

CERTIFICATE COURSES IN BUSINESS ENGLISH – 34th Batch (2026)

For office use only

Application No.

1. Name of applicant with initials (Rev/Mr/Mrs/Ms):
2. Full name of applicant:
.....
3. Nationality:
4. National Identity Card Number / Passport Number (foreign students only):

[illegible]

5. Type of visa in possession (for non-Sri Lankan students):
(Please attach a copy of the visa to your application.)
6. Postal Address:

.....

.....

.....

- ## 7. Contact details

- a. Telephone : Home:

[illegible]

Office:

[illegible]

Mobile:

[illegible]

- b. Email address:

[illegible]

Please note that all communication regarding the course will happen via email.

Please provide a working email address and a contact number.

8. Date of Birth:

D	D

M	M

Y	Y	Y	Y

9. Age as at 31.01.2026:

Y	Y

M	M

D	D

UNIVERSITY OF COLOMBO

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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:

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.