

Computation Methodology to Derive Unit Cost for Classroom training

The computation of per unit cost should be based on the number of registered participants or actual attendance, **whichever is greater.**

Absentees/ No show should **not** be excluded from the per unit computation.

Illustration 1:

Lump sum fee charged by training provider = \$10,000

Total registered participants = 10 pax

Actual attendance = 12 pax

Unit cost = \$ (10,000 / 12 pax) = \$833.33

Illustration 2:

Lump sum fee charged by training provider = \$10,000

Total registered participants = 10 pax

Number of absentee/ no show = 2 pax

Unit cost = \$ (10,000 / 10 pax) = \$1000