



# UNIVERSITY OF COLOMBO

## CERTIFICATE COURSES IN BUSINESS ENGLISH – 34<sup>th</sup> Batch (2026)

10. Employment details (if applicable only)

a. Name and address of corporation/ company/ institute etc. where you are employed:

.....  
.....  
.....  
.....

b. Post/Designation: .....

11. Highest Educational Qualification: .....

12. Non-refundable payment of Rs. 1000 paid to account no. **304028300004** and receipt attached:

Yes	
No	

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

Date: .....

Signature of applicant: .....

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### 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
  - Account number: 304028300004
  - 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.