

SYSTEMSPECS 2019 TRAINING CALENDAR

Remita

		Days	Fees (N)	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec
1	Remita e-Collection and e-Payment for Public Sector Organisation	2	86,625.00	22-23	12-13 19-20	5-6 19-20	9-10 16-17	7-8 28-29	18-19	11 -12	6-7 20-21	12-13 24-25	10-11 22-23	5-6 21-22	5-6
2	Remita e-Collection and e-Payment for Public Sector Auditors	2	86,625.00	17-18	21-22	14-15	11-12 29-30	14-15	13-14	9-10 30-31	29-30	10-11	8-9 17-18	7-8	3-4
3	Advanced Remita e-Collection and e-Payment for Public Sector Organisation	2	86,625.00	15-16 29-30	7-8 26-27	12-13 26-27	2-3 25-26	9-10 21-22	11-12 20-21 25-26	4-5 16-17 23-24	1-2 22-23 27-28	5-6 17-18 26-27	3-4 15-16 29-30	14-15 26-27	10-11
4	Remita Payroll Administration	2	108,281.25			7-8			10-11				10-11		
5	Remita Optimization for MFB Operation	1	43,312.50			28			27		29			28	
6	Remita Training For Collection Agencies	1	100,000.00		5		30		27		29		24		12

HumanManager

		Days	Fees (N)	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec
1	Payroll Administration	3	155,025.75		4-6		8-10			3-5			7-9		2-4
2	Payroll Boot Camp (Lagos)	5	203,981.35			4-8			10-14		5-9			4-8	
3	HR Boot Camp (Lagos)	5	203,981.35					6-10				2-6			

Notes

Training Venue: All training classes holds in our Training Academy at our Lagos and Abuja Offices. However, we are able to organize the training at your preferred location.

Customized & Off-Schedule Courses: A minimum class size of 4 participants for customized courses is applicable.

Discounts: Negotiable discounts are applicable to organisations that nominate minimum of 5 participants for a training course

Change in Date: SystemSpecs reserves the right to reschedule published courses at any time

Payment Details: Full payment should be made at least one week before course commencement date.

TO PAY FOR YOUR COURSE THROUGH REMITA

STEP 1: Visit www.remita.net and Select the 'Pay a Remita Customer/Biller' button

STEP 2: Who to Pay: SystemSpecs Limited

STEP 3: Purpose: Select the preferred course

STEP 4: Select preferred Location, Date & Number of Participants (Qty).

STEP 5: Supply Participant's Name(s) and Payer Details

STEP 6: Click proceed to Payment and generate transaction reference (RRR)

STEP 7: Proceed to pay via the following channels - Through Bank Branches, Cards or via Online Banking

TO PAY FOR YOUR COURSE THROUGH GIFMIS

STEP 1: Visit GIFMIS Website

STEP 2: Enter SystemSpecs Limited as a vendor/Beneficiary

STEP 3: Bank Account Details

A) **Bank Name:** Guaranty Trust Bank

B) **Account Number:** 0009292258

C) **Sort Code:** 058152162

STEP 4: Specify Purpose of Payment: Course name and preferred dates

STEP 5: Complete Payment

TO PAY REGISTER BILLERS ON REMITA

STEP 1: The initiator will login to the system

STEP 2: Click the **PAY REGISTERED BILLERS** sub-menu under the **PAYMENTS** menu

STEP 3: Select the funding account from the **SELECT ACCOUNT TO PAY FROM** drop down menu list

STEP 4: Who to Pay: SystemSpecs Limited

STEP 5: Purpose: Select the preferred course

STEP 6: Select preferred Location, Date & Number of Participants (Qty)

STEP 7: Supply Participant's Name(s) and Payer Details

STEP 8: Click on Submit for Payment

For Booking & Enquires, please contact: **LAGOS:** Bunmi - 08141376848 | **ABUJA:** Debby - 08141376887

Email: training@systemsspecs.com.ng