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| Application No : |
| 202…../ ……. |

For office Use Only

**UNIVERSITY OF COLOMBO, SRI LANKA**

**DEPARTMENT OF FINANCE**

**FACULTY OF MANAGEMENT AND FINANCE**

**APPLICATION FOR THE DIPLOMA IN BANKING AND FINANCE (DipBfin) PROGRAMME 2024/2025**

**Instructions for the Applicant**

* **All the applications must be completed fully and accurately**. Incomplete applications will not be accepted.
* For any additional information, you may attach extra sheets.
* All relevant educational, professional qualification documents, service letters (if any) should be enclosed.

1. **Personal Information**
   1. Name of the applicant (in full Block Capital letters): Rev./Dr./Mr./Ms……………………………………………………………………………………………………………………………………………………………………………
   2. Name with initials: …………………………………………………………………………
   3. : Contact details

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| --- | --- |
| Mobile number: | Personal: |
| Official: |
| Telephone | Personal: |
| Official: |
| Address: | Personal: ………………………………………………………………  ……………………………………………………………… |
| Official: ……………………………………………………………….  ………………………………………………………………. |
| Email: | Personal: |
| Official: |

* 1. NIC/ Passport No: ………………………………………………………………………..
  2. DOB: ………/ …………./ …………. (DD/MM/YY)
  3. Age: ……………………………….

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| Official: |
| Personal: |
| Official: |

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| Personal: |
| Official: |
| Personal: |
| Official: |

* 1. Gender: Male Female

1. **Academic Qualifications** *(Please attach the photocopies of the relevant certificates)*

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| --- | --- | --- | --- | --- | --- |
| **Qualification** | **School/ Institute** | **Period** | **Main Subject/ Specialization** | **Grade/ Result** | **Year of Completion** |
| Degree *(specify)* |  |  |  |  |  |
| Diploma/ Other *(specify)* |  |  |  |  |  |
| GCE A/L |  |  |  |  |  |
| GCE O/L |  |  |  |  |  |
| Other |  |  |  |  |  |

**3. Professional Qualification** *(Please attach the photocopies of the relevant certificates)*

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| --- | --- | --- | --- | --- |
| **Institution** | **Period** | **Field of study/ Training** | **Qualification obtained** | **Year of Completion** |
|  |  |  |  |  |
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**4. Work Experience** *(Attach photocopies of service certificates)*

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| --- | --- | --- | --- | --- | --- |
| **Organization** | **Period of Service** | | | **Area of Experience** | **Position held** |
| **From** | **To** | **No. of Years** |
|  |  |  |  |  |  |
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**5. If employed the nature and responsibilities of your current position:**

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**6. Language Proficiency:**

**English** *(Grading for O/L & A/L and any other qualification for English)*

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**7. Funding**

1. **Mode of financing your DipFin program:**

Private Sponsored 

1. **If sponsored, by whom?**

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**8. Reasons for Applying for DipFin:**

*(Enumerate briefly and as possible, your reasons for wishing to enroll in this diploma program at the Department of Finance, Faculty of Management & Finance, University of Colombo)*

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I am prepared to abide by the rules and regulations of the University of Colombo, Sri Lanka. I certify that the above particulars given by me are true and accurate to the best of my knowledge and am aware that misrepresentation in the application will cause rejection of application or revoking of acceptance for admission and that an incomplete application will be rejected.

Date: ……………………… Signature of Applicant: ……………………………..



Duly completed applications with the photocopies of relevant certificates and documents should be forwarded under a registered cover to the address given below or personally handed over **and** emailed to [diploma-finance@fmf.cmb.ac.lk](mailto:diploma-finance@fmf.cmb.ac.lk) with the application processing fee of Rs.2,000/= on or before 28/03/2025.

Coordinator/ DipBfin Tel: +94-112- 501294/ +94702391861

Department of Finance Email: [diploma-finance@fmf.cmb.ac.lk](mailto:diploma-finance@fmf.cmb.ac.lk)

Faculty of Management & Finance Web: mgmt.cmb.ac.lk

University of Colombo

Colombo 03.

**Application processing fee Payment Options**

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| ***Payment Option 01*** |
| You are kindly requested to deposit the application processing fee to any branch of the **People’s Bank** Sri Lanka to the **Main Collection Account of the University of Colombo** under the **Refence Number:  312041500019** and send us the student copy of your payment slip along with your application. (if you encounter any problem regarding this payment, please advise the officer in charge of the Bank to use the “Bill payment mode” or contact Senior Assistant Bursar, Faculty of Management and Finance, University of Colombo on 011-2583106). |



