



April 21, 2025

Dear Sir/Madam:

Congratulations. We are glad to inform you that you have qualified to be issued a DIPLOMA IN TAXATION based on the result of the onsite examination given by the association at Cebu Institute of Technology-University, Cebu City last *April 5, 2025*.

In applying for the Diploma, **(from May 15 until June 30, 2025: NO EXTENSION)**, kindly observe the following procedure/instructions:

1. Pay the registration fee of P750 thru any of the following:
  - (a) GCASH Account Number: 0995 674 5519 or 0995 106 3467,  
Name: Omar Erasmo Ampongan
  - (b) GCASH Account Number: 0927 554 8065  
Name: Marylyn Ampongan
  - (c) Maya Account Number: 0995 106 3467  
Name: Omar Erasmo Ampongan

Upon deposit of the Registration Fee, your proof of payment must be attached to the google forms.

2. In case you register after **June 30, 2025**, you shall be subject to a fine of **P500**. Moreover, your privilege to apply for a Diploma shall be **forfeited** in case you fail to register **until June 30, 2026**.
3. Visit the link: <https://forms.gle/VD2ErQkuWno9AKNq9>
4. Fill-out the required information.
5. In case you are already a college graduate and willing to acquire International Certification from Royal Institution Singapore (RIS) (this is optional), the total Certification Fee to be paid shall be:

Applicant	PACTT	Royal Institution Singapore	Total Amount payable	Additional Requirements for RIS
NON-CPA	P 750	P 950 (Tax Assistant)	P 1,700	(a) College Graduate
CPA	750	1,200 (Tax Specialist)	1,950	(b) one (1) page Resume; (c) PRC ID for CPAs

We will not entertain separate registration dates for PACTT and RIS.

6. Wait for your Rating, Identification Card, sling bag and Diploma/Certificate. This may take two (2) to three (3) months from sending of your application with us. The processing of applications will be done on a "first-come, first-served basis."
7. If your place cannot be reached by the courier, we shall communicate with you thru mobile phone. Please make a prompt reply.
8. Your Diploma in Taxation will entitle you to attend our online seminars for free (except minimal fee to cover the cost of materials and clerical expenses) within the period of its validity of five (5) years, in order to upgrade and continuously update your knowledge in taxation.

You shall also be entitled to other benefits that maybe provided by the association.

We wish you all the best for your future career. I hope you keep succeeding with such flying colors.

Very truly yours,

**PHILIPPINE ASSOCIATION OF CERTIFIED TAX TECHNICIANS (PACTT), INC.**

☎ 0917 636 1700

✉ [certtaxtech@gmail.com](mailto:certtaxtech@gmail.com)

📘 Certified Tax Technician

🌐 [www.philtaxtech.com](http://www.philtaxtech.com)