



July 17, 2025

Dear Sir/Madam:

Congratulations. We are glad to inform you that you have qualified for a DIPLOMA IN TAXATION based on the result of the onsite examination given by the association in the cities of Cebu, Davao, Cagayan de Oro, Bacolod, Naga, Iriga, Calamba, Manila, Dasmarias, Puerto Princesa and Dipolog from June 28 to July 6, 2025.

In applying for the Diploma (**from July 21 to August 31, 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
 - (d) BPI Acct Number: 9549 133 581
Name: Omar Erasmo Ampongan

The proof of payment must be attached to the google forms.

2. In case you register after **August 31, 2025**, you shall be subject to a fine of **P500**. Moreover, your privilege to apply for a Diploma shall be **forfeited after December 31, 2026** in case of failure to register until said date.
3. Visit the link: <https://forms.gle/ix3ArtNSJoMzP8r3A>
4. Fill-out the required information.
5. In case you are 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 (Effective July 2026)	Total amount payable	Additional Requirements for RIS
NON-CPA	P 750	P 1,150 (Tax Assistant)	P 1,900	(a) College Graduate (b) one (1) page Resume; (c) PRC ID for CPAs
CPA	750	1,600 (Tax Specialist)	2,350	

Unless you are still undergraduate, we will not entertain separate registration dates for PACTT and RIS.

6. Wait for your Rating, Identification Card, sling bag and Diploma. This may take two (2) to four (4) 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.

☎ +63 917 636 1700

✉ certtaxtech@gmail.com

📘 Certified Tax Technician

🌐 www.philtaxtech.com