



# BANDARANAIKE CENTRE FOR INTERNATIONAL STUDIES

## Academic Programmes

Academic Year .....

*For office use: Student Registration No.*

[Colour  
photo]

## APPLICATION FOR ENROLLMENT

*(Please use block capitals)*

### Programmes applied for:

<input type="checkbox"/>	Postgraduate Diploma in International Relations
<input type="checkbox"/>	Higher Diploma in International Relations
<input type="checkbox"/>	Diploma in International Relations (Weekday)
<input type="checkbox"/>	Diploma in International Relations (Weekend)
<input type="checkbox"/>	Certificate Course in International Relations

1. Full Name: *(as it should appear on the Certificate)* *(Please underline Surname)*

Rev./Dr./Mr./Mrs./Miss.....  
.....

2. Name with Initials: .....

3. Nationality: .....

4. National Identity Card No: .....

5. Date of Birth: .....

6. Permanent Address:

.....  
.....

Tel.: Land line: ..... Mobile (WhatsApp): .....

Fax: ..... e-mail: .....

7. Employment Details: *(state the present or most recent employment)*

Place of work, full address and the contact phone number	Period worked		Designation
	From (D/M/Y)	To (D/M/Y)	

## 8. Educational Qualifications:

.....

8.1 G.C.E. (O/L) *(give details)*

.....

.....

8.2 G.C.E. (A/L)

<u>Subject</u>	<u>Grade</u>
.....	.....
.....	.....
.....	.....
.....	.....

## 8.3 Higher Education:

Name of the Institution	State whether Degree, Diploma or Certificate course and the subject/s offered

9. How did you hear about this course:

.....

10. Have you followed any academic programme conducted by the BCIS? If so, indicate briefly;

.....

.....  
Date

Signature of Applicant

-----*For office use only*-----

Receipt No:

Unique No:

Documents attached:

- |   |  |
|---|--|
| <input type="checkbox"/> One (01) Passport-sized colour photo | <input type="checkbox"/> Copy of National Identity Card/Passport |
| <input type="checkbox"/> Copy of Birth Certificate            | <input type="checkbox"/> Copy of GCE O/L Certificate             |
| <input type="checkbox"/> Copy of GCE A/L Certificate          | <input type="checkbox"/> Professional Qualifications             |
| <input type="checkbox"/> Copy of Degree Certificate           |  |

.....  
Date

.....  
Programme Officer

## **IMPORTANT INFORMATION FOR APPLICANTS**

Please prepare the following registration requirements to bring with you during your visit:

### **1. Course fee (inclusive of tax):**

- Certificate course in IR - Rs. 53,300/= - (Duration – 04 months)
- Diploma course in IR - Rs. 84,050/= - (Duration – 12 months)
- Diploma course in IR (Weekend) - Rs. 84,050/= - (Duration – 12 months)
- Higher Diploma course in IR - Rs. 130,175/= - (Duration – 12 months)
- Postgraduate Diploma course in IR - Rs. 155,800/ - (Duration – 12 months)

### **2. Examination fee:**

- Diploma course in IR - Rs.4000/=
- Higher Diploma course in IR - Rs.8000/=
- Postgraduate Diploma course in IR - Rs.8000/=

**(A non-refundable registration fee of Rs. 2000/= will be levied for each above-mentioned level)**

### **3. One passport-sized colour photograph**

### **4. Certified copies of your,**

- National Identity Card (front & back)
- Certificate of Birth
- Educational Qualifications
- Professional Qualifications
- Service certificates (only if applicable)

**Bandaranaike Centre for International Studies (BCIS)**

**BMICH, Bauddhaloka Mawatha, Colombo 07**

**Tel: 011-2687118/011-2669059**

**Hotline: 071-7970271**

**Fax: 0112-691176**

**Email: [ird@bcis.edu.lk](mailto:ird@bcis.edu.lk)**

**Web: [www.bcis.edu.lk](http://www.bcis.edu.lk)**

Office Hours:	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>	<b>Tuesday to Friday</b>	<b>- 08.30 a.m. – 04.00 p.m</b>
	<b>Saturday</b>	<b>- 08.30 a.m. – 04.00 p.m</b>