



GENDER STUDIES DEPARTMENT



SUMMARY

REGULAR PROGRAMMES

S/N	TITLE	DATE	COURSE FEES
1.	Gender Mainstreaming for Development Course	1st Run: <i>May, 4th – 16th, 2025</i> 2nd Run: <i>Oct., 12th – 24th, 2025</i>	₦470,000.00
2.	Gender Responsive Skills in Community Development Course	<i>Aug., 3rd – 15th, 2025</i>	₦470,000.00

WORKSHOPS

S/N	TITLE	DATE	COURSE FEES
1.	Gender Issues in Administration and Management Workshop	1st Run: <i>May, 19th – 23rd, 2025</i> 2nd Run: <i>July, 7th – 11th, 2025</i>	₦295,000.00
2.	Gender Appreciation for Managers and Administrators Workshop	1st Run: <i>June, 2nd – 6th, 2025</i> 2nd Run: <i>Oct., 27th – 31st, 2025</i>	₦295,000.00
3.	Women in Managerial Capacities in Tertiary Institutions Workshop	1st Run: <i>June, 16th – 20th, 2025</i> 2nd Run: <i>Sept 22nd – 26th, 2025</i>	₦295,000.00
4.	Managing Gender and Vulnerable Groups Workshop	1st Run: <i>July, 7th – 11th, 2025</i> 2nd Run: <i>Oct., 6th – 10th, 2025</i>	₦295,000.00
5.	Gender and Assertiveness Skills in Management Workshop	1st Run: <i>July, 21st – 25th, 2025</i> 2nd Run: <i>Sept., 8th – 12th, 2025</i>	₦295,000.00
6.	Management and Elimination of Gender-Based Violence Workshop	<i>September, 1st – 5th, 2025</i>	₦295,000.00
7.	Gender Differences and Emotional Intelligence for Performance Improvement Workshop	<i>November, 3rd – 7th, 2025</i>	₦295,000.00
8.	Effective Participation of Women in Management of Cooperative Societies Workshop	<i>August, 18th – 22rd, 2025</i>	₦295,000.00
9.	Social Services and Community Development	<i>October 13th - 17th , 2025</i>	₦295,000.00
10.	Promoting Inclusive Business Practices	<i>November 10th -14th ,2025</i>	₦295,000.00

REGULAR PROGRAMMES

1. GENDER MAINSTREAMING FOR DEVELOPMENT

LEARNING OBJECTIVE:

Participants will be equipped with the requisite knowledge, skills and attitude for gender mainstreaming for sustainable development.

KEY BENEFITS:

- Enhance the understanding of the concept of gender mainstreaming.
- Improve the gender sensitivity in the implementation of developmental initiatives.

WHO TO ATTEND:

Managers on grade level 10 and above and Head of Departments in the Public, Private and Non-Governmental Organizations, Military and Community Development Volunteers.

Date: 1st Run: *May, 4th – 16th, 2025*
2nd Run: *Oct., 12th – 24th, 2025*

Duration: Two (2) Weeks

Venue: ASCON, Topo-Badagry, Lagos State.

Course fee: ₦470,000 per participants (This excludes accommodation, feeding and field trip).

Accommodation Charges: As indicated on page 12 of this Brochure

2. GENDER RESPONSIVE SKILLS IN COMMUNITY DEVELOPMENT

LEARNING OBJECTIVE:

Participants will be able to identify and apply gender-responsive strategies in community development projects to promote inclusivity and equity.

KEY BENEFITS:

- Improve the understanding of gender disaggregated data and analytical tools.
- Effective implementation of community development projects in the interest of the poorest of the poor and vulnerable groups.

Who to Attend:

Community and Social Development Officers in MDAs, Parastatals and other officers involved in project delivery.

Date: *Aug., 3rd – 15th, 2025*

Duration: Two (2) Weeks

Venue: ASCON, Topo-Badagry, Lagos State.

Course fee: ₦470,000 per participant (This excludes accommodation, feeding and field trip)

Accommodation Charges: As indicated on page 12 of this Brochure

WORKSHOPS

1. GENDER ISSUES IN ADMINISTRATION AND MANAGEMENT

LEARNING OBJECTIVE:

Participants will be equipped with the skills to examine the concept of change management, highlight the gender issues in leadership at the organizational level and explain the importance of effective leadership to strategic planning in organisations.

KEY BENEFITS:

- Expose to effective approaches of leadership development for improved performance in organizations.
- Application of the principles of effective delegation, and analysis of the techniques required for problem solving

WHO TO ATTEND:

Managers and Administrators on grade level 10 and above, Supervisors and Project Team leaders in both Public and Private Sector.

Date: 1st Run: *May, 19th – 23rd, 2025*
2nd Run: *July, 7th – 11th, 2025*

Duration: Five (5) Days

Venue: ASCON, Topo-Badagry, Lagos State.

Workshop Fee: ₦295,000.00 per participant (This excludes accommodation, feeding and field trip)

Accommodation Charges: As indicated on page 12 of this Brochure

2. GENDER APPRECIATION FOR MANAGERS AND ADMINISTRATORS

LEARNING OBJECTIVE:

Participants will be equipped with better understanding of the concept of gender and its relevance in the 21st Century world of work.

KEY BENEFITS:

- Expose to the strategies for maintaining a gender balanced administration.
- Enhance the capacity to formulate and implement policies and make decisions with increased gender sensitivity.

WHO TO ATTEND:

Managers, Administrators, Middle Level Officers, Social Workers, Religious Leaders and individuals in Leadership Positions.

Date: 1st Run: *June, 2nd – 6th, 2025*
2nd Run: *Oct., 27th – 31st, 2025*

Duration: Five (5) Days

Venue: ASCON, Topo-Badagry, Lagos State.

Workshop Fee: ₦295,000.00 per participant (This excludes accommodation, feeding and field trip)

Accommodation Charges: As indicated on page 12 of this Brochure

3. WOMEN IN MANAGERIAL CAPACITIES IN TERTIARY INSTITUTIONS

LEARNING OBJECTIVE:

Participants will acquire new knowledge and skills to evaluate the impact of gender diversity in managerial roles within tertiary institutions focusing on the challenges and opportunities faced by women in these positions.

KEY BENEFITS:

- Enhance knowledge of feminine potentials to become high performing managers and administrators
- Improve the capacity to serve as agents of change in their institutions.

WHO TO ATTEND:

Female Managers and Administrators in Public and Private Tertiary Institutions from grade level 10 and above.

Date: 1st Run: *June, 16th – 20th, 2025*
2nd Run: *Sept., 22nd – 26th, 2025*

Duration: Five (5) Days

Venue: ASCON, Topo-Badagry, Lagos State.

Workshop Fee: ₦295,000.00 per participant (This excludes accommodation, feeding and field trip)

Accommodation Charges: As indicated on page 12 of this Brochure

4. MANAGING GENDER AND VULNERABLE GROUPS

LEARNING OBJECTIVE:

Participants will be equipped with the requisite knowledge and enhanced skills to effectively tackle complex issues and challenges of gender and vulnerable groups in the society.

KEY BENEFITS:

- Build better understanding of group dynamics in community development
- Enhance the capacity to facilitate the development of frameworks and strategies for involving various vulnerable groups.

WHO TO ATTEND:

Gender and Vulnerability Officers, Project and Operation Managers, Human Resource Managers, Project Managers of Donor Driven Organizations at the Federal, State and Local Government levels.

Date: 1st Run: *July, 7th – 11th, 2025*
2nd Run: *Oct., 6th – 10th, 2025*
Duration: Five (5) Days
Venue: ASCON, Topo-Badagry, Lagos State.
Workshop Fee: ₦295,000.00 per participant (This excludes accommodation, feeding and field trip)

Accommodation Charges: As indicated on page 12 of this Brochure

5. GENDER AND ASSERTIVENESS SKILLS IN MANAGEMENT

LEARNING OBJECTIVE:

Participants will be equipped with the requisite knowledge, skills and the right attitude to influence organizational members and provide effective leadership.

KEY BENEFITS:

- Enhance the capability to influence subordinates for results;
- Improve self- awareness and confidence in managing positions; and
- Understanding human relations and interpersonal skills.

WHO TO ATTEND:

Managers and Administrators in Public and Private Sector Organisations

Date: 1st Run: *July, 21st – 25th, 2025*
2nd Run: *Sept., 8th – 12th, 2025*
Duration: Five (5) Days
Venue: ASCON, Topo-Badagry, Lagos State.
Workshop Fee: ₦295,000.00 per participant (This excludes accommodation, feeding and field trip)

Accommodation Charges: As indicated on page 12 of this Brochure

6. MANAGEMENT AND ELIMINATION OF GENDER BASED VIOLENCE

LEARNING OBJECTIVE:

Participants will be equipped with the requisite knowledge, skills and the right attitude for combating the menace of gender-based violence and promoting behavioral change in the workplace and the society at large.

KEY BENEFITS:

- Understanding the causes and manifestations of gender-based violence
- Enhance the capability to engender behavioral change among culpable individuals.

WHO TO ATTEND:

Human Rights officers, Religious Leaders, Law Enforcement Agents, Social Welfare Workers and Middle Level Managers in the Public and Private Sector.

Date: Sept., 1st – 5th, 2025
Duration: Five (5) Days.
Venue: ASCON, Topo-Badagry, Lagos State.
Workshop Fee: ₦295,000.00 per participant (This excludes accommodation, feeding and field trip)

Accommodation Charges: As indicated on page 12 of this Brochure

7. GENDER DIFFERENCES AND EMOTIONAL INTELLIGENCE FOR PERFORMANCE IMPROVEMENT

LEARNING OBJECTIVE:

Participants will be equipped with emotional intelligence competencies to respond appropriately to workplace diversity for successful leadership.

KEY BENEFITS:

- Build the capacity for handling complex issues with intelligence within and outside the workplace.
- Enhance competence to respond to workplace behavior resulting in the desired change.

WHO TO ATTEND:

Directors, Human Resource Managers, Unit Heads, Supervisors and Project Managers in Public and Private Sectors.

Date: Nov., 3rd – 7th, 2025
Duration: Five (5) Days
Venue: ASCON, Topo-Badagry, Lagos State.
Workshop Fee: ₦295,000.00 per participant (This excludes accommodation, feeding and field trip)

Accommodation Charges: As indicated on page 12 of this Brochure

8. EFFECTIVE PARTICIPATION OF WOMEN IN MANAGEMENT OF COOPERATIVE SOCIETIES

LEARNING OBJECTIVE:

Participants will acquire the skills, knowledge and attitude for planning and managing Cooperative Societies.

KEY BENEFITS:

- Increase the understanding of the principles of forming cooperative societies.
- Enhance managerial skills for the sustainable growth of cooperative societies in the interests of members.

WHO TO ATTEND:

Cooperators, Employees of Cooperative Societies in both Public and Private Organizations, Executive Officers of Cooperative Societies.

Date: Aug., 18th – 22nd, 2025

Duration: Five (5) Days

Venue: ASCON, Topo-Badagry, Lagos State.

Workshop Fee: ₦295,000.00 per participant (This excludes accommodation, feeding and field trip)

Accommodation Charges: As indicated on page 12 of this Brochure

9. SOCIAL SERVICES AND COMMUNITY DEVELOPMENT

LEARNING OBJECTIVE

Acquire enhanced knowledge and skills for creating and promoting social cohesion

KEY BENEFITS

- Effective implementation of provision of essential support to individuals and families.
- Acquisition of skills in strengthening community bonds.

WHO TO ATTEND

Social Welfare officers, Planners and Development Officers, Managers and Administrators from MDA, Community Development Practitioners and Officials.

Date: Oct., 13th – 17th, 2025

Duration: Five (5) Days

Venue: ASCON, Topo-Badagry, Lagos State.

Workshop Fee: ₦295,000.00 per participant (This excludes accommodation, feeding and field trip)

Accommodation Charges: As indicated on page 12 of this Brochure

10. PROMOTING INCLUSIVE BUSINESS PRACTICES

LEARNING OBJECTIVES

This training will provide participants with a deep understanding of the importance of inclusivity in business practices. It will explore the moral, economic, and societal imperatives for inclusive business.

KEY BENEFITS

- Acquisition of deep understanding of the importance of inclusivity in business practices.
- Possession of leadership skills to become role models in championing diversity and inclusion.

WHO TO ATTEND

Civil servants and public officers at all levels, Local Government Executives, Entrepreneurs in all sectors and at all levels and Policymakers and public servants who are involved in regulatory, economic development, or business support functions.

Date: Nov., 10th – 14th, 2025
Duration: Five (5) Days
Venue: ASCON, Topo-Badagry, Lagos State.
Workshop Fee: ₦295,000.00 per participant (This excludes accommodation, feeding and field trip)

Accommodation Charges: As indicated on page 12 of this Brochure

FOR ENQUIRIES, PLEASE CONTACT:

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Head of Department

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COURSE AND ACCOMMODATION FEES

COURSE FEES

Table 1: NINE (9) MONTHS POST GRADUATE DIPLOMA IN PUBLIC ADMINISTRATION

S/N	Description Of Facilities/Services	Participants (₦)	Foreign Participants (\$)
1.	Course Materials	100,000.00	105
2.	Field Trip/Study Administration	150,000.00	150
3.	Examination Fee	30,000.00	56.25
4.	Graduation Fee	50,000.00	37.5
5.	Use of Facilities	60,000.00	105
6.	Tuition Fee	800,000.00	570
7.	Alumni Membership	20,000.00	18.75
8.	Medical Examination Fee	40,000.00	18.75
9.	Acceptance Fee	50,000.00	37.5
Total Fee		1,300,000.00	1,098.75

Table 2: FOUR (4) WEEKS MANAGEMENT CONSULTING PROGRAMME

S/N	Description Of Facilities/Services	Participants ₦	Foreign Participants (\$)
1.	Tuition Fee	807,400.00	1,200
2.	Field Trip	20,000.00	60
Total Fees		827,400.00	1,260

Table 3: TWO (2) WEEKS ADVANCED REGULAR PROGRAMMES

S/N	Description Of Facilities/Services	Participants ₦	Foreign Participants (\$)
1.	Tuition Fee	517,000.00	660
2.	Field Trip	10,000.00	30
Total Fees		527,000.00	690

Table 4: TWO (2) WEEKS REGULAR PROGRAMMES

S/N	Description Of Facilities/Services	Participants ₦	Foreign Participants (\$)
1.	Tuition Fee	470,000.00	600
2.	Field Trip	10,000.00	30
Total Fees		480,000.00	630

Table 5: FIVE (5) DAYS WORKSHOP

S/N	Description Of Facilities/Services	Participants (₦)	Foreign Participants (\$)
1.	Tuition Fee	295,000.00	450
2.	Field Trip	10,000.00	30
Total Fees		305,000.00	480

Table 6: 3-DAYS WORKSHOPS

S/N	Description Of Facilities/Services	Participants (₦)	Foreign Participants (\$)
1.	Tuition Fee	197,000.00	300
2.	Field Trip	10,000.00	30
Total Fees		207,000.00	330

*****The above stated fees exclude accommodation charges.**



ACCOMMODATION FEES

POST-GRADUATE DIPLOMA IN PUBLIC ADMINISTRATION (PGDPA)

The Course is fully residential. The fee for Accommodation is **Eight Hundred and Sixty- Eight Thousand Naira (₦868, 000.00)** per participant @ ₦4,000 per night for 217 days, the duration of the programme.

Table 7: THREE (3) MONTHS COURSE

S/N	Types of Accommodation	Description of Services	Accommodation per Day	Participants ₦	Foreign (\$)
1.	Chalet	Lodging and Breakfast only	₦15,000.00	₦ 1,260,000.00	2,520
2.	Double Room	Lodging and Breakfast only	₦8,000.00	₦ 672,000.00	1,500
3.	Single Room	Lodging and Breakfast only	₦5,000.00	₦ 420,000.00	1,000

Table 8: FOUR (4) WEEKS COURSE

S/N	Types of Accommodation	Description of Services	Accommodation per Day	Participants ₦	Foreign (\$)
1.	Chalet	Lodging and Breakfast only	₦15,000.00	₦ 420,000.00	1,000
2.	Double Room	Lodging and Breakfast only	₦8,000.00	₦ 224,000.00	550
3.	Single Room	Lodging and Breakfast only	₦5,000.00	₦ 140,000.00	350

Table 9: TWO (2) WEEKS COURSE

S/N	Types of Accommodation	Description of Services	Accommodation per Day	Participants ₦	Foreign Participants (\$)
1.	Chalet	Lodging and Breakfast only	₦15,000.00	210,000.00	540
2.	Double Room	Lodging and Breakfast only	₦8,000.00	112,000.00	340
3.	Single Room	Lodging and Breakfast only	₦5,000.00	70,000.00	180

Table 10: ONE (1) WEEK COURSE AND OTHER PROGRAMMES

S/N	Types of Accommodation	Accommodation per Day	Participants ₦	Foreign Participants (\$)
1.	Chalet	15,000.00	105,000.00	310

2.	Double Room	8,000.00	56,000.00	30
3.	Single Room	5,000.00	35,000.00	72
4	Executive Room	25,000.00	175,000.00	400
5	Suite	40,000.00	470,000.00	560

FACILITY USERS

S/N	Types of Accommodation	Amount Per Day ₦	Foreign Participants (\$)
1.	Auditorium (Phase I)	200,000	265
2.	Lecture Theatre (Phase I)	150,000	250
3.	Restaurant (Phase I)	30,000	182
4	Syndicate Classroom (Phase I & II)	30,000	70
5	Club House Classroom (Phase I)	40,000	70
6	PGDPA Classroom	30,000	70
7	Chalet	25,000	50
8	Double Room	20,000	35
9	Single Room	12,000	25
10	CBN Auditorium	500,000	1,000
11	CBN Restaurant	300,000	500
12	Block of Flat (CBN 3-Bedroom Apartment)	150,000	480
13	CBN Syndicate Classroom (50 – 59)	80,000	220
14	CBN Syndicate Classroom (40 – 49)	60,000	150
15	Suite	55,000	125
16	Use of Projector – CBN Auditorium	40,000	100
17	Executive Room (CBN)	40,000	72
18	Use of Public Address System – CBN Auditorium	15,000	35

Table 11: CHARGES FOR USE OF SPORTING FACILITIES

Participants	Foreign Participants
₦ 1,000.00	\$ 2

ACCOMMODATION FEES BREAKDOWN

Block of Flats (3 Bedroom Apartment)

N150,000
per day



N40,000
per day

**Participant's
Rate**



Suite



N55,000
per day

**Facility
Users**



N25,000
per day

**Participant's
Rate**



Executive Room



N40,000
per day

**Facility
Users**



N15,000
per day

**Participant's
Rate**



Chalet



N25,000
per day

**Facility
Users**





**N8,000
per day**

Double Room



**N20,000
per day**

**Participant's
Rate**



**Facility
Users**



**N5,000
per day**

Single Room



**N12,000
per day**

**Participant's
Rate**



**Facility
Users**



Restaurant

**N300,000
per day**



Auditorium

**N500,000
per day**



PAYMENTS FOR TRANSACTIONS

All payments to ASCON should be made to:

Account Name: ASCON e-collection Account

All payments can be made through:

- i. **Any Commercial Bank in Nigeria**
- ii. **Mobile Banking.**
- iii. **POS at the Cash Office** (Participants are expected to pay relevant charges by Banks)

NOTE 1:

TRAINING AND CONSULTANCY SERVICES

1. **Account Number: 0020055866016**
(Payment to this Account is by Generating RRR)
2. **Account Number: 0230055642023**
(Payment to this Account is by Mandate)

NOTE 2:

- (i) Sponsoring organizations are required to make funds available for the upkeep of their nominees.
- (ii) Registration closes on Wednesday of the first week for all Regular Programmes and Tuesday for Workshops. **Participants who report late will not be registered.**

