HRODC Postgraduate Training Institute, A Postgraduate-Only Institution Verified by, & Registered With UK's Department for Education.

#036

Upstream Petroleum - Oil and Gas -Accounting and Contracts: Oil and Gas Operations, Mineral Rights, Leases and Successful Efforts Accounting,

Postgraduate Course.

Leading To:

Diploma – Postgraduate – in

Upstream Petroleum - Oil and Gas - Accounting and Contracts, Double-Credit, 60 Credit-Hours.

Accumulating to a Postgraduate Certificate, with 120 additional Credit-Hours, and a Postgraduate Diploma, with 300 additional Credit-Hours.

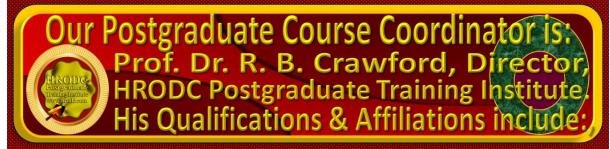
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- Doctor of Philosophy {(PhD) {University College London (UCL) University of London)};
- MEd Management (University of Bath);
- > Postgraduate (Advanced) Diploma Science Teacher Ed. (University of Bristol);
- Postgraduate Certificate in Information Systems (University of West London, formerly Thames Valley University);
- > Diploma in Doctoral Research Supervision, (University of Wolverhampton);
- Teaching Certificate;
- Fellow of the Institute of Management Specialists;
- Human Resources Specialist, of the Institute of Management Specialists;
- Member of the Asian Academy of Management (MAAM);
- Member of the International Society of Gesture Studies (MISGS);
- Member of the Standing Council for Organisational Symbolism (MSCOS);
- Member of ResearchGate;
- Executive Member of Academy of Management (AOM). There, his contribution incorporates the judging of competitions, review of journal articles, and guiding the development of conference papers. He also contributes to the Disciplines of:
 - Human Resources;
 - Organization and Management Theory;
 - Organization Development and Change;
 - Research Methods;
 - Conflict Management;
 - Organizational Behavior;
 - Management Consulting;
 - Gender & Diversity in Organizations; and
 - Critical Management Studies.

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- University of London (Royal Holloway), as Research Tutor;
- University of Greenwich (Business School), as Senior Lecturer (Associate Professor), in Organisational Behaviour and Human Resource Management;
- University of Wolverhampton, (Wolverhampton Business School), as Senior Lecturer (Associate Professor), in Organisational Behaviour and Human Resource Management;
- London Southbank University (Business School), as Lecturer and Unit Leader.

His responsibilities in these roles included:

- Doctoral Research Supervisor;
- Admissions Tutor;
- Postgraduate and Undergraduate Dissertation Supervisor;
- Programme Leader;
- Personal Tutor.

He was formerly an Expatriate at:

- Ministry of Education, Sokoto, Nigeria;
- Ministry of Science and Technical Education, Sokoto, Nigeria;
- University of Sokoto, Nigeria;
- College of Education, Sokoto, Nigeria; and

Former Editor-In-Chief of 'Sokoto Journal of Education'.



This course is designed specifically for all those who work with financial information and measures of performance for Oil & Gas Exploration & Production (E&P) activities, and those seeking to enhance their career prospects within the Upstream International Petroleum - Oil and Gas - Sector. The group of people who will benefit most from this course is, therefore, inclusive of, but not limited to the following:

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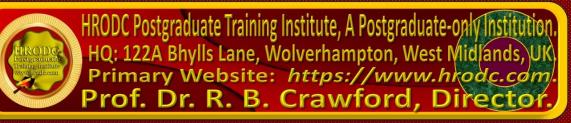
- Asset Accountants;
- Chief Accountants;
- Chief Executives;
- Drilling & Refinery Managers;
- Engineers and Geologist;
- Finance Directors;
- Finance Managers;
- Financial Analysts;
- Financial Controllers;
- Government Ministers,
- Government Regulators;
- Internal and External Auditors;
- Joint Venture Accountants;
- Joint Venture Operators;
- Land Office Workers;
- Land Registrars;
- Landsmen;
- Legal Personnel in Upstream Oil and Gas Sector;
- Management Accountants;
- Managing Directors;
- Marketing & Sales Directors & Managers;
- Public Accountants;
- Treasury Officers;
- Upstream Oil and Gas External Auditors;
- Upstream Oil and Gas Internal Auditors;
- Venture Capitalists;
- All others with a genuine interest in Mineral Rights, Surface Rights, Fee Interest, Lease, Royalties, and the Exploration, Drilling, Testing and the Production of Oil and Gas.

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Students & Delegates Will be Treated To a Selection of * Leather Conference Folder; Leather Conf. Ring Binder * Leather Conference Bag (Black or Brown * Polo Shirt (Black, Blue, Navy, Green, Red, White); * Metal Pen (Green, Blue, Maroon, Gold); * USB Drive (8-16 GB); Carrier Bag.



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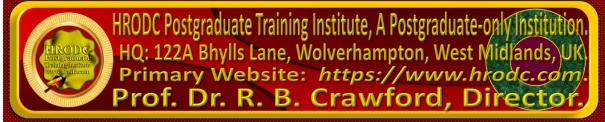




By the conclusion of the specified learning and development activities, delegates will be able to:

- Accurately account for 'Disposition' of capitalized costs, in reference to the impairment of unproved properties;
- Address problems and issues associated with upstream oil and gas operation;
- Address the geological issues relating to the origin, exploration and production of oil and gas;
- Appropriately address Disposition of capitalized costs from the surrender or abandonment of property;
- Appropriately apportion costs to non-drilling and drilling operations, respectively;
- Demonstrate a working knowledge of Amortization, with particular reference to the oil and gas industry;

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- Demonstrate an appreciation of financial reporting policies and practices applicable in Oil and Gas Industry;
- Demonstrate an awareness of the salient issues associated with the development of the United States oil and gas industry, as a mark car to International oil and gas exploration developments and its mining operations;
- Demonstrate an understanding of the oil and gas industrial and the activities of each subsector;
- Demonstrate mastery of the concepts and issues associated with exploration and drilling operation;
- Describe the methods of exploration generally used within the oil and gas industry;
- > Discuss, with examples, the benefits and drawbacks of nonworking interest;
- Distinguish between 3D and 4D Seismic;
- > Distinguish between Mineral Rights, Mineral Interests and Fee Interests;
- > Distinguish between natural and artificial lifts, in oil and gas production;
- Distinguish between Non-drilling and Drilling Costs;
- > Distinguish between the different types of wells;
- > Explain the basic principles of Successful Efforts Accounting in Oil and Gas;
- Explain the contractual issues that are associated with oil, gas and mineral lease;
- > Explain, with examples, Overriding Royalty Interests (ORI);
- Explain, with minor omissions, the processes involved in oil and gas acquisition, exploration and mining;
- > Outline the methods of production, employed in the oil and gas industry;
- > Outline the role of finance and accounting in an Oil and Gas Organisations;
- Work through examples of Amortization of exploration and development costs of proved developed reserves.

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Part 1. Geological Context of The Development of Petroleum – Oil and Gas.

Part 2. Onshore Drilling Operation: Opportunities and Challenges.

Part 3. Offshore Drilling Operation: Choices and Practicalities.

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Part 4. Petroleum – Oil and Gas - Extraction: Oil Sands and Shale Production.

Part 5: Acquisition and Management of Petroleum – Oil and Gas – 'Drilling Rights'.

Part 6: Contextualising Oil and Gas Accounting.

Part 7: International Petroleum – Oil and Gas – Operation.

Part 8: Non-Drilling Exploration Costs – Successful Efforts.

Part 9: Acquisition Costs of Unproved Property – Successful Efforts

Part 10: Acquisition Costs of Unproved Property – Successful Efforts

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Postgraduate Short Courses are of a minimum of five days' In-Venues (10 days' Online) but less than 6 weeks' In-Venues (less than 10 weeks' Online) duration, are referred to as Diploma – Postgraduate. This means that they are postgraduate credits, towards a Postgraduate Certificate and Postgraduate Diploma. Postgraduate Certificate and Postgraduate Diploma represent Programmes of Study, leading or accumulating to Awards bearing their title prefixes. While we, refer to our short studies, detailed above, as 'Courses', those with duration of 6 weeks or 12 weeks In-Venues (10- and 20-weeks' Online) are labelled 'Programmes'. Nevertheless, we conform to popular usage, by often referring to all study durations as 'Courses'. A mark of distinction, though, is that participants in a short course are referred to as 'Delegates', as opposed to the ascription 'Students', which is confined to those studying a Postgraduate Programme.

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weeks' Intensive In-Venues Study, or 10 Online Delivery. Similarly, a Postgraduate Diploma might be studied for 12 weeks In-Venues or 20 weeks. They might also be taken through a blend of both modes, providing that a minimum of 6 and 12 Credits and 180 or 360 Credit-Hours, respectively, are earned. You might Pick and Mix Courses, to create your preferred blend of Disciplines, or follow a predesigned Specialist route. They might accumulate from our Postgraduate Short Courses, or through continuous study. <u>Please click to view and download our List of Specialist Postgraduate Certificate, and Postgraduate Diploma Programmes</u>



Credit-Hours and Credit-Values, in Diploma – Postgraduate -Award

Credit-Hours are the actual amount of time that a lecturer or tutor spends with his or her students or delegates, in both In-Venues and Online Deliveries. Each Five-Day In-Venues, or a Ten-Day Online (3 hours per day) Course consists of 30 Credit-Hours, while a 6-Day In-Venues (12-day Online) course amounts to 36 Credit-Hours. Because Credit-Values are calculated in multiples of 30 Credit-Hours, 60-89 Credit-Hours have a Double-Credit (2 Credit) value, while 90 Credit-Hours earn a Triple-Credit (3 Credits).

A delegate who successfully completes a Postgraduate Short Course of 30 or more Credit-Hours, but which is less than 180 Credit-Hours (Postgraduate Certificate), is awarded a Diploma – Postgraduate. This Award is assigned Credit-Values and Credit-Hours, as are exemplified by the following:

 Diploma – Postgraduate – in Organisational Change Management, 30 Credit-Hours;

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- 2. Diploma Postgraduate in Trainer Training: Training for Trainers, Double-Credit, 60 Credit-Hours:
- **3.** Conveyancing and Property Valuation: Property Law, Double-Credit, 72 Credit-Hours:
- 4. Diploma Postgraduate in University and Higher Education Administration, Triple-Credit, 90 Credit-Hours;
- 5. Diploma Postgraduate in Tourism and International Relations, Quad-Credit, 120 Credit-Hours.

As in the first example, above, where the Credit-Value is not noted in an Award, it must be assumed that it is a Single-Credit Value.

Postgraduate Diploma Award

A Postgraduate Diploma Award is achieved with a minimum of 360 Credit-Hours, through continuous study, or an accumulation of Credit-Hours.

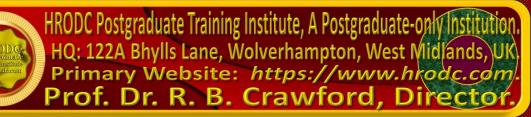
Postgraduate Certificate Award

A Postgraduate Certificate might be gained with a minimum of 180 Credit-Hours, through continuous study or Credit-Hours' accumulation.

Cumulative Postgraduate Certificate, and Postgraduate Diploma Awards

All Postgraduate Short Courses accumulate to a Postgraduate Certificate and a Postgraduate Diploma, on a 'Pic and Mix' or Specialist basis. This means that we maintain academic records for each delegate, indicating the courses studied, with their Credit-Value and Credit-Hours, as are indicated above, 'Credit-Hours and Credit-Values, in Diploma – Postgraduate – Award'. The Credit-Hours are aggregated to accumulate to at least 180 and 360 Credit-Hours, for a Postgraduate Certificate and a Postgraduate Diploma, respectively. Each Short Course Award (below a

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for Single-Credit.

Accumulated Postgraduate Certificate, and Postgraduate Diploma Awards

All Specialist Postgraduate Certificate and Postgraduate Diploma Programmes have predetermined Award Titles. Delegates who do not follow a specialism, for accumulation to a Postgraduate Certificate and Postgraduate Diploma, receive a Generalist, rather than a Specialist, Award. **Specialist** However, а Award is given to delegates who studied at least seventy percent (70%) of their courses in a specialist grouping, as are exemplified above, under the heading 'Postgraduate Diploma and Postgraduate Certificate Specialist Award Titles'.



Applicants for Diploma – Postgraduate; Postgraduate Certificate; and Postgraduate Diploma are required to submit the following documents:

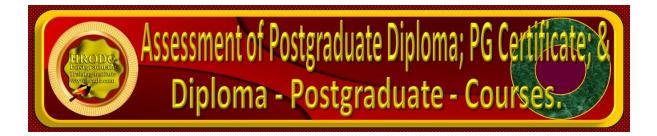
- Completed Postgraduate Application Form, including a passport sized picture affixed to the appropriate section;
- A copy of Issue and Photo (bio data) page/s of the applicant's current valid passport or copy of 'Photo-embedded' National Identity Card;
- > Copies of credentials stated in the Application Form.

Admission and Enrolment Procedure

On receipt of all the above documents, they will be forwarded to our 'Admissions Committee', which will assess applicants' suitability for the Course or Programme for which they have applied;

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- If they are accepted on their chosen Course or Programme, they will be notified accordingly, and sent Invoices;
- Upon receipt of an applicant's payment, we will send him or her an Official Payment Receipt, and Admission Letter, bearing a copy of the Passport-Type in the respective Application Form.
- Those intending to study in a foreign country, and require a Visa, will be sent the necessary Immigration Documentation, to support their application;
- Joining Instruction will be sent to Students and Delegates, on time to prepare for their enrolment. The incorporated information include:
 - Venue Name, Location, with specific address;
 - o Details of Airport Transfer, where appropriate;
 - Start date and time;
 - Registration details;
 - Daily Schedule;
 - Local Transportation Details;
 - Residential Accommodation Details;
 - Leisure and Shopping Facilities, in the area;
 - General Security Information; among others.



Because of the intensive nature of our Courses and Programmes, for In-Venues, and Online modes, assessment will take place during or at the end of the **'active teaching period'**, adopting differing formats. These structures include, but are not limited to:

- In-Class Tests;
- Text-Case Analyses;
- Video-Case Analyses;
- 'Out-of-Class Assignments;
- Individual Presentations;

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- Group Presentations; and
- End of Course Examinations.

Based on these assessments, successful candidates will receive either a:

- Diploma Postgraduate Award;
- Postgraduate Certificate Award; or
- Postgraduate Diploma Award.

For all the above Awards, a minimum of 70% overall pass is expected. To receive the Awards of Postgraduate Certificate and Postgraduate Diploma, candidates must have accumulated at least the required minimum 'Credit-Hours', with a pass (of 70% and above) in at least 70% of the courses taken.

Delegates and students who fail to achieve the requirement for Postgraduate Certificate, Postgraduate Diploma, or Diploma - Postgraduate - will be given support for 2 re-submissions for each course. Those delegates who fail to achieve the assessment requirement for the Postgraduate Diploma or Diploma - Postgraduate - on 2 resubmissions, or those who elect not to receive them, will be awarded the Certificate of Attendance and Participation.



You might study a Postgraduate Diploma, or Postgraduate Certificate, in 20 or 10 weeks, respectively, in the comfort of your offices or homes, through our Postgraduate Training Institute's Online Delivery Mechanism. We are committed to your achieving the 360 or 180 Credit-Hours, respectively, in line with our Regulation, within the stipulated timeframe. The direct "Student-Lecturer-Contact-Times" of 3 hours per day, 6 days per week will ensure that these requirements are met. We aim to fit the tuition Diploma - PG - in Upstream Petroleum - Oil/ Gas Accounting & Contracts, Double-Credit, Page 17 of 19



around your work, family commitment and leisure, thereby enhancing your

maintenance of an effective 'work-study-life-style balance', at times convenient to you

and your appointed tutor.



<u>Click, or copy and paste the URL, below, into your Web Browser, to view our Service</u> <u>Contract, incorporating Terms and Conditions.</u>

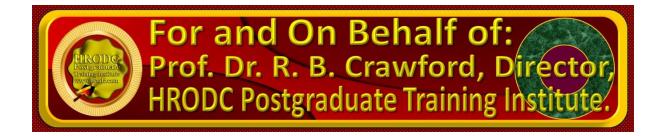
https://www.hrodc.com/Service_Contract_Terms_and_Conditions_Service_Details_ Delivery_Point_Period_Cancellations_Extinuating_Circumstances_Payment_Protoc ol_Location.htm

The submission of our application form or otherwise registration by of the submission of a course booking form or e-mail booking request is an attestation of the candidate's subscription to our Policy Terms and Conditions, which are legally binding.

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