

GonetAfrica – an educational organization accredited by the Ministry of Education Liberia

S.D. Cooper Road, Paynesville, Liberia

W: www.gonetafrica.org | www.gonetacademy.com |

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**Gonet
Academy**
Adding Value to Your Career



GONET ACADEMY – COHORT 16 INFORMATION SHEET (2026)

Accredited by the Ministry of Education (Liberia) & Authorized by AITB

Location: S.D. Cooper Road, Paynesville

Website: www.gonetacademy.com | Email: admissions@gonetacademy.com | WhatsApp: 0880806657

1. About Gonet Academy

Gonet Academy provides practical, industry-relevant professional training designed to help individuals gain job-ready skills, advance careers, and improve productivity. Our programs use hands-on learning delivered by experienced trainers.

2. Program Types, Duration, and Fees

I. Foundation Certificate Program (FCP): 3 Months – US\$150 + US\$10 registration

- Ideal for beginners and professionals needing foundational knowledge and skills
- First installment payment: **80% of tuition (US\$120) plus \$10 registration**

II. Comprehensive Professional Program (CPP): Certificate & Diploma (6 Months + Capstone) – US\$450 + US\$10 registration

- Certificate + Diploma combined training
- First installment payment: **40% of tuition (US\$180) plus US\$10 registration**

III. Professional Diploma Program (4 Months) – US\$300 + US\$10 registration

- **Requirement:** For those upgrading after completing a Certificate program in the same or related fields
- First installment payment: **50% of tuition (US\$150) plus US\$10 registration**

➤ **Other Fees** – *Celebration Retreat & Graduation*: US\$60 for Certificate Students | US\$70 for Comprehensive & Diploma Students

3. Enrollment Requirements and Learning Commitment

- **Minimum:** High school diploma or equivalent for Certificate and Comprehensive Programs; relevant Certificate qualification for Diploma Programs.
- Attend at least **80%** of classes and achieve a minimum of **70%** average
- Computer-related courses require a **personal laptop and basic knowledge**
- Access to Gonet Academy Virtual Learning Environment for blended courses



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4. Admissions and Enrollment Process

1. **Apply Online:** Visit → gis.gonetacademy.com Click → “Apply Now” and *Complete your application form* (If you already completed the application during Cohort 14 or 15 enrollment, please contact support@gonetacademy.com or visit the ICT & Innovation Office to access your account.
2. **Receive Confirmation** via Email within 24-48 hours. The Admissions office may call for further confirmation of your application.
3. **Make First Installment Payment:** Receive receipt and get officially enrolled
4. **Begin Classes:** Attend orientation and start your class on the scheduled date

5. Payment Options

- **Mobile Money (Lonestar):** 0886161305 – Code: 1563#
- **Orange Money:** 0779806271 – Merchant Code: **1388011**
- **Bank:** Ecobank – Acc#: 6101899672 (GonetAfrica Inc.)
- **In-Person:** Gonet Academy Campus, S.D. Cooper Road

6. Key Dates

- **Enrollment & Registration Period:** September 14 – November 7, 2026
- **Orientation:** To be communicated to officially enrolled learners
- **Classes for the Cohort Begin:** November 9, 2026

7. Program Expectations

- Participate actively in classes, assignments, group work, and assessments
- Pay balance fees according to the installment plan below:
 - **Certificate:** Full payment before Midterm
 - **Comprehensive:** 4 monthly installments of **US\$67.5**
 - **Diploma:** 2 monthly installments of **US\$75**
- Learning materials provided by the Academy and training specialists. Download and read program resources, including the cohort program guide, program and student services manuals: <https://gonetacademy.com/program-resources/>. For detailed information on the courses, visit <https://gonetacademy.com/courses/>



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8. FOUNDATION CERTIFICATE PROGRAM (FCP) (28 COURSES)

1. Asset & Investment Management
2. Banking & Finance
3. Compliance & Risk Management
4. Customer Service & Relationship Management
5. Data Analysis Using SPSS
6. Database Administration & Management
7. Digital Marketing & Content Creation
8. Digital Productivity Using AI
9. Effective Communication & Public Speaking
10. Entrepreneurship & Business Management
11. Environmental & Social Impact Assessment
12. Financial Management
13. Human Resource Management
14. Internal Audit & Control
15. Leadership & Organizational Development
16. Marketing Strategy & Brand Management
17. Microsoft Excel Essentials
18. Microsoft Office Productivity
19. Monitoring & Evaluation
20. Occupational Health & Safety Management
21. Office Administration & Management
22. Procurement, Logistics & Supply Chain Management
23. Project Management
24. Proposal Writing & Resource Mobilization
25. Public Relations & Media Strategy
26. QuickBooks Essentials
27. Research & Report Writing
28. Tax & Customs Administration

9. COMPREHENSIVE PROFESSIONAL PROGRAM (CPP) (10 COURSES)

1. Banking & Finance
2. Communication, Public Relations & Media Strategy
3. Digital Productivity & Data Analysis
4. Entrepreneurship, Business Strategy & Management
5. Human Resource Management
6. Monitoring & Evaluation
7. Occupational Health, Safety & Environmental Management
8. Procurement, Logistics & Supply Chain Management
9. Project Management
10. Office Administration & Executive Support



10. PROFESSIONAL DIPLOMA PROGRAM (PDP) (5 COURSES)

1. Human Resource & Administration Management
2. Monitoring & Evaluation
3. Occupational Health, Safety & Environmental Management
4. Procurement, Logistics & Supply Chain Management
5. Project Management

11. Course Schedule for Cohort 16

Important Note: Each student is required to select **only one schedule/section for a chosen course**. All course sections run for **3 hours per week in-person or online (depending on your available preferred mode)**, supported by additional 3 hours per week self-paced learning activities and online resources to enhance your understanding and practical skills.

Course	Time
Schedule: Mondays 4:30 - 7:30 PM (3 hours in-person class)	
Certificate in Tax & Customs Administration	4:30 - 7:30 PM
Certificate in Banking & Finance	4:30 - 7:30 PM
Certificate in Customer Service & Relationship Management	4:30 - 7:30 PM
Certificate in Database Administration & Management	4:30 - 7:30 PM
Certificate in Leadership & Organizational Development	4:30 - 7:30 PM
Certificate in Marketing Strategy & Brand Management	4:30 - 7:30 PM
Certificate in Microsoft Office Productivity	4:30 - 7:30 PM
Certificate in Office Administration & Management	4:30 - 7:30 PM
Certificate in Digital Productivity Using AI	4:30 - 7:30 PM
Schedule: Tuesdays 4:30 - 7:30 PM (3 hours in-person class)	
Certificate in Data Analysis Using SPSS	4:30 - 7:30 PM
Certificate in Environmental & Social Impact Assessment	4:30 - 7:30 PM
Certificate in Human Resource Management	4:30 - 7:30 PM
Certificate in Monitoring & Evaluation	4:30 - 7:30 PM
Certificate in Procurement, Logistics & Supply Chain Management	4:30 - 7:30 PM
Certificate in Project Management	4:30 - 7:30 PM
Certificate in Proposal Writing & Resource Mobilization	4:30 - 7:30 PM
Certificate in Public Relations & Media Strategy	4:30 - 7:30 PM

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Schedule: Wednesdays 4:30 - 7:30 PM (3 hours in-person class)

Certificate in Compliance & Risk Management	4:30 - 7:30 PM
Certificate in Effective Communication & Public Speaking	4:30 - 7:30 PM
Certificate in Entrepreneurship & Business Management	4:30 - 7:30 PM
Certificate in Financial Management	4:30 - 7:30 PM
Certificate in Procurement, Logistics & Supply Chain Management	4:30 - 7:30 PM
Certificate in Microsoft Excel Essentials	4:30 - 7:30 PM
Certificate in Monitoring & Evaluation	4:30 - 7:30 PM
Certificate in QuickBooks Essentials	4:30 - 7:30 PM

Schedule: Thursdays 4:30 - 7:30 PM (3 hours in-person class)

Certificate in Project Management	4:30 - 7:30 PM
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Schedule: Fridays 4:30 - 7:30 PM (3 hours in-person class)

Comprehensive Banking & Finance	4:30 - 7:30 PM
Comprehensive Communication, Public Relations & Media Strategy	4:30 - 7:30 PM
Comprehensive Digital Productivity & Data Analysis	4:30 - 7:30 PM
Comprehensive Entrepreneurship, Business Strategy & Management	4:30 - 7:30 PM
Comprehensive Human Resource Management	4:30 - 7:30 PM
Comprehensive Monitoring & Evaluation	4:30 - 7:30 PM
Comprehensive Procurement, Logistics & Supply Chain Management	4:30 - 7:30 PM
Comprehensive Project Management	4:30 - 7:30 PM
Comprehensive Office Administration & Executive Support	4:30 - 7:30 PM

Schedule: Saturdays 9:30 am - 12:30 pm (3 hours in-person class)

Certificate in Human Resource Management	9:30 AM - 12:30 PM
Certificate in Internal Audit & Control	9:30 AM - 12:30 PM
Certificate in Monitoring & Evaluation	9:30 AM - 12:30 PM
Certificate in Occupational Health & Safety Management	9:30 AM - 12:30 PM
Certificate in Procurement, Logistics & Supply Chain Management	9:30 AM - 12:30 PM
Certificate in Project Management	9:30 AM - 12:30 PM
Diploma in Human Resource & Administration Management	9:30 AM - 12:30 PM
Diploma in Occupational Health, Safety & Environmental Management	9:30 AM - 12:30 PM

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Diploma in Procurement, Logistics & Supply Chain Management	9:30 AM - 12:30 PM
Schedule: Saturdays 1:00 - 4:00 PM (3 hours in-person class)	
Certificate in Digital Marketing & Content Creation	1:00 - 4:00 PM
Certificate in Microsoft Office Productivity	1:00 - 4:00 PM
Certificate in Monitoring & Evaluation	1:00 - 4:00 PM
Certificate in Occupational Health & Safety Management	1:00 - 4:00 PM
Certificate in Project Management	1:00 - 4:00 PM
Certificate in Research & Report Writing	1:00 - 4:00 PM
Certificate in Asset & Investment Management	1:00 - 4:00 PM
Comprehensive Occupational Health, Safety & Environmental Management	1:00 - 4:00 PM
Diploma in Monitoring & Evaluation	1:00 - 4:00 PM
Online Certificate Programs - Tuesdays & Wednesdays 8:00 - 9:30 PM	
Certificate in Compliance & Risk Management	8:00 - 9:30 PM
Certificate in Entrepreneurship & Business Management	8:00 - 9:30 PM
Certificate in Financial Management	8:00 - 9:30 PM
Certificate in Human Resource Management	8:00 - 9:30 PM
Certificate in Monitoring & Evaluation	8:00 - 9:30 PM
Certificate in Occupational Health & Safety Management	8:00 - 9:30 PM
Certificate in Procurement, Logistics & Supply Chain Management	8:00 - 9:30 PM
Certificate in Project Management	8:00 - 9:30 PM
Online Diploma Programs - Tuesdays & Wednesdays 8:00 - 9:30 PM	
Diploma in Monitoring & Evaluation	8:00 - 9:30 PM
Diploma in Occupational Health, Safety & Environmental Management	8:00 - 9:30 PM
Diploma in Project Management	8:00 - 9:30 PM
Diploma in Procurement, Logistics & Supply Chain Management	8:00 - 9:30 PM
Diploma in Human Resource & Administration Management	8:00 - 9:30 PM