



MTAC

MANAGEMENT TRAINING AND ADVISORY CENTRE

Building Capacity for Enterprise and Development



COURSES 2021/ 2022

Diploma Courses

MTAC offers a range of different Diploma and Certificate programmes. These are instrumental in the industry and other economic sectors in improving management practices and, more critically, assisting Ugandans become entrepreneurs and job creators. The Diploma and Certificate Programmes offered at MTAC are listed below in the categories of Business and Management and ICT Programmes.

- Business and Management
- ICT - Related Programmes
- Vocational Courses

Application Fees

Shs. 50,000 + Bank charges

Account No: 9030005676753

A/c Name: Management Training & Advisory Centre

Bank: Stanbic Bank

Business and Management Programmes

S/NO.	Programme	Diploma	Certificate
1.	Accounting and Finance	Shs. 399,000	Shs. 349,000
2.	Customs Clearing Forwarding and Shipping Management	Shs. 399,000	Shs. 349,000
3.	Entrepreneurship and Business Management	Shs. 399,000	N/A
4.	Human Resource Management	Shs. 399,000	N/A
5.	Public Administration and Management	Shs. 399,000	Shs. 349,000
6.	Procurement and Logistics Management	Shs. 399,000	N/A
7.	Records Keeping and Information Management	Shs. 399,000	Shs. 349,000
8.	Social Work and Social Administration	Shs. 399,000	N/A
9.	Administrative and Secretarial studies	Shs. 399,000	N/A

Management Skills Development Courses

#	Course	Duration	Fees
1	Managerial Leadership Skills	2 Weeks	300,000
2	Results-Based Monitoring & Evaluation	2 Weeks	300,000
3	Human Resource Management	2 Weeks	300,000
4	Advanced Human Resource Management (Human Resource as A Business Partner)	2 Weeks	350,000
5	Stores Management & Inventory Control	2 Weeks	300,000
6	Project Proposal Writing and Resource Mobilization	2 Weeks	300,000
7	Skills in writing a Competitive Business Plan	2 Weeks	300,000
8	Customer Relationship Management	2 Weeks	300,000
9	Administrative Management Skills	2 Weeks	300,000
10	Basic Records and Information Management	2 Weeks	300,000

11	Internal Controls and Fraud Detection and Prevention	2 Weeks	300,000
12	Occupational Health and Safety	2 Weeks	300,000
13	Advanced Occupational Health and Safety	2 Weeks	350,000
14	Export Management	2 Weeks	300,000
15	Digital Marketing and Advertising	4 Weeks	500,000
16	Managerial Leadership & Entrepreneurship Skills Development for Cooperative Unions/SACCOS	2 Weeks	300,000
17	Performance Management	2 Weeks	300,000
18	Project planning and Management	2 Weeks	300,000
19	Financial Management for Non-Finance Executives	2 Weeks	300,000
20	Public Relations	2 Weeks	400,000
21	Training of Trainers	2 Weeks	300,000
22	Public Procurement and Contracts Management	2 Weeks	300,000
23	Financial Planning, Budgeting and Expenditure Control	2 Weeks	300,000
24	Supervisory Management	2 Weeks	300,000
25	Debt Management and Credit Control	2 Weeks	300,000
26	Entrepreneurship and Business Management	2 Weeks	300,000

Vocational Courses	4-Month Certificate
Graphics Communication & Digital Design	Ugx 450,000
Hairdressing and Cosmetology	Ugx 450,000
Painting and Decorations	Ugx 450,000
Cookery and Bakery	Ugx 450,000
Shoe Making and Leather Works	Ugx 450,000
Fashion and Design	Ugx 450,000
Carpentry and Joinery	Ugx 450,000

Application Fees

Shs. 20,000 + Bank charges

Account No: 9030005676753

A/c Name: Management Training & Advisory Centre

Bank: Stanbic Bank

Next Intake: 1st November, 2021

Contact us:

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