

## Extension Courses in English Office, Department of English, University of Colombo

### Certificate Courses - 2024

|   | Courses  | Course Duration  | Course Fee  | Admission Requirements  | Target Groups  |
|---|--|--|---|---|--|
| 1 | <b>Essentials in Teaching English Literature</b> | <b>5 months</b><br>100 contact hours.<br>(4 hours per week).<br><br>On Saturday or Sunday. | Rs. 70,000 /<br>USD 500 to be paid in 2 installments  | To be admitted as a student of this course, a candidate should possess any one of the following qualifications:<br>a) Grade NINE school leaving certificate OR<br>b) Completion of primary education and certified work experience equivalent to a minimum of two years AND<br>c) passing the admission/placement test                    | The course will cater to current or <b>prospective teachers of English literature</b> in any sector of school education. Teachers in tertiary-level institutions may also find this course beneficial.   |
| 2 | <b>Public Speaking in English</b>                | <b>4 months</b><br>64 contact hours<br>(4 hours per week).<br><br>On Saturday or Sunday.   | Rs. 45,000 /<br>USD 350, to be paid in 2 installments | To be admitted as a student of this course, a candidate should possess any one of the following qualifications:<br>a) Grade NINE school leaving certificate OR<br>b) Completion of primary education and certified work experience equivalent to a minimum of two years AND<br>c) sit the placement test set by the Department of English | This course is meant for <b>any individual</b> who wishes to develop fluency and <b>confidence in speaking in English</b> . This includes, but is not limited to, professional sectors, state sector employees, school leavers, community leaders, and other such individuals.               |
| 3 | <b>Office Communication in English</b>           | <b>4 months</b><br>64 contact hours<br>(4 hours per week)<br><br>On Saturday or Sunday.    | Rs. 45,000 /<br>USD 350, to be paid in 2 installments | To be admitted as a student of this course, a candidate should possess any one of the following qualifications:<br>a) Grade NINE school leaving certificate OR<br>b) Completion of primary education and certified work experience equivalent to a minimum of two years AND<br>c) sit the placement test set by the Department of English | Individuals who have to communicate with others <b>in professionals capacities will benefit</b> from this certificate course. This is aimed at a broad cross-section of people, including school leavers seeking jobs, employees in the state and private sector, self-employed individuals. |