



## National Finance Center Customer Notification

# National Finance Center Training Solutions

July 7, 2020

Reference Number: NFC-1592602590

The National Finance Center (NFC) realizes the importance of delivering excellent customer service and offering our customers innovative solutions that meet changing business needs. We are excited to announce the expansion of our innovative training solutions to include self-paced, on-demand training; virtual classroom training; and traditional classroom learning platforms focused on ensuring your workforce has the knowledge they need.

### **New Training Offerings**

Our NFC University Web site has been updated to offer you the latest information on these new offerings. Now from the top navigation menu of NFC University you can choose “Classes” to view our offerings for both virtual classroom and traditional classroom learning. Each course page contains the course outline, course length, pre-requisites, and upcoming scheduled classes. Choose “Self-Paced Training” to view our on-demand training videos and be sure to check back often as we are working diligently to populate this portion of NFC University to assist your staff in their day-to-day duties.

While we as a country continue to practice social distancing, NFC is committed to ensuring that the training needs of your staff are met. NFC has updated the upcoming quarterly training offerings to include virtual classroom options for each of our traditional classroom courses. The virtual classes will be conducted online via Adobe Connect for the following:

- Administrative Billing and Collections (ABCO)
- Web-based Special Payroll Processing System (SPPS Web)
- Special Payroll Processing System (SPPS) Mainframe
- Time Inquiry Leave Update System (TINQ)

- Insight
- Entry, Processing, Inquiry, and Correction System (EPIC)
- History Correction Update Processing System (HCUP) applications.

Class timeframes have been adjusted to accommodate the virtual learning platform. The full schedule including dates and class type can be accessed on the [Schedule page](#) of NFC University. You can also access everything you need to register for classes from this page including the registration form and SF182.

## **Pricing**

NFC has also worked to update the cost model for our offerings. The new [Pricing page](#) displays cost information for both virtual classroom and traditional classroom learning. Simply use the toggle menu at the top of the table to view pricing for the offering you are interested in. From this page you can easily access the cost to join a quarterly scheduled open enrollment class or cost for an Agency-specific private training event, as well as the classroom capacity for each course.

Enrollment for quarterly trainings are open to employees of all NFC-serviced Agencies, while an Agency-specific training is a private training event held for a specific Agency only. As such, the cost for quarterly training is priced per student and the cost for Agency-specific training is priced as a flat rate. A modest discount has been built into the price model for Agency-Specific training, as well as a higher classroom capacity to ensure that your Agency can maximize the experience for your workforce.

NFC is dedicated to ensuring your success and is committed to continue bringing you the training needed to achieve that success. If you have any questions about new training offerings and prices, or are interested in attending an upcoming quarterly training or scheduling your own private training, please contact us via email at [nfc.training@usda.gov](mailto:nfc.training@usda.gov). We look forward to fulfilling all your training requirements.