
30	ADVANCED COMMUNICATION FRAMEWORK IN THE ORGANIZATION	3rd – 5th Mar, 2025	29th – 31st May, 2025	4th – 6th Aug, 2025	1st – 3rd Dec, 2025	₦350,000
31	BUILDING BETTER WORK RELATIONSHIPS: NEW TECHNIQUES FOR RESULTS-ORIENTED COMMUNICATION	6th – 8th Mar, 2025	29th – 31st May, 2025	7th – 9th Aug, 2025	4th – 6th Dec, 2025	₦350,000
32	COMMUNICATION AND INTERPERSONAL SKILLS FOR TECHNICAL PROFESSIONALS	6th – 8th Mar, 2025	2nd – 4th June, 2025	11th – 13th Aug, 2025	8th – 10th Dec, 2025	₦350,000
33	OVERCOMING FEAR OF PUBLIC SPEAKING	10th – 12th Mar, 2025	2nd – 4th June, 2025	14th – 16th Aug, 2025	11th – 13th Dec, 2025	₦350,000
34	EFFECTIVE COMMUNICATION AND INSPIRATIONAL PRESENTATIONS	10th – 12th Mar, 2025	9th – 11th June, 2025	18th – 20th Aug, 2025	15th – 17th Dec, 2025	₦350,000
35	DEVELOPING YOUR ANALYTICAL SKILLS: HOW TO RESEARCH AND PRESENT INFORMATION	13th – 15th Mar, 2025	9th – 11th June, 2025	21st – 23rd Aug, 2025	18th – 20th Dec, 2025	₦350,000

The amount will cover all workshop materials and literature, Executive bag, Tea/Coffee, Lunch, Photographs and Certificate. Payment should be made in Cash, Bank Draft or Transfer in favour of Alpha Partners.

**Note:** The fee will attract additional 7.5% VAT.

All classroom courses will hold at Alpha Partners Professional Training Conference Centre, 200, Murtala Mohammed Way (2nd & 3rd Floors) Adekunle BRT Bus Stop Yaba - Lagos.

Please let us know the courses you would like your employees to attend. For further information on these courses and for in-house training arrangements, please call Chris Onwuasigwe, 08033045484, 09060007799, 09060002299.

**E-mail:** [info@alphapartnerstrainings.com](mailto:info@alphapartnerstrainings.com), [alphapartner111@yahoo.com](mailto:alphapartner111@yahoo.com) **Website:** [www.alphapartnerstrainings.com](http://www.alphapartnerstrainings.com)





S/N	COURSE TITLE	1ST BATCH	2ND BATCH	3RD BATCH	4TH BATCH	FEE
1	TAXATION ISSUES IN REAL ESTATE MANAGEMENT	13th - 15th Jan, 2025	27th - 29th Mar, 2025	10th - 12th July, 2025	25th - 27th Sept, 2025	<del>₦</del> 350,000
2	REAL ESTATE DEBT STRUCTURES AND FINANCIAL MODELLING COURSE	13th - 15th Jan, 2025	27th - 29th Mar, 2025	10th - 12th July, 2025	25th - 27th Sept, 2025	<del>₦</del> 350,000
3	TAXES ON LAND, PROPERTY AND CONSTRUCTION	16th - 18th Jan, 2025	2nd - 4th Apr, 2025	14th - 16th July, 2025	2nd - 4th Oct, 2025	<del>₦</del> 350,000
4	PUBLIC SECTOR PROPERTY ASSET MANAGEMENT	16th - 18th Jan, 2025	2nd - 4th Apr, 2025	14th - 16th July, 2025	2nd - 4th Oct, 2025	<del>₦</del> 350,000
5	ADVANCED REAL ESTATE MANAGEMENT COURSE	20th - 22nd Jan, 2025	7th - 9th Apr, 2025	17th - 19th July, 2025	6th - 8th Oct, 2025	<del>₦</del> 350,000
6	REAL ESTATE FUNDING AND FINANCE	20th - 22nd Jan, 2025	10th - 12th Apr, 2025	17th - 19th July, 2025	6th - 8th Oct, 2025	<del>₦</del> 350,000
7	SUSTAINABILITY AND REAL ESTATE MANAGEMENT COURSE	23rd - 25th Jan, 2025	10th - 12th Apr, 2025	21st - 23rd July, 2025	9th - 11th Oct, 2025	<del>₦</del> 350,000
8	REAL ESTATE DEVELOPMENT, INVESTMENT AND MANAGEMENT COURSE	23rd - 25th Jan, 2025	14th - 16th Apr, 2025	21st - 23rd July, 2025	13th - 15th Oct, 2025	<del>₦</del> 350,000
9	RESIDENTIAL BUILDING SYSTEMS AND MAINTENANCE COURSE	27th - 29th Jan, 2025	22nd - 24th Apr, 2025	24th - 26th July, 2025	16th - 18th Oct 2025	<del>₦</del> 350,000
10	FACILITY OPERATIONS AND MAINTENANCE MANAGEMENT COURSE	27th - 29th Jan, 2025	28th - 30th Apr, 2025	24th - 26th July, 2025	20th - 22nd Oct, 2025	<del>₦</del> 350,000
11	LEGAL DIMENSIONS IN REAL ESTATE INVESTMENT CONTRACTS	30th Jan - 1st Feb, 2025	5th - 7th May, 2025	28th - 30th July, 2025	23rd - 25th Oct, 2025	<del>₦</del> 350,000
12	REAL ESTATE MARKETING TRAINING COURSE	30th Jan - 1st Feb, 2025	8th - 10th May, 2025	28th - 30th July, 2025	27th - 29th Oct, 2025	<del>₦</del> 350,000
13	REAL ESTATE FINANCIAL MODELLING	3rd - 5th Feb, 2025	12th - 14th May, 2025	31st July - 2nd Aug, 2025	30th Oct - 1st Nov, 2025	<del>₦</del> 350,000
14	REAL ESTATE VALUATION AND MODELING	6th - 8th Feb, 2025	15th - 17th May, 2025	4th - 6th Aug, 2025	3rd - 5th Nov, 2025	<del>₦</del> 350,000
15	REAL ESTATE ANALYST COURSE	10th - 12th Feb, 2025	19th - 21st May, 2025	7th - 9th Aug, 2025	6th - 8th Nov, 2025	<del>₦</del> 350,000
16	REAL ESTATE PRIVATE EQUITY MODELLING IN EXCEL	13th - 15th Feb, 2025	22nd - 24th May, 2025	11th - 13th Aug, 2025	10th - 12th Nov, 2025	<del>₦</del> 350,000
17	COMMERCIAL REAL ESTATE LENDING COURSE	17th - 19th Feb, 2025	26th - 28th May, 2025	14th - 16th Aug, 2025	13th - 15th Nov, 2025	<del>₦</del> 350,000
18	FACILITY FINANCIAL MANAGEMENT COURSE	20th - 22nd Feb, 2025	29th - 31st May, 2025	18th - 20th Aug, 2025	17th - 19th Nov, 2025	<del>₦</del> 350,000



S/N	COURSE TITLE	1ST BATCH	2ND BATCH	3RD BATCH	4TH BATCH	FEE
19	REAL ESTATE ENVIRONMENTAL HEALTH AND SAFETY COURSE	24th - 26th Feb, 2025	2nd - 4th June, 2025	21st - 23rd Aug, 2025	20th - 22nd Nov, 2025	<del>₦</del> 350,000
20	REAL ESTATE FINANCE AND INVESTMENT	27th Feb - 1st Mar, 2025	9th - 11th June, 2025	25th - 27th Aug, 2025	24th - 26th Nov, 2025	<del>₦</del> 350,000
21	REAL ESTATE CASHFLOW AND FINANCIAL MODELLING	3rd - 5th Mar, 2025	16th - 18th June, 2025	28th - 30th Aug, 2025	27th - 29th Nov, 2025	<del>₦</del> 350,000
22	REAL ESTATE DEVELOPMENT COURSE	6th - 8th Mar, 2025	19th - 21st June, 2025	1st - 3rd Sept, 2025	1st - 3rd Dec, 2025	<del>₦</del> 350,000
23	INTRODUCTION TO REAL ESTATE FUND MANAGEMENT	10th - 12th Mar, 2025	23rd - 25th June, 2025	8th - 10th Sept, 2025	4th - 6th Dec, 2025	<del>₦</del> 350,000
24	RETAIL PROPERTY APPRAISALS COURSE	13th - 15th Mar, 2025	26th - 28th June, 2025	11th - 13th Sept, 2025	8th - 10th Dec, 2025	<del>₦</del> 350,000
25	IFRS FOR THE REAL ESTATE SECTOR	17th - 19th Mar, 2025	30th June - 2nd July, 2025	15th - 17th Sept, 2025	11th - 13th Dec, 2025	<del>₦</del> 350,000
26	REAL ESTATE VALUATION AND FINANCING COURSE	20th - 22nd Mar, 2025	3rd - 5th July, 2025	18th - 20th Sept, 2025	15th - 17th Dec, 2025	<del>₦</del> 350,000
27	FUNDAMENTALS OF INVESTMENT ANALYSIS COURSE	24th - 26th Mar, 2025	7th - 9th July, 2025	22nd - 24th Sept, 2025	18th - 20th Dec, 2025	<del>₦</del> 350,000

The amount will cover all workshop materials and literature, Executive bag, Tea/Coffee, Lunch, Photographs and Certificate. Payment should be made in Cash, Bank Draft or Transfer in favour of Alpha Partners.

**Note:** The fee will attract additional 7.5% VAT.

All classroom courses will hold at Alpha Partners Professional Training Conference Centre, 200, Murtala Mohammed Way (2nd & 3rd Floors) Adekunle BRT Bus Stop Yaba - Lagos.

Please let us know the courses you would like your employees to attend. For further information on these courses and for in-house training arrangements, please call Chris Onwuasigwe, 08033045484, 09060007799, 09060002299.

**E-mail:** info@alphapartnerstrainings.com, alphapartner111@yahoo.com **Website:** www.alphapartnerstrainings.com



S/N	COURSE TITLE	1ST BATCH	2ND BATCH	3RD BATCH	4TH BATCH	FEE
1	UNDERSTANDING BANK TRANSACTION ISSUES AND CHALLENGERS	13th - 15th Jan, 2025	27th - 29th Mar, 2025	10th - 12th July, 2025	2nd - 4th Oct, 2025	₦350,000
2	ADVANCED CUSTOMER RELATIONSHIP MANAGEMENT AND CUSTOMER SERVICE EXCELLENCE IN BANKS	13th - 15th Jan, 2025	27th - 29th Mar, 2025	14th - 16th July, 2025	2nd - 4th Oct, 2025	₦350,000
3	MICROFINANCE BANKING OPERATIONS	13th - 15th Jan, 2025	2nd - 4th Apr, 2025	14th - 16th July, 2025	2nd - 4th Oct, 2025	₦350,000
4	EFFECTIVE AUDITING AND INTERNAL CONTROL STRATEGIES IN BANKS	16th - 18th Jan, 2025	2nd - 4th Apr, 2025	14th - 16th July, 2025	6th - 8th Oct, 2025	₦350,000
5	LOAN ADMINISTRATION AND TROUBLED CREDIT WORKOUTS	16th - 18th Jan, 2025	7th - 9th Apr, 2025	17th - 19th July, 2025	6th - 8th Oct, 2025	₦350,000
6	BANK MODELING AND VALUATION: BEST PRACTICE	16th - 18th Jan, 2025	7th - 9th Apr, 2025	17th - 19th July, 2025	6th - 8th Oct, 2025	₦350,000
7	INTRODUCTION TO OPERATIONS IN CAPITAL MARKET	20th - 22nd Jan, 2025	10th - 12th Apr, 2025	17th - 19th July, 2025	9th - 11th Oct, 2025	₦350,000
8	PRACTICAL DEBT RECOVERY COURSE	20th - 22nd Jan, 2025	10th - 12th Apr, 2025	21st - 23rd July, 2025	9th - 11th Oct, 2025	₦350,000
9	IT AUDITING FOR BANKS	20th - 22nd Jan, 2025	14th - 16th Apr, 2025	21st - 23rd July, 2025	9th - 11th Oct, 2025	₦350,000
10	INTRODUCTION TO BANKING TRAINING	23rd - 25th Jan, 2025	14th - 16th Apr, 2025	21st - 23rd July, 2025	13th - 15th Oct, 2025	₦350,000
11	EXCELLENCE IN CORPORATE CREDIT ANALYSIS AND ADMINISTRATION	23rd - 25th Jan, 2025	22nd - 24th Apr, 2025	24th - 26th July, 2025	13th - 15th Oct, 2025	₦350,000
12	LOAN FACILITY AGREEMENTS - A PRACTICAL APPROACH	23rd - 25th Jan, 2025	22nd - 24th Apr, 2025	24th - 26th July, 2025	13th - 15th Oct, 2025	₦350,000
13	OPERATIONAL BANKING RISK MANAGEMENT FOR BANKERS	27th - 29th Jan, 2025	28th - 30th Apr, 2025	24th - 26th July, 2025	16th - 18th Oct, 2025	₦350,000
14	STRATEGIES FOR DEPOSIT DRIVE AND MARKETING OF FINANCIAL SERVICES/PRODUCTS FOR BANKS	27th - 29th Jan, 2025	28th - 30th Apr, 2025	28th - 30th July, 2025	16th - 18th Oct, 2025	₦350,000
15	ACCOUNTING, TAXATION AND FINANCIAL ANALYSIS FOR BANKS	27th - 29th Jan, 2025	5th - 7th May, 2025	28th - 30th July, 2025	16th - 18th Oct, 2025	₦350,000
16	EXCELLENCE IN FRAUD INVESTIGATION, DETECTION, DETERRENCE AND CONTROL IN BANKS	30th Jan - 1st Feb, 2025	5th - 7th May, 2025	28th - 30th July, 2025	20th - 22nd Oct, 2025	₦350,000
17	ELECTRONIC BANKING: PRACTICAL OPERATIONAL AND LEGAL ISSUES	30th Jan - 1st Feb, 2025	8th - 10th May, 2025	31st July - 2nd Aug, 2025	20th - 22nd Oct, 2025	₦350,000
18	UNDERSTANDING FOREIGN EXCHANGE, MONEY MARKETS AND DERIVATIVES IN THE BANKING SECTOR	30th Jan - 1st Feb, 2025	8th - 10th May, 2025	31st July - 2nd Aug, 2025	20th - 22nd Oct, 2025	₦350,000
19	FUNDAMENTALS OF MICROFINANCE BANKING COURSE	3rd - 5th Feb, 2025	12th - 14th May, 2025	31st July - 2nd Aug, 2025	23rd - 25th Oct, 2025	₦350,000
20	INVESTMENT BANKING PROCESS AND PROCEDURE	3rd - 5th Feb, 2025	12th - 14th May, 2025	4th - 6th Aug, 2025	23rd - 25th Oct, 2025	₦350,000
21	PRODUCT DEVELOPMENT IN BANKS	3rd - 5th Feb, 2025	15th - 17th May, 2025	4th - 6th Aug, 2025	23rd - 25th Oct, 2025	₦350,000



S/N	COURSE TITLE	1ST BATCH	2ND BATCH	3RD BATCH	4TH BATCH	FEE
22	BASIC PRINCIPLES OF BANKING	6th – 8th Feb, 2025	15th – 17th May, 2025	4th – 6th Aug, 2025	27th – 29th Oct, 2025	₦350,000
23	LAW RELATING TO RETAIL BANKING OPERATIONS	6th – 8th Feb, 2025	15th – 17th May, 2025	7th – 9th Aug, 2025	27th – 29th Oct, 2025	₦350,000
24	INTERNAL AUDIT REPORT WRITING FOR IMPACT AND RESULT IN BANKS	6th – 8th Feb, 2025	19th – 21st May, 2025	7th – 9th Aug, 2025	27th – 29th Oct, 2025	₦350,000
25	FIDELITY GUARANTEE ADMINISTRATION	10th – 12th Feb, 2025	19th – 21st May, 2025	7th – 9th Aug, 2025	30th Oct – 1st Nov, 2025	₦350,000
26	MICROFINANCE CRM AND CUSTOMER SERVICE EXCELLENCE	10th – 12th Feb, 2025	19th – 21st May, 2025	11th – 13th Aug, 2025	30th Oct – 1st Nov, 2025	₦350,000
27	CREDIT RISK MANAGEMENT IN MICROFINANCE	10th – 12th Feb, 2025	22nd – 24th May, 2025	11th – 13th Aug, 2025	30th Oct – 1st Nov, 2025	₦350,000
28	ADVANCED TREASURY AND INVESTMENT MANAGEMENT	13th – 15th Feb, 2025	22nd – 24th May, 2025	11th – 13th Aug, 2025	3rd – 5th Nov, 2025	₦350,000
29	SUSTAINABLE BANKING BEST PRACTICES	13th – 15th Feb, 2025	22nd – 24th May, 2025	14th – 16th Aug, 2025	3rd – 5th Nov, 2025	₦350,000
30	OPERATIONAL BANKING MODELS AND LEGAL FRAMEWORK	13th – 15th Feb, 2025	26th – 28th May, 2025	14th – 16th Aug, 2025	3rd – 5th Nov, 2025	₦350,000
31	BEHAVIOURAL FINANCIAL MANAGEMENT FOR BANKERS	17th – 19th Feb, 2025	26th – 28th May, 2025	14th – 16th Aug, 2025	6th – 8th Nov, 2025	₦350,000
32	BANKING OPERATIONS ESSENTIALS: BEST PRACTICES	17th – 19th Feb, 2025	26th – 28th May, 2025	18th – 20th Aug, 2025	6th – 8th Nov, 2025	₦350,000
33	LOAN MANAGEMENT, ACCOUNTING AND DEBT RECOVERY TECHNIQUE	17th – 19th Feb, 2025	29th – 31st May, 2025	18th – 20th Aug, 2025	6th – 8th Nov, 2025	₦350,000
34	ASSET & LIABILITY MANAGEMENT	20th – 22nd Feb, 2025	29th – 31st May, 2025	18th – 20th Aug, 2025	10th – 12th Nov, 2025	₦350,000
35	BANKING: LEADERSHIP, TRANSFORMATION & STRATEGIES FOR GROWTH	20th – 22nd Feb, 2025	29th – 31st May, 2025	21st – 23rd Aug, 2025	10th – 12th Nov, 2025	₦350,000
36	EMERGING MARKET BANK ANALYSIS: ISSUES AND CHALLENGES	20th – 22nd Feb, 2025	2nd – 4th June, 2025	21st – 23rd Aug, 2025	10th – 12th Nov, 2025	₦350,000
37	IDENTIFYING FAILING BANKS IN EMERGING MARKETS	24th – 26th Feb, 2025	2nd – 4th June, 2025	21st – 23rd Aug, 2025	13th – 15th Nov, 2025	₦350,000
38	BANKING, RISK MANAGEMENT AND GOVERNANCE	24th – 26th Feb, 2025	2nd – 4th June, 2025	25th – 27th Aug, 2025	13th – 15th Nov, 2025	₦350,000
39	BANK RECONCILIATION AND PETTY CASH MANAGEMENT: RECONCILING THE BANK AND MANAGING CASH TO ENSURE LIQUIDITY AND PROFITABILITY	24th – 26th Feb, 2025	9th – 11th June, 2025	25th – 27th Aug, 2025	13th – 15th Nov, 2025	₦350,000
40	OPERATIONAL FINANCE: MANAGING FINANCE TO ACHIEVE SUCCESSFUL OPERATIONS	27th Feb – 1st Mar, 2025	9th – 11th June, 2025	25th – 27th Aug, 2025	17th – 19th Nov, 2025	₦350,000
41	FINAL ACCOUNTS AND FINANCIAL REPORTING IN BANKS	27th Feb – 1st Mar, 2025	9th – 11th June, 2025	28th – 30th Aug, 2025	17th – 19th Nov, 2025	₦350,000
42	FINANCE FOR NON-FINANCIAL MANAGERS IN BANK	27th Feb – 1st Mar, 2025	16th – 18th June, 2025	28th – 30th Aug, 2025	17th – 19th Nov, 2025	₦350,000
43	LENDING METHODS AND PROCEDURES	3rd – 5th Mar, 2025	16th – 18th June, 2025	28th – 30th Aug, 2025	20th – 22nd Nov, 2025	₦350,000





S/N	COURSE TITLE	1ST BATCH	2ND BATCH	3RD BATCH	4TH BATCH	FEE
44	BANKING MANAGEMENT SKILLS	3rd - 5th Mar, 2025	16th - 18th June, 2025	1st - 3rd Sept, 2025	20th - 22nd Nov, 2025	₦350,000
45	CASHIERING AND CASH MANAGEMENT TECHNIQUES IN BANKS AND OTHER FINANCIAL INSTITUTIONS	3rd - 5th Mar, 2025	19th - 21st June, 2025	1st - 3rd Sept, 2025	20th - 22nd Nov, 2025	₦350,000
46	EFFECTIVE BUDGETING, PERFORMANCE MANAGEMENT AND COST CONTROL STRATEGIES IN BANKS	6th - 8th Mar, 2025	19th - 21st June, 2025	1st - 3rd Sept, 2025	24th - 26th Nov, 2025	₦350,000
47	DIGITAL BANKING INNOVATION MASTERCLASSES	6th - 8th Mar, 2025	19th - 21st June, 2025	8th - 10th Sept, 2025	24th - 26th Nov, 2025	₦350,000
48	OPERATIONAL BANKING, RISK MANAGEMENT AND GOVERNANCE	6th - 8th Mar, 2025	23rd - 25th June, 2025	8th - 10th Sept, 2025	27th - 29th Nov, 2025	₦350,000
49	BANKING OPERATIONS MANAGEMENT	10th - 12th Mar, 2025	23rd - 25th June, 2025	8th - 10th Sept, 2025	27th - 29th Nov, 2025	₦350,000
50	ACCOUNTS RECONCILIATION STRATEGIES AND MANAGEMENT OF SUSPENSE ACCOUNTS/ INTERBRANCH/UNIT DIFFERENCES IN BANKS	10th - 12th Mar, 2025	23rd - 25th June, 2025	11th - 13th Sept, 2025	1st - 3rd Dec, 2025	₦350,000
51	LOAN ADMINISTRATION, ACCOUNTING AND DEBT RECOVERY	10th - 12th Mar, 2025	26th - 28th June, 2025	11th - 13th Sept, 2025	1st - 3rd Dec, 2025	₦350,000
52	SECURITISATION AND ASSET BACKED LENDING	13th - 15th Mar, 2025	26th - 28th June, 2025	11th - 13th Sept, 2025	4th - 6th Dec, 2025	₦350,000
53	REGULATORY FRAMEWORK AND STATUTORY FINANCIAL RETURNS FOR BANKS	13th - 15th Mar, 2025	26th - 28th June, 2025	15th - 17th Sept, 2025	4th - 6th Dec, 2025	₦350,000
54	ELECTRONIC BANKING WORKSHOP	13th - 15th Mar, 2025	30th June - 2nd July, 2025	15th - 17th Sept, 2025	8th - 10th Dec, 2025	₦350,000
55	STRATEGIC MANAGEMENT FOR BANKS PROFESSIONALS	17th - 19th Mar, 2025	30th June - 2nd July, 2025	15th - 17th Sept, 2025	8th - 10th Dec, 2025	₦350,000
56	MICROFINANCE BANK MANAGEMENT	17th - 19th Mar, 2025	30th June - 2nd July, 2025	18th - 20th Sept, 2025	11th - 13th Dec, 2025	₦350,000
57	MANAGING QUALITY IN RETAIL BANKING SERVICE	17th - 19th Mar, 2025	3rd - 5th July, 2025	18th - 20th Sept, 2025	11th - 13th Dec, 2025	₦350,000
58	INTERNAL AUDIT REPORT WRITING FOR IMPACT AND RESULT IN BANKING SECTOR	20th - 22nd Mar, 2025	3rd - 5th July, 2025	22nd - 24th Sept, 2025	15th - 17th Dec, 2025	₦350,000
59	LOAN STRUCTURING, LBOS & ACQUISITION FINANCE: AN ESSENTIAL GUIDE TO SECURING FINANCE	20th - 22nd Mar, 2025	7th - 9th July, 2025	22nd - 24th Sept, 2025	15th - 17th Dec, 2025	₦350,000
60	UNDERSTANDING AGENCY BANKING	24th - 26th Mar, 2025	7th - 9th July, 2025	25th - 27th Sept, 2025	18th - 20th Dec, 2025	₦350,000
61	BANKING OPERATIONS ESSENTIALS: BEST PRACTICES	24th - 26th Mar, 2025	10th - 12th July, 2025	25th - 27th Sept, 2025	18th - 20th Dec, 2025	₦350,000

The amount will cover all workshop materials and literature, Executive bag, Tea/Coffee, Lunch, Photographs and Certificate.  
Payment should be made in Cash, Bank Draft or Transfer in favour of Alpha Partners.

**Note:** The fee will attract additional 7.5% VAT.

All classroom courses will hold at Alpha Partners Professional Training Conference Centre, 200, Murtala Mohammed Way (2nd & 3rd Floors) Adekunle BRT Bus Stop Yaba - Lagos.

Please let us know the courses you would like your employees to attend. For further information on these courses and for in-house training arrangements, please call Chris Onwuasigwe, 08033045484, 09060007799, 09060002299.

E-mail: [info@alphapartnerstrainings.com](mailto:info@alphapartnerstrainings.com), [alphapartners111@yahoo.com](mailto:alphapartners111@yahoo.com), Website: [www.alphapartnerstrainings.com](http://www.alphapartnerstrainings.com)



S/N	COURSE TITLE	1ST BATCH	2ND BATCH	3RD BATCH	4TH BATCH	FEE
1	RISK MANAGEMENT TECHNIQUES FOR INSURANCE PROFESSIONAL	13th - 15th Jan, 2025	13th - 15th Mar, 2025	30th June - 2nd July, 2025	22nd - 24th Sept, 2025	₦350,000
2	FINANCE FOR INSURANCE PROFESSIONAL COURSE	13th - 15th Jan, 2025	17th - 19th Mar, 2025	30th June - 2nd July, 2025	22nd - 24th Sept, 2025	₦350,000
3	CLAIMS MANAGEMENT IN HEALTH INSURANCE AND MANAGED CARE	13th - 15th Jan, 2025	17th - 19th Mar, 2025	30th June - 2nd July, 2025	25th - 27th Sept, 2025	₦350,000
4	EXCELLENCE IN LIFE AND PROPERTY INSURANCE ADMINISTRATION	13th - 15th Jan, 2025	17th - 19th Mar, 2025	3rd - 5th July, 2025	25th - 27th Sept, 2025	₦350,000
5	CONSTRUCTION INSURANCE AND ADMINISTRATION	16th - 18th Jan, 2025	20th - 22nd Mar, 2025	3rd - 5th July, 2025	25th - 27th Sept, 2025	₦350,000
6	GROUP LIFE INSURANCE ADMINISTRATION	16th - 18th Jan, 2025	20th - 22nd Mar, 2025	3rd - 5th July, 2025	2nd - 4th Oct, 2025	₦350,000
7	PENSION PLAN AND FUND ADMINISTRATOR	16th - 18th Jan, 2025	20th - 22nd Mar, 2025	7th - 9th July, 2025	2nd - 4th Oct, 2025	₦350,000
8	PENSION FUND STRATEGIES, GOVERNANCE, REGULATION AND INVESTMENT COURSE	16th - 18th Jan, 2025	24th - 26th Mar, 2025	7th - 9th July, 2025	2nd - 4th Oct, 2025	₦350,000
9	PROPERTY OWNERS INSURANCE COURSE	20th - 22nd Jan, 2025	24th - 26th Mar, 2025	7th - 9th July, 2025	6th - 8th Oct, 2025	₦350,000
10	INTERNATIONAL INSURANCE FOR RISK MANAGERS AND INSURANCE BUYERS	20th - 22nd Jan, 2025	24th - 26th Mar, 2025	10th - 12th July, 2025	6th - 8th Oct, 2025	₦350,000
11	INSURANCE ACCOUNTING TECHNIQUES	20th - 22nd Jan, 2025	27th - 29th Mar, 2025	10th - 12th July, 2025	6th - 8th Oct, 2025	₦350,000
12	INTRODUCTION TO INSURANCE BASICS	20th - 22nd Jan, 2025	27th - 29th Mar, 2025	10th - 12th July, 2025	9th - 11th Oct, 2025	₦350,000
13	FOUNDATION COURSE IN INSURANCE	23rd - 25th Jan, 2025	2nd - 4th Apr, 2025	14th - 16th July, 2025	9th - 11th Oct, 2025	₦350,000
14	PROFESSIONAL INDEMNITY INSURANCE MANAGEMENT	23rd - 25th Jan, 2025	2nd - 4th Apr, 2025	14th - 16th July, 2025	9th - 11th Oct, 2025	₦350,000
15	e-NHIS AND ELECTRONIC MEDICAL RECORDS	23rd - 25th Jan, 2025	7th - 9th Apr, 2025	14th - 16th July, 2025	13th - 15th Oct, 2025	₦350,000
16	COMMERCIAL INSURANCE COURSE	23rd - 25th Jan, 2025	7th - 9th Apr, 2025	17th - 19th July, 2025	13th - 15th Oct, 2025	₦350,000
17	LIABILITY INSURANCE COURSE	27th - 29th Jan, 2025	10th - 12th Apr, 2025	17th - 19th July, 2025	13th - 15th Oct, 2025	₦350,000
18	MEDICAL INSURANCE MANAGEMENT TRAINING	27th - 29th Jan, 2025	10th - 12th Apr, 2025	17th - 19th July, 2025	16th - 18th Oct, 2025	₦350,000
19	LIFE INSURANCE AND RETIREMENT SAVINGS	27th - 29th Jan, 2025	10th - 12th Apr, 2025	21st - 23rd July, 2025	16th - 18th Oct, 2025	₦350,000
20	UNDERSTANDING GENERAL INSURANCE FINANCE	27th - 29th Jan, 2025	14th - 16th Apr, 2025	21st - 23rd July, 2025	16th - 18th Oct, 2025	₦350,000
21	ADVANCED INSURANCE PRINCIPLES AND PRACTICE	30th Jan - 1st Feb, 2025	14th - 16th Apr, 2025	21st - 23rd July, 2025	20th - 22nd Oct, 2025	₦350,000
22	INSURANCE ACCOUNTING FOR UNDERWRITERS	30th Jan - 1st Feb, 2025	14th - 16th Apr, 2025	24th - 26th July, 2025	20th - 22nd Oct, 2025	₦350,000
23	MARINE CARGO INSURANCE MANAGEMENT	30th Jan - 1st Feb, 2025	22nd - 24th Apr, 2025	24th - 26th July, 2025	20th - 22nd Oct, 2025	₦350,000
24	ENGINEERING INSURANCE AND INSPECTION COURSE	30th Jan - 1st Feb, 2025	22nd - 24th Apr, 2025	24th - 26th July, 2025	23rd - 25th Oct, 2025	₦350,000
25	UNDERWRITING PROJECT CARGO INSURANCE MASTERCLASS	3rd - 5th Feb, 2025	22nd - 24th Apr, 2025	28th - 30th July, 2025	23rd - 25th Oct, 2025	₦350,000
26	UNDERSTANDING INSURANCE LAW: THE BOLTS AND NUTS	3rd - 5th Feb, 2025	28th - 30th Apr, 2025	28th - 30th July, 2025	23rd - 25th Oct, 2025	₦350,000
27	INSURANCE AND RISK MANAGEMENT COURSE	3rd - 5th Feb, 2025	28th - 30th Apr, 2025	28th - 30th July, 2025	27th - 29th Oct, 2025	₦350,000

S/N	COURSE TITLE	1ST BATCH	2ND BATCH	3RD BATCH	4TH BATCH	FEE
28	EMPLOYER'S LIABILITY INSURANCE	3rd – 5th Feb, 2025	28th - 30th Apr, 2025	31st July – 2nd Aug, 2025	27th - 29th Oct, 2025	₦350,000
29	NATIONAL HEALTHCARE INSURANCE SCHEME COURSE	6th – 8th Feb, 2025	5th - 7th May, 2025	31st July – 2nd Aug, 2025	27th - 29th Oct, 2025	₦350,000
30	EFFECTIVE APPROACHES TO AVIATION INSURANCE COURSE	6th – 8th Feb, 2025	5th - 7th May, 2025	31st July – 2nd Aug, 2025	30th Oct - 1st Nov, 2025	₦350,000
31	INSURANCE COMPANY ANALYSIS COURSE	6th – 8th Feb, 2025	5th - 7th May, 2025	4th - 6th Aug, 2025	30th Oct - 1st Nov, 2025	₦350,000
32	INSURANCE PORTFOLIO MANAGEMENT WORKSHOP	6th – 8th Feb, 2025	8th - 10th May, 2025	4th - 6th Aug, 2025	30th Oct - 1st Nov, 2025	₦350,000
33	FIDELITY GUARANTEE ADMINISTRATION	10th - 12th Feb, 2025	8th - 10th May, 2025	4th - 6th Aug, 2025	30th Oct - 1st Nov, 2025	₦350,000
34	GOODS IN TRANSIT AND CASH IN TRANSIT INSURANCE	10th - 12th Feb, 2025	8th - 10th May, 2025	7th - 9th Aug, 2025	30th Oct - 1st Nov, 2025	₦350,000
35	MOTOR FLEET INSURANCE ADMINISTRATION COURSE	10th - 12th Feb, 2025	12th - 14th May, 2025	7th - 9th Aug, 2025	30th Oct - 1st Nov, 2025	₦350,000
36	EXCELLENCE IN INSURANCE CLAIMS ADMINISTRATION	10th - 12th Feb, 2025	12th - 14th May, 2025	7th - 9th Aug, 2025	3rd - 5th Nov, 2025	₦350,000
37	CORPORATE INSURANCE VALUATION TECHNIQUES AND PROCEDURES	13th - 15th Feb, 2025	12th - 14th May, 2025	11th - 13th Aug, 2025	3rd - 5th Nov, 2025	₦350,000
38	INSURANCE PORTFOLIO MANAGEMENT	13th - 15th Feb, 2025	15th - 17th May, 2025	11th - 13th Aug, 2025	3rd - 5th Nov, 2025	₦350,000
39	IFRS 17 INSURANCE CONTRACTS COURSE	13th - 15th Feb, 2025	15th - 17th May, 2025	11th - 13th Aug, 2025	6th - 8th Nov, 2025	₦350,000
40	BEST PRACTICES IN MEDICAL INSURANCE MANAGEMENT	13th - 15th Feb, 2025	15th - 17th May, 2025	14th - 16th Aug, 2025	6th - 8th Nov, 2025	₦350,000
41	PROFESSIONAL INSURANCE COURSE FOR SENIOR MANAGERS	17th - 19th Feb, 2025	19th – 21st May, 2025	14th - 16th Aug, 2025	6th - 8th Nov, 2025	₦350,000
42	INSURANCE RISK MANAGEMENT COURSE	17th - 19th Feb, 2025	19th – 21st May, 2025	14th - 16th Aug, 2025	10th - 12th Nov, 2025	₦350,000
43	IFRS 17 IMPLEMENTATION AND ACTUARIAL CHALLENGES MASTERCLASS	17th - 19th Feb, 2025	19th – 21st May, 2025	18th - 20th Aug, 2025	10th - 12th Nov, 2025	₦350,000
44	BEST PRACTICE IN ENERGY INSURANCE ADMINISTRATION	17th - 19th Feb, 2025	22nd – 24th May, 2025	18th - 20th Aug, 2025	10th - 12th Nov, 2025	₦350,000
45	PENSION, FUND AND LIABILITY INSURANCE	20th – 22nd Feb, 2025	22nd – 24th May, 2025	18th - 20th Aug, 2025	13th - 15th Nov, 2025	₦350,000
46	ACTUARIAL MODEL BUILDING FOR IFRS 17	20th – 22nd Feb, 2025	22nd – 24th May, 2025	21st – 23rd Aug, 2025	13th - 15th Nov, 2025	₦350,000
47	COMPLETE LIFE INSURANCE AND PENSION COURSE	20th – 22nd Feb, 2025	26th – 28th May, 2025	21st – 23rd Aug, 2025	13th - 15th Nov, 2025	₦350,000
48	BEST PRACTICES IN INSURANCE ADMINISTRATIONS - CURRENT ISSUES & LATEST TREND	20th – 22nd Feb, 2025	26th – 28th May, 2025	21st – 23rd Aug, 2025	17th – 19th Nov, 2025	₦350,000
49	ADVANCED REINSURANCE MASTERCLASS	24th - 26th Feb, 2025	26th – 28th May, 2025	25th – 27th Aug, 2025	17th – 19th Nov, 2025	₦350,000
50	ROLE OF THE ACTUARY IN INSURANCE COMPANY (FOR NON-ACTUARIES)	24th - 26th Feb, 2025	29th – 31st May, 2025	25th – 27th Aug, 2025	17th – 19th Nov, 2025	₦350,000
51	MATLAB FUNDAMENTALS TRAINING WITH CREDIT RISK APPLICATIONS	24th - 26th Feb, 2025	29th – 31st May, 2025	25th – 27th Aug, 2025	20th - 22nd Nov, 2025	₦350,000
52	COMMERCIAL PROPERTY INSURANCE	24th - 26th Feb, 2025	29th – 31st May, 2025	28th – 30th Aug, 2025	20th - 22nd Nov, 2025	₦350,000
53	PROTECTION AND INDEMNITY INSURANCE	27th Feb – 1st Mar, 2025	2nd - 4th June, 2025	28th – 30th Aug, 2025	20th - 22nd Nov, 2025	₦350,000



S/N	COURSE TITLE	1ST BATCH	2ND BATCH	3RD BATCH	4TH BATCH	FEE
54	MOTOR INSURANCE ADMINISTRATION COURSE	27th Feb – 1st Mar, 2025	2nd - 4th June, 2025	28th – 30th Aug, 2025	24th – 26th Nov, 2025	₦350,000
55	MANAGING FINANCIAL CRIME AND FRAUD IN THE INSURANCE SECTOR	27th Feb – 1st Mar, 2025	2nd - 4th June, 2025	1st – 3rd Sept, 2025	24th – 26th Nov, 2025	₦350,000
56	INTRODUCTION TO INSURANCE PROVISIONS IN COMMERCIAL LEASES	27th Feb – 1st Mar, 2025	9th - 11th June, 2025	1st – 3rd Sept, 2025	24th – 26th Nov, 2025	₦350,000
57	CYBER RISK & INSURANCE COVER - THE ESSENTIALS	3rd - 5th Mar, 2025	9th - 11th June, 2025	1st – 3rd Sept, 2025	27th – 29th Nov, 2025	₦350,000
58	INSURERS FOR LATE PAYMENT OF CLAIMS - A TIMELY UPDATE	3rd - 5th Mar, 2025	9th - 11th June, 2025	8th - 10th Sept, 2025	27th – 29th Nov, 2025	₦350,000
59	EMPLOYERS LIABILITY & PUBLIC LIABILITY INSURANCE CLAIMS - CHALLENGES FOR POLICYHOLDERS & INSURERS	3rd - 5th Mar, 2025	16th – 18th June, 2025	8th - 10th Sept, 2025	27th – 29th Nov, 2025	₦350,000
60	INSURANCE & THE USE OF ARTIFICIAL INTELLIGENCE - THE KEY ISSUES	3rd - 5th Mar, 2025	16th – 18th June, 2025	8th - 10th Sept, 2025	1st – 3rd Dec, 2025	₦350,000
61	INSURANCE CLAIMS UNRAVELED - HOW TO AVOID THE PITFALLS	6th – 8th Mar, 2025	16th – 18th June, 2025	11th - 13th Sept, 2025	1st – 3rd Dec, 2025	₦350,000
62	RECENT DEVELOPMENTS IN INSURANCE LAW - AN UPDATE	6th – 8th Mar, 2025	19th – 21st June, 2025	11th - 13th Sept, 2025	1st – 3rd Dec, 2025	₦350,000
63	UNDERSTANDING INSURANCE CONTRACTS – FROM INTRODUCTION TO INTERPRETATION, WARRANTIES & EXCLUSIONS	6th – 8th Mar, 2025	19th – 21st June, 2025	11th - 13th Sept, 2025	4th – 6th Dec, 2025	₦350,000
64	BEST PRACTICE IN CARGO INSURANCE ADMINISTRATION	6th – 8th Mar, 2025	19th – 21st June, 2025	15th - 17th Sept, 2025	4th – 6th Dec, 2025	₦350,000
65	EXCELLENCE IN LIFE INSURANCE AND RETIREMENT SAVINGS MANAGEMENT	10th – 12th Mar, 2025	23rd - 25th June, 2025	15th - 17th Sept, 2025	8th – 10th Dec, 2025	₦350,000
66	MARITIME LAW, INSURANCE AND CLAIMS	10th – 12th Mar, 2025	23rd - 25th June, 2025	15th - 17th Sept, 2025	8th – 10th Dec, 2025	₦350,000
67	BEST PRACTICE IN REINSURANCE ADMINISTRATION	10th – 12th Mar, 2025	23rd - 25th June, 2025	18th - 20th Sept, 2025	11th – 13th Dec, 2025	₦350,000
68	HARMONISATION AND REGULATORY: BEST PRACTICE FOR INSURANCE PRACTITIONER	10th – 12th Mar, 2025	23rd - 25th June, 2025	18th - 20th Sept, 2025	11th – 13th Dec, 2025	₦350,000
69	BEST PRACTICE INSURANCE INTERMEDIARIES FOR PROFESSIONALS	10th – 12th Mar, 2025	26th - 28th June, 2025	18th - 20th Sept, 2025	15th – 17th Dec, 2025	₦350,000
70	RISK MANAGEMENT FRAMEWORK FOR INSURERS AND REINSURERS	10th – 12th Mar, 2025	26th - 28th June, 2025	18th - 20th Sept, 2025	15th – 17th Dec, 2025	₦350,000
71	BEST PRACTICE IN ANNUAL RETURNS AND ACCOUNT IN INSURANCE COMPANY	13th – 15th Mar, 2025	26th - 28th June, 2025	18th - 20th Sept, 2025	18th – 20th Dec, 2025	₦350,000
72	INSURANCE CLAIMS ADJUSTER COURSE	13th – 15th Mar, 2025	26th - 28th June, 2025	22nd – 24th Sept, 2025	18th – 20th Dec, 2025	₦350,000

The amount will cover all workshop materials and literature, Executive bag, Tea/Coffee, Lunch, Photographs and Certificate. Payment should be made in Cash, Bank Draft or Transfer in favour of Alpha Partners.

**Note:** The fee will attract additional 7.5% VAT.

All classroom courses will hold at Alpha Partners Professional Training Conference Centre, 200, Murtala Mohammed Way (2nd & 3rd Floors) Adekunle BRT Bus Stop Yaba - Lagos.

Please let us know the courses you would like your employees to attend. For further information on these courses and for in-house training arrangements, please call Chris Onwuasigwe, 08033045484, 09060007799, 09060002299.

E-mail: [info@alphapartnerstrainings.com](mailto:info@alphapartnerstrainings.com), [alphapartner111@yahoo.com](mailto:alphapartner111@yahoo.com) Website: [www.alphapartnerstrainings.com](http://www.alphapartnerstrainings.com)



S/N	COURSE TITLE	1ST BATCH	2ND BATCH	3RD BATCH	4TH BATCH	FEE
1	OPERATIONAL SECURITY MANAGEMENT COURSE	13th - 15th Jan, 2025	27th - 29th Mar, 2025	10th - 12th July, 2025	2nd - 4th Oct, 2025	₦300,000
2	ADVANCED CORPORATE SECURITY MANAGEMENT AND LOSS PREVENTION STRATEGIES	13th - 15th Jan, 2025	27th - 29th Mar, 2025	10th - 12th July, 2025	2nd - 4th Oct, 2025	₦300,000
3	ORGANIZATIONAL SECURITY POLICY: DESIGN, DEVELOPMENT AND IMPLEMENTATION	13th - 15th Jan, 2025	2nd - 4th Apr, 2025	14th - 16th July, 2025	2nd - 4th Oct, 2025	₦300,000
4	ADVANCED SECURITY RISK ASSESSMENT TECHNIQUES	16th - 18th Jan, 2025	2nd - 4th Apr, 2025	14th - 16th July, 2025	6th - 8th Oct, 2025	₦300,000
5	SECURITY MANAGEMENT, PLANNING AND ASSET PROTECTION	16th - 18th Jan, 2025	7th - 9th Apr, 2025	17th - 19th July, 2025	6th - 8th Oct, 2025	₦300,000
6	SECURITY RISK ANALYSIS AND MANAGEMENT	16th - 18th Jan, 2025	7th - 9th Apr, 2025	17th - 19th July, 2025	6th - 8th Oct, 2025	₦300,000
7	WORKPLACE INVESTIGATIONS AND INTERVIEWING	20th - 22nd Jan, 2025	10th - 12th Apr, 2025	17th - 19th July, 2025	9th - 11th Oct, 2025	₦300,000
8	SECURITY COORDINATION AND DESIGN	20th - 22nd Jan, 2025	10th - 12th Apr, 2025	21st - 23rd July, 2025	9th - 11th Oct, 2025	₦300,000
9	EFFECTIVE MODERN SECURITY MANAGEMENT AND OPERATIONS	20th - 22nd Jan, 2025	14th - 16th Apr, 2025	21st - 23rd July, 2025	9th - 11th Oct, 2025	₦300,000
10	CORPORATE ENTERPRISE RISK MANAGEMENT FOR SECURITY PERSONNELS	23rd - 25th Jan, 2025	14th - 16th Apr, 2025	21st - 23rd July, 2025	13th - 15th Oct, 2025	₦300,000
11	CORPORATE SECURITY COURSE FOR SECURITY SUPERVISORS AND MANAGERS	23rd - 25th Jan, 2025	22nd - 24th Apr, 2025	24th - 26th July, 2025	13th - 15th Oct, 2025	₦300,000
12	TEAM BUILDING STRATEGIES IN SECURITY PROFESSION	23rd - 25th Jan, 2025	22nd - 24th Apr, 2025	24th - 26th July, 2025	13th - 15th Oct, 2025	₦300,000
13	EFFECTIVE SURVEILLANCE, REPORT WRITING AND INFORMATION MANAGEMENT FOR SECURITY OFFICERS	27th - 29th Jan, 2025	28th - 30th Apr, 2025	24th - 26th July, 2025	16th - 18th Oct, 2025	₦300,000
14	MARINE SECURITY MANAGEMENT AND CONTROL CODE	27th - 29th Jan, 2025	28th - 30th Apr, 2025	28th - 30th July, 2025	16th - 18th Oct, 2025	₦300,000
15	EXCELLENCE IN CORPORATE SECURITY MANAGEMENT	27th - 29th Jan, 2025	5th - 7th May, 2025	28th - 30th July, 2025	16th - 18th Oct, 2025	₦300,000
16	EFFECTIVE INTERNAL SECURITY MANAGEMENT TECHNIQUES AND PROCEDURES	30th Jan - 1st Feb, 2025	5th - 7th May, 2025	28th - 30th July, 2025	20th - 22nd Oct, 2025	₦300,000
17	PROFESSIONAL SECURITY DEVELOPMENT COURSE	30th Jan - 1st Feb, 2025	8th - 10th May, 2025	31st July - 2nd Aug, 2025	20th - 22nd Oct, 2025	₦300,000
18	MODERN INVESTIGATION, SECURITY AND CRISIS MANAGEMENT STRATEGIES	30th Jan - 1st Feb, 2025	8th - 10th May, 2025	31st July - 2nd Aug, 2025	20th - 22nd Oct, 2025	₦300,000
19	CORPORATE INTELLIGENCE MANAGEMENT FOR SECURITY OPERATIVE	3rd - 5th Feb, 2025	12th - 14th May, 2025	31st July - 2nd Aug, 2025	23rd - 25th Oct, 2025	₦300,000
20	DEVELOPING AN EFFECTIVE CORPORATE SECURITY CULTURE AND PRACTICES	3rd - 5th Feb, 2025	12th - 14th May, 2025	4th - 6th Aug, 2025	23rd - 25th Oct, 2025	₦300,000
21	NEGOTIATORS OF KIDNAPPING OR HOSTAGE TAKING	3rd - 5th Feb, 2025	15th - 17th May, 2025	4th - 6th Aug, 2025	23rd - 25th Oct, 2025	₦300,000
22	STRATEGIC SECURITY MANAGEMENT	6th - 8th Feb, 2025	15th - 17th May, 2025	4th - 6th Aug, 2025	27th - 29th Oct, 2025	₦300,000
23	CORPORATE INVESTIGATION SKILLS TRAINING	6th - 8th Feb, 2025	15th - 17th May, 2025	7th - 9th Aug, 2025	27th - 29th Oct, 2025	₦300,000
24	CORPORATE SECURITY INTELLIGENCE MANAGEMENT	6th - 8th Feb, 2025	19th - 21st May, 2025	7th - 9th Aug, 2025	27th - 29th Oct, 2025	₦300,000
25	SECURITY CRISIS MANAGEMENT AND SECURITY NEGOTIATION SKILLS	10th - 12th Feb, 2025	19th - 21st May, 2025	7th - 9th Aug, 2025	30th Oct - 1st Nov, 2025	₦300,000
26	SECURITY STRATEGIES FOR SECURING VITAL INFRASTRUCTURE	10th - 12th Feb, 2025	19th - 21st May, 2025	11th - 13th Aug, 2025	30th Oct - 1st Nov, 2025	₦300,000
27	BEST PRACTICES IN CYBER SURVEILLANCE SECURITY MANAGEMENT	10th - 12th Feb, 2025	22nd - 24th May, 2025	11th - 13th Aug, 2025	30th Oct - 1st Nov, 2025	₦300,000
28	EFFECTIVE MODERN SECURITY MANAGEMENT AND OPERATIONS	13th - 15th Feb, 2025	22nd - 24th May, 2025	11th - 13th Aug, 2025	3rd - 5th Nov, 2025	₦300,000

S/N	COURSE TITLE	1ST BATCH	2ND BATCH	3RD BATCH	4TH BATCH	FEE
29	THE SECURITY OFFICER DEVELOPMENT PROGRAMME: DEVELOPING PRACTICAL SKILLS AND TECHNIQUES	13th - 15th Feb, 2025	22nd - 24th May, 2025	14th - 16th Aug, 2025	3rd - 5th Nov, 2025	₦300,000
30	ASSET PROTECTION STRATEGIES FOR SECURITY OFFICERS	17th - 19th Feb, 2025	26th - 28th May, 2025	14th - 16th Aug, 2025	3rd - 5th Nov, 2025	₦300,000
31	SECURITY SKILLS IMPROVEMENT COURSE	17th - 19th Feb, 2025	26th - 28th May, 2025	18th - 20th Aug, 2025	6th - 8th Nov, 2025	₦300,000
32	OPERATIONAL RISK MANAGEMENT IN SECURITY OPERATIONS	20th - 22nd Feb, 2025	26th - 28th May, 2025	18th - 20th Aug, 2025	6th - 8th Nov, 2025	₦300,000
33	SECURITY MANAGEMENT, PLANNING & ASSET PROTECTION	20th - 22nd Feb, 2025	29th - 31st May, 2025	21st - 23rd Aug, 2025	6th - 8th Nov, 2025	₦300,000
34	CREATING SUCCESSFUL SECURITY POLICIES, PLAN AND PROCEDURES	24th - 26th Feb, 2025	29th - 31st May, 2025	21st - 23rd Aug, 2025	10th - 12th Nov, 2025	₦300,000
35	THE EFFECTIVE SECURITY OFFICER	24th - 26th Feb, 2025	29th - 31st May, 2025	25th - 27th Aug, 2025	10th - 12th Nov, 2025	₦300,000
36	FUNDAMENTAL SECURITY MANAGEMENT	27th Feb - 1st Mar, 2025	2nd - 4th June, 2025	25th - 27th Aug, 2025	10th - 12th Nov, 2025	₦300,000
37	SECURITY MANAGEMENT AND EMERGENCY PLANNING FOR SECURITY OFFICER	27th Feb - 1st Mar, 2025	2nd - 4th June, 2025	28th - 30th Aug, 2025	13th - 15th Nov, 2025	₦300,000
38	EXCELLENCE IN CRIME MANAGEMENT	3rd - 5th Mar, 2025	2nd - 4th June, 2025	28th - 30th Aug, 2025	13th - 15th Nov, 2025	₦300,000
39	DEVELOPING THE SKILLS OF LEADERSHIP AND SUPERVISION FOR SECURITY LEADERS	3rd - 5th Mar, 2025	9th - 11th June, 2025	1st - 3rd Sept, 2025	13th - 15th Nov, 2025	₦300,000
40	STRATEGIES FOR PROTECTING CHIEF EXECUTIVES AND OTHER TOP LEADERS	6th - 8th Mar, 2025	9th - 11th June, 2025	1st - 3rd Sept, 2025	17th - 19th Nov, 2025	₦300,000
41	SECURITY MANAGEMENT BEST PRACTICES FOR SUPERVISORY LEADERSHIP	6th - 8th Mar, 2025	9th - 11th June, 2025	8th - 10th Sept, 2025	17th - 19th Nov, 2025	₦300,000
42	CONDUCTING EFFECTIVE SECURITY SURVEYS	10th - 12th Mar, 2025	16th - 18th June, 2025	8th - 10th Sept, 2025	20th - 22nd Nov, 2025	₦300,000
43	INVESTIGATING FRAUD IN THE WORKPLACE	10th - 12th Mar, 2025	16th - 18th June, 2025	11th - 13th Sept, 2025	24th - 26th Nov, 2025	₦300,000
44	E-SECURITY (ELECTRONIC SECURITY) MANAGEMENT COURSE	13th - 15th Mar, 2025	19th - 21st June, 2025	11th - 13th Sept, 2025	27th - 29th Nov, 2025	₦300,000
45	PROTECTING ORGANIZATION'S CRITICAL INFRASTRUCTURE	17th - 19th Mar, 2025	19th - 21st June, 2025	15th - 17th Sept, 2025	1st - 3rd Dec, 2025	₦300,000
46	SECURITY OFFICERS DEVELOPMENT PROGRAM	17th - 19th Mar, 2025	23rd - 25th June, 2025	15th - 17th Sept, 2025	4th - 6th Dec, 2025	₦300,000
47	ADVANCED PROCESS RISK ASSESSMENT AND RISK MANAGEMENT FOR EFFECTIVE SECURITY	20th - 22nd Mar, 2025	26th - 28th June, 2025	18th - 20th Sept, 2025	8th - 10th Dec, 2025	₦300,000
48	MARINE SECURITY MANAGEMENT AND CONTROL	20th - 22nd Mar, 2025	30th June - 2nd July, 2025	18th - 20th Sept, 2025	11th - 13th Dec, 2025	₦300,000
49	SECURITY MANAGEMENT PROGRAMME	24th - 26th Mar, 2025	3rd - 5th July, 2025	22nd - 24th Sept, 2025	15th - 17th Dec, 2025	₦300,000
50	ADVANCED INVESTIGATION TECHNIQUES AND PROCEDURES	24th - 26th Mar, 2025	7th - 9th July, 2025	25th - 27th Sept, 2025	18th - 20th Dec, 2025	₦300,000

The amount will cover all workshop materials and literature, Executive bag, Tea/Coffee, Lunch, Photographs and Certificate.

Payment should be made in Cash, Bank Draft or Transfer in favour of Alpha Partners.

**Note:** The fee will attract additional 7.5% VAT.

All classroom courses will hold at Alpha Partners Professional Training Conference Centre, 200, Murtala Mohammed Way (2nd & 3rd Floors) Adekunle BRT Bus Stop Yaba - Lagos.

Please let us know the courses you would like your employees to attend. For further information on these courses and for in-house training arrangements, please call Chris Onwuasigwe, 08033045484, 09060007799, 09060002299.

**E-mail:** [info@alphapartnerstrainings.com](mailto:info@alphapartnerstrainings.com), [alphapartner111@yahoo.com](mailto:alphapartner111@yahoo.com) **Website:** [www.alphapartnerstrainings.com](http://www.alphapartnerstrainings.com)



S/N	COURSE TITLE	1ST BATCH	2ND BATCH	3RD BATCH	4TH BATCH	FEE
1	SAFETY TECHNOLOGY AND RISK MANAGEMENT	13th - 15th Jan, 2025	2nd - 4th Apr, 2025	10th - 12th July, 2025	2nd - 4th Oct, 2025	₦350,000
2	ISO 27001 INFORMATION SECURITY MANAGEMENT	13th - 15th Jan, 2025	2nd - 4th Apr, 2025	14th - 16th July, 2025	2nd - 4th Oct, 2025	₦400,000
3	INCIDENT INVESTIGATION AND ROOT CAUSE ANALYSIS	13th - 15th Jan, 2025	7th - 9th Apr, 2025	14th - 16th July, 2025	2nd - 4th Oct, 2025	₦350,000
4	BEHAVIOR BASED SAFETY COURSE	16th - 18th Jan, 2025	7th - 9th Apr, 2025	14th - 16th July, 2025	6th - 8th Oct, 2025	₦350,000
5	ISO 19001 - QUALITY MANAGEMENT SYSTEM (QMS)	16th - 18th Jan, 2025	10th - 12th Apr, 2025	17th - 19th July, 2025	6th - 8th Oct, 2025	₦400,000
6	RISK ASSESSMENTS, METHOD STATEMENTS AND QUALITY PLANS	16th - 18th Jan, 2025	10th - 12th Apr, 2025	17th - 19th July, 2025	6th - 8th Oct, 2025	₦350,000
7	BEST PRACTICES IN SAFETY MANAGEMENT	20th - 22nd Jan, 2025	14th - 16th Apr, 2025	17th - 19th July, 2025	9th - 11th Oct, 2025	₦350,000
8	MANAGEMENT OF OCCUPATIONAL SAFETY & HEALTH SYSTEMS & PREPARATION OF EXECUTIVE PLANS	20th - 22nd Jan, 2025	14th - 16th Apr, 2025	21st - 23rd July, 2025	9th - 11th Oct, 2025	₦350,000
9	14001:2015 LEAD AUDITOR TRAINING	20th - 22nd Jan, 2025	22nd - 24th Apr, 2025	21st - 23rd July, 2025	9th - 11th Oct, 2025	₦400,000
10	SAFETY RISK MANAGEMENT COURSE	23rd - 25th Jan, 2025	22nd - 24th Apr, 2025	21st - 23rd July, 2025	13th - 15th Oct, 2025	₦350,000
11	INJURY AND ILLNESS PREVENTION COURSE	23rd - 25th Jan, 2025	28th - 30th Apr, 2025	24th - 26th July, 2025	13th - 15th Oct, 2025	₦350,000
12	FIRE AND ARSON MANAGEMENT AND CONTROL	23rd - 25th Jan, 2025	28th - 30th Apr, 2025	24th - 26th July, 2025	13th - 15th Oct, 2025	₦350,000
13	ENVIRONMENTAL MANAGEMENT SYSTEMS MONITORING AND MODELLING	27th - 29th Jan, 2025	5th - 7th May, 2025	24th - 26th July, 2025	16th - 18th Oct, 2025	₦350,000
14	DEVELOPING AN EFFECTIVE SAFETY CULTURE	27th - 29th Jan, 2025	5th - 7th May, 2025	28th - 30th July, 2025	16th - 18th Oct, 2025	₦350,000
15	MANAGING HEALTH AND SAFETY IN THE WORK	27th - 29th Jan, 2025	8th - 10th May, 2025	28th - 30th July, 2025	16th - 18th Oct, 2025	₦350,000
16	ENVIRONMENTAL MANAGEMENT SYSTEMS (EMS)	30th Jan - 1st Feb, 2025	8th - 10th May, 2025	28th - 30th July, 2025	20th - 22nd Oct, 2025	₦350,000
17	ISO 9001 LEAD AUDITOR COURSE	30th Jan - 1st Feb, 2025	8th - 10th May, 2025	31st July - 2nd Aug, 2025	20th - 22nd Oct, 2025	₦400,000
18	SAFETY AUDIT AND SITE INSPECTION	30th Jan - 1st Feb, 2025	12th - 14th May, 2025	31st July - 2nd Aug, 2025	20th - 22nd Oct, 2025	₦350,000
19	SAFETY IN PROCESS AND DESIGN OPERATION	3rd - 5th Feb, 2025	12th - 14th May, 2025	31st July - 2nd Aug, 2025	23rd - 25th Oct, 2025	₦350,000
20	IMPLEMENTING THE LEAN THINKING IN HEALTH CARE	3rd - 5th Feb, 2025	12th - 14th May, 2025	4th - 6th Aug, 2025	23rd - 25th Oct, 2025	₦350,000
21	ISO 37001 ANTI-BRIBERY MANAGEMENT SYSTEM	3rd - 5th Feb, 2025	15th - 17th May, 2025	4th - 6th Aug, 2025	23rd - 25th Oct, 2025	₦400,000
22	NEBOSH - OCCUPATIONAL HEALTH AND SAFETY COURSE	6th - 8th Feb, 2025	15th - 17th May, 2025	4th - 6th Aug, 2025	27th - 29th Oct, 2025	₦350,000
23	IOSH SAFETY MANAGEMENT AND ADMINS	6th - 8th Feb, 2025	15th - 17th May, 2025	7th - 9th Aug, 2025	27th - 29th Oct, 2025	₦350,000
24	ESSENTIAL HEALTH & SAFETY LAW FOR DIRECTORS AND MANAGERS	6th - 8th Feb, 2025	19th - 21st May, 2025	7th - 9th Aug, 2025	27th - 29th Oct, 2025	₦350,000
25	EMERGENCY RESPONSE AND INCIDENT INVESTIGATION TRAINING	10th - 12th Feb, 2025	19th - 21st May, 2025	7th - 9th Aug, 2025	30th Oct - 1st Nov, 2025	₦350,000
26	ADVANCED PROCESS HAZOP	10th - 12th Feb, 2025	19th - 21st May, 2025	11th - 13th Aug, 2025	30th Oct - 1st Nov, 2025	₦350,000
27	HUMAN ERROR ANALYSIS & PREVENTION	10th - 12th Feb, 2025	22nd - 24th May, 2025	11th - 13th Aug, 2025	30th Oct - 1st Nov, 2025	₦350,000

- ✓ Classroom
- ✓ Online
- ✓ In-house

S/N	COURSE TITLE	1ST BATCH	2ND BATCH	3RD BATCH	4TH BATCH	FEE
28	WORKPLACE HEALTH AND SAFETY COURSE	13th - 15th Feb, 2025	22nd - 24th May, 2025	11th - 13th Aug, 2025	3rd - 5th Nov, 2025	₦350,000
29	ISO 50001: ENERGY MANAGEMENT SYSTEMS	13th - 15th Feb, 2025	22nd - 24th May, 2025	14th - 16th Aug, 2025	3rd - 5th Nov, 2025	₦400,000
30	AVIATION SAFETY MANAGEMENT	13th - 15th Feb, 2025	26th - 28th May, 2025	14th - 16th Aug, 2025	3rd - 5th Nov, 2025	₦350,000
31	CONFINED SPACE AWARENESS AND COMPLIANCE: SAFE WORK PRACTICES FOR CONFINED SPACE ENTRY	17th - 19th Feb, 2025	26th - 28th May, 2025	14th - 16th Aug, 2025	6th - 8th Nov, 2025	₦400,000
32	RADIATION SAFETY - SAFELY WORKING WITH RADIOACTIVE MATERIALS	17th - 19th Feb, 2025	26th - 28th May, 2025	18th - 20th Aug, 2025	6th - 8th Nov, 2025	₦350,000
33	RISK ASSESSMENTS, METHODS STATEMENTS AND QUALITY PLANS TRAINING	17th - 19th Feb, 2025	29th - 31st May, 2025	18th - 20th Aug, 2025	6th - 8th Nov, 2025	₦350,000
34	MARINE SAFETY COURSE	20th - 22nd Feb, 2025	29th - 31st May, 2025	18th - 20th Aug, 2025	10th - 12th Nov, 2025	₦400,000
35	RADIATION SAFETY OFFICER COURSE	20th - 22nd Feb, 2025	29th - 31st May, 2025	21st - 23rd Aug, 2025	10th - 12th Nov, 2025	₦350,000
36	ADVANCED PROCESS RISK ASSESSMENT AND RISK MANAGEMENT	20th - 22nd Feb, 2025	2nd - 4th June, 2025	21st - 23rd Aug, 2025	10th - 12th Nov, 2025	₦350,000
37	RISK, CRISIS AND DISASTER MANAGEMENT	24th - 26th Feb, 2025	2nd - 4th June, 2025	21st - 23rd Aug, 2025	13th - 15th Nov, 2025	₦350,000
38	HSE LEADERSHIP FOR PROFESSIONALS	24th - 26th Feb, 2025	2nd - 4th June, 2025	25th - 27th Aug, 2025	13th - 15th Nov, 2025	₦350,000
39	SAFETY AUDIT AND SAFETY INSPECTION COURSE	24th - 26th Feb, 2025	9th - 11th June, 2025	25th - 27th Aug, 2025	13th - 15th Nov, 2025	₦350,000
40	CONTRACTOR SAFETY MANAGEMENT (CSM) COURSE	27th Feb - 1st Mar, 2025	9th - 11th June, 2025	25th - 27th Aug, 2025	17th - 19th Nov, 2025	₦350,000
41	ISO 13485 MEDICAL DEVICE MANAGEMENT SYSTEM	27th Feb - 1st Mar, 2025	9th - 11th June, 2025	28th - 30th Aug, 2025	17th - 19th Nov, 2025	₦400,000
42	ISO 45001 - HEALTH AND SAFETY MANAGEMENT TRAINING	27th Feb - 1st Mar, 2025	16th - 18th June, 2025	28th - 30th Aug, 2025	17th - 19th Nov, 2025	₦400,000
43	HEALTH AND SAFETY OFFICER COURSE	3rd - 5th Mar, 2025	16th - 18th June, 2025	28th - 30th Aug, 2025	20th - 22nd Nov, 2025	₦350,000
44	HEAVY EQUIPMENT SAFETY (MAINTENANCE AND INSPECTION)	3rd - 5th Mar, 2025	16th - 18th June, 2025	1st - 3rd Sept, 2025	20th - 22nd Nov, 2025	₦350,000
45	OSHA: OCCUPATIONAL SAFETY AND HEALTH ADMINISTRATION STANDARDS	3rd - 5th Mar, 2025	19th - 21st June, 2025	1st - 3rd Sept, 2025	20th - 22nd Nov, 2025	₦400,000
46	CLIMATE CHANGE & EMISSIONS TRADING SERVICES	6th - 8th Mar, 2025	19th - 21st June, 2025	1st - 3rd Sept, 2025	24th - 26th Nov, 2025	₦350,000
47	BASIC HAZARD ANALYSIS & CRITICAL CONTROL POINT (HACCP) TRAINING	6th - 8th Mar, 2025	19th - 21st June, 2025	8th - 10th Sept, 2025	24th - 26th Nov, 2025	₦350,000
48	ISO 22301 BUSINESS CONTINUITY MANAGEMENT	6th - 8th Mar, 2025	23rd - 25th June, 2025	8th - 10th Sept, 2025	24th - 26th Nov, 2025	₦400,000
49	ADVANCED FIRST AID COURSE	10th - 12th Mar, 2025	23rd - 25th June, 2025	8th - 10th Sept, 2025	27th - 29th Nov, 2025	₦350,000
50	SAFETY IN PROCESS EQUIPMENT DESIGN AND OPERATION TRAINING	10th - 12th Mar, 2025	23rd - 25th June, 2025	11th - 13th Sept, 2025	27th - 29th Nov, 2025	₦350,000
51	PROCESS SAFETY MANAGEMENT COURSE	10th - 12th Mar, 2025	26th - 28th June, 2025	11th - 13th Sept, 2025	27th - 29th Nov, 2025	₦350,000
52	WORKPLACE SECURITY AND SAFETY COURSE	13th - 15th Mar, 2025	26th - 28th June, 2025	11th - 13th Sept, 2025	1st - 3rd Dec, 2025	₦350,000
53	ADVANCED HEALTH AND SAFETY MANAGEMENT	13th - 15th Mar, 2025	26th - 28th June, 2025	15th - 17th Sept, 2025	1st - 3rd Dec, 2025	₦350,000
54	ADVANCED PROCESS HAZOP IN SAFETY ADMINISTRATION	13th - 15th Mar, 2025	30th June - 2nd July, 2025	15th - 17th Sept, 2025	1st - 3rd Dec, 2025	₦350,000



- ✓ Classroom
- ✓ Online
- ✓ In-house

S/N	COURSE TITLE	1ST BATCH	2ND BATCH	3RD BATCH	4TH BATCH	FEE
55	DEVELOPING AN EFFECTIVE SAFETY CULTURE	17th - 19th Mar, 2025	30th June - 2nd July, 2025	15th - 17th Sept, 2025	4th - 6th Dec, 2025	₦350,000
56	PROCESS SAFETY MANAGEMENT COMPLIANCE	17th - 19th Mar, 2025	30th June - 2nd July, 2025	18th - 20th Sept, 2025	4th - 6th Dec, 2025	₦350,000
57	ISO 14001 ENVIRONMENTAL MANAGEMENT SYSTEM (EMS) COURSE	17th - 19th Mar, 2025	3rd - 5th July, 2025	18th - 20th Sept, 2025	8th - 10th Dec, 2025	₦400,000
58	SAFETY LEADERSHIP AND SAFETY CULTURE COURSE	20th - 22nd Mar, 2025	3rd - 5th July, 2025	18th - 20th Sept, 2025	8th - 10th Dec, 2025	₦350,000
59	ISO 14001:2015 EMS TRANSITION TRAINING	20th - 22nd Mar, 2025	3rd - 5th July, 2025	22nd - 24th Sept, 2025	8th - 10th Dec, 2025	₦400,000
60	ADVANCED HEALTH AND SAFETY MANAGEMENT	20th - 22nd Mar, 2025	3rd - 5th July, 2025	22nd - 24th Sept, 2025	11th - 13th Dec, 2025	₦350,000
61	DEVELOPING AN EFFECTIVE SAFETY CULTURE	24th - 26th Mar, 2025	7th - 9th July, 2025	22nd - 24th Sept, 2025	11th - 13th Dec, 2025	₦350,000
62	HAZARDOUS WASTE MANAGEMENT AND POLLUTION TRAINING	24th - 26th Mar, 2025	7th - 9th July, 2025	25th - 27th Sept, 2025	15th - 17th Dec, 2025	₦350,000
63	ISO 22000 LEAD AUDITOR	27th - 29th Mar, 2025	7th - 9th July, 2025	25th - 27th Sept, 2025	15th - 17th Dec, 2025	₦400,000
64	HSE STANDARD ISO 45001 SAFETY MANAGEMENT SYSTEM	27th - 29th Mar, 2025	10th - 12th July, 2025	25th - 27th Sept, 2025	18th - 20th Dec, 2025	₦400,000
65	ISO 22000 - FOOD SAFETY MANAGEMENT TRAINING	27th - 29th Mar, 2025	10th - 12th July, 2025	25th - 27th Sept, 2025	18th - 20th Dec, 2025	₦400,000

The amount will cover all workshop materials and literature, Executive bag, Tea/Coffee, Lunch, Photographs and Certificate. Payment should be made in Cash, Bank Draft or Transfer in favour of Alpha Partners.

**Note:** The fee will attract additional 7.5% VAT.

All classroom courses will hold at Alpha Partners Professional Training Conference Centre, 200, Murtala Mohammed Way (2nd & 3rd Floors) Adekunle BRT Bus Stop Yaba - Lagos.

Please let us know the courses you would like your employees to attend. For further information on these courses and for in-house training arrangements, please call Chris Onwuasigwe, 08033045484, 09060007799, 09060002299.

**E-mail:** [info@alphapartnerstrainings.com](mailto:info@alphapartnerstrainings.com), [alphapartners111@yahoo.com](mailto:alphapartners111@yahoo.com) **Website:** [www.alphapartnerstrainings.com](http://www.alphapartnerstrainings.com)



S/N	COURSE TITLE	1ST BATCH	2ND BATCH	3RD BATCH	4TH BATCH	FEE
1	HUMAN CAPITAL MANAGEMENT IN THE PUBLIC SECTOR	13th - 15th Jan, 2025	13th - 15th Mar, 2025	16th - 18th June, 2025	25th - 27th Aug, 2025	₦350,000
2	LEGAL ISSUES IN LOCAL GOVERNMENT ADMINISTRATION	13th - 15th Jan, 2025	17th - 19th Mar, 2025	16th - 18th June, 2025	25th - 27th Aug, 2025	₦350,000
3	CURRENT ISSUES IN PUBLIC SECTOR TREASURY MANAGEMENT IN NIGERIA	16th - 18th Jan, 2025	17th - 19th Mar, 2025	19th - 21st June, 2025	28th - 30th Aug, 2025	₦350,000
4	PUBLIC SECTOR BUDGETING: PREPARATION, IMPLEMENTATION AND CONTROLS	16th - 18th Jan, 2025	20th - 22nd Mar, 2025	19th - 21st June, 2025	28th - 30th Aug, 2025	₦350,000
5	INTRODUCTION TO PUBLIC PROCUREMENT AND SUPPLY CHAIN MANAGEMENT	20th - 22nd Jan, 2025	20th - 22nd Mar, 2025	23rd - 25th June, 2025	1st - 3rd Sept, 2025	₦350,000
6	IMPROVING PUBLIC SECTOR PERFORMANCE IN THE 21ST CENTURY	20th - 22nd Jan, 2025	24th - 26th Mar, 2025	23rd - 25th June, 2025	1st - 3rd Sept, 2025	₦350,000
7	PUBLIC SECTOR AUDIT CONCEPTS AND TECHNIQUES	23rd - 25th Jan, 2025	24th - 26th Mar, 2025	26th - 28th June, 2025	8th - 10th Sept, 2025	₦350,000
8	REFORMS AND INNOVATIONS IN THE PUBLIC WORKPLACE	23rd - 25th Jan, 2025	27th - 29th Mar, 2025	26th - 28th June, 2025	11th - 13th Sept, 2025	₦350,000
9	PUBLIC POLICY DEVELOPMENT AND COMPLIANCE COURSE	27th - 29th Jan, 2025	27th - 29th Mar, 2025	30th June - 2nd July, 2025	15th - 17th Sept, 2025	₦350,000
10	E-GOVERNMENT AND E-GOVERNANCE: DIGITALIZING THE PUBLIC SERVICE COURSE	27th - 29th Jan, 2025	2nd - 4th Apr, 2025	30th June - 2nd July, 2025	18th - 20th Sept, 2025	₦350,000
11	FRAUD DETECTION AND INVESTIGATION FOR GOVERNMENT AUDITORS	30th Jan - 1st Feb, 2025	7th - 9th Apr, 2025	3rd - 5th July, 2025	22nd - 24th Sept, 2025	₦350,000
12	PUBLIC SECTOR MANAGEMENT, GOVERNANCE AND FISCAL SUSTAINABILITY TECHNIQUES	30th Jan - 1st Feb, 2025	10th - 12th Apr, 2025	3rd - 5th July, 2025	25th - 27th Sept, 2025	₦350,000
13	INTENSIVE INTERNATIONAL PUBLIC SECTOR ACCOUNTING STANDARDS (IPSAS) TRAINING	3rd - 5th Feb, 2025	14th - 16th Apr, 2025	7th - 9th July, 2025	2nd - 4th Oct, 2025	₦370,000
14	PUBLIC SECTOR LEADERSHIP AND MANAGEMENT	3rd - 5th Feb, 2025	22nd - 24th Apr, 2025	7th - 9th July, 2025	6th - 8th Oct, 2025	₦350,000
15	INTERNAL CONTROLS GUIDELINES FOR PUBLIC SECTOR AUDITORS	6th - 8th Feb, 2025	28th - 30th Apr, 2025	10th - 12th July, 2025	9th - 11th Oct, 2025	₦350,000
16	PUBLIC ADMINISTRATION AND MANAGEMENT	6th - 8th Feb, 2025	5th - 7th May, 2025	10th - 12th July, 2025	13th - 15th Oct, 2025	₦350,000
17	INTERPRETATION AND APPLICATION OF IPSAS	10th - 12th Feb, 2025	5th - 7th May, 2025	14th - 16th July, 2025	16th - 18th Oct, 2025	₦370,000
18	PUBLIC SERVICE RULES: PROVISION, IMPLEMENTATION AND CHALLENGES	10th - 12th Feb, 2025	8th - 10th May, 2025	14th - 16th July, 2025	20th - 22nd Oct, 2025	₦350,000
19	INTERNATIONAL PUBLIC SECTOR ACCOUNTING STANDARDS (IPSAS) FOR ACCOUNTANTS AND AUDITORS	13th - 15th Feb, 2025	8th - 10th May, 2025	17th - 19th July, 2025	23rd - 25th Oct, 2025	₦370,000
20	FINANCIAL CRIME MANAGEMENT IN THE PUBLIC SECTOR	13th - 15th Feb, 2025	12th - 14th May, 2025	17th - 19th July, 2025	27th - 29th Oct, 2025	₦350,000
21	THE DISCIPLINARY PROCESS IN THE PUBLIC SECTOR	17th - 19th Feb, 2025	12th - 14th May, 2025	21st - 23rd July, 2025	30th Oct - 1st Nov, 2025	₦350,000



S/N	COURSE TITLE	1ST BATCH	2ND BATCH	3RD BATCH	4TH BATCH	FEE
22	CRITICAL THINKING AND PROBLEM SOLVING FOR PUBLIC SERVICE LEADERS	17th - 19th Feb, 2025	15th - 17th May, 2025	21st - 23rd July, 2025	3rd - 5th Nov, 2025	₦350,000
23	FINANCIAL ANALYSIS, MODELLING AND FORECASTING IN THE PUBLIC SECTOR	20th - 22nd Feb, 2025	15th - 17th May, 2025	24th - 26th July, 2025	6th - 8th Nov, 2025	₦350,000
24	ANTI-MONEY LAUNDERING (AML) COMPLIANCE MASTERCLASS	20th - 22nd Feb, 2025	19th - 21st May, 2025	24th - 26th July, 2025	10th - 12th Nov, 2025	₦375,000
25	INTERNATIONAL PUBLIC SECTOR ACCOUNTING STANDARDS (IPSAS) FUNDAMENTALS - ACCRUAL BASIS	24th - 26th Feb, 2025	19th - 21st May, 2025	28th - 30th July, 2025	13th - 15th Nov, 2025	₦370,000
26	ADVANCED STRATEGIC PUBLIC SECTOR MANAGEMENT	24th - 26th Feb, 2025	22nd - 24th May, 2025	28th - 30th July, 2025	17th - 19th Nov, 2025	₦350,000
27	DUE PROCESS AND POLICY GUIDELINES FOR PROCUREMENT AND AWARD OF CONTRACTS IN NIGERIA	27th Feb - 1st Mar, 2025	22nd - 24th May, 2025	31st July - 2nd Aug, 2025	20th - 22nd Nov, 2025	₦350,000
28	WORK ETHICS, ATTITUDES AND PRODUCTIVITY ENHANCEMENT PROGRAM FOR PUBLIC SECTOR OFFICERS	27th Feb - 1st Mar, 2025	26th - 28th May, 2025	31st July - 2nd Aug, 2025	24th - 26th Nov, 2025	₦350,000
29	INTERNATIONAL PUBLIC SECTOR ACCOUNTING STANDARDS (IPSAS) FOR MANAGERS, DIRECTORS AND STAKEHOLDERS	3rd - 5th Mar, 2025	26th - 28th May, 2025	4th - 6th Aug, 2025	27th - 29th Nov, 2025	₦370,000
30	PUBLIC SECTOR FINANCIAL REGULATIONS PROVISIONS, IMPLEMENTATION AND CHALLENGES	3rd - 5th Mar, 2025	29th - 31st May, 2025	4th - 6th Aug, 2025	1st - 3rd Dec, 2025	₦350,000
31	LABOUR LAWS AND INDUSTRIAL RELATIONS PRACTICE IN NIGERIA	6th - 8th Mar, 2025	29th - 31st May, 2025	7th - 9th Aug, 2025	4th - 6th Dec, 2025	₦350,000
32	CODE OF CONDUCT FOR PUBLIC OFFICERS: PROVISIONS, IMPLEMENTATION, EXECUTION AND CHALLENGES	6th - 8th Mar, 2025	2nd - 4th June, 2025	11th - 13th Aug, 2025	8th - 10th Dec, 2025	₦350,000
33	THE PROCUREMENT ACT: PROVISIONS, IMPLEMENTATION AND CHALLENGES	10th - 12th Mar, 2025	2nd - 4th June, 2025	14th - 16th Aug, 2025	11th - 13th Dec, 2025	₦350,000
34	INTERNATIONAL PUBLIC SECTOR ACCOUNTING STANDARDS (IPSAS) PRACTICE GUIDE FOR PUBLIC SECTOR ACCOUNTANTS AND AUDITORS	10th - 12th Mar, 2025	9th - 11th June, 2025	18th - 20th Aug, 2025	15th - 17th Dec, 2025	₦370,000
35	ADVANCED ACCRUAL-BASED IPSAS	13th - 15th Mar, 2025	9th - 11th June, 2025	21st - 23rd Aug, 2025	18th - 20th Dec, 2025	₦370,000
36	ADVANCED FINANCIAL MANAGEMENT IN THE PUBLIC SECTOR	13th - 15th Mar, 2025	9th - 11th June, 2025	21st - 23rd Aug, 2025	18th - 20th Dec, 2025	₦350,000

The amount will cover all workshop materials and literature, Executive bag, Tea/Coffee, Lunch, Photographs and Certificate. Payment should be made in Cash, Bank Draft or Transfer in favour of Alpha Partners.

**Note:** The fee will attract additional 7.5% VAT.

All classroom courses will hold at Alpha Partners Professional Training Conference Centre, 200, Murtala Mohammed Way (2nd & 3rd Floors) Adekunle BRT Bus Stop Yaba - Lagos.

Please let us know the courses you would like your employees to attend. For further information on these courses and for in-house training arrangements, please call Chris Onwuasigwe, 08033045484, 09060007799, 09060002299.

**E-mail:** info@alphapartnerstrainings.com, alphapartner111@yahoo.com **Website:** www.alphapartnerstrainings.com



S/N	COURSE TITLE	1ST BATCH	2ND BATCH	3RD BATCH	4TH BATCH	FEE
1	STRATEGIC EDUCATION PLANNING	13th - 15th Jan, 2025	27th - 29th Mar, 2025	10th - 12th July, 2025	25th - 27th Sept, 2025	<del>₦</del> 350,000
2	PUBLIC SERVICE RULES, FINANCIAL REGULATIONS, CODE OF CONDUCT FOR PUBLIC OFFICERS	13th - 15th Jan, 2025	27th - 29th Mar, 2025	10th - 12th July, 2025	25th - 27th Sept, 2025	<del>₦</del> 350,000
3	GUIDANCE AND COUNSELLING ADMINISTRATION IN SCHOOLS	16th - 18th Jan, 2025	2nd - 4th Apr, 2025	14th - 16th July, 2025	2nd - 4th Oct, 2025	<del>₦</del> 350,000
4	INTERNAL AUDITING IN HIGHER INSTITUTIONS	16th - 18th Jan, 2025	7th - 9th Apr, 2025	14th - 16th July, 2025	2nd - 4th Oct, 2025	<del>₦</del> 350,000
5	SAFETY AND RISK MANAGEMENT IN THE EDUCATION SECTOR	20th - 22nd Jan, 2025	10th - 12th Apr, 2025	17th - 19th July, 2025	6th - 8th Oct, 2025	<del>₦</del> 350,000
6	EFFECTIVE PUBLIC RELATIONS MANAGEMENT IN THE EDUCATIONAL SECTOR	20th - 22nd Jan, 2025	10th - 12th Apr, 2025	17th - 19th July, 2025	6th - 8th Oct, 2025	<del>₦</del> 350,000
7	BEST PRACTICE IN CURRICULUM MANAGEMENT	23rd - 25th Jan, 2025	14th - 16th Apr, 2025	21st - 23rd July, 2025	9th - 11th Oct, 2025	<del>₦</del> 350,000
8	EFFECTIVE EDUCATIONAL PLANNING AND SUSTAINABILITY	23rd - 25th Jan, 2025	22nd - 24th Apr, 2025	21st - 23rd July, 2025	9th - 11th Oct, 2025	<del>₦</del> 350,000
9	CRISIS MANAGEMENT ISSUES AND CHALLENGES IN HIGHER INSTITUTIONS	27th - 29th Jan, 2025	28th - 30th Apr, 2025	24th - 26th July, 2025	13th - 15th Oct, 2025	<del>₦</del> 350,000
10	EFFECTIVE HOSTEL MANAGEMENT	27th - 29th Jan, 2025	5th - 7th May, 2025	24th - 26th July, 2025	13th - 15th Oct, 2025	<del>₦</del> 350,000
11	ASSET MAINTENANCE MANAGEMENT STRATEGIES IN TERTIARY INSTITUTIONS	30th Jan - 1st Feb, 2025	8th - 10th May, 2025	28th - 30th July, 2025	16th - 18th Oct 2025	<del>₦</del> 350,000
12	PROCUREMENT MANAGEMENT IN TERTIARY INSTITUTIONS	30th Jan - 1st Feb, 2025	8th - 10th May, 2025	28th - 30th July, 2025	16th - 18th Oct 2025	<del>₦</del> 350,000
13	DISCIPLINARY ISSUES AND CHALLENGES IN TERTIARY INSTITUTIONS	3rd - 5th Feb, 2025	12th - 14th May, 2025	31st July - 2nd Aug, 2025	20th - 22nd Oct, 2025	<del>₦</del> 350,000
14	PUBLIC SPEAKING AND PRESENTATION SKILLS FOR TEACHERS AND LECTURERS	3rd - 5th Feb, 2025	12th - 14th May, 2025	31st July - 2nd Aug, 2025	23rd - 25th Oct, 2025	<del>₦</del> 350,000
15	LIBRARY MANAGEMENT COURSE FOR LIBRARIANS	6th - 8th Feb, 2025	15th - 17th May, 2025	4th - 6th Aug, 2025	27th - 29th Oct, 2025	<del>₦</del> 350,000
16	CULTISM MANAGEMENT IN THE EDUCATIONAL SECTOR	6th - 8th Feb, 2025	15th - 17th May, 2025	4th - 6th Aug, 2025	30th Oct - 1st Nov, 2025	<del>₦</del> 350,000
17	RECORDS MANAGEMENT ISSUES AND CHALLENGES IN SCHOOLS	10th - 12th Feb, 2025	19th - 21st May, 2025	7th - 9th Aug, 2025	3rd - 5th Nov, 2025	<del>₦</del> 350,000
18	OCCUPATIONAL HEALTH, SAFETY AND ENVIRONMENT IN EDUCATION SECTOR	10th - 12th Feb, 2025	19th - 21st May, 2025	7th - 9th Aug, 2025	6th - 8th Nov, 2025	<del>₦</del> 350,000



S/N	COURSE TITLE	1ST BATCH	2ND BATCH	3RD BATCH	4TH BATCH	FEE
19	LEADERSHIP COURSE FOR SCHOOL ADMINISTRATION	13th - 15th Feb, 2025	22nd - 24th May, 2025	11th - 13th Aug, 2025	10th - 12th Nov, 2025	<del>₦</del> 350,000
20	SECURITY MANAGEMENT IN SCHOOLS	17th - 19th Feb, 2025	26th - 28th May, 2025	14th - 16th Aug, 2025	13th - 15th Nov, 2025	<del>₦</del> 350,000
21	TEACHING METHODOLOGY AND PRACTICE FOR EFFECTIVE LEARNING AND DEVELOPMENT	20th - 22nd Feb, 2025	29th - 31st May, 2025	18th - 20th Aug, 2025	17th - 19th Nov, 2025	<del>₦</del> 350,000
22	EXCELLENCE IN FINANCIAL AND MANAGEMENT ACCOUNTING IN EDUCATIONAL SECTOR	24th - 26th Feb, 2025	2nd - 4th June, 2025	21st - 23rd Aug, 2025	20th - 22nd Nov, 2025	<del>₦</del> 350,000
23	ACCOUNTING PRINCIPLES AND PRACTICES IN THE EDUCATION SECTOR	27th Feb - 1st Mar, 2025	9th - 11th June, 2025	25th - 27th Aug, 2025	24th - 26th Nov, 2025	<del>₦</del> 350,000
24	COUNSELLING TRAINING FOR TEACHERS	3rd - 5th Mar, 2025	16th - 18th June, 2025	28th - 30th Aug, 2025	27th - 29th Nov, 2025	<del>₦</del> 350,000
25	GENERAL MANAGEMENT PRINCIPLES FOR TERTIARY INSTITUTIONS	6th - 8th Mar, 2025	19th - 21st June, 2025	1st - 3rd Sept, 2025	1st - 3rd Dec, 2025	<del>₦</del> 350,000
26	ACCREDITATION PLANNING AND MANAGEMENT	10th - 12th Mar, 2025	23rd - 25th June, 2025	8th - 10th Sept, 2025	4th - 6th Dec, 2025	<del>₦</del> 350,000
27	EMERGENCY MANAGEMENT PLANS AND PROCEDURES FOR RESULTS IN HIGHER INSTITUTIONS	13th - 15th Mar, 2025	26th - 28th June, 2025	11th - 13th Sept, 2025	8th - 10th Dec, 2025	<del>₦</del> 350,000
28	EDUCATION DATA MANAGEMENT COURSE	17th - 19th Mar, 2025	30th June - 2nd July, 2025	15th - 17th Sept, 2025	11th - 13th Dec, 2025	<del>₦</del> 350,000
29	EDUCATION SECTOR PLANNING (ESP): MASTERING THE ART OF EDUCATIONAL PLANNING	20th - 22nd Mar, 2025	3rd - 5th July, 2025	18th - 20th Sept, 2025	15th - 17th Dec, 2025	<del>₦</del> 350,000
30	SEXUAL HARASSMENT MANAGEMENT IN THE EDUCATION SECTOR	24th - 26th Mar, 2025	7th - 9th July, 2025	22nd - 24th Sept, 2025	18th - 20th Dec, 2025	<del>₦</del> 350,000

The amount will cover all workshop materials and literature, Executive bag, Tea/Coffee, Lunch, Photographs and Certificate. Payment should be made in Cash, Bank Draft or Transfer in favour of Alpha Partners.

**Note:** The fee will attract additional 7.5% VAT.

All classroom courses will hold at Alpha Partners Professional Training Conference Centre, 200, Murtala Mohammed Way (2nd & 3rd Floors) Adekunle BRT Bus Stop Yaba - Lagos.

Please let us know the courses you would like your employees to attend. For further information on these courses and for in-house training arrangements, please call Chris Onwuasigwe, 08033045484, 09060007799, 09060002299.

**E-mail:** [info@alphapartnerstrainings.com](mailto:info@alphapartnerstrainings.com), [alphapartner111@yahoo.com](mailto:alphapartner111@yahoo.com) **Website:** [www.alphapartnerstrainings.com](http://www.alphapartnerstrainings.com).

S/N	TITLE	1ST BATCH	2ND BATCH	3RD BATCH	4TH BATCH	FEE
1	HOSPITAL MANAGEMENT AND PUBLIC HEALTH	13th - 15th Jan, 2025	27th - 29th Mar, 2025	10th - 12th July, 2025	2nd - 4th Oct, 2025	₦350,000
2	QUALITY IMPROVEMENT IN HEALTHCARE ORGANIZATIONS	13th - 15th Jan, 2025	2nd - 4th Apr, 2025	14th - 16th July, 2025	2nd - 4th Oct, 2025	₦350,000
3	BEST PRACTICE IN MEDICAL RECORDS MANAGEMENT	13th - 15th Jan, 2025	2nd - 4th Apr, 2025	14th - 16th July, 2025	2nd - 4th Oct, 2025	₦350,000
4	NATIONAL HEALTH INSURANCE SCHEME IMPLEMENTATION FOR EXCELLENCE	16th - 18th Jan, 2025	7th - 9th Apr, 2025	14th - 16th July, 2025	6th - 8th Oct, 2025	₦350,000
5	HEALTHCARE CUSTOMER SERVICES: DELIVERING CUSTOMER SERVICE FOR BETTER PATIENT SATISFACTION	16th - 18th Jan, 2025	7th - 9th Apr, 2025	17th - 19th July, 2025	6th - 8th Oct, 2025	₦350,000
6	TEAM BUILDING AND LEADERSHIP SKILLS FOR HEALTH PRACTITIONERS	16th - 18th Jan, 2025	10th - 12th Apr, 2025	17th - 19th July, 2025	6th - 8th Oct, 2025	₦350,000
7	THE HOSPITAL ACCOUNTANT: SKILLS FOR EXCELLENT PERFORMANCE	20th - 22nd Jan, 2025	10th - 12th Apr, 2025	17th - 19th July, 2025	9th - 11th Oct, 2025	₦350,000
8	CRITICAL AND REFLECTIVE PRACTICE FOR MEDICAL SOCIAL WORKERS	20th - 22nd Jan, 2025	14th - 16th Apr, 2025	21st - 23rd July, 2025	9th - 11th Oct, 2025	₦350,000
9	HUMAN SERVICES ADMINISTRATION FOR MEDICAL SOCIAL WORKS	20th - 22nd Jan, 2025	14th - 16th Apr, 2025	21st - 23rd July, 2025	9th - 11th Oct, 2025	₦350,000
10	PUBLIC RELATION SKILLS FOR MEDICAL AND SOCIAL WORKERS IN A HOLISTIC ENVIRONMENT	23rd - 25th Jan, 2025	22nd - 24th Apr, 2025	21st - 23rd July, 2025	13th - 15th Oct, 2025	₦350,000
11	HOSPITAL REVENUE MANAGEMENT	23rd - 25th Jan, 2025	22nd - 24th Apr, 2025	24th - 26th July, 2025	13th - 15th Oct, 2025	₦350,000
12	LEGAL ISSUES IN HOSPITAL ADMINISTRATION	23rd - 25th Jan, 2025	28th - 30th Apr, 2025	24th - 26th July, 2025	13th - 15th Oct, 2025	₦350,000
13	SPECIAL SKILLS FOR HEALTHCARE INTERNAL AUDITORS	27th - 29th Jan, 2025	28th - 30th Apr, 2025	24th - 26th July, 2025	16th - 18th Oct, 2025	₦350,000
14	PUBLIC RELATIONS IN THE HEALTHCARE INDUSTRY	27th - 29th Jan, 2025	5th - 7th May, 2025	28th - 30th July, 2025	16th - 18th Oct, 2025	₦350,000
15	THE SUCCESSFUL HEALTHCARE SUPERVISOR	27th - 29th Jan, 2025	5th - 7th May, 2025	28th - 30th July, 2025	16th - 18th Oct, 2025	₦350,000
16	COMMUNICATION AND INTERPERSONAL SKILLS IN MEDICAL SOCIAL WORKS ADMINISTRATION	30th Jan - 1st Feb, 2025	8th - 10th May, 2025	28th - 30th July, 2025	20th - 22nd Oct, 2025	₦350,000
17	VALUES, ETHICS, AND DIVERSITY IN MEDICAL SOCIAL WORKS	30th Jan - 1st Feb, 2025	8th - 10th May, 2025	31st July - 2nd Aug, 2025	20th - 22nd Oct, 2025	₦350,000
18	DISASTER AND CRISIS INTERVENTION IN SOCIAL WORKS	30th Jan - 1st Feb, 2025	12th - 14th May, 2025	31st July - 2nd Aug, 2025	20th - 22nd Oct, 2025	₦350,000
19	INFECTION PREVENTION AND CONTROL COURSE	3rd - 5th Feb, 2025	12th - 14th May, 2025	31st July - 2nd Aug, 2025	23rd - 25th Oct, 2025	₦350,000
20	EXCELLENCE IN HEALTHCARE MANAGEMENT	3rd - 5th Feb, 2025	12th - 14th May, 2025	4th - 6th Aug, 2025	23rd - 25th Oct, 2025	₦350,000
21	HUMAN RESOURCE MANAGEMENT FOR HEALTHCARE PROFESSIONALS	3rd - 5th Feb, 2025	15th - 17th May, 2025	4th - 6th Aug, 2025	23rd - 25th Oct, 2025	₦350,000
22	DIGITAL HEALTHCARE MANAGEMENT - INNOVATION AND CHANGE	6th - 8th Feb, 2025	15th - 17th May, 2025	4th - 6th Aug, 2025	27th - 29th Oct, 2025	₦350,000

S/N	TITLE	1ST BATCH	2ND BATCH	3RD BATCH	4TH BATCH	FEE
23	UNDERSTANDING HEALTHCARE SECURITY AND SAFETY MANAGEMENT	6th – 8th Feb, 2025	15th – 17th May, 2025	7th – 9th Aug, 2025	27th – 29th Oct, 2025	₦350,000
24	HEALTHCARE SYSTEM AND INFORMATION TECHNOLOGY ADMINISTRATION	6th – 8th Feb, 2025	19th – 21st May, 2025	7th – 9th Aug, 2025	27th – 29th Oct, 2025	₦350,000
25	RESILIENCE AND EMOTIONAL INTELLIGENCE: COMBATING STRESS IN THE HEALTHCARE WORKPLACE	10th – 12th Feb, 2025	19th – 21st May, 2025	7th – 9th Aug, 2025	30th Oct – 1st Nov, 2025	₦350,000
26	EMERGENCY FIRST AID AT WORK	10th – 12th Feb, 2025	19th – 21st May, 2025	11th – 13th Aug, 2025	30th Oct – 1st Nov, 2025	₦350,000
27	STRESS/COUNSELLING MANAGEMENT FOR MEDICAL SOCIAL WORKERS	10th – 12th Feb, 2025	22nd – 24th May, 2025	11th – 13th Aug, 2025	30th Oct – 1st Nov, 2025	₦350,000
28	YOUTH SUICIDE: PREVENTION AND INTERVENTION GUIDES FOR MEDICAL SOCIAL WORKERS	13th – 15th Feb, 2025	22nd – 24th May, 2025	11th – 13th Aug, 2025	3rd – 5th Nov, 2025	₦350,000
29	THE COMPLETE COURSE ON LEGAL ASPECTS OF HEALTH CARE	13th – 15th Feb, 2025	22nd – 24th May, 2025	14th – 16th Aug, 2025	3rd – 5th Nov, 2025	₦350,000
30	DOMESTIC VIOLENCE: PSYCHOLOGICAL IMPACT AND TREATMENT FOR VICTIMS	13th – 15th Feb, 2025	26th – 28th May, 2025	14th – 16th Aug, 2025	3rd – 5th Nov, 2025	₦350,000
31	BUILDING YOUR ETHICAL SELF IN SOCIAL WORKS ADMINISTRATION	17th – 19th Feb, 2025	26th – 28th May, 2025	14th – 16th Aug, 2025	6th – 8th Nov, 2025	₦350,000
32	HOSPITAL MANAGEMENT AND HEALTH ECONOMICS	17th – 19th Feb, 2025	26th – 28th May, 2025	18th – 20th Aug, 2025	6th – 8th Nov, 2025	₦350,000
33	BEST PRACTICES IN HEALTHCARE PERFORMANCE IMPROVEMENT	17th – 19th Feb, 2025	29th – 31st May, 2025	18th – 20th Aug, 2025	6th – 8th Nov, 2025	₦350,000
34	PROFESSIONAL INDEMNITY GUARANTEE FOR MEDICAL DOCTORS AND ALLIED PROFESSIONALS	20th – 22nd Feb, 2025	29th – 31st May, 2025	18th – 20th Aug, 2025	10th – 12th Nov, 2025	₦350,000
35	ADVANCED SOCIAL SAFEGUARDS COURSE	20th – 22nd Feb, 2025	29th – 31st May, 2025	21st – 23rd Aug, 2025	10th – 12th Nov, 2025	₦350,000
36	LAW, RIGHTS AND JUSTICE IN SOCIAL WORKS	20th – 22nd Feb, 2025	2nd – 4th June, 2025	21st – 23rd Aug, 2025	10th – 12th Nov, 2025	₦350,000
37	APPLYING MOTIVATIONAL INTERVIEWING WITH CLIENTS LESS READY TO CHANGE: TIPS AND STRATEGIES	24th – 26th Feb, 2025	2nd – 4th June, 2025	21st – 23rd Aug, 2025	13th – 15th Nov, 2025	₦350,000
38	HEALTH STATISTICS MANAGEMENT	24th – 26th Feb, 2025	2nd – 4th June, 2025	25th – 27th Aug, 2025	13th – 15th Nov, 2025	₦350,000
39	COMPUTERIZED MEDICAL OFFICE MANAGEMENT	24th – 26th Feb, 2025	9th – 11th June, 2025	25th – 27th Aug, 2025	13th – 15th Nov, 2025	₦350,000
40	HOSPITAL MANAGEMENT AND HUMAN RESOURCES MANAGEMENT	27th Feb – 1st Mar, 2025	9th – 11th June, 2025	25th – 27th Aug, 2025	17th – 19th Nov, 2025	₦350,000
41	EXECUTIVE FUNCTION AND MENTAL HEALTH	27th Feb – 1st Mar, 2025	9th – 11th June, 2025	28th – 30th Aug, 2025	17th – 19th Nov, 2025	₦350,000
42	EVERYTHING WE KNOW ABOUT SUICIDE	27th Feb – 1st Mar, 2025	16th – 18th June, 2025	28th – 30th Aug, 2025	17th – 19th Nov, 2025	₦350,000
43	ADVANCED COGNITIVE BEHAVIORAL THERAPY (CBT) METHOD FOR DEPRESSION & ANXIETY	3rd – 5th Mar, 2025	16th – 18th June, 2025	28th – 30th Aug, 2025	20th – 22nd Nov, 2025	₦350,000
44	BEST APPROACHES IN MANAGING OLDER ADULTS	3rd – 5th Mar, 2025	16th – 18th June, 2025	1st – 3rd Sept, 2025	20th – 22nd Nov, 2025	₦350,000



S/N	TITLE	1ST BATCH	2ND BATCH	3RD BATCH	4TH BATCH	FEE
45	CALMING THE EMOTIONAL STORM: INTRODUCTION TO DIALECTICAL BEHAVIOR THERAPY	3rd - 5th Mar, 2025	19th - 21st June, 2025	1st - 3rd Sept, 2025	20th - 22nd Nov, 2025	₦350,000
46	HEALTHCARE HAZARD CONTROL AND SAFETY MANAGEMENT	6th - 8th Mar, 2025	19th - 21st June, 2025	1st - 3rd Sept, 2025	24th - 26th Nov, 2025	₦350,000
47	PARENT COACHING: UNCOVERING INFLUENCES AND PROMOTING CHANGE	6th - 8th Mar, 2025	19th - 21st June, 2025	8th - 10th Sept, 2025	24th - 26th Nov, 2025	₦350,000
48	HEALTHCARE INFORMATION SYSTEMS MANAGEMENT	6th - 8th Mar, 2025	23rd - 25th June, 2025	8th - 10th Sept, 2025	24th - 26th Nov, 2025	₦350,000
49	MEDICAL SOCIAL WORK READINESS FOR DIRECT PRACTICE AND EFFECTIVENESS	10th - 12th Mar, 2025	23rd - 25th June, 2025	8th - 10th Sept, 2025	27th - 29th Nov, 2025	₦350,000
50	ENVIRONMENTAL AND SOCIAL SAFEGUARD TRAINING	10th - 12th Mar, 2025	23rd - 25th June, 2025	11th - 13th Sept, 2025	27th - 29th Nov, 2025	₦350,000
51	DOCUMENTATION AND RECORD-KEEPING: ESSENTIALS FOR SOCIAL WORKS ADMINISTRATORS	10th - 12th Mar, 2025	26th - 28th June, 2025	11th - 13th Sept, 2025	1st - 3rd Dec, 2025	₦350,000
52	HEALTHCARE LIABILITY MANAGEMENT	13th - 15th Mar, 2025	26th - 28th June, 2025	11th - 13th Sept, 2025	1st - 3rd Dec, 2025	₦350,000
53	HOSPITAL MANAGEMENT AND HEALTH INSURANCE	13th - 15th Mar, 2025	26th - 28th June, 2025	15th - 17th Sept, 2025	4th - 6th Dec, 2025	₦350,000
54	WORK-LIFE BALANCE AND STRESS MANAGEMENT	13th - 15th Mar, 2025	30th June - 2nd July, 2025	15th - 17th Sept, 2025	4th - 6th Dec, 2025	₦350,000
55	BASIC PUBLIC RELATIONS PRACTICE FOR MEDICAL DOCTORS AND ALLIED PROFESSIONAL	17th - 19th Mar, 2025	30th June - 2nd July, 2025	15th - 17th Sept, 2025	8th - 10th Dec, 2025	₦350,000
56	MAINTENANCE OF HOSPITAL EQUIPMENT	17th - 19th Mar, 2025	30th June - 2nd July, 2025	18th - 20th Sept, 2025	8th - 10th Dec, 2025	₦350,000
57	APPLICATION OF INFORMATION TECHNOLOGY IN HOSPITAL ADMINISTRATION	17th - 19th Mar, 2025	3rd - 5th July, 2025	18th - 20th Sept, 2025	11th - 13th Dec, 2025	₦350,000
58	MEDICAL TOURISM: IMPLICATION FOR HEALTH CARE DELIVERY IN NIGERIA	20th - 22nd Mar, 2025	3rd - 5th July, 2025	22nd - 24th Sept, 2025	11th - 13th Dec, 2025	₦350,000
59	BASIC HUMAN RESOURCE MANAGEMENT FOR MEDICAL DOCTORS AND OTHER HEALTHCARE PRACTITIONERS	20th - 22nd Mar, 2025	7th - 9th July, 2025	22nd - 24th Sept, 2025	15th - 17th Dec, 2025	₦350,000
60	HOSPITAL SERVICES MANAGEMENT COURSE	24th - 26th Mar, 2025	7th - 9th July, 2025	25th - 27th Sept, 2025	15th - 17th Dec, 2025	₦350,000
61	EXCELLENCE IN MEDICAL STOCK MANAGEMENT	24th - 26th Mar, 2025	10th - 12th July, 2025	25th - 27th Sept, 2025	18th - 20th Dec, 2025	₦350,000
62	BASIC ACCOUNTING AND FINANCE FOR MEDICAL DOCTORS AND ALLIED HEALTHCARE PRACTITIONERS	27th - 29th Mar, 2025	10th - 12th July, 2025	25th - 27th Sept, 2025	18th - 20th Dec, 2025	₦350,000

The amount will cover all workshop materials and literature, Executive bag, Tea/Coffee, Lunch, Photographs and Certificate.  
Payment should be made in Cash, Bank Draft or Transfer in favour of Alpha Partners.

**Note:** The fee will attract additional 7.5% VAT.

All classroom courses will hold at Alpha Partners Professional Training Conference Centre, 200, Murtala Mohammed Way (2nd & 3rd Floors) Adekunle BRT Bus Stop Yaba - Lagos.

Please let us know the courses you would like your employees to attend. For further information on these courses and for in-house training arrangements, please call Chris Onwuasigwe, 08033045484, 09060007799, 09060002299.

**E-mail:** info@alphapartnerstrainings.com, alphapartner111@yahoo.com **Website:** www.alphapartnerstrainings.com





S/N	TITLE	1ST BATCH	2ND BATCH	3RD BATCH	4TH BATCH	FEE
1	FLOOD DISASTER RISK MANAGEMENT IN A CHANGING CLIMATE COURSE	13th - 15th Jan, 2025	13th - 15th Mar, 2025	30th June - 2nd July, 2025	22nd - 24th Sept, 2025	₦350,000
2	RURAL DEVELOPMENT TRAINING	13th - 15th Jan, 2025	17th - 19th Mar, 2025	30th June - 2nd July, 2025	22nd - 24th Sept, 2025	₦350,000
3	AGRICULTURAL POLICY FRAMEWORK FOR DEVELOPMENT COURSE	13th - 15th Jan, 2025	17th - 19th Mar, 2025	30th June - 2nd July, 2025	25th - 27th Sept, 2025	₦350,000
4	AGRI-BUSINESS, ENTERPRISE DEVELOPMENT AND MARKET LINKAGE COURSE	13th - 15th Jan, 2025	17th - 19th Mar, 2025	3rd - 5th July, 2025	25th - 27th Sept, 2025	₦350,000
5	LIVELIHOOD ASSESSMENT AND ANALYSIS	16th - 18th Jan, 2025	20th - 22nd Mar, 2025	3rd - 5th July, 2025	25th - 27th Sept, 2025	₦350,000
6	AGRICULTURAL VALUE CHAIN DEVELOPMENT AND MARKET ADMINISTRATION	16th - 18th Jan, 2025	20th - 22nd Mar, 2025	3rd - 5th July, 2025	2nd - 4th Oct, 2025	₦350,000
7	AGRICULTURAL ENVIRONMENTAL COMMUNICATION MANAGEMENT	16th - 18th Jan, 2025	20th - 22nd Mar, 2025	7th - 9th July, 2025	2nd - 4th Oct, 2025	₦350,000
8	INTEGRATED WATER RESOURCES MANAGEMENT	16th - 18th Jan, 2025	24th - 26th Mar, 2025	7th - 9th July, 2025	2nd - 4th Oct, 2025	₦350,000
9	EXCELLENCE IN AGRICULTURE DEVELOPMENT AND MANAGEMENT	20th - 22nd Jan, 2025	24th - 26th Mar, 2025	7th - 9th July, 2025	6th - 8th Oct, 2025	₦350,000
10	AGRICULTURAL CREDIT MANAGEMENT AND RISK ANALYSIS COURSE	20th - 22nd Jan, 2025	24th - 26th Mar, 2025	10th - 12th July, 2025	6th - 8th Oct, 2025	₦350,000
11	AGRICULTURAL LEADERSHIP DEVELOPMENT	20th - 22nd Jan, 2025	27th - 29th Mar, 2025	10th - 12th July, 2025	6th - 8th Oct, 2025	₦350,000
12	M AND E DATA MANAGEMENT AND ANALYSIS FOR AGRICULTURE AND RURAL DEVELOPMENT PROGRAMS	20th - 22nd Jan, 2025	27th - 29th Mar, 2025	10th - 12th July, 2025	9th - 11th Oct, 2025	₦350,000
13	METHODOLOGY FOR AGRICULTURAL VALUE CHAIN DEVELOPMENT AND MARKET LINKAGES COURSE	23rd - 25th Jan, 2025	2nd - 4th Apr, 2025	14th - 16th July, 2025	9th - 11th Oct, 2025	₦350,000
14	ESTABLISHING AND STRENGTHENING FARMER ORGANIZATIONS	23rd - 25th Jan, 2025	2nd - 4th Apr, 2025	14th - 16th July, 2025	9th - 11th Oct, 2025	₦350,000
15	DATA MANAGEMENT, ANALYSIS AND VISUALIZATION FOR AGRICULTURE, AND RURAL DEVELOPMENT COURSE	23rd - 25th Jan, 2025	7th - 9th Apr, 2025	14th - 16th July, 2025	13th - 15th Oct, 2025	₦350,000
16	UNDERSTANDING AGRICULTURAL FIRMS FOR RISK ANALYSIS AND POTENTIAL FOR FUNDING	23rd - 25th Jan, 2025	7th - 9th Apr, 2025	17th - 19th July, 2025	13th - 15th Oct, 2025	₦350,000
17	FOOD SECURITY ANALYSIS COURSE	27th - 29th Jan, 2025	10th - 12th Apr, 2025	17th - 19th July, 2025	13th - 15th Oct, 2025	₦350,000
18	FOOD SECURITY POLICIES FORMULATION AND IMPLEMENTATION	27th - 29th Jan, 2025	10th - 12th Apr, 2025	17th - 19th July, 2025	16th - 18th Oct 2025	₦350,000
19	INTEGRATED SOIL HEALTH AND FERTILITY MANAGEMENT FOR SUSTAINABLE FOOD AND NUTRITION SECURITY COURSE	27th - 29th Jan, 2025	10th - 12th Apr, 2025	21st - 23rd July, 2025	16th - 18th Oct 2025	₦350,000
20	MINIMIZATION OF POST-HARVEST LOSSES COURSE	27th - 29th Jan, 2025	14th - 16th Apr, 2025	21st - 23rd July, 2025	16th - 18th Oct 2025	₦350,000
21	ADVANCED DAIRY NUTRITION AND MANAGEMENT	30th Jan - 1st Feb, 2025	14th - 16th Apr, 2025	21st - 23rd July, 2025	20th - 22nd Oct, 2025	₦350,000
22	POULTRY FARMING FOR FOOD SECURITY AND POVERTY ERADICATION	30th Jan - 1st Feb, 2025	14th - 16th Apr, 2025	24th - 26th July, 2025	20th - 22nd Oct, 2025	₦350,000
23	AGRICULTURAL MARKETING TECHNIQUES	30th Jan - 1st Feb, 2025	22nd - 24th Apr, 2025	24th - 26th July, 2025	20th - 22nd Oct, 2025	₦350,000
24	FARM MANAGEMENT ESSENTIAL COURSE	30th Jan - 1st Feb, 2025	22nd - 24th Apr, 2025	24th - 26th July, 2025	23rd - 25th Oct, 2025	₦350,000

S/N	TITLE	1ST BATCH	2ND BATCH	3RD BATCH	4TH BATCH	FEE
25	AGRICULTURAL METEOROLOGY MANAGEMENT	3rd – 5th Feb, 2025	22nd - 24th Apr, 2025	28th - 30th July, 2025	23rd - 25th Oct, 2025	₦350,000
26	AGRICULTURE REGENERATIVE SYSTEMS COURSE	3rd – 5th Feb, 2025	28th - 30th Apr, 2025	28th - 30th July, 2025	23rd - 25th Oct, 2025	₦350,000
27	INTELLIGENT AGRICULTURE AND FARMING METHODS	3rd – 5th Feb, 2025	28th - 30th Apr, 2025	28th - 30th July, 2025	27th - 29th Oct, 2025	₦350,000
28	AGRICULTURAL PESTICIDE AWARENESS COURSE	3rd – 5th Feb, 2025	28th - 30th Apr, 2025	31st July – 2nd Aug, 2025	27th - 29th Oct, 2025	₦350,000
29	CROP MANAGEMENT TRAINING	6th – 8th Feb, 2025	5th - 7th May, 2025	31st July – 2nd Aug, 2025	27th - 29th Oct, 2025	₦350,000
30	AGRICULTURE, INNOVATION AND TECHNOLOGY FOR SUSTAINABLE DEVELOPMENT COURSE	6th – 8th Feb, 2025	5th - 7th May, 2025	31st July – 2nd Aug, 2025	30th Oct - 1st Nov, 2025	₦350,000
31	AGRICULTURE, ECONOMICS AND NATURE	6th – 8th Feb, 2025	5th - 7th May, 2025	4th - 6th Aug, 2025	30th Oct - 1st Nov, 2025	₦350,000
32	AGRICULTURAL FUNDS MANAGEMENT	6th – 8th Feb, 2025	8th - 10th May, 2025	4th - 6th Aug, 2025	30th Oct - 1st Nov, 2025	₦350,000
33	IRRIGATION AND OPERATIONAL MAINTENANCE TRAINING	10th - 12th Feb, 2025	8th - 10th May, 2025	4th - 6th Aug, 2025	30th Oct - 1st Nov, 2025	₦350,000
34	AGRICULTURAL MACHINERY AND EQUIPMENT MANAGEMENT	10th - 12th Feb, 2025	8th - 10th May, 2025	7th - 9th Aug, 2025	30th Oct - 1st Nov, 2025	₦350,000
35	PROMOTING ENTREPRENEURSHIP AND AGRIBUSINESS DEVELOPMENT	10th - 12th Feb, 2025	12th - 14th May, 2025	7th - 9th Aug, 2025	30th Oct - 1st Nov, 2025	₦350,000
36	RESULT-BASED MONITORING AND EVALUATION OF AGRICULTURAL PROJECTS	10th - 12th Feb, 2025	12th - 14th May, 2025	7th - 9th Aug, 2025	3rd - 5th Nov, 2025	₦350,000
37	AGRICULTURAL WASTE MANAGEMENT, POLLUTION CONTROL AND TECHNOLOGY	13th - 15th Feb, 2025	12th - 14th May, 2025	11th - 13th Aug, 2025	3rd - 5th Nov, 2025	₦350,000
38	HORTICULTURE AND ORGANIC AGRICULTURE	13th - 15th Feb, 2025	15th - 17th May, 2025	11th - 13th Aug, 2025	3rd - 5th Nov, 2025	₦350,000
39	AGRICULTURAL ENGINEERING, SEEDS AND PLANTS	13th - 15th Feb, 2025	15th - 17th May, 2025	11th - 13th Aug, 2025	6th - 8th Nov, 2025	₦350,000
40	AGRICULTURAL BIOTECHNOLOGY AND ORGANIC AGRICULTURE	13th - 15th Feb, 2025	15th - 17th May, 2025	14th - 16th Aug, 2025	6th - 8th Nov, 2025	₦350,000
41	ORGANIC AGRICULTURE, FERTILIZERS, SEEDS AND PLANTS	17th - 19th Feb, 2025	19th – 21st May, 2025	14th - 16th Aug, 2025	6th - 8th Nov, 2025	₦350,000
42	RICE MILLING QUALITY MANAGEMENT	17th - 19th Feb, 2025	19th – 21st May, 2025	14th - 16th Aug, 2025	10th - 12th Nov, 2025	₦350,000
43	APPLIED AGRICULTURE AND AGRICULTURAL SYSTEM ENGINEERING	17th - 19th Feb, 2025	19th – 21st May, 2025	18th - 20th Aug, 2025	10th - 12th Nov, 2025	₦350,000
44	AGRICULTURAL PRODUCTION SYSTEMS AND AGRICULTURAL MECHANIZATION	17th - 19th Feb, 2025	22nd – 24th May, 2025	18th - 20th Aug, 2025	10th - 12th Nov, 2025	₦350,000
45	AGRICULTURAL ROBOTICS, ADVANTAGES AND DISADVANTAGES	20th – 22nd Feb, 2025	22nd – 24th May, 2025	18th - 20th Aug, 2025	13th - 15th Nov, 2025	₦350,000
46	AGRICULTURE IRRIGATION TECHNOLOGIES	20th – 22nd Feb, 2025	22nd – 24th May, 2025	21st – 23rd Aug, 2025	13th - 15th Nov, 2025	₦350,000
47	BIOTECHNOLOGY AND AGRICULTURE MAINTENANCE	20th – 22nd Feb, 2025	26th – 28th May, 2025	21st – 23rd Aug, 2025	13th - 15th Nov, 2025	₦350,000
48	AGRICULTURAL ENGINEERING MANAGEMENT COURSE	20th – 22nd Feb, 2025	26th – 28th May, 2025	21st – 23rd Aug, 2025	17th – 19th Nov, 2025	₦350,000
49	INTELLIGENT AGRICULTURAL SYSTEMS AND TECHNOLOGIES	24th - 26th Feb, 2025	26th – 28th May, 2025	25th – 27th Aug, 2025	17th – 19th Nov, 2025	₦350,000

S/N	TITLE	1ST BATCH	2ND BATCH	3RD BATCH	4TH BATCH	FEE
50	MANAGEMENT OF COOPERATIVE SOCIETY FOR SUSTAINABLE DEVELOPMENT	24th - 26th Feb, 2025	29th - 31st May, 2025	25th - 27th Aug, 2025	17th - 19th Nov, 2025	₦350,000
51	MANAGEMENT OF AGRICULTURAL COMMODITY VALUE CHAIN FOR AGRIBUSINESS	24th - 26th Feb, 2025	29th - 31st May, 2025	25th - 27th Aug, 2025	20th - 22nd Nov, 2025	₦350,000
52	AGRICULTURAL POLICY ANALYSIS	24th - 26th Feb, 2025	29th - 31st May, 2025	28th - 30th Aug, 2025	20th - 22nd Nov, 2025	₦350,000
53	LOAN RECOVERY MANAGEMENT FOR AGRICULTURAL AND RURAL CREDIT MANAGERS	27th Feb - 1st Mar, 2025	2nd - 4th June, 2025	28th - 30th Aug, 2025	20th - 22nd Nov, 2025	₦350,000
54	MANAGEMENT OF EXTENSION AND ADVISORY SERVICES	27th Feb - 1st Mar, 2025	2nd - 4th June, 2025	28th - 30th Aug, 2025	24th - 26th Nov, 2025	₦350,000
55	AGRICULTURAL BUSINESS PLANNING AND IMPLEMENTATION MANAGEMENT	27th Feb - 1st Mar, 2025	2nd - 4th June, 2025	1st - 3rd Sept, 2025	24th - 26th Nov, 2025	₦350,000
56	EFFECTIVE MANAGEMENT OF RURAL INFRASTRUCTURE FOR COMMUNITY DEVELOPMENT	27th Feb - 1st Mar, 2025	9th - 11th June, 2025	1st - 3rd Sept, 2025	24th - 26th Nov, 2025	₦350,000
57	ORGANIZATION AND MANAGEMENT OF RURAL COOPERATIVES FOR POVERTY ALLEVIATION PROGRAMMES	3rd - 5th Mar, 2025	9th - 11th June, 2025	1st - 3rd Sept, 2025	27th - 29th Nov, 2025	₦350,000
58	SOIL MANAGEMENT TRAINING	3rd - 5th Mar, 2025	9th - 11th June, 2025	8th - 10th Sept, 2025	27th - 29th Nov, 2025	₦350,000
59	AGRICULTURAL EXTENSION SERVICES	3rd - 5th Mar, 2025	16th - 18th June, 2025	8th - 10th Sept, 2025	1st - 3rd Dec, 2025	₦350,000
60	AGRICULTURAL FINANCE MANAGEMENT	3rd - 5th Mar, 2025	16th - 18th June, 2025	8th - 10th Sept, 2025	1st - 3rd Dec, 2025	₦350,000
61	MARKETING OF AGRICULTURAL PRODUCTS COURSE	6th - 8th Mar, 2025	16th - 18th June, 2025	11th - 13th Sept, 2025	4th - 6th Dec, 2025	₦350,000
62	GIS AND SPATIAL ANALYSIS FOR AGRICULTURE AND FOOD SECURITY	6th - 8th Mar, 2025	19th - 21st June, 2025	11th - 13th Sept, 2025	4th - 6th Dec, 2025	₦350,000
63	BEST PRACTICES IN AGRICULTURAL INSURANCE	6th - 8th Mar, 2025	19th - 21st June, 2025	11th - 13th Sept, 2025	8th - 10th Dec, 2025	₦350,000
64	FARM BUSINESS PLANNING AND MANAGEMENT	6th - 8th Mar, 2025	19th - 21st June, 2025	15th - 17th Sept, 2025	8th - 10th Dec, 2025	₦350,000
65	EFFECTIVE LIVESTOCK EXTENSION METHODS	10th - 12th Mar, 2025	23rd - 25th June, 2025	15th - 17th Sept, 2025	11th - 13th Dec, 2025	₦350,000
66	MANAGING AGRICULTURAL COMMODITY VALUE CHAIN FOR AGRICULTURAL BUSINESS COURSE	10th - 12th Mar, 2025	23rd - 25th June, 2025	15th - 17th Sept, 2025	11th - 13th Dec, 2025	₦350,000
67	ADVANCED MASTERING AGRICULTURE FINANCING AND VALUE CHAIN LENDING COURSE	10th - 12th Mar, 2025	23rd - 25th June, 2025	18th - 20th Sept, 2025	15th - 17th Dec, 2025	₦350,000
68	AGRICULTURAL CREDIT ANALYSIS AND RISK MANAGEMENT	10th - 12th Mar, 2025	26th - 28th June, 2025	18th - 20th Sept, 2025	15th - 17th Dec, 2025	₦350,000
69	REMOTE SENSING AND GIS IN CLIMATE CHANGE, FOOD SECURITY AND AGRICULTURE	13th - 15th Mar, 2025	26th - 28th June, 2025	18th - 20th Sept, 2025	18th - 20th Dec, 2025	₦350,000
70	GENDER MAINSTREAMING IN AGRICULTURE AND RURAL DEVELOPMENT	13th - 15th Mar, 2025	26th - 28th June, 2025	22nd - 24th Sept, 2025	18th - 20th Dec, 2025	₦350,000

The amount will cover all workshop materials and literature, Executive bag, Tea/Coffee, Lunch, Photographs and Certificate.

Payment should be made in Cash, Bank Draft or Transfer in favour of Alpha Partners.

**Note:** The fee will attract additional 7.5% VAT.

All classroom courses will hold at Alpha Partners Professional Training Conference Centre, 200, Murtala Mohammed Way (2nd & 3rd Floors) Adekunle BRT Bus Stop Yaba - Lagos.

Please let us know the courses you would like your employees to attend. For further information on these courses and for in-house training arrangements, please call Chris Onwuasigwe, 08033045484, 09060007799, 09060002299.

**E-mail:** info@alphapartnerstrainings.com, alphapartner111@yahoo.com **Website:** www.alphapartnerstrainings.com

- ✓ Classroom
- ✓ Online
- ✓ In-house

S/N	COURSE TITLE	1ST BATCH	2ND BATCH	3RD BATCH	4TH BATCH	FEE
1	PROJECT MANAGEMENT IN MARKETING	13th – 15th Jan, 2025	27th – 29th Mar, 2025	10th – 12th July, 2025	2nd – 4th Oct, 2025	₦350,000
2	HEALTHCARE PROJECT MANAGEMENT COURSE	13th – 15th Jan, 2025	27th – 29th Mar, 2025	10th – 12th July, 2025	2nd – 4th Oct, 2025	₦350,000
3	EFFECTIVE PROJECT MANAGEMENT IN PUBLIC RELATIONS	13th – 15th Jan, 2025	2nd – 4th Apr, 2025	14th – 16th July, 2025	2nd – 4th Oct, 2025	₦350,000
4	HOSPITALITY AND HOTEL PROJECT MANAGEMENT COURSE	16th – 18th Jan, 2025	2nd – 4th Apr, 2025	14th – 16th July, 2025	6th – 8th Oct, 2025	₦350,000
5	BASIC PROJECT MANAGEMENT COURSE	16th – 18th Jan, 2025	7th – 9th Apr, 2025	17th – 19th July, 2025	6th – 8th Oct, 2025	₦350,000
6	INFORMATION TECHNOLOGY PROJECT MANAGEMENT COURSE	16th – 18th Jan, 2025	7th – 9th Apr, 2025	17th – 19th July, 2025	6th – 8th Oct, 2025	₦350,000
7	PROJECT FINANCE MANAGEMENT COURSE	20th – 22nd Jan, 2025	10th – 12th Apr, 2025	17th – 19th July, 2025	9th – 11th Oct, 2025	₦350,000
8	ADVANCED NEGOTIATION SKILLS FOR PROJECT MANAGERS	20th – 22nd Jan, 2025	10th – 12th Apr, 2025	21st – 23rd July, 2025	9th – 11th Oct, 2025	₦350,000
9	CONSTRUCTION PROJECTS – POST CONTRACT MANAGEMENT	20th – 22nd Jan, 2025	14th – 16th Apr, 2025	21st – 23rd July, 2025	9th – 11th Oct, 2025	₦350,000
10	PROJECT TEAM LEADERSHIP: BUILDING COMMITMENT THROUGH SUPERIOR COMMUNICATION	23rd – 25th Jan, 2025	14th – 16th Apr, 2025	21st – 23rd July, 2025	13th – 15th Oct, 2025	₦350,000
11	BUSINESS ANALYSIS AND PROJECT MANAGEMENT COURSE	23rd – 25th Jan, 2025	22nd – 24th Apr, 2025	24th – 26th July, 2025	13th – 15th Oct, 2025	₦350,000
12	TECHNICAL PROJECT MANAGEMENT	23rd – 25th Jan, 2025	22nd – 24th Apr, 2025	24th – 26th July, 2025	13th – 15th Oct, 2025	₦350,000
13	DECISION-MAKING IN PROJECT MANAGEMENT COURSE	27th – 29th Jan, 2025	28th – 30th Apr, 2025	24th – 26th July, 2025	16th – 18th Oct, 2025	₦350,000
14	ADVANCED PROJECT ANALYST COURSE	27th – 29th Jan, 2025	28th – 30th Apr, 2025	28th – 30th July, 2025	16th – 18th Oct, 2025	₦350,000
15	PROJECT COMMISSIONING MASTERCLASS	27th – 29th Jan, 2025	5th – 7th May, 2025	28th – 30th July, 2025	16th – 18th Oct, 2025	₦350,000
16	PRIMAVERA CONTRACT MANAGEMENT TRAINING	30th Jan – 1st Feb, 2025	5th – 7th May, 2025	28th – 30th July, 2025	20th – 22nd Oct, 2025	₦350,000
17	ADVANCED PROJECT COORDINATOR COURSE	30th Jan – 1st Feb, 2025	8th – 10th May, 2025	31st July – 2nd Aug, 2025	20th – 22nd Oct, 2025	₦350,000
18	ADVANCED PROJECT ADMINISTRATION COURSE	30th Jan – 1st Feb, 2025	8th – 10th May, 2025	31st July – 2nd Aug, 2025	20th – 22nd Oct, 2025	₦350,000
19	PROJECT MANAGEMENT COURSE FOR ARCHITECTS	3rd – 5th Feb, 2025	12th – 14th May, 2025	31st July – 2nd Aug, 2025	23rd – 25th Oct, 2025	₦350,000
20	PROJECT MANAGEMENT OFFICE (PMO): SETTING UP, STRUCTURE, ROLES AND RESPONSIBILITIES	3rd – 5th Feb, 2025	12th – 14th May, 2025	4th – 6th Aug, 2025	23rd – 25th Oct, 2025	₦350,000
21	THE COMPLETE COURSE ON PROJECT MANAGEMENT	3rd – 5th Feb, 2025	15th – 17th May, 2025	4th – 6th Aug, 2025	23rd – 25th Oct, 2025	₦350,000
22	FINANCIAL MANAGEMENT FOR PROJECTS AND CONTRACTS TRAINING	6th – 8th Feb, 2025	15th – 17th May, 2025	4th – 6th Aug, 2025	27th – 29th Oct, 2025	₦350,000
23	XERO PROJECTS AND JOB COSTING COMPLETE TRAINING	6th – 8th Feb, 2025	15th – 17th May, 2025	7th – 9th Aug, 2025	27th – 29th Oct, 2025	₦350,000
24	PROJECT MANAGEMENT SKILLS FOR INTERNAL AUDITORS	6th – 8th Feb, 2025	19th – 21st May, 2025	7th – 9th Aug, 2025	27th – 29th Oct, 2025	₦350,000
25	AUDITING PROJECTS, PROJECT MANAGEMENT AND PROJECT RISK COURSE	10th – 12th Feb, 2025	19th – 21st May, 2025	7th – 9th Aug, 2025	30th Oct – 1st Nov, 2025	₦350,000
26	AUDITING OF PROJECTS AND CONTRACTS	10th – 12th Feb, 2025	19th – 21st May, 2025	11th – 13th Aug, 2025	30th Oct – 1st Nov, 2025	₦350,000
27	VALUE FOR MONEY AUDIT: PROJECT AUDITS	10th – 12th Feb, 2025	22nd – 24th May, 2025	11th – 13th Aug, 2025	30th Oct – 1st Nov, 2025	₦350,000
28	PROJECT ASSESSMENT AND EVALUATION COURSE	13th – 15th Feb, 2025	22nd – 24th May, 2025	11th – 13th Aug, 2025	3rd – 5th Nov, 2025	₦350,000



S/N	COURSE TITLE	1ST BATCH	2ND BATCH	3RD BATCH	4TH BATCH	FEE
29	PROJECT RISK MANAGEMENT COURSE	13th - 15th Feb, 2025	22nd - 24th May, 2025	14th - 16th Aug, 2025	3rd - 5th Nov, 2025	₦350,000
30	AGILE PROJECT MANAGEMENT COURSE	17th - 19th Feb, 2025	26th - 28th May, 2025	14th - 16th Aug, 2025	3rd - 5th Nov, 2025	₦350,000
31	PROJECT MANAGEMENT: ROLE OF THE PROCUREMENT OFFICERS	17th - 19th Feb, 2025	26th - 28th May, 2025	18th - 20th Aug, 2025	6th - 8th Nov, 2025	₦350,000
32	PROJECT PERFORMANCE MEASUREMENT AND MANAGEMENT	20th - 22nd Feb, 2025	26th - 28th May, 2025	18th - 20th Aug, 2025	6th - 8th Nov, 2025	₦350,000
33	PROJECT SCHEDULING AND PLANNING SKILLS	20th - 22nd Feb, 2025	29th - 31st May, 2025	21st - 23rd Aug, 2025	6th - 8th Nov, 2025	₦350,000
34	ADVANCED CONSTRUCTION PROJECT MANAGEMENT	24th - 26th Feb, 2025	29th - 31st May, 2025	21st - 23rd Aug, 2025	10th - 12th Nov, 2025	₦350,000
35	OIL AND GAS PROJECT MANAGEMENT, ACCOUNTING AND FINANCIAL MANAGEMENT	24th - 26th Feb, 2025	29th - 31st May, 2025	25th - 27th Aug, 2025	10th - 12th Nov, 2025	₦350,000
36	ESSENTIAL PROJECT MANAGEMENT SKILLS IN OIL AND GAS SECTOR	27th Feb - 1st Mar, 2025	2nd - 4th June, 2025	25th - 27th Aug, 2025	10th - 12th Nov, 2025	₦350,000
37	RESULT-BASED MONITORING AND EVALUATION OF AGRICULTURAL PROJECTS	27th Feb - 1st Mar, 2025	2nd - 4th June, 2025	28th - 30th Aug, 2025	13th - 15th Nov, 2025	₦350,000
38	MASTERCLASS IN PROJECT COMMUNICATION FOR DEVELOPMENTAL PROFESSIONALS	3rd - 5th Mar, 2025	2nd - 4th June, 2025	28th - 30th Aug, 2025	13th - 15th Nov, 2025	₦350,000
39	PROJECT MANAGEMENT MONITORING AND CONTROL	3rd - 5th Mar, 2025	9th - 11th June, 2025	1st - 3rd Sept, 2025	13th - 15th Nov, 2025	₦350,000
40	THE COMPLETE COURSE ON CONTRACTS AND PROJECT MANAGEMENT	6th - 8th Mar, 2025	9th - 11th June, 2025	1st - 3rd Sept, 2025	17th - 19th Nov, 2025	₦350,000
41	PROJECT AND COMMERCIAL DISPUTE RESOLUTION THROUGH NEGOTIATIONS, RECONCILIATION AND ARBITRATION	6th - 8th Mar, 2025	9th - 11th June, 2025	8th - 10th Sept, 2025	17th - 19th Nov, 2025	₦350,000
42	PROJECT MANAGEMENT TECHNIQUES FOR LEGAL PRACTITIONERS: ADDING VALUE TO LEGAL PROJECTS	10th - 12th Mar, 2025	16th - 18th June, 2025	8th - 10th Sept, 2025	20th - 22nd Nov, 2025	₦350,000
43	REAL ESTATE PROJECT ACCOUNTING COURSE	10th - 12th Mar, 2025	16th - 18th June, 2025	11th - 13th Sept, 2025	24th - 26th Nov, 2025	₦350,000
44	FACILITY CONSTRUCTION AND PROJECT MANAGEMENT COURSE	13th - 15th Mar, 2025	19th - 21st June, 2025	11th - 13th Sept, 2025	27th - 29th Nov, 2025	₦350,000
45	UNDERWRITING PROJECT CARGO INSURANCE MASTERCLASS	17th - 19th Mar, 2025	19th - 21st June, 2025	15th - 17th Sept, 2025	1st - 3rd Dec, 2025	₦350,000
46	MANAGING IT PROJECTS	17th - 19th Mar, 2025	23rd - 25th June, 2025	15th - 17th Sept, 2025	4th - 6th Dec, 2025	₦350,000
47	PROJECT QUALITY MANAGEMENT	20th - 22nd Mar, 2025	26th - 28th June, 2025	18th - 20th Sept, 2025	8th - 10th Dec, 2025	₦350,000
48	ORGANIZATIONAL PROJECT MANAGEMENT MATURITY MODEL	20th - 22nd Mar, 2025	30th June - 2nd July, 2025	18th - 20th Sept, 2025	11th - 13th Dec, 2025	₦350,000
49	PERFORMANCE MANAGEMENT PROJECTS FOR HR	24th - 26th Mar, 2025	3rd - 5th July, 2025	22nd - 24th Sept, 2025	15th - 17th Dec, 2025	₦350,000
50	PROCUREMENT AND PROJECT INTEGRATION TRAINING	24th - 26th Mar, 2025	7th - 9th July, 2025	25th - 27th Sept, 2025	18th - 20th Dec, 2025	₦350,000

The amount will cover all workshop materials and literature, Executive bag, Tea/Coffee, Lunch, Photographs and Certificate. Payment should be made in Cash, Bank Draft or Transfer in favour of Alpha Partners.

**Note:** The fee will attract additional 7.5% VAT.

All classroom courses will hold at Alpha Partners Professional Training Conference Centre, 200, Murtala Mohammed Way (2nd & 3rd Floors) Adekunle BRT Bus Stop Yaba - Lagos.

Please let us know the courses you would like your employees to attend. For further information on these courses and for in-house training arrangements, please call Chris Onwuasigwe, 08033045484, 09060007799, 09060002299.

E-mail: [info@alphapartnerstrainings.com](mailto:info@alphapartnerstrainings.com), [alphapartners111@yahoo.com](mailto:alphapartners111@yahoo.com) Website: [www.alphapartnerstrainings.com](http://www.alphapartnerstrainings.com)

# 2025 Training Calendar

## Operation & Maintenance of Heavy Duty Equipment

*Click on the course title to view the full course details*

**All courses available:**

- ✓ Classroom
- ✓ Online
- ✓ In-house

S/N	COURSE TITLE	1ST BATCH	2ND BATCH	3RD BATCH	FEE
1	RIGGING AND LIFTING DEVICES: TIPS AND TECHNIQUES FOR OPERATORS	13th - 17th Jan, 2025	2nd - 6th June, 2025	22nd - 26th Sept, 2025	₦500,000
2	DEVELOPING ADVANCED RIGGING AND LIFTING COMPETENCIES	20th - 24th Jan, 2025	2nd - 6th June, 2025	22nd - 26th Sept, 2025	₦500,000
3	RIGGING AND LIFTING TECHNIQUES FOR PROFESSIONALS	27th - 31st Jan, 2025	16th - 20th June, 2025	6th - 10th Oct, 2025	₦500,000
4	RIGGING AND LIFTING EQUIPMENT FUNDAMENTALS	3rd - 7th Feb, 2025	16th - 20th June, 2025	6th - 10th Oct, 2025	₦500,000
5	CRANE OPERATORS ESSENTIALS TIPS AND TECHNIQUES	10th - 14th Feb, 2025	23rd - 27th June, 2025	13th - 17th Oct, 2025	₦500,000
6	OPERATING FORKLIFT SAFELY: COMPREHENSIVE FORKLIFT	17th - 21st Feb, 2025	23rd - 27th June, 2025	13th - 17th Oct, 2025	₦500,000
7	SITE MANAGEMENT SAFETY TRAINING FOR SITE MANAGER	24th - 28th Feb, 2025	30th June - 4th July, 2025	20th - 24th Oct, 2025	₦500,000
8	ADVANCED SKILLS FOR CONTROLLING, LIFTING OPERATION AND PLANNING METHOD	24th - 28th Feb, 2025	30th June - 4th July, 2025	20th - 24th Oct, 2025	₦500,000
9	CRANE OPERATORS ADVANCED COURSE	3rd - 7th Mar, 2025	7th - 11th July, 2025	27th - 31st Oct, 2025	₦500,000
10	CONTROLLING LIFTING OPERATIONS- PLANNING LIFTS	3rd - 7th Mar, 2025	7th - 11th July, 2025	27th - 31st Oct, 2025	₦500,000
11	LIFT OPERATIONS AND LIFTING EQUIPMENT REGULATIONS TECHNIQUES	10th - 14th Mar, 2025	14th - 18th July, 2025	3rd - 7th Nov, 2025	₦500,000
12	BEST PRACTICES ON WORKING AT HEIGHT COURSE	10th - 14th Mar, 2025	14th - 18th July, 2025	3rd - 7th Nov, 2025	₦500,000
13	CRANE OPERATORS ESSENTIALS: SAFETY, SKILLS AND, EFFICIENCY	17th - 21st Mar, 2025	21st - 25th July, 2025	10th - 14th Nov, 2025	₦500,000
14	CRANE SAFETY CULTURE AND PRACTICES	17th - 21st Mar, 2025	21st - 25th July, 2025	10th - 14th Nov, 2025	₦500,000
15	ADVANCED SITE MANAGEMENT	24th - 28th Mar, 2025	28th July - 1st Aug, 2025	10th - 14th Nov, 2025	₦500,000
16	FORKLIFT OPERATORS COURSE	24th - 28th Mar, 2025	28th July - 1st Aug, 2025	17th - 21st Nov, 2025	₦500,000
17	EXCELLENCE IN FORKLIFT OPERATORS COURSE	7th - 11th Apr, 2025	4th - 8th Aug, 2025	17th - 21st Nov, 2025	₦500,000
18	FORKLIFT OPERATIONS, CONTROLLING, LIFTING AND PLANNING TECHNIQUES	7th - 11th Apr, 2025	4th - 8th Aug, 2025	17th - 21st Nov, 2025	₦500,000

S/N	COURSE TITLE	1ST BATCH	2ND BATCH	3RD BATCH	FEE
19	PROFESSIONAL FRONT LOADERS COURSE	14th - 17th Apr, 2025	11th - 15th Aug, 2025	24th - 28th Nov, 2025	₦500,000
20	TRANSPORTATION OF DANGEROUS GOODS COURSE	14th - 17th Apr, 2025	11th - 15th Aug, 2025	24th - 28th Nov, 2025	₦500,000
21	EXCELLENCE CONFINED SPACE MANAGEMENT FOR FORKLIFT OPERATORS	22nd - 25th Apr, 2025	18th - 22nd Aug, 2025	24th - 28th Nov, 2025	₦500,000
22	FORKLIFT TRUCK SAFETY HANDLING AND PROFICIENCY IN PRODUCTION	22nd - 25th Apr, 2025	18th - 22nd Aug, 2025	1st - 5th Dec, 2025	₦500,000
23	ADVANCED RESPIRATORY PROTECTION COURSE FOR OPERATORS	5th - 9th May, 2025	25th - 29th Aug, 2025	1st - 5th Dec, 2025	₦500,000
24	ADVANCED CRANE OPERATORS COURSE	5th - 9th May, 2025	25th - 29th Aug, 2025	1st - 5th Dec, 2025	₦500,000
25	BEST PRACTICE IN TRENCHING, SHORING AND EXCAVATIONS	12th - 16th May, 2025	1st - 4th Sept, 2025	8th - 12th Dec, 2025	₦500,000
26	OVERHEAD CRANE SAFETY COURSE	12th - 16th May, 2025	1st - 4th Sept, 2025	8th - 12th Dec, 2025	₦500,000
27	COMPLETE FORKLIFT TRAINING PROGRAM	19th - 23rd May, 2025	8th - 12th Sept, 2025	8th - 12th Dec, 2025	₦500,000
28	FALL ARREST PROFESSIONAL COURSE	19th - 23rd May, 2025	8th - 12th Sept, 2025	15th - 19th Dec, 2025	₦500,000
29	BEST PRACTICES IN WORKING AT HEIGHTS	26th - 30th May, 2025	15th - 19th Sept, 2025	15th - 19th Dec, 2025	₦500,000
30	UNDERSTANDING FORKLIFT IN 21ST CENTURY	26th - 30th May, 2025	15th - 19th Sept, 2025	15th - 19th Dec, 2025	₦500,000

The amount will cover all workshop materials and literature, Executive bag, Tea/Coffee, Lunch, Photographs and Certificate. Payment should be made in Cash, Bank Draft or Transfer in favour of Alpha Partners.

**Note:** The fee will attract additional 7.5% VAT.

All classroom courses will hold at Alpha Partners Professional Training Conference Centre, 200, Murtala Mohammed Way (2nd & 3rd Floors) Adekunle BRT Bus Stop Yaba - Lagos.

Please let us know the courses you would like your employees to attend. For further information on these courses and for in-house training arrangements, please call Chris Onwuasigwe, 08033045484, 09060007799, 09060002299.

**E-mail:** [info@alphapartnerstrainings.com](mailto:info@alphapartnerstrainings.com), [alphapartners111@yahoo.com](mailto:alphapartners111@yahoo.com)

**Website:** [www.alphapartnerstrainings.com](http://www.alphapartnerstrainings.com).