Datastat Research
Building Capacity in Training and Research

DATASTAT TRAINING IN

OFFICIAL COURSE PROSPECTUS

Center for Advanced Research & Professional Development

Nairobi Training Center • Global Virtual Academy • Corporate On-Site

DEVELOPMENT, BUSINESS

Training Programme for Executive Assistants

Comprehensive Course Syllabus, Practical Modules & Upcoming Schedules

PROGRAM SPECIFICATIONS & HIGHLIGHTS

- **DURATION**
  5 Days Practical Hands-on
- **DELIVERY MODES**
  In-Person Class & Live Virtual
- **CERTIFICATION**
  Accredited Certificate of Completion
- **INTAKES / DATES**
  Multiple Cohort Schedules Included

PREPARED FOR:

Valued Participant

Email: training@datastatresearch.org | Issued: November 25, 2026

Academic & Professional Training Year: 2026

DATASTAT TRAINING INSTITUTE

P.O. Box 102802-00101, Nairobi, Kenya

Training Centers: Nairobi • Mombasa • Kigali • Dubai • Live Virtual Academy

Tel: +254 724 527 104 | +254 734 969 612

Email: training@datastatresearch.org

www.datastatresearch.org

Training Programme for Executive Assistants

Development, Business • 5 Days Intensive • Accredited Certification

Course Overview

Training Programme for Executive Assistants is an intensive, hands-on training designed to empower EAs with essential skills in leadership, communication, project management, and technology integration.

Key Skills & Software Tools Covered

Executive Support • Communication • Time Management • Organizational Skills

Upcoming Training Schedules

Confirmed cohort intakes and venues. Both physical in-person classroom and live virtual online seats are available.

TRAINING DATES	LOCATION / VENUE	FORMAT / DURATION	INVESTMENT (FEE)
30 Nov 2026 – 4 Dec 2026	Nairobi	Classroom / 5d	**$1,500 USD / KES 110,000**
30 Nov 2026 – 4 Dec 2026	Kigali	Classroom / 5d	**$3,000 USD / KES 90,000**
30 Nov 2026 – 4 Dec 2026	Dubai	Classroom / 5d	**$5,000 USD / KES 90,000**
30 Nov 2026 – 4 Dec 2026	Cape Town	Classroom / 5d	**$4,500 USD / KES 90,000**
30 Nov 2026 – 4 Dec 2026	Addis Ababa	Classroom / 5d	**$3,000 USD / KES 90,000**
30 Nov 2026 – 4 Dec 2026	Singapore	Classroom / 5d	**$5,000 USD / KES 90,000**
30 Nov 2026 – 4 Dec 2026	Istanbul	Classroom / 5d	**$5,000 USD / KES 90,000**
30 Nov 2026 – 4 Dec 2026	Bangkok	Classroom / 5d	**$5,000 USD / KES 90,000**
30 Nov 2026 – 4 Dec 2026	Accra	Classroom / 5d	**$4,000 USD / KES 90,000**
7 Dec 2026 – 11 Dec 2026	Nairobi	Classroom / 5d	**$1,500 USD / KES 110,000**
7 Dec 2026 – 11 Dec 2026	Kigali	Classroom / 5d	**$3,000 USD / KES 90,000**
7 Dec 2026 – 11 Dec 2026	Dubai	Classroom / 5d	**$5,000 USD / KES 90,000**
7 Dec 2026 – 11 Dec 2026	Cape Town	Classroom / 5d	**$4,500 USD / KES 90,000**
7 Dec 2026 – 11 Dec 2026	Addis Ababa	Classroom / 5d	**$3,000 USD / KES 90,000**
7 Dec 2026 – 11 Dec 2026	Singapore	Classroom / 5d	**$5,000 USD / KES 90,000**
7 Dec 2026 – 11 Dec 2026	Istanbul	Classroom / 5d	**$5,000 USD / KES 90,000**
7 Dec 2026 – 11 Dec 2026	Bangkok	Classroom / 5d	**$5,000 USD / KES 90,000**
7 Dec 2026 – 11 Dec 2026	Accra	Classroom / 5d	**$4,000 USD / KES 90,000**
14 Dec 2026 – 18 Dec 2026	Nairobi	Classroom / 5d	**$1,500 USD / KES 110,000**
14 Dec 2026 – 18 Dec 2026	Kigali	Classroom / 5d	**$3,000 USD / KES 90,000**
14 Dec 2026 – 18 Dec 2026	Dubai	Classroom / 5d	**$5,000 USD / KES 90,000**
14 Dec 2026 – 18 Dec 2026	Cape Town	Classroom / 5d	**$4,500 USD / KES 90,000**
14 Dec 2026 – 18 Dec 2026	Addis Ababa	Classroom / 5d	**$3,000 USD / KES 90,000**

14 Dec 2026 – 18 Dec 2026	Singapore	Classroom / 5d	**$5,000 USD / KES 90,000**
14 Dec 2026 – 18 Dec 2026	Istanbul	Classroom / 5d	**$5,000 USD / KES 90,000**
14 Dec 2026 – 18 Dec 2026	Bangkok	Classroom / 5d	**$5,000 USD / KES 90,000**
14 Dec 2026 – 18 Dec 2026	Accra	Classroom / 5d	**$4,000 USD / KES 90,000**
21 Dec 2026 – 25 Dec 2026	Nairobi	Classroom / 5d	**$1,500 USD / KES 110,000**
21 Dec 2026 – 25 Dec 2026	Kigali	Classroom / 5d	**$3,000 USD / KES 90,000**
21 Dec 2026 – 25 Dec 2026	Dubai	Classroom / 5d	**$5,000 USD / KES 90,000**
21 Dec 2026 – 25 Dec 2026	Cape Town	Classroom / 5d	**$4,500 USD / KES 90,000**
21 Dec 2026 – 25 Dec 2026	Addis Ababa	Classroom / 5d	**$3,000 USD / KES 90,000**
21 Dec 2026 – 25 Dec 2026	Singapore	Classroom / 5d	**$5,000 USD / KES 90,000**
21 Dec 2026 – 25 Dec 2026	Istanbul	Classroom / 5d	**$5,000 USD / KES 90,000**
21 Dec 2026 – 25 Dec 2026	Bangkok	Classroom / 5d	**$5,000 USD / KES 90,000**
21 Dec 2026 – 25 Dec 2026	Accra	Classroom / 5d	**$4,000 USD / KES 90,000**
4 Jan 2027 – 8 Jan 2027	Nairobi	Classroom / 5d	**$1,500 USD / KES 110,000**
4 Jan 2027 – 8 Jan 2027	Kigali	Classroom / 5d	**$3,000 USD / KES 110,000**
4 Jan 2027 – 8 Jan 2027	Dubai	Classroom / 5d	**$5,000 USD / KES 110,000**
4 Jan 2027 – 8 Jan 2027	Cape Town	Classroom / 5d	**$4,500 USD / KES 110,000**
4 Jan 2027 – 8 Jan 2027	Addis Ababa	Classroom / 5d	**$3,000 USD / KES 110,000**
4 Jan 2027 – 8 Jan 2027	Singapore	Classroom / 5d	**$5,000 USD / KES 110,000**
4 Jan 2027 – 8 Jan 2027	Istanbul	Classroom / 5d	**$5,000 USD / KES 110,000**
4 Jan 2027 – 8 Jan 2027	Bangkok	Classroom / 5d	**$5,000 USD / KES 110,000**
4 Jan 2027 – 8 Jan 2027	Accra	Classroom / 5d	**$4,000 USD / KES 110,000**
11 Jan 2027 – 15 Jan 2027	Nairobi	Classroom / 5d	**$1,500 USD / KES 110,000**
11 Jan 2027 – 15 Jan 2027	Kigali	Classroom / 5d	**$3,000 USD / KES 110,000**
11 Jan 2027 – 15 Jan 2027	Dubai	Classroom / 5d	**$5,000 USD / KES 110,000**
11 Jan 2027 – 15 Jan 2027	Cape Town	Classroom / 5d	**$4,500 USD / KES 110,000**
11 Jan 2027 – 15 Jan 2027	Addis Ababa	Classroom / 5d	**$3,000 USD / KES 110,000**
11 Jan 2027 – 15 Jan 2027	Singapore	Classroom / 5d	**$5,000 USD / KES 110,000**
11 Jan 2027 – 15 Jan 2027	Istanbul	Classroom / 5d	**$5,000 USD / KES 110,000**
11 Jan 2027 – 15 Jan 2027	Bangkok	Classroom / 5d	**$5,000 USD / KES 110,000**
11 Jan 2027 – 15 Jan 2027	Accra	Classroom / 5d	**$4,000 USD / KES 110,000**
18 Jan 2027 – 22 Jan 2027	Nairobi	Classroom / 5d	**$1,500 USD / KES 110,000**

18 Jan 2027 – 22 Jan 2027	Kigali	Classroom / 5d	**$3,000 USD / KES 110,000**
18 Jan 2027 – 22 Jan 2027	Dubai	Classroom / 5d	**$5,000 USD / KES 110,000**
18 Jan 2027 – 22 Jan 2027	Cape Town	Classroom / 5d	**$4,500 USD / KES 110,000**
18 Jan 2027 – 22 Jan 2027	Addis Ababa	Classroom / 5d	**$3,000 USD / KES 110,000**
18 Jan 2027 – 22 Jan 2027	Singapore	Classroom / 5d	**$5,000 USD / KES 110,000**
18 Jan 2027 – 22 Jan 2027	Istanbul	Classroom / 5d	**$5,000 USD / KES 110,000**
18 Jan 2027 – 22 Jan 2027	Bangkok	Classroom / 5d	**$5,000 USD / KES 110,000**
18 Jan 2027 – 22 Jan 2027	Accra	Classroom / 5d	**$4,000 USD / KES 110,000**
25 Jan 2027 – 29 Jan 2027	Nairobi	Classroom / 5d	**$1,500 USD / KES 110,000**
25 Jan 2027 – 29 Jan 2027	Kigali	Classroom / 5d	**$3,000 USD / KES 110,000**
25 Jan 2027 – 29 Jan 2027	Dubai	Classroom / 5d	**$5,000 USD / KES 110,000**
25 Jan 2027 – 29 Jan 2027	Cape Town	Classroom / 5d	**$4,500 USD / KES 110,000**
25 Jan 2027 – 29 Jan 2027	Addis Ababa	Classroom / 5d	**$3,000 USD / KES 110,000**
25 Jan 2027 – 29 Jan 2027	Singapore	Classroom / 5d	**$5,000 USD / KES 110,000**
25 Jan 2027 – 29 Jan 2027	Istanbul	Classroom / 5d	**$5,000 USD / KES 110,000**
25 Jan 2027 – 29 Jan 2027	Bangkok	Classroom / 5d	**$5,000 USD / KES 110,000**
25 Jan 2027 – 29 Jan 2027	Accra	Classroom / 5d	**$4,000 USD / KES 110,000**
1 Feb 2027 – 5 Feb 2027	Nairobi	Classroom / 5d	**$1,500 USD / KES 110,000**
1 Feb 2027 – 5 Feb 2027	Kigali	Classroom / 5d	**$3,000 USD / KES 110,000**
1 Feb 2027 – 5 Feb 2027	Dubai	Classroom / 5d	**$5,000 USD / KES 110,000**
1 Feb 2027 – 5 Feb 2027	Cape Town	Classroom / 5d	**$4,500 USD / KES 110,000**
1 Feb 2027 – 5 Feb 2027	Addis Ababa	Classroom / 5d	**$3,000 USD / KES 110,000**
1 Feb 2027 – 5 Feb 2027	Singapore	Classroom / 5d	**$5,000 USD / KES 110,000**
1 Feb 2027 – 5 Feb 2027	Istanbul	Classroom / 5d	**$5,000 USD / KES 110,000**
1 Feb 2027 – 5 Feb 2027	Bangkok	Classroom / 5d	**$5,000 USD / KES 110,000**
1 Feb 2027 – 5 Feb 2027	Accra	Classroom / 5d	**$4,000 USD / KES 110,000**
8 Feb 2027 – 12 Feb 2027	Nairobi	Classroom / 5d	**$1,500 USD / KES 110,000**
8 Feb 2027 – 12 Feb 2027	Kigali	Classroom / 5d	**$3,000 USD / KES 110,000**
8 Feb 2027 – 12 Feb 2027	Dubai	Classroom / 5d	**$5,000 USD / KES 110,000**
8 Feb 2027 – 12 Feb 2027	Cape Town	Classroom / 5d	**$4,500 USD / KES 110,000**
8 Feb 2027 – 12 Feb 2027	Addis Ababa	Classroom / 5d	**$3,000 USD / KES 110,000**
8 Feb 2027 – 12 Feb 2027	Singapore	Classroom / 5d	**$5,000 USD / KES 110,000**

8 Feb 2027 – 12 Feb 2027	Istanbul	Classroom / 5d	**$5,000 USD / KES 110,000**
8 Feb 2027 – 12 Feb 2027	Bangkok	Classroom / 5d	**$5,000 USD / KES 110,000**
8 Feb 2027 – 12 Feb 2027	Accra	Classroom / 5d	**$4,000 USD / KES 110,000**
15 Feb 2027 – 19 Feb 2027	Nairobi	Classroom / 5d	**$1,500 USD / KES 110,000**
15 Feb 2027 – 19 Feb 2027	Kigali	Classroom / 5d	**$3,000 USD / KES 110,000**
15 Feb 2027 – 19 Feb 2027	Dubai	Classroom / 5d	**$5,000 USD / KES 110,000**
15 Feb 2027 – 19 Feb 2027	Cape Town	Classroom / 5d	**$4,500 USD / KES 110,000**
15 Feb 2027 – 19 Feb 2027	Addis Ababa	Classroom / 5d	**$3,000 USD / KES 110,000**
15 Feb 2027 – 19 Feb 2027	Singapore	Classroom / 5d	**$5,000 USD / KES 110,000**
15 Feb 2027 – 19 Feb 2027	Istanbul	Classroom / 5d	**$5,000 USD / KES 110,000**
15 Feb 2027 – 19 Feb 2027	Bangkok	Classroom / 5d	**$5,000 USD / KES 110,000**
15 Feb 2027 – 19 Feb 2027	Accra	Classroom / 5d	**$4,000 USD / KES 110,000**
22 Feb 2027 – 26 Feb 2027	Nairobi	Classroom / 5d	**$1,500 USD / KES 110,000**
22 Feb 2027 – 26 Feb 2027	Kigali	Classroom / 5d	**$3,000 USD / KES 110,000**
22 Feb 2027 – 26 Feb 2027	Dubai	Classroom / 5d	**$5,000 USD / KES 110,000**
22 Feb 2027 – 26 Feb 2027	Cape Town	Classroom / 5d	**$4,500 USD / KES 110,000**
22 Feb 2027 – 26 Feb 2027	Addis Ababa	Classroom / 5d	**$3,000 USD / KES 110,000**
22 Feb 2027 – 26 Feb 2027	Singapore	Classroom / 5d	**$5,000 USD / KES 110,000**
22 Feb 2027 – 26 Feb 2027	Istanbul	Classroom / 5d	**$5,000 USD / KES 110,000**
22 Feb 2027 – 26 Feb 2027	Bangkok	Classroom / 5d	**$5,000 USD / KES 110,000**
22 Feb 2027 – 26 Feb 2027	Accra	Classroom / 5d	**$4,000 USD / KES 110,000**
1 Mar 2027 – 5 Mar 2027	Nairobi	Classroom / 5d	**$1,500 USD / KES 110,000**
1 Mar 2027 – 5 Mar 2027	Kigali	Classroom / 5d	**$3,000 USD / KES 110,000**
1 Mar 2027 – 5 Mar 2027	Dubai	Classroom / 5d	**$5,000 USD / KES 110,000**
1 Mar 2027 – 5 Mar 2027	Cape Town	Classroom / 5d	**$4,500 USD / KES 110,000**
1 Mar 2027 – 5 Mar 2027	Addis Ababa	Classroom / 5d	**$3,000 USD / KES 110,000**
1 Mar 2027 – 5 Mar 2027	Singapore	Classroom / 5d	**$5,000 USD / KES 110,000**
1 Mar 2027 – 5 Mar 2027	Istanbul	Classroom / 5d	**$5,000 USD / KES 110,000**
1 Mar 2027 – 5 Mar 2027	Bangkok	Classroom / 5d	**$5,000 USD / KES 110,000**
1 Mar 2027 – 5 Mar 2027	Accra	Classroom / 5d	**$4,000 USD / KES 110,000**
8 Mar 2027 – 12 Mar 2027	Nairobi	Classroom / 5d	**$1,500 USD / KES 110,000**
8 Mar 2027 – 12 Mar 2027	Kigali	Classroom / 5d	**$3,000 USD / KES 110,000**

8 Mar 2027 – 12 Mar 2027	Dubai	Classroom / 5d	**$5,000 USD / KES 110,000**
8 Mar 2027 – 12 Mar 2027	Cape Town	Classroom / 5d	**$4,500 USD / KES 110,000**
8 Mar 2027 – 12 Mar 2027	Addis Ababa	Classroom / 5d	**$3,000 USD / KES 110,000**
8 Mar 2027 – 12 Mar 2027	Singapore	Classroom / 5d	**$5,000 USD / KES 110,000**
8 Mar 2027 – 12 Mar 2027	Istanbul	Classroom / 5d	**$5,000 USD / KES 110,000**
8 Mar 2027 – 12 Mar 2027	Bangkok	Classroom / 5d	**$5,000 USD / KES 110,000**
8 Mar 2027 – 12 Mar 2027	Accra	Classroom / 5d	**$4,000 USD / KES 110,000**
15 Mar 2027 – 19 Mar 2027	Nairobi	Classroom / 5d	**$1,500 USD / KES 110,000**
15 Mar 2027 – 19 Mar 2027	Kigali	Classroom / 5d	**$3,000 USD / KES 110,000**
15 Mar 2027 – 19 Mar 2027	Dubai	Classroom / 5d	**$5,000 USD / KES 110,000**
15 Mar 2027 – 19 Mar 2027	Cape Town	Classroom / 5d	**$4,500 USD / KES 110,000**
15 Mar 2027 – 19 Mar 2027	Addis Ababa	Classroom / 5d	**$3,000 USD / KES 110,000**
15 Mar 2027 – 19 Mar 2027	Singapore	Classroom / 5d	**$5,000 USD / KES 110,000**
15 Mar 2027 – 19 Mar 2027	Istanbul	Classroom / 5d	**$5,000 USD / KES 110,000**
15 Mar 2027 – 19 Mar 2027	Bangkok	Classroom / 5d	**$5,000 USD / KES 110,000**
15 Mar 2027 – 19 Mar 2027	Accra	Classroom / 5d	**$4,000 USD / KES 110,000**
22 Mar 2027 – 26 Mar 2027	Nairobi	Classroom / 5d	**$1,500 USD / KES 110,000**
22 Mar 2027 – 26 Mar 2027	Kigali	Classroom / 5d	**$3,000 USD / KES 110,000**
22 Mar 2027 – 26 Mar 2027	Dubai	Classroom / 5d	**$5,000 USD / KES 110,000**
22 Mar 2027 – 26 Mar 2027	Cape Town	Classroom / 5d	**$4,500 USD / KES 110,000**
22 Mar 2027 – 26 Mar 2027	Addis Ababa	Classroom / 5d	**$3,000 USD / KES 110,000**
22 Mar 2027 – 26 Mar 2027	Singapore	Classroom / 5d	**$5,000 USD / KES 110,000**
22 Mar 2027 – 26 Mar 2027	Istanbul	Classroom / 5d	**$5,000 USD / KES 110,000**
22 Mar 2027 – 26 Mar 2027	Bangkok	Classroom / 5d	**$5,000 USD / KES 110,000**
22 Mar 2027 – 26 Mar 2027	Accra	Classroom / 5d	**$4,000 USD / KES 110,000**
29 Mar 2027 – 2 Apr 2027	Nairobi	Classroom / 5d	**$1,500 USD / KES 110,000**
29 Mar 2027 – 2 Apr 2027	Kigali	Classroom / 5d	**$3,000 USD / KES 110,000**
29 Mar 2027 – 2 Apr 2027	Dubai	Classroom / 5d	**$5,000 USD / KES 110,000**
29 Mar 2027 – 2 Apr 2027	Cape Town	Classroom / 5d	**$4,500 USD / KES 110,000**
29 Mar 2027 – 2 Apr 2027	Addis Ababa	Classroom / 5d	**$3,000 USD / KES 110,000**
29 Mar 2027 – 2 Apr 2027	Singapore	Classroom / 5d	**$5,000 USD / KES 110,000**
29 Mar 2027 – 2 Apr 2027	Istanbul	Classroom / 5d	**$5,000 USD / KES 110,000**

29 Mar 2027 – 2 Apr 2027	Bangkok	Classroom / 5d	**$5,000 USD / KES 110,000**
29 Mar 2027 – 2 Apr 2027	Accra	Classroom / 5d	**$4,000 USD / KES 110,000**
5 Apr 2027 – 9 Apr 2027	Nairobi	Classroom / 5d	**$1,500 USD / KES 110,000**
5 Apr 2027 – 9 Apr 2027	Kigali	Classroom / 5d	**$3,000 USD / KES 110,000**
5 Apr 2027 – 9 Apr 2027	Dubai	Classroom / 5d	**$5,000 USD / KES 110,000**
5 Apr 2027 – 9 Apr 2027	Cape Town	Classroom / 5d	**$4,500 USD / KES 110,000**
5 Apr 2027 – 9 Apr 2027	Addis Ababa	Classroom / 5d	**$3,000 USD / KES 110,000**
5 Apr 2027 – 9 Apr 2027	Singapore	Classroom / 5d	**$5,000 USD / KES 110,000**
5 Apr 2027 – 9 Apr 2027	Istanbul	Classroom / 5d	**$5,000 USD / KES 110,000**
5 Apr 2027 – 9 Apr 2027	Bangkok	Classroom / 5d	**$5,000 USD / KES 110,000**
5 Apr 2027 – 9 Apr 2027	Accra	Classroom / 5d	**$4,000 USD / KES 110,000**
12 Apr 2027 – 16 Apr 2027	Nairobi	Classroom / 5d	**$1,500 USD / KES 110,000**
12 Apr 2027 – 16 Apr 2027	Kigali	Classroom / 5d	**$3,000 USD / KES 110,000**
12 Apr 2027 – 16 Apr 2027	Dubai	Classroom / 5d	**$5,000 USD / KES 110,000**
12 Apr 2027 – 16 Apr 2027	Cape Town	Classroom / 5d	**$4,500 USD / KES 110,000**
12 Apr 2027 – 16 Apr 2027	Addis Ababa	Classroom / 5d	**$3,000 USD / KES 110,000**
12 Apr 2027 – 16 Apr 2027	Singapore	Classroom / 5d	**$5,000 USD / KES 110,000**
12 Apr 2027 – 16 Apr 2027	Istanbul	Classroom / 5d	**$5,000 USD / KES 110,000**
12 Apr 2027 – 16 Apr 2027	Bangkok	Classroom / 5d	**$5,000 USD / KES 110,000**
12 Apr 2027 – 16 Apr 2027	Accra	Classroom / 5d	**$4,000 USD / KES 110,000**
19 Apr 2027 – 23 Apr 2027	Nairobi	Classroom / 5d	**$1,500 USD / KES 110,000**
19 Apr 2027 – 23 Apr 2027	Kigali	Classroom / 5d	**$3,000 USD / KES 110,000**
19 Apr 2027 – 23 Apr 2027	Dubai	Classroom / 5d	**$5,000 USD / KES 110,000**
19 Apr 2027 – 23 Apr 2027	Cape Town	Classroom / 5d	**$4,500 USD / KES 110,000**
19 Apr 2027 – 23 Apr 2027	Addis Ababa	Classroom / 5d	**$3,000 USD / KES 110,000**
19 Apr 2027 – 23 Apr 2027	Singapore	Classroom / 5d	**$5,000 USD / KES 110,000**
19 Apr 2027 – 23 Apr 2027	Istanbul	Classroom / 5d	**$5,000 USD / KES 110,000**
19 Apr 2027 – 23 Apr 2027	Bangkok	Classroom / 5d	**$5,000 USD / KES 110,000**
19 Apr 2027 – 23 Apr 2027	Accra	Classroom / 5d	**$4,000 USD / KES 110,000**
26 Apr 2027 – 30 Apr 2027	Nairobi	Classroom / 5d	**$1,500 USD / KES 110,000**
26 Apr 2027 – 30 Apr 2027	Kigali	Classroom / 5d	**$3,000 USD / KES 110,000**
26 Apr 2027 – 30 Apr 2027	Dubai	Classroom / 5d	**$5,000 USD / KES 110,000**

26 Apr 2027 – 30 Apr 2027	Cape Town	Classroom / 5d	**$4,500 USD / KES 110,000**
26 Apr 2027 – 30 Apr 2027	Addis Ababa	Classroom / 5d	**$3,000 USD / KES 110,000**
26 Apr 2027 – 30 Apr 2027	Singapore	Classroom / 5d	**$5,000 USD / KES 110,000**
26 Apr 2027 – 30 Apr 2027	Istanbul	Classroom / 5d	**$5,000 USD / KES 110,000**
26 Apr 2027 – 30 Apr 2027	Bangkok	Classroom / 5d	**$5,000 USD / KES 110,000**
26 Apr 2027 – 30 Apr 2027	Accra	Classroom / 5d	**$4,000 USD / KES 110,000**
3 May 2027 – 7 May 2027	Nairobi	Classroom / 5d	**$1,500 USD / KES 110,000**
3 May 2027 – 7 May 2027	Kigali	Classroom / 5d	**$3,000 USD / KES 110,000**
3 May 2027 – 7 May 2027	Dubai	Classroom / 5d	**$5,000 USD / KES 110,000**
3 May 2027 – 7 May 2027	Cape Town	Classroom / 5d	**$4,500 USD / KES 110,000**
3 May 2027 – 7 May 2027	Addis Ababa	Classroom / 5d	**$3,000 USD / KES 110,000**
3 May 2027 – 7 May 2027	Singapore	Classroom / 5d	**$5,000 USD / KES 110,000**
3 May 2027 – 7 May 2027	Istanbul	Classroom / 5d	**$5,000 USD / KES 110,000**
3 May 2027 – 7 May 2027	Bangkok	Classroom / 5d	**$5,000 USD / KES 110,000**
3 May 2027 – 7 May 2027	Accra	Classroom / 5d	**$4,000 USD / KES 110,000**
10 May 2027 – 14 May 2027	Nairobi	Classroom / 5d	**$1,500 USD / KES 110,000**
10 May 2027 – 14 May 2027	Kigali	Classroom / 5d	**$3,000 USD / KES 110,000**
10 May 2027 – 14 May 2027	Dubai	Classroom / 5d	**$5,000 USD / KES 110,000**
10 May 2027 – 14 May 2027	Cape Town	Classroom / 5d	**$4,500 USD / KES 110,000**
10 May 2027 – 14 May 2027	Addis Ababa	Classroom / 5d	**$3,000 USD / KES 110,000**
10 May 2027 – 14 May 2027	Singapore	Classroom / 5d	**$5,000 USD / KES 110,000**
10 May 2027 – 14 May 2027	Istanbul	Classroom / 5d	**$5,000 USD / KES 110,000**
10 May 2027 – 14 May 2027	Bangkok	Classroom / 5d	**$5,000 USD / KES 110,000**
10 May 2027 – 14 May 2027	Accra	Classroom / 5d	**$4,000 USD / KES 110,000**
17 May 2027 – 21 May 2027	Nairobi	Classroom / 5d	**$1,500 USD / KES 110,000**
17 May 2027 – 21 May 2027	Kigali	Classroom / 5d	**$3,000 USD / KES 110,000**
17 May 2027 – 21 May 2027	Dubai	Classroom / 5d	**$5,000 USD / KES 110,000**
17 May 2027 – 21 May 2027	Cape Town	Classroom / 5d	**$4,500 USD / KES 110,000**
17 May 2027 – 21 May 2027	Addis Ababa	Classroom / 5d	**$3,000 USD / KES 110,000**
17 May 2027 – 21 May 2027	Singapore	Classroom / 5d	**$5,000 USD / KES 110,000**
17 May 2027 – 21 May 2027	Istanbul	Classroom / 5d	**$5,000 USD / KES 110,000**
17 May 2027 – 21 May 2027	Bangkok	Classroom / 5d	**$5,000 USD / KES 110,000**

17 May 2027 – 21 May 2027	Accra	Classroom / 5d	**$4,000 USD / KES 110,000**
24 May 2027 – 28 May 2027	Nairobi	Classroom / 5d	**$1,500 USD / KES 110,000**
24 May 2027 – 28 May 2027	Kigali	Classroom / 5d	**$3,000 USD / KES 110,000**
24 May 2027 – 28 May 2027	Dubai	Classroom / 5d	**$5,000 USD / KES 110,000**
24 May 2027 – 28 May 2027	Cape Town	Classroom / 5d	**$4,500 USD / KES 110,000**
24 May 2027 – 28 May 2027	Addis Ababa	Classroom / 5d	**$3,000 USD / KES 110,000**
24 May 2027 – 28 May 2027	Singapore	Classroom / 5d	**$5,000 USD / KES 110,000**
24 May 2027 – 28 May 2027	Istanbul	Classroom / 5d	**$5,000 USD / KES 110,000**
24 May 2027 – 28 May 2027	Bangkok	Classroom / 5d	**$5,000 USD / KES 110,000**
24 May 2027 – 28 May 2027	Accra	Classroom / 5d	**$4,000 USD / KES 110,000**
31 May 2027 – 4 Jun 2027	Bangkok	Classroom / 5d	**$5,000 USD / KES 110,000**
31 May 2027 – 4 Jun 2027	Accra	Classroom / 5d	**$4,000 USD / KES 110,000**
31 May 2027 – 4 Jun 2027	Nairobi	Classroom / 5d	**$1,500 USD / KES 110,000**
31 May 2027 – 4 Jun 2027	Kigali	Classroom / 5d	**$3,000 USD / KES 110,000**
31 May 2027 – 4 Jun 2027	Dubai	Classroom / 5d	**$5,000 USD / KES 110,000**
31 May 2027 – 4 Jun 2027	Cape Town	Classroom / 5d	**$4,500 USD / KES 110,000**
31 May 2027 – 4 Jun 2027	Addis Ababa	Classroom / 5d	**$3,000 USD / KES 110,000**
31 May 2027 – 4 Jun 2027	Singapore	Classroom / 5d	**$5,000 USD / KES 110,000**
31 May 2027 – 4 Jun 2027	Istanbul	Classroom / 5d	**$5,000 USD / KES 110,000**
7 Jun 2027 – 11 Jun 2027	Nairobi	Classroom / 5d	**$1,500 USD / KES 110,000**
7 Jun 2027 – 11 Jun 2027	Kigali	Classroom / 5d	**$3,000 USD / KES 110,000**
7 Jun 2027 – 11 Jun 2027	Dubai	Classroom / 5d	**$5,000 USD / KES 110,000**
7 Jun 2027 – 11 Jun 2027	Cape Town	Classroom / 5d	**$4,500 USD / KES 110,000**
7 Jun 2027 – 11 Jun 2027	Addis Ababa	Classroom / 5d	**$3,000 USD / KES 110,000**
7 Jun 2027 – 11 Jun 2027	Singapore	Classroom / 5d	**$5,000 USD / KES 110,000**
7 Jun 2027 – 11 Jun 2027	Istanbul	Classroom / 5d	**$5,000 USD / KES 110,000**
7 Jun 2027 – 11 Jun 2027	Bangkok	Classroom / 5d	**$5,000 USD / KES 110,000**
7 Jun 2027 – 11 Jun 2027	Accra	Classroom / 5d	**$4,000 USD / KES 110,000**
14 Jun 2027 – 18 Jun 2027	Nairobi	Classroom / 5d	**$1,500 USD / KES 110,000**
14 Jun 2027 – 18 Jun 2027	Kigali	Classroom / 5d	**$3,000 USD / KES 110,000**
14 Jun 2027 – 18 Jun 2027	Dubai	Classroom / 5d	**$5,000 USD / KES 110,000**
14 Jun 2027 – 18 Jun 2027	Cape Town	Classroom / 5d	**$4,500 USD / KES 110,000**

14 Jun 2027 – 18 Jun 2027	Addis Ababa	Classroom / 5d	**$3,000 USD / KES 110,000**
14 Jun 2027 – 18 Jun 2027	Singapore	Classroom / 5d	**$5,000 USD / KES 110,000**
14 Jun 2027 – 18 Jun 2027	Istanbul	Classroom / 5d	**$5,000 USD / KES 110,000**
14 Jun 2027 – 18 Jun 2027	Bangkok	Classroom / 5d	**$5,000 USD / KES 110,000**
14 Jun 2027 – 18 Jun 2027	Accra	Classroom / 5d	**$4,000 USD / KES 110,000**
21 Jun 2027 – 25 Jun 2027	Nairobi	Classroom / 5d	**$1,500 USD / KES 110,000**
21 Jun 2027 – 25 Jun 2027	Kigali	Classroom / 5d	**$3,000 USD / KES 110,000**
21 Jun 2027 – 25 Jun 2027	Dubai	Classroom / 5d	**$5,000 USD / KES 110,000**
21 Jun 2027 – 25 Jun 2027	Cape Town	Classroom / 5d	**$4,500 USD / KES 110,000**
21 Jun 2027 – 25 Jun 2027	Addis Ababa	Classroom / 5d	**$3,000 USD / KES 110,000**
21 Jun 2027 – 25 Jun 2027	Singapore	Classroom / 5d	**$5,000 USD / KES 110,000**
21 Jun 2027 – 25 Jun 2027	Istanbul	Classroom / 5d	**$5,000 USD / KES 110,000**
21 Jun 2027 – 25 Jun 2027	Bangkok	Classroom / 5d	**$5,000 USD / KES 110,000**
21 Jun 2027 – 25 Jun 2027	Accra	Classroom / 5d	**$4,000 USD / KES 110,000**
28 Jun 2027 – 2 Jul 2027	Nairobi	Classroom / 5d	**$1,500 USD / KES 110,000**
28 Jun 2027 – 2 Jul 2027	Kigali	Classroom / 5d	**$3,000 USD / KES 110,000**
28 Jun 2027 – 2 Jul 2027	Dubai	Classroom / 5d	**$5,000 USD / KES 110,000**
28 Jun 2027 – 2 Jul 2027	Cape Town	Classroom / 5d	**$4,500 USD / KES 110,000**
28 Jun 2027 – 2 Jul 2027	Addis Ababa	Classroom / 5d	**$3,000 USD / KES 110,000**
28 Jun 2027 – 2 Jul 2027	Singapore	Classroom / 5d	**$5,000 USD / KES 110,000**
28 Jun 2027 – 2 Jul 2027	Istanbul	Classroom / 5d	**$5,000 USD / KES 110,000**
28 Jun 2027 – 2 Jul 2027	Bangkok	Classroom / 5d	**$5,000 USD / KES 110,000**
28 Jun 2027 – 2 Jul 2027	Accra	Classroom / 5d	**$4,000 USD / KES 110,000**
5 Jul 2027 – 9 Jul 2027	Nairobi	Classroom / 5d	**$1,500 USD / KES 110,000**
5 Jul 2027 – 9 Jul 2027	Kigali	Classroom / 5d	**$3,000 USD / KES 110,000**
5 Jul 2027 – 9 Jul 2027	Dubai	Classroom / 5d	**$5,000 USD / KES 110,000**
5 Jul 2027 – 9 Jul 2027	Cape Town	Classroom / 5d	**$4,500 USD / KES 110,000**
5 Jul 2027 – 9 Jul 2027	Addis Ababa	Classroom / 5d	**$3,000 USD / KES 110,000**
5 Jul 2027 – 9 Jul 2027	Singapore	Classroom / 5d	**$5,000 USD / KES 110,000**
5 Jul 2027 – 9 Jul 2027	Istanbul	Classroom / 5d	**$5,000 USD / KES 110,000**
5 Jul 2027 – 9 Jul 2027	Bangkok	Classroom / 5d	**$5,000 USD / KES 110,000**
5 Jul 2027 – 9 Jul 2027	Accra	Classroom / 5d	**$4,000 USD / KES 110,000**

12 Jul 2027 – 16 Jul 2027	Nairobi	Classroom / 5d	**$1,500 USD / KES 110,000**
12 Jul 2027 – 16 Jul 2027	Kigali	Classroom / 5d	**$3,000 USD / KES 110,000**
12 Jul 2027 – 16 Jul 2027	Dubai	Classroom / 5d	**$5,000 USD / KES 110,000**
12 Jul 2027 – 16 Jul 2027	Cape Town	Classroom / 5d	**$4,500 USD / KES 110,000**
12 Jul 2027 – 16 Jul 2027	Addis Ababa	Classroom / 5d	**$3,000 USD / KES 110,000**
12 Jul 2027 – 16 Jul 2027	Singapore	Classroom / 5d	**$5,000 USD / KES 110,000**
12 Jul 2027 – 16 Jul 2027	Istanbul	Classroom / 5d	**$5,000 USD / KES 110,000**
12 Jul 2027 – 16 Jul 2027	Bangkok	Classroom / 5d	**$5,000 USD / KES 110,000**
12 Jul 2027 – 16 Jul 2027	Accra	Classroom / 5d	**$4,000 USD / KES 110,000**
19 Jul 2027 – 23 Jul 2027	Nairobi	Classroom / 5d	**$1,500 USD / KES 110,000**
19 Jul 2027 – 23 Jul 2027	Kigali	Classroom / 5d	**$3,000 USD / KES 110,000**
19 Jul 2027 – 23 Jul 2027	Dubai	Classroom / 5d	**$5,000 USD / KES 110,000**
19 Jul 2027 – 23 Jul 2027	Cape Town	Classroom / 5d	**$4,500 USD / KES 110,000**
19 Jul 2027 – 23 Jul 2027	Addis Ababa	Classroom / 5d	**$3,000 USD / KES 110,000**
19 Jul 2027 – 23 Jul 2027	Singapore	Classroom / 5d	**$5,000 USD / KES 110,000**
19 Jul 2027 – 23 Jul 2027	Istanbul	Classroom / 5d	**$5,000 USD / KES 110,000**
19 Jul 2027 – 23 Jul 2027	Bangkok	Classroom / 5d	**$5,000 USD / KES 110,000**
19 Jul 2027 – 23 Jul 2027	Accra	Classroom / 5d	**$4,000 USD / KES 110,000**
26 Jul 2027 – 30 Jul 2027	Nairobi	Classroom / 5d	**$1,500 USD / KES 110,000**
26 Jul 2027 – 30 Jul 2027	Kigali	Classroom / 5d	**$3,000 USD / KES 110,000**
26 Jul 2027 – 30 Jul 2027	Dubai	Classroom / 5d	**$5,000 USD / KES 110,000**
26 Jul 2027 – 30 Jul 2027	Cape Town	Classroom / 5d	**$4,500 USD / KES 110,000**
26 Jul 2027 – 30 Jul 2027	Addis Ababa	Classroom / 5d	**$3,000 USD / KES 110,000**
26 Jul 2027 – 30 Jul 2027	Singapore	Classroom / 5d	**$5,000 USD / KES 110,000**
26 Jul 2027 – 30 Jul 2027	Istanbul	Classroom / 5d	**$5,000 USD / KES 110,000**
26 Jul 2027 – 30 Jul 2027	Bangkok	Classroom / 5d	**$5,000 USD / KES 110,000**
26 Jul 2027 – 30 Jul 2027	Accra	Classroom / 5d	**$4,000 USD / KES 110,000**
2 Aug 2027 – 6 Aug 2027	Nairobi	Classroom / 5d	**$1,500 USD / KES 110,000**
2 Aug 2027 – 6 Aug 2027	Kigali	Classroom / 5d	**$3,000 USD / KES 110,000**
2 Aug 2027 – 6 Aug 2027	Dubai	Classroom / 5d	**$5,000 USD / KES 110,000**
2 Aug 2027 – 6 Aug 2027	Cape Town	Classroom / 5d	**$4,500 USD / KES 110,000**
2 Aug 2027 – 6 Aug 2027	Addis Ababa	Classroom / 5d	**$3,000 USD / KES 110,000**

2 Aug 2027 – 6 Aug 2027	Singapore	Classroom / 5d	**$5,000 USD / KES 110,000**
2 Aug 2027 – 6 Aug 2027	Istanbul	Classroom / 5d	**$5,000 USD / KES 110,000**
2 Aug 2027 – 6 Aug 2027	Bangkok	Classroom / 5d	**$5,000 USD / KES 110,000**
2 Aug 2027 – 6 Aug 2027	Accra	Classroom / 5d	**$4,000 USD / KES 110,000**
9 Aug 2027 – 13 Aug 2027	Nairobi	Classroom / 5d	**$1,500 USD / KES 110,000**
9 Aug 2027 – 13 Aug 2027	Kigali	Classroom / 5d	**$3,000 USD / KES 110,000**
9 Aug 2027 – 13 Aug 2027	Dubai	Classroom / 5d	**$5,000 USD / KES 110,000**
9 Aug 2027 – 13 Aug 2027	Cape Town	Classroom / 5d	**$4,500 USD / KES 110,000**
9 Aug 2027 – 13 Aug 2027	Addis Ababa	Classroom / 5d	**$3,000 USD / KES 110,000**
9 Aug 2027 – 13 Aug 2027	Singapore	Classroom / 5d	**$5,000 USD / KES 110,000**
9 Aug 2027 – 13 Aug 2027	Istanbul	Classroom / 5d	**$5,000 USD / KES 110,000**
9 Aug 2027 – 13 Aug 2027	Bangkok	Classroom / 5d	**$5,000 USD / KES 110,000**
9 Aug 2027 – 13 Aug 2027	Accra	Classroom / 5d	**$4,000 USD / KES 110,000**
16 Aug 2027 – 20 Aug 2027	Nairobi	Classroom / 5d	**$1,500 USD / KES 110,000**
16 Aug 2027 – 20 Aug 2027	Kigali	Classroom / 5d	**$3,000 USD / KES 110,000**
16 Aug 2027 – 20 Aug 2027	Dubai	Classroom / 5d	**$5,000 USD / KES 110,000**
16 Aug 2027 – 20 Aug 2027	Cape Town	Classroom / 5d	**$4,500 USD / KES 110,000**
16 Aug 2027 – 20 Aug 2027	Addis Ababa	Classroom / 5d	**$3,000 USD / KES 110,000**
16 Aug 2027 – 20 Aug 2027	Singapore	Classroom / 5d	**$5,000 USD / KES 110,000**
16 Aug 2027 – 20 Aug 2027	Istanbul	Classroom / 5d	**$5,000 USD / KES 110,000**
16 Aug 2027 – 20 Aug 2027	Bangkok	Classroom / 5d	**$5,000 USD / KES 110,000**
16 Aug 2027 – 20 Aug 2027	Accra	Classroom / 5d	**$4,000 USD / KES 110,000**
23 Aug 2027 – 27 Aug 2027	Nairobi	Classroom / 5d	**$1,500 USD / KES 110,000**
23 Aug 2027 – 27 Aug 2027	Kigali	Classroom / 5d	**$3,000 USD / KES 110,000**
23 Aug 2027 – 27 Aug 2027	Dubai	Classroom / 5d	**$5,000 USD / KES 110,000**
23 Aug 2027 – 27 Aug 2027	Cape Town	Classroom / 5d	**$4,500 USD / KES 110,000**
23 Aug 2027 – 27 Aug 2027	Addis Ababa	Classroom / 5d	**$3,000 USD / KES 110,000**
23 Aug 2027 – 27 Aug 2027	Singapore	Classroom / 5d	**$5,000 USD / KES 110,000**
23 Aug 2027 – 27 Aug 2027	Istanbul	Classroom / 5d	**$5,000 USD / KES 110,000**
23 Aug 2027 – 27 Aug 2027	Bangkok	Classroom / 5d	**$5,000 USD / KES 110,000**
23 Aug 2027 – 27 Aug 2027	Accra	Classroom / 5d	**$4,000 USD / KES 110,000**
30 Aug 2027 – 3 Sep 2027	Nairobi	Classroom / 5d	**$1,500 USD / KES 110,000**

30 Aug 2027 – 3 Sep 2027	Kigali	Classroom / 5d	**$3,000 USD / KES 110,000**
30 Aug 2027 – 3 Sep 2027	Dubai	Classroom / 5d	**$5,000 USD / KES 110,000**
30 Aug 2027 – 3 Sep 2027	Cape Town	Classroom / 5d	**$4,500 USD / KES 110,000**
30 Aug 2027 – 3 Sep 2027	Addis Ababa	Classroom / 5d	**$3,000 USD / KES 110,000**
30 Aug 2027 – 3 Sep 2027	Singapore	Classroom / 5d	**$5,000 USD / KES 110,000**
30 Aug 2027 – 3 Sep 2027	Istanbul	Classroom / 5d	**$5,000 USD / KES 110,000**
30 Aug 2027 – 3 Sep 2027	Bangkok	Classroom / 5d	**$5,000 USD / KES 110,000**
30 Aug 2027 – 3 Sep 2027	Accra	Classroom / 5d	**$4,000 USD / KES 110,000**
6 Sep 2027 – 10 Sep 2027	Nairobi	Classroom / 5d	**$1,500 USD / KES 110,000**
6 Sep 2027 – 10 Sep 2027	Kigali	Classroom / 5d	**$3,000 USD / KES 110,000**
6 Sep 2027 – 10 Sep 2027	Dubai	Classroom / 5d	**$5,000 USD / KES 110,000**
6 Sep 2027 – 10 Sep 2027	Cape Town	Classroom / 5d	**$4,500 USD / KES 110,000**
6 Sep 2027 – 10 Sep 2027	Addis Ababa	Classroom / 5d	**$3,000 USD / KES 110,000**
6 Sep 2027 – 10 Sep 2027	Singapore	Classroom / 5d	**$5,000 USD / KES 110,000**
6 Sep 2027 – 10 Sep 2027	Istanbul	Classroom / 5d	**$5,000 USD / KES 110,000**
6 Sep 2027 – 10 Sep 2027	Bangkok	Classroom / 5d	**$5,000 USD / KES 110,000**
6 Sep 2027 – 10 Sep 2027	Accra	Classroom / 5d	**$4,000 USD / KES 110,000**
13 Sep 2027 – 17 Sep 2027	Nairobi	Classroom / 5d	**$1,500 USD / KES 110,000**
13 Sep 2027 – 17 Sep 2027	Kigali	Classroom / 5d	**$3,000 USD / KES 110,000**
13 Sep 2027 – 17 Sep 2027	Dubai	Classroom / 5d	**$5,000 USD / KES 110,000**
13 Sep 2027 – 17 Sep 2027	Cape Town	Classroom / 5d	**$4,500 USD / KES 110,000**
13 Sep 2027 – 17 Sep 2027	Addis Ababa	Classroom / 5d	**$3,000 USD / KES 110,000**
13 Sep 2027 – 17 Sep 2027	Singapore	Classroom / 5d	**$5,000 USD / KES 110,000**
13 Sep 2027 – 17 Sep 2027	Istanbul	Classroom / 5d	**$5,000 USD / KES 110,000**
13 Sep 2027 – 17 Sep 2027	Bangkok	Classroom / 5d	**$5,000 USD / KES 110,000**
13 Sep 2027 – 17 Sep 2027	Accra	Classroom / 5d	**$4,000 USD / KES 110,000**
20 Sep 2027 – 24 Sep 2027	Nairobi	Classroom / 5d	**$1,500 USD / KES 110,000**
20 Sep 2027 – 24 Sep 2027	Kigali	Classroom / 5d	**$3,000 USD / KES 110,000**
20 Sep 2027 – 24 Sep 2027	Dubai	Classroom / 5d	**$5,000 USD / KES 110,000**
20 Sep 2027 – 24 Sep 2027	Cape Town	Classroom / 5d	**$4,500 USD / KES 110,000**
20 Sep 2027 – 24 Sep 2027	Addis Ababa	Classroom / 5d	**$3,000 USD / KES 110,000**
20 Sep 2027 – 24 Sep 2027	Singapore	Classroom / 5d	**$5,000 USD / KES 110,000**

20 Sep 2027 – 24 Sep 2027	Istanbul	Classroom / 5d	**$5,000 USD / KES 110,000**
20 Sep 2027 – 24 Sep 2027	Bangkok	Classroom / 5d	**$5,000 USD / KES 110,000**
20 Sep 2027 – 24 Sep 2027	Accra	Classroom / 5d	**$4,000 USD / KES 110,000**
27 Sep 2027 – 1 Oct 2027	Nairobi	Classroom / 5d	**$1,500 USD / KES 110,000**
27 Sep 2027 – 1 Oct 2027	Kigali	Classroom / 5d	**$3,000 USD / KES 110,000**
27 Sep 2027 – 1 Oct 2027	Dubai	Classroom / 5d	**$5,000 USD / KES 110,000**
27 Sep 2027 – 1 Oct 2027	Cape Town	Classroom / 5d	**$4,500 USD / KES 110,000**
27 Sep 2027 – 1 Oct 2027	Addis Ababa	Classroom / 5d	**$3,000 USD / KES 110,000**
27 Sep 2027 – 1 Oct 2027	Singapore	Classroom / 5d	**$5,000 USD / KES 110,000**
27 Sep 2027 – 1 Oct 2027	Istanbul	Classroom / 5d	**$5,000 USD / KES 110,000**
27 Sep 2027 – 1 Oct 2027	Bangkok	Classroom / 5d	**$5,000 USD / KES 110,000**
27 Sep 2027 – 1 Oct 2027	Accra	Classroom / 5d	**$4,000 USD / KES 110,000**
4 Oct 2027 – 8 Oct 2027	Nairobi	Classroom / 5d	**$1,500 USD / KES 110,000**
4 Oct 2027 – 8 Oct 2027	Kigali	Classroom / 5d	**$3,000 USD / KES 110,000**
4 Oct 2027 – 8 Oct 2027	Dubai	Classroom / 5d	**$5,000 USD / KES 110,000**
4 Oct 2027 – 8 Oct 2027	Cape Town	Classroom / 5d	**$4,500 USD / KES 110,000**
4 Oct 2027 – 8 Oct 2027	Addis Ababa	Classroom / 5d	**$3,000 USD / KES 110,000**
4 Oct 2027 – 8 Oct 2027	Singapore	Classroom / 5d	**$5,000 USD / KES 110,000**
4 Oct 2027 – 8 Oct 2027	Istanbul	Classroom / 5d	**$5,000 USD / KES 110,000**
4 Oct 2027 – 8 Oct 2027	Bangkok	Classroom / 5d	**$5,000 USD / KES 110,000**
4 Oct 2027 – 8 Oct 2027	Accra	Classroom / 5d	**$4,000 USD / KES 110,000**
11 Oct 2027 – 15 Oct 2027	Nairobi	Classroom / 5d	**$1,500 USD / KES 110,000**
11 Oct 2027 – 15 Oct 2027	Kigali	Classroom / 5d	**$3,000 USD / KES 110,000**
11 Oct 2027 – 15 Oct 2027	Dubai	Classroom / 5d	**$5,000 USD / KES 110,000**
11 Oct 2027 – 15 Oct 2027	Cape Town	Classroom / 5d	**$4,500 USD / KES 110,000**
11 Oct 2027 – 15 Oct 2027	Addis Ababa	Classroom / 5d	**$3,000 USD / KES 110,000**
11 Oct 2027 – 15 Oct 2027	Singapore	Classroom / 5d	**$5,000 USD / KES 110,000**
11 Oct 2027 – 15 Oct 2027	Istanbul	Classroom / 5d	**$5,000 USD / KES 110,000**
11 Oct 2027 – 15 Oct 2027	Bangkok	Classroom / 5d	**$5,000 USD / KES 110,000**
11 Oct 2027 – 15 Oct 2027	Accra	Classroom / 5d	**$4,000 USD / KES 110,000**
18 Oct 2027 – 22 Oct 2027	Nairobi	Classroom / 5d	**$1,500 USD / KES 110,000**
18 Oct 2027 – 22 Oct 2027	Kigali	Classroom / 5d	**$3,000 USD / KES 110,000**

18 Oct 2027 – 22 Oct 2027	Dubai	Classroom / 5d	**$5,000 USD / KES 110,000**
18 Oct 2027 – 22 Oct 2027	Cape Town	Classroom / 5d	**$4,500 USD / KES 110,000**
18 Oct 2027 – 22 Oct 2027	Addis Ababa	Classroom / 5d	**$3,000 USD / KES 110,000**
18 Oct 2027 – 22 Oct 2027	Singapore	Classroom / 5d	**$5,000 USD / KES 110,000**
18 Oct 2027 – 22 Oct 2027	Istanbul	Classroom / 5d	**$5,000 USD / KES 110,000**
18 Oct 2027 – 22 Oct 2027	Bangkok	Classroom / 5d	**$5,000 USD / KES 110,000**
18 Oct 2027 – 22 Oct 2027	Accra	Classroom / 5d	**$4,000 USD / KES 110,000**
25 Oct 2027 – 29 Oct 2027	Nairobi	Classroom / 5d	**$1,500 USD / KES 110,000**
25 Oct 2027 – 29 Oct 2027	Kigali	Classroom / 5d	**$3,000 USD / KES 110,000**
25 Oct 2027 – 29 Oct 2027	Dubai	Classroom / 5d	**$5,000 USD / KES 110,000**
25 Oct 2027 – 29 Oct 2027	Cape Town	Classroom / 5d	**$4,500 USD / KES 110,000**
25 Oct 2027 – 29 Oct 2027	Addis Ababa	Classroom / 5d	**$3,000 USD / KES 110,000**
25 Oct 2027 – 29 Oct 2027	Singapore	Classroom / 5d	**$5,000 USD / KES 110,000**
25 Oct 2027 – 29 Oct 2027	Istanbul	Classroom / 5d	**$5,000 USD / KES 110,000**
25 Oct 2027 – 29 Oct 2027	Bangkok	Classroom / 5d	**$5,000 USD / KES 110,000**
25 Oct 2027 – 29 Oct 2027	Accra	Classroom / 5d	**$4,000 USD / KES 110,000**
1 Nov 2027 – 5 Nov 2027	Nairobi	Classroom / 5d	**$1,500 USD / KES 110,000**
1 Nov 2027 – 5 Nov 2027	Kigali	Classroom / 5d	**$3,000 USD / KES 110,000**
1 Nov 2027 – 5 Nov 2027	Dubai	Classroom / 5d	**$5,000 USD / KES 110,000**
1 Nov 2027 – 5 Nov 2027	Cape Town	Classroom / 5d	**$4,500 USD / KES 110,000**
1 Nov 2027 – 5 Nov 2027	Addis Ababa	Classroom / 5d	**$3,000 USD / KES 110,000**
1 Nov 2027 – 5 Nov 2027	Singapore	Classroom / 5d	**$5,000 USD / KES 110,000**
1 Nov 2027 – 5 Nov 2027	Istanbul	Classroom / 5d	**$5,000 USD / KES 110,000**
1 Nov 2027 – 5 Nov 2027	Bangkok	Classroom / 5d	**$5,000 USD / KES 110,000**
1 Nov 2027 – 5 Nov 2027	Accra	Classroom / 5d	**$4,000 USD / KES 110,000**
8 Nov 2027 – 12 Nov 2027	Nairobi	Classroom / 5d	**$1,500 USD / KES 110,000**
8 Nov 2027 – 12 Nov 2027	Kigali	Classroom / 5d	**$3,000 USD / KES 110,000**
8 Nov 2027 – 12 Nov 2027	Dubai	Classroom / 5d	**$5,000 USD / KES 110,000**
8 Nov 2027 – 12 Nov 2027	Cape Town	Classroom / 5d	**$4,500 USD / KES 110,000**
8 Nov 2027 – 12 Nov 2027	Addis Ababa	Classroom / 5d	**$3,000 USD / KES 110,000**
8 Nov 2027 – 12 Nov 2027	Singapore	Classroom / 5d	**$5,000 USD / KES 110,000**
8 Nov 2027 – 12 Nov 2027	Istanbul	Classroom / 5d	**$5,000 USD / KES 110,000**

8 Nov 2027 – 12 Nov 2027	Bangkok	Classroom / 5d	**$5,000 USD / KES 110,000**
8 Nov 2027 – 12 Nov 2027	Accra	Classroom / 5d	**$4,000 USD / KES 110,000**
15 Nov 2027 – 19 Nov 2027	Nairobi	Classroom / 5d	**$1,500 USD / KES 110,000**
15 Nov 2027 – 19 Nov 2027	Kigali	Classroom / 5d	**$3,000 USD / KES 110,000**
15 Nov 2027 – 19 Nov 2027	Dubai	Classroom / 5d	**$5,000 USD / KES 110,000**
15 Nov 2027 – 19 Nov 2027	Cape Town	Classroom / 5d	**$4,500 USD / KES 110,000**
15 Nov 2027 – 19 Nov 2027	Addis Ababa	Classroom / 5d	**$3,000 USD / KES 110,000**
15 Nov 2027 – 19 Nov 2027	Singapore	Classroom / 5d	**$5,000 USD / KES 110,000**
15 Nov 2027 – 19 Nov 2027	Istanbul	Classroom / 5d	**$5,000 USD / KES 110,000**
15 Nov 2027 – 19 Nov 2027	Bangkok	Classroom / 5d	**$5,000 USD / KES 110,000**
15 Nov 2027 – 19 Nov 2027	Accra	Classroom / 5d	**$4,000 USD / KES 110,000**
22 Nov 2027 – 26 Nov 2027	Nairobi	Classroom / 5d	**$1,500 USD / KES 110,000**
22 Nov 2027 – 26 Nov 2027	Kigali	Classroom / 5d	**$3,000 USD / KES 110,000**
22 Nov 2027 – 26 Nov 2027	Dubai	Classroom / 5d	**$5,000 USD / KES 110,000**
22 Nov 2027 – 26 Nov 2027	Cape Town	Classroom / 5d	**$4,500 USD / KES 110,000**
22 Nov 2027 – 26 Nov 2027	Addis Ababa	Classroom / 5d	**$3,000 USD / KES 110,000**
22 Nov 2027 – 26 Nov 2027	Singapore	Classroom / 5d	**$5,000 USD / KES 110,000**
22 Nov 2027 – 26 Nov 2027	Istanbul	Classroom / 5d	**$5,000 USD / KES 110,000**
22 Nov 2027 – 26 Nov 2027	Bangkok	Classroom / 5d	**$5,000 USD / KES 110,000**
22 Nov 2027 – 26 Nov 2027	Accra	Classroom / 5d	**$4,000 USD / KES 110,000**
29 Nov 2027 – 3 Dec 2027	Nairobi	Classroom / 5d	**$1,500 USD / KES 110,000**
29 Nov 2027 – 3 Dec 2027	Kigali	Classroom / 5d	**$3,000 USD / KES 110,000**
29 Nov 2027 – 3 Dec 2027	Dubai	Classroom / 5d	**$5,000 USD / KES 110,000**
29 Nov 2027 – 3 Dec 2027	Cape Town	Classroom / 5d	**$4,500 USD / KES 110,000**
29 Nov 2027 – 3 Dec 2027	Addis Ababa	Classroom / 5d	**$3,000 USD / KES 110,000**
29 Nov 2027 – 3 Dec 2027	Singapore	Classroom / 5d	**$5,000 USD / KES 110,000**
29 Nov 2027 – 3 Dec 2027	Istanbul	Classroom / 5d	**$5,000 USD / KES 110,000**
29 Nov 2027 – 3 Dec 2027	Bangkok	Classroom / 5d	**$5,000 USD / KES 110,000**
29 Nov 2027 – 3 Dec 2027	Accra	Classroom / 5d	**$4,000 USD / KES 110,000**
6 Dec 2027 – 10 Dec 2027	Nairobi	Classroom / 5d	**$1,500 USD / KES 110,000**
6 Dec 2027 – 10 Dec 2027	Kigali	Classroom / 5d	**$3,000 USD / KES 110,000**
6 Dec 2027 – 10 Dec 2027	Dubai	Classroom / 5d	**$5,000 USD / KES 110,000**

6 Dec 2027 – 10 Dec 2027	Cape Town	Classroom / 5d	**$4,500 USD / KES 110,000**
6 Dec 2027 – 10 Dec 2027	Addis Ababa	Classroom / 5d	**$3,000 USD / KES 110,000**
6 Dec 2027 – 10 Dec 2027	Singapore	Classroom / 5d	**$5,000 USD / KES 110,000**
6 Dec 2027 – 10 Dec 2027	Istanbul	Classroom / 5d	**$5,000 USD / KES 110,000**
6 Dec 2027 – 10 Dec 2027	Bangkok	Classroom / 5d	**$5,000 USD / KES 110,000**
6 Dec 2027 – 10 Dec 2027	Accra	Classroom / 5d	**$4,000 USD / KES 110,000**
13 Dec 2027 – 17 Dec 2027	Nairobi	Classroom / 5d	**$1,500 USD / KES 110,000**
13 Dec 2027 – 17 Dec 2027	Kigali	Classroom / 5d	**$3,000 USD / KES 110,000**
13 Dec 2027 – 17 Dec 2027	Dubai	Classroom / 5d	**$5,000 USD / KES 110,000**
13 Dec 2027 – 17 Dec 2027	Cape Town	Classroom / 5d	**$4,500 USD / KES 110,000**
13 Dec 2027 – 17 Dec 2027	Addis Ababa	Classroom / 5d	**$3,000 USD / KES 110,000**
13 Dec 2027 – 17 Dec 2027	Singapore	Classroom / 5d	**$5,000 USD / KES 110,000**
13 Dec 2027 – 17 Dec 2027	Istanbul	Classroom / 5d	**$5,000 USD / KES 110,000**
13 Dec 2027 – 17 Dec 2027	Bangkok	Classroom / 5d	**$5,000 USD / KES 110,000**
13 Dec 2027 – 17 Dec 2027	Accra	Classroom / 5d	**$4,000 USD / KES 110,000**
20 Dec 2027 – 24 Dec 2027	Dubai	Classroom / 5d	**$5,000 USD / KES 110,000**
20 Dec 2027 – 24 Dec 2027	Cape Town	Classroom / 5d	**$4,500 USD / KES 110,000**
20 Dec 2027 – 24 Dec 2027	Addis Ababa	Classroom / 5d	**$3,000 USD / KES 110,000**
20 Dec 2027 – 24 Dec 2027	Singapore	Classroom / 5d	**$5,000 USD / KES 110,000**
20 Dec 2027 – 24 Dec 2027	Istanbul	Classroom / 5d	**$5,000 USD / KES 110,000**
20 Dec 2027 – 24 Dec 2027	Bangkok	Classroom / 5d	**$5,000 USD / KES 110,000**
20 Dec 2027 – 24 Dec 2027	Accra	Classroom / 5d	**$4,000 USD / KES 110,000**
20 Dec 2027 – 24 Dec 2027	Nairobi	Classroom / 5d	**$1,500 USD / KES 110,000**
20 Dec 2027 – 24 Dec 2027	Kigali	Classroom / 5d	**$3,000 USD / KES 110,000**

* Corporate discounts and customized cohort scheduling are available for teams of 3 or more participants.

Course Curriculum & Modules

Training Programme for Executive Assistants

Introduction

In today's fast-paced, digital-first business environment, executive assistants are no longer just support staff—they are strategic partners who influence productivity, decision-making, and organizational success. Training Programme for Executive Assistants is an intensive, hands-on training designed to empower EAs with essential skills in leadership, communication, project management, and technology integration. This program will transform seasoned professionals and aspiring executive assistants into confident, competent, and indispensable assets to their organizations.

With a curriculum grounded in real-world executive support, this program equips participants with the tools to master time management, drive digital transformation, improve stakeholder communication, and manage high-level tasks with poise and precision. Stay ahead of evolving job roles and expectations by building proficiency in AI tools, cloud collaboration platforms, corporate protocol, and executive-level confidentiality.

Course Objectives

By the end of this course, participants will be able to:

- Master advanced time management and prioritization techniques.
- Enhance communication skills for high-level stakeholders and executives.
- Navigate digital productivity tools (Microsoft 365, Slack, Trello).
- Apply AI-powered automation for scheduling and task management.
- Strengthen emotional intelligence and professional resilience.
- Demonstrate project coordination and leadership in dynamic settings.
- Practice corporate etiquette and executive presence.
- Manage confidential data using cybersecurity best practices.
- Lead hybrid meeting logistics and virtual collaboration.
- Improve strategic thinking and decision-making support.
- Develop skills in travel coordination and expense reporting tools.
- Build relationships using internal networking and influence techniques.
- Provide C-suite level administrative support with confidence.

Target Audience

- Executive Assistants (mid-level to senior-level)
- Personal Assistants to C-Suite Executives
- Administrative Professionals
- Office Managers
- Virtual Assistants
- Team Coordinators
- HR Administrative Officers
- Project Support Staff

Course Duration

- 5 days

Course Modules:

Module 1: Strategic Role of the Executive Assistant

- Understanding the modern EA role
- From support to strategic partner
- Aligning with executive goals
- Navigating office politics
- Building trust and influence

Module 2: Time and Priority Management

- Eisenhower Matrix and time blocking
- Digital calendars and AI tools
- Task delegation and follow-up
- Overcoming procrastination
- Managing multiple bosses

Module 3: Business Communication Mastery

- Executive-level writing skills
- Email and memo etiquette
- Presentation prep and delivery
- Active listening and negotiation
- Managing difficult conversations

Module 4: Technology and Digital Tools

- Microsoft 365 advanced features

- Project and task apps (Trello, Asana)
- AI schedulers (Calendly, Clara)
- File sharing & cloud management
- Cybersecurity fundamentals

Module 5: Project and Event Coordination

- Event planning essentials
- Budgeting and vendor management
- Timeline and deliverable tracking
- Team collaboration tools
- Post-event reporting

Module 6: Executive Presence and Etiquette

- Dress, demeanor, and diplomacy
- Cross-cultural awareness
- Hosting VIP guests
- Confidentiality and discretion
- Office protocol mastery

Module 7: Emotional Intelligence and Resilience

- Self-awareness and empathy
- Stress management techniques
- Constructive feedback delivery
- Conflict resolution strategies
- Building workplace positivity

Module 8: Career Growth and Future-Proofing

- Personal branding for Executive Assistants
- Upskilling with AI and automation
- Building an internal network
- Goal setting and career planning

Training Methodology

- Learning Objectives-Based Design – The course is designed to enhance communication, organization, leadership, and tech-savviness in executive support roles.
- Blended Learning Approach – Combines live workshops, online modules, and practical tasks for flexible learning.
- Interactive Lectures and Discussions – Facilitators lead sessions on topics like time management and executive communication, with open discussions for clarity.
- Simulations and Role-Playing – Real-life office scenarios are simulated to build confidence in decision-making and problem-solving.
- Soft Skills Development Workshops – Focused sessions enhance professionalism, emotional intelligence, and conflict resolution.
- Technology Training – Hands-on training with productivity tools (e.g., MS Office, scheduling software, digital communication platforms).
- Group Activities and Peer Sharing – Team exercises and idea exchanges encourage collaboration and shared learning.
- Evaluation and Feedback – Includes assessments, feedback forms, and personal action plans to track development.
- Mentoring and Guest Talks – Industry professionals share success tips and offer mentorship opportunities.
- Certification and Continuing Development – Participants receive certificates and access to resources for ongoing growth.

Register as a group from 3 participants for a Discount

Send us an email: info@datastatresearch.org or call +254724527104

Certification

Upon successful completion of this training, participants will be issued with a globally- recognized certificate.

Tailor-Made Course

We also offer tailor-made courses based on your needs.

Key Notes

a. The participant must be conversant with English.

b. Upon completion of training the participant will be issued with an Authorized Training Certificate

c. Course duration is flexible and the contents can be modified to fit any number of days.

d. The course fee includes facilitation training materials, 2 coffee breaks, buffet lunch and A Certificate upon successful completion of Training.

e. One-year post-training support Consultation and Coaching provided after the course.

f. Payment should be done at least a week before commence of the training, to DATASTAT CONSULTANCY LTD account, as indicated in the invoice so as to enable us prepare better for you.

Certification & Learning Methodology

- Hands-on practical delivery with real-world datasets, case studies, and lab exercises.
- Post-training mentorship, access to class resources, and customized follow-up support.
- Participants who successfully complete the course receive an accredited Datastat Certificate of Completion.

How to Enroll & Reserve Your Seat

1. Online Registration: Visit https://datastatresearch.org/courses/training-programme-for-executive-assistants to register online.
2. Email Booking: Send participant details to training@datastatresearch.org for official invoice & reservation.
3. Support & Assistance: Inquire via phone +254 724 527 104 | +254 734 969 612.