

FUNDAMENTALS OF PAYROLL



Sharpen Your Payroll Skills With *Fundamentals of Payroll*

Where ever you are in your payroll career, the time is always right to sharpen your skills. Just ask Ramfis Monzon. He is one of many payroll practitioners that rose through the ranks of several payroll departments and learned payroll on the job by asking questions and seeking more information.

Ramfis Monzon, a Payroll Coordinator with Southwest Foundation for Biomedical Research, is responsible for the payroll of 400 employees of this non-profit organization. Ramfis relocated to the San Antonio, Texas area after working at several companies across the U.S. – from New York to California.

Working for a non-profit research institution that values education, the timing seemed right to pursue formal payroll training and pursue certification. “I have been processing payroll for more than 20 years and I always wanted to get involved with APA and take a course. My current

manager encouraged me to become an APA member. I decided to start with the *Fundamentals of Payroll* course and prepare for the FPC exam so I could get a good base line of payroll knowledge.”

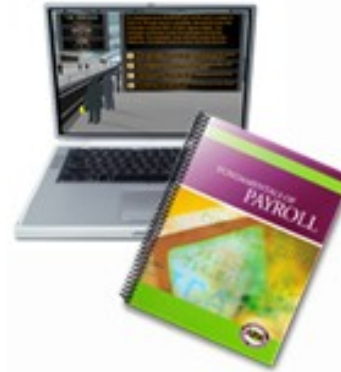
Ramfis choose the *Fundamentals of Payroll* online instructor-assisted course. The course is an effective and convenient way to learn and apply the knowledge required for basic payroll processing and prepare for the Fundamental Payroll

Certification (FPC) exam. It blends printed text with interactive online study tools like quizzes and games

to reinforce concepts and calculations.

The instructor-assisted portion provides the added structure and support of instructor guidance and peer interaction without taking time out to attend an off-site course or seminar. It also qualifies for his employer’s tuition reimbursement program.

There are many parts of the program that Ramfis feels contribute to the program’s strength. “The online quizzes really make you think about what you are learning. It forces you to pay attention to the material and hone your skills working on



calculations. The quizzes and game motivate you to study more and keep you moving forward with your studies. You really learn a lot and you see the progress by comparing your online pre-test with your post-test scores.”

Although Ramfis was exposed to many different payroll systems, *Fundamentals of Payroll* gave him a good baseline of skills and knowledge of the industry standard approach to payroll. And it helps his organization too. Ramfis’ manager is impressed with how much the information from

APA has benefitted the organization overall. “My employer is looking at payroll a bit differently now.

“*Fundamentals of Payroll* opened my eyes to new payroll concepts and it was very challenging. *Fundamentals of Payroll* is the best program on the market for payroll individuals to sharpen their payroll skills.”

Ramfis Monzon
Payroll Coordinator
Southwest Foundation for
Biomedical Research

I regularly share the knowledge that I gained from the course and the updates I get from APA with our Comptroller and HR. I help them stay up-to-date on what is changing in the payroll field. It’s opened their eyes to changes that are going on and their effect on our organization. This course has helped me network within my company and added value beyond processing payroll.”

Ramfis is also looking forward to taking the FPC exam in the near future and the rewards it will bring him and his organization. “I noticed recently that the majority of payroll positions require either FPC or CPP which wasn’t the case when I started in payroll many years ago. My manager said my training will definitely have an impact on my future here. The *Fundamentals of Payroll* course has proven to be a good way to refresh my payroll knowledge and get started on payroll training. I definitely recommend *Fundamentals of Payroll* -- it’s a dynamite course regardless of how long you have been working in the payroll field.”



If you would like to learn more about FPC certification, visit www.americanpayroll.org. To get more information about *Fundamentals of Payroll* and experience the free demo visit, www.LearnPayroll.com. ■