



**MANAGEMENT
CONSULTANCY SERVICES
DEPARTMENT
(MCSD)**

SUMMARY

REGULAR PROGRAMMES

S/N	TITLE	DATE	COURSE FEES
1.	Management Consulting Course	1st Run: <i>June, 29th – July, 25th, 2025</i> 2nd Run: <i>Oct., 19th – Nov., 14th, 2025</i>	₦827,400.00

WORKSHOPS

S/N	TITLE	DATE	COURSE FEES
1.	Proposal Writing and Presentation	1st Run: <i>July, 21st – 25th, 2025</i> 2nd Run: <i>Sept., 1st – 5th, 2025</i>	₦295,000.00
2.	Consulting and Organizational Change Management	1st Run: <i>Aug., 18th – 22nd, 2025</i> 2nd Run: <i>Nov., 3rd – 7th, 2025</i>	₦295,000.00
3.	Report Writing and Presentation for Consulting Assignments	1st Run: <i>June, 16nd – 20th, 2025</i> 2nd Run: <i>Nov., 24th – 28th, 2025</i>	₦295,000.00
4.	Consulting Skills and Techniques	1st Run: <i>May, 19th – 23rd, 2025</i> 2nd Run: <i>Nov., 17th – 21st, 2025</i>	₦295,000.00
5.	Internal Consulting Skills and Techniques	1st Run: <i>May, 26th – 30th, 2025</i> 2nd Run: <i>Dec, 1st – 5th, 2025</i>	₦295,000.00
6.	Consulting for Productivity and Performance Improvement	1st Run: <i>June, 16th – 20th, 2025</i> 2ndRun: <i>Oct., 20th – 24th, 2025</i>	₦295,000.00
7.	Consulting in Knowledge Management	1st Run: <i>June 30th – July 4th, 2025</i> 2nd Run: <i>Oct, 6th – 10th, 2025</i>	₦295,000.00
8.	Consulting in Strategic Management	1st Run: <i>May, 5th – 9th, 2025</i> 2nd Run: <i>Sept, 22nd – 26th, 2025</i>	₦295,000.00

REGULAR PROGRAMMES

1. MANAGEMENT CONSULTING

LEARNING OBJECTIVES

Participants will acquire requisite capability to function effectively as external and internal consultants as they will be able to initiate, plan and manage consulting assignments successfully and, where necessary, help clients to implement recommendations for maximum impact.

COURSE BENEFITS:

- Improved knowledge and understanding of the management consulting process/approach.
- Deeper insight and fresh perspective on the nature and challenges of management consulting practice.
- Enhanced capability to analyze organisational needs/problems and develop winning consulting proposals.
- Improved ability to apply practical consulting tools and techniques to effectively plan consulting projects, manage client expectations and successfully execute assignments.

- Improved capability to perform effectively as internal consultants.
- Qualify participants for registration with Institute of Management Consultants of Nigeria (IMCON) as certified management consultants.

WHO TO ATTEND:

- Practicing and potential management consultants in the public and private sectors who need to develop and/or improve their consulting skills.
- Senior executives and managers in support services such as HR, Training, IT, Finance and Engineering who serve informally and/or can function as internal consultants for their organisations, units and teams.

Date: 1st Run: June, 29th – July, 25th, 2025
2nd Run: Oct., 19th – Nov., 14th, 2025

Duration: Four (4) weeks

Venue: ASCON, Topo, Badagry, Lagos State.

Course Fee: ₦827,400.00 per participant (This excludes accommodation, feeding and field trip)

Accommodation Charges: As indicated on page 11 of this Brochure

WORKSHOPS

1. PROPOSAL WRITING AND PRESENTATION

LEARNING OBJECTIVES

Participants will acquire the relevant knowledge, skills and techniques for planning, writing and presenting winning management consulting proposals.

KEY BENEFITS:

- Better understanding of the 'what' and the 'how' of writing a winning management consulting proposal.
- Enhanced skills and ability for writing clear and compelling management consulting proposals.
- Ability to compute appropriate fee for consulting assignments.
- Improved skills and techniques for making compelling presentations of proposals to clients.

WHO TO ATTEND:

- Practicing and potential management consultants who need to improve their skills or learn new skills and techniques in the preparation of acceptable proposals for management consulting assignments or grants or donations.
- Senior Executives in HR, IT, Finance and other support services who serve as internal consultants in their respective areas of expertise.
- Managers whose duties involve preparing proposals to Management for systems or any form of organisational improvement.

Date: 1st Run: July, 21st – 25th, 2025
2nd Run: 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 11 of this Brochure

2. CONSULTING AND ORGANISATIONAL CHANGE MANAGEMENT

LEARNING OBJECTIVES

Participants will be equipped with the fundamental knowledge, skills and techniques that enable them to initiate, plan, implement, manage and sustain major changes in organisations.

KEY BENEFITS:

- In-depth understanding of the process of organisational change and the role of the management consultant as change agent.
- Improved ability to conduct situation analysis and develop requisite change management strategy.
- Enhanced knowledge, skills and techniques to successfully implement change management programmes.
- Improved ability to develop or assist organisations build internal capability for change management.

WHO TO ATTEND:

- Practicing and potential management consultant
- Top and senior executives in both the public and private sectors. who have the responsibility for driving policy and institutional changes for organisational success

Date: 1st Run: Aug., 18th – 22nd, 2025

2nd Run: 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 11 of this Brochure

3. REPORT WRITING AND PRESENTATION FOR CONSULTING ASSIGNMENTS

LEARNING OBJECTIVES

Participants will acquire knowledge, skills and techniques for writing and presenting clear and easy to use consulting assignment reports.

KEY BENEFITS:

- In-depth understanding of the nature, content and attributes of good consulting reports.
- Improved knowledge of how to organize information and key messages in a clear and logical manners
- Greater ability to write clear, concise and persuasive consulting reports.

- Enhanced skills, techniques and confidence for impactful oral presentations of consulting assignments.

WHO TO ATTEND:

- Practicing and potential management consultants
- Senior executives, managers, team and committee members, as well as professionals across the board who undertake ad-hoc assignments which require them to prepare reports and make oral presentations.

Date: 1st Run: June, 16th – 20th, 2025
2nd Run: Nov., 24th – 28th, 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 11 of this Brochure

4. CONSULTING SKILLS AND TECHNIQUES

LEARNING OBJECTIVES:

Participants will acquire skills and competencies and apply requisite tools and techniques for diagnosing organisational problems and delivering effective solutions.

KEY BENEFITS:

- Improved understanding of the nature and process of management consulting and the role of the consultant as solution provider.
- Ability to apply a wide range of consulting tools and techniques for problem diagnosis/analysis and development of sound recommendations.
- Improved skills for developing value propositions and drafting compelling proposals to client organisations.
- Enhanced capability in managing client-consultant relationship and other stakeholders' expectations
- Improved confidence in performing as consultant or adviser to management.

WHO TO ATTEND:

- Practicing and potential management consultants
- Senior executives and managers as well as other professional in both the public and private sectors who serves in advisory roles to management.

Date: 1st Run: May, 19th – 23rd, 2025
2nd Run: Nov., 17th – 21st, 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 11 of this Brochure

5. INTERNAL CONSULTING SKILLS AND TECHNIQUES

LEARNING OBJECTIVES

Participants will acquire skills and techniques that will enable them provide advisory services on a range of organisational problems and issues to management.

KEY BENEFITS:

- In-depth understanding of the internal consulting approach/process and challenges.
- Improved ability to more effectively deliver targeted solutions to organisation problems.
- Enhanced capability to conduct organisational assessments, identify performance gaps and develop feasible performance improvement strategies.
- Increased ability to identify the need for change and to plan and manage change initiatives for improved organisational performance.
- Greater ability to build a high performance work culture in the organisation.

WHO TO ATTEND:

- Practicing and potential management consultants
- Senior executives and Managers as well as other professionals in various fields Professionals (in Human Resources, (HR), IT, Finance, Procurement, Engineering, Maintenance, Project management, etc.) in both public and private sectors who have responsibilities for advising management on systems improvement or, who, by virtue of their positions, perform advisory roles.

Dates: 1st Run: May, 26th – 30th, 2025
2nd Run: Dec., 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 11 of this Brochure

6. CONSULTING FOR PRODUCTIVITY AND PERFORMANCE IMPROVEMENT

LEARNING OBJECTIVES

Participants will be equipped with requisite consulting, productivity and performance improvement tools and techniques to enable them help organisations design and implement productivity improvement programmes.

KEY BENEFITS:

- In-depth understanding of the concepts, factors and conditions for productivity and performance improvement.
- Broadened knowledge of organisational, unit and individual productivity and performance improvement strategies and approaches.
- Improved ability in applying a wide range of tools and techniques for productivity and performance improvement in organisations.

- Enhanced ability in the design and implementation of targeted productivity and performance improvement programmes.
- Improved ability to build the capacity of employees in the application of productivity improvement tools and techniques

WHO TO ATTEND:

- Practicing and potential management consultants
- Senior executives and Managers as well as other professionals in various fields Professionals (in Human Resources (HR), IT, Finance, Procurement, Engineering, Maintenance, Project management, etc.) in both public and private sectors who need to develop or improve their skills in productivity and performance improvement in organisations.

Dates: 1st Run: June, 16th – 20th, 2025
2nd Run: Oct., 20th – 24th, 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 11 of this Brochure

7. CONSULTING IN KNOWLEDGE MANAGEMENT

LEARNING OBJECTIVES

Participants will be equipped with the requisite skills, tools and techniques for the enactment of effective knowledge management systems in organisations as well as harness and apply organisation's knowledge resources for improved and effective organisational performance.

KEY BENEFITS:

- Greater understanding of knowledge as the principal source of value creation and competitiveness in organisations.
- Enhanced knowledge of the enabling conditions, principles and rules for effective knowledge management in organisations.
- Improved ability to design and implement tools, processes, systems and structures for effective knowledge management that support organisations overall objectives.
- Increased capability to develop the competency and capabilities of employees in knowledge management.

WHO TO ATTEND:

- Practicing and potential management consultants
- Senior and middle level managers in both the public and private sectors who have major roles in enabling access to critical knowledge in organisations.
- Other professional in the following functions: Human Resources Managers, IT officers, team leaders, library officers, departmental heads.

Dates: 1st Run: June, 30th – July, 4th, 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 11 of this Brochure

8. CONSULTING IN STRATEGIC MANAGEMENT

LEARNING OBJECTIVES

Participants will acquire skills, tools and techniques that enable them to effectively help organisations develop and implement appropriate organisational or corporate strategies for optimum performance.

KEY BENEFITS:

- In-depth understanding of the strategic management process in organisations.
- Improved ability in applying a variety of tools and techniques for conducting both external and internal analysis of organisations.
- Enhanced capability in developing or guiding organisations in the development of corporate strategies (vision, mission, strategic goals and objectives).
- Increased ability in facilitating the development and implementation of strategic plans for organisations.
- Improved the capacity for designing and implementing performance measuring systems and tools to keep organisations on the right performance trajectories.

WHO TO ATTEND:

- Practicing and potential management consultants.
- Senior and middle level managers in both the public and private sectors who have major roles in enabling access to critical knowledge in organisations.
- Other professional in the following functions: Human Resources Managers, IT officers, team leaders, library officers, departmental heads will also benefit from the course.

Dates: 1st Run: May, 5th – 9th, 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 11 of this Brochure

FOR ENQUIRIES, PLEASE CONTACT:

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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.**

