

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

Certificate Courses - 2025

	Courses	Course Duration	Course Fee	Admission Requirements	Target Groups
1	Essentials in Teaching English Literature	5 months 80 contact hours. (4 hours per week). On Saturday or Sunday.	Rs. 70,000 / 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: a) Grade NINE school leaving certificate OR b) Completion of primary education and certified work experience equivalent to a minimum of two years AND c) passing the admission/placement test	The course will cater to current or prospective teachers of English literature in any sector of school education. Teachers in tertiary-level institutions may also find this course beneficial.
2	Public Speaking in English	4 months 64 contact hours (4 hours per week). On Saturday or Sunday.	Rs. 45,000 / 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: a) Grade NINE school leaving certificate OR b) Completion of primary education and certified work experience equivalent to a minimum of two years AND c) sit the placement test set by the Department of English	This course is meant for any individual who wishes to develop fluency and confidence in speaking in English . This includes, but is not limited to, professional sectors, state sector employees, school leavers, community leaders, and other such individuals.
3	Office Communication in English	4 months 64 contact hours (4 hours per week) On Saturday or Sunday.	Rs. 45,000 / 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: a) Grade NINE school leaving certificate OR b) Completion of primary education and certified work experience equivalent to a minimum of two years AND c) sit the placement test set by the Department of English	Individuals who have to communicate with others in professionals capacities will benefit 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.