



UNIVERSITY OF COLOMBO
DEPARTMENT OF ENGLISH
EXTENSION COURSES IN ENGLISH 2018

For office use only

APPLICATION FORM 2018
DIPLOMA IN ENGLISH FOR TEACHERS OF ENGLISH (DETE)

Please read this form carefully before filling in the application.

A. General Information

1. Full name of applicant (Please fill in BLOCK CAPITAL LETTERS): Rev./ Mr. /Mrs./Miss
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.....
2. Name with Initials:
3. Date of birth: Date Month Year
4. National Identity Card No.:
5. Postal Address: (Attach 02 stamped, self-addressed long envelopes with Rs. 50/- stamps)
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.....
.....
6. Contact Numbers: Mobile:..... Home:.....
7. E-mail Address:
8. Highest Educational Qualification
.....
(Important: Attach certified copy of Certificate)
9. Highest Professional Qualification (if any)
.....
(Important: Attach certified copy of Certificate)

10. What is your highest qualification in English?

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11. Name and address of present school.

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12. Subject/s and grades taught at the present school.

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(Important: Submit letter from Principal. Read website for sample letter)

13. Are you currently enrolled as an internal student of any university?

14. If yes, state the name of the university.

15. Any other relevant information:

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16.

<p>Please paste original copy of bank slip here.</p>

Applications without bank slip for payment of Rs.1000/- (Application fee) will be rejected.

B. Declaration by applicant

I certify that the particulars given above are true and accurate. I am aware that if, at any time, the particulars given above by me are found to be false or inaccurate, my application will be rejected, or my registration will be cancelled.

.....

Date

.....

Signature

What to do next

1. Complete the application form and mark after the required documents are attached:

Certified copy of highest educational qualification (certified by an Attorney at Law or Justice of the Peace)

Original bank slip for payment of Rs. 1000/- (Application fee)

2 self-addressed, stamped long envelopes (Rs. 50/- stamps)

Letter from Principal of the School / Head of the Institute where you are currently teaching

2. Post the completed application together with the attachments to:

**The Coordinator,
Extension Courses in English,
Dept. of English
University of Colombo,
Colombo 03.**

Your letter must reach the Coordinator on or before 1st April 2018.

3. Incorrectly filled applications and applications without the required documents will be rejected. Rejected applications will not be reconsidered.