UNIVERSITY OF COLOMBO

CERTIFICATE COURSES IN BUSINESS ENGLISH – 33rd Batch (2025)

	APPLICATION FORM												For office use only														
																					No	٠.					
1.	N	ame (of ap	plica	ınt w	/ith ir	nitials	(Rev	/Mr	/Mrs	/Ms):																
2	. Fu	ull na	me o	f apı	plica	nt:																• • • • • •		•••••			
3.	N	ation	ality:			•••••							••••	•••••							•••••			••••			
4.	N	ation	al Ide	entit	y Car	rd Nu	ımber	/ Pa	sspc	ort N	umbe	r (fo	orei	ign s	tud	ents	or	ly):	:								
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10	. En	nploy	ment details (if a	pplicable only)										
	a.	Na	me and address of corporation/ company/ institute etc. where you are employed:											
	D.	POS	st/Designation:											
11	. Hi	ghest	t Educational Qua	llification:										
12	. No	n-re	fundable paymer	t of Rs. 1000 paid to account r	no. 304028000007 and receipt attached:									
				Yes										
				No										
I certif	y th	at th	e particulars give	n above are true and accurate.	I am aware that if at any time the particulars ar									
found	to b	e fals	se or inaccurate, I	my application may be rejected	d or my registration cancelled.									
D	ate:				Signature of applicant:									

Important Information for applicants

 Completed application forms and bank receipts should be handed over to the Department of English Language Teaching (DELT) (located in room 203), Faculty of Arts, University of Colombo) between 9 am and 4 pm on weekdays

OR

posted to the address: Head of Department,

Department of English Language Teaching, Faculty of Arts, University of Colombo

via REGISTERED POST on or before the deadline (When application are posted, please write "Certificate Course in Business English" at the top left corner of the envelope)

- Bank details:
 - Amount: 1000/= (to be paid at any People's Bank branch)
 - Bank: People's Bank
 - Account holder's name: University of Colombo
 - o Account number: 304028000007
 - Branch: Thimbirigasyaya / Branch code: 086

Payments CANNOT be made via cash deposit machines (CDMs) at the bank and online apps.

- When applications are handed over to the DELT, the applicant (or nominee) should sign the signature sheet kept at the DELT office.
- The date of the selection test will be informed via email.
- Applicants who fail to appear for the selection test will not be considered for admission to the course.