



# BANDARANAIKE CENTRE FOR INTERNATIONAL STUDIES

*Established under the S.W.R.D. Bandaranaike National Memorial Foundation*

Applications are now invited for the courses in International Relations.

Name of the course	Prerequisites	Medium of study	Course Duration	Course fees (Excluding Examination Fees)	Conducting Dates
Post Graduate Diploma in International Relations	<p>*A Degree from a UGC recognized University</p> <p>OR</p> <p>* A professional qualification equivalent to a degree acceptable to the BCIS</p> <p>OR</p> <p>* Eight (08) years of prior work experience after GCE (Advanced Level)</p> <p>OR</p> <p>*Any other qualification / experience as determined by the BCIS.</p> <p><i>Members of the Sri Lanka Foreign Service or those attached to foreign Embassies or International Organisations in Sri Lanka are encouraged to apply.</i></p> <p><i>Professionals: Attorneys-at-Law with a minimum 3 years of post-qualifying experience and members of recognized professional institutions may also apply.</i></p>	English	12 months	<p>LKR 153,775</p> <p>+</p> <p>LKR 1000 (Registration fee)</p>	<p><b>Saturdays -</b> 08.45am to 06.00pm</p>
				<p><u>Three Instalments</u></p> <ul style="list-style-type: none"> <li>▪ 1<sup>st</sup> Instalment 52,275/=</li> <li>▪ 2<sup>nd</sup> Instalment 51,250/=</li> <li>▪ 3<sup>rd</sup> Instalment 51,250/=</li> </ul>	
Higher Diploma in International Relations	<p>* Completion of First Year of an Undergraduate Course of Study</p> <p>OR</p>	English	12 months	<p>LKR 128,150</p> <p>+</p> <p>LKR 1000 (Registration fee)</p>	<p><b>Saturdays -</b> 08.45am to 06.00pm</p>

	<p>*A Diploma from a recognised institution</p> <p>OR</p> <p>* Five (05) years of prior work experience after GCE (Advanced Level)</p> <p>OR</p> <p>*Evidence of equivalent work experience, training or prior learning which may be considered by the BCIS.</p>			<p><u>Three Instalments</u></p> <ul style="list-style-type: none"> <li>▪ 1<sup>st</sup> Instalment 44,075/=</li> <li>▪ 2<sup>nd</sup> Instalment 42,025/=</li> <li>▪ 3<sup>rd</sup> Instalment 43,050/=</li> </ul>	
Diploma in International Relations	<p>*General Certificate of Education (Advanced level) or an equivalent qualification</p> <p>OR</p> <p>*A foundation course equivalent to an Advanced Certificate</p> <p>OR</p> <p>* Three (03) years of prior work experience after GCE (Ordinary Level) with six passes</p> <p>OR</p> <p>*Any other equivalent qualification acceptable to the BCIS.</p>	English	07 months	<p>LKR 82,025</p> <p>+</p> <p>LKR 1000 (Registration fee)</p>	<p><b>Fridays &amp; Wednesdays</b> - 03.00pm to 07.30pm</p>
				<p><u>Two Instalments</u></p> <ul style="list-style-type: none"> <li>▪ 1<sup>st</sup> Instalment 42,025/=</li> <li>▪ 2<sup>nd</sup> Instalment 41,000/=</li> </ul>	
Diploma in International Relations	<p>*General Certificate of Education (Advanced level) or an equivalent qualification</p> <p>OR</p> <p>*A foundation course equivalent to an Advanced Certificate</p> <p>OR</p>	English	07 months	<p>LKR 82,025</p> <p>+</p> <p>LKR 1000 (Registration fee)</p>	<p><b>Sundays –</b> 08.00am to 05.00pm</p>

	<p>* Three (03) years of prior work experience after GCE (Ordinary Level) with six passes</p> <p>OR</p> <p>*Any other equivalent qualification acceptable to the BCIS.</p>			<p><u>Two Instalments</u></p> <ul style="list-style-type: none"> <li>▪ 1<sup>st</sup> Instalment 42,025/=</li> <li>▪ 2<sup>nd</sup> Instalment 41,000/=</li> </ul>	
Certificate course in International Relations	<p>*Completion of junior secondary level (Grade 9 or an equivalent)</p> <p>OR</p> <p>*Completion of primary education and certified work experience of at least two (02) years</p> <p>AND</p> <p>*Be at least 16 years of age</p> <p><i>Those who have work experience in the field of media/ journalism, NGOs, and anyone who is interested in obtaining a basic understanding of IR may apply</i></p>	English	04 months	<p>LKR 51,275</p> <p>+</p> <p>LKR 1000 (Registration fee)</p> <p><u>Two Instalments</u></p> <ul style="list-style-type: none"> <li>▪ 1<sup>st</sup> Instalment 26,650/=</li> <li>▪ 2<sup>nd</sup> Instalment 25,625/=</li> </ul>	<p><b>Tuesdays &amp; Thursdays - 03.00pm to 05.00pm</b></p>

Notes:

- . Two intakes per year in March and September
- . Courses are conducted on Part-Time Basis.
- . Course fees currently allocated for each programme are subsidized rates.
- . Students who have completed the Certificate course in International Relations at the BCIS with a Grade Point Average (GPA) higher than 2.99 can apply for the Diploma in International Relations. Students who have completed the Diploma in International Relations with a Grade Point Average (GPA) higher than 2.99 can apply for the Higher Diploma Programme.

### How to Apply

- Download and print the application from BCIS website ([www.bcis.edu.lk](http://www.bcis.edu.lk)) or collect from the BCIS Information Desk.
- Completed applications to be submitted along with certified (from a JP or Lawyer) copies of the following documents:
  - ✓ Certificate of Birth
  - ✓ National Identity Card
  - ✓ Educational Qualifications
  - ✓ Professional Qualifications
  - ✓ Service certificates (only if applicable) &
  - ✓ One (01) passport-sized colour photograph

\*Originals should also be produced during registration.

**\*Please note that you cannot register for the course if you do not have all of the above documents.**

- The full course fee/first installment of the course fee should be paid at registration. The registration fee is non-refundable. Cheques should be drawn in favour of **SWRD Memorial Foundation Fund (BCIS)**.

### **Registration Fees**

- If a student registers for an IR programme and then within a year wants to register for another IR programme, he/she must pay the Registration Fee a second time.
- If a student registers for an IR programme and also wants to register for a Language programme, he/she would have to pay two Registration Fees.

### **Transferring from one course to another**

- Once a student registers for an IR programme and then changes their decision and wants to transfer to a Language programme, it cannot be allowed. The relevant Refund Policy would apply.
- Transfers may be done within the IR programme, within a year of registration, in keeping with their qualifications.

<b>BCIS Office Hours:</b>	Tuesday to Friday	- 09.00 a.m. – 04.00 p.m
	Saturday	- 08.30 a.m. – 04.00 p.m
<b>Office Hours (Accounts Division):</b>	Tuesday to Friday	- 09.00 a.m. – 04.00 p.m
	Saturday	- 08.30 a.m. – 04.00 p.m

Contact Nos: 011-2687118/011-2698019

Hotline: 071-7970271