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University of Sri Jayewardenepura

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Department of Marketing Management

Faculty of Management Studies and Commerce, University of Sri Jayewardenepura,
Gangodawila, Nugegoda. Sri Lanka

Diploma in Marketing Management 2019/20

General Instructions for Applicants

1. Complete the application properly. **Please note that all fields are compulsory to fill.** Incomplete applications will not be accepted.
2. Use extra papers, if necessary, to provide more information.
3. Provide proof documents of educational qualifications (originals) and work experience at the interview or on request.
4. Provide two **self-addressed stamped** (Rs.45/=) **envelopes** (9'X4') along with the application.
5. Make a payment of Rs. 200/= in favor of the **Faculty of Management Study and Commerce (097100140002229)** as the application fee. The payment can be made to any branch of the People's Bank. Voucher can be obtained from the department or downloaded from the website (www.sjp.ac.lk). Attach a copy of the payment voucher as a proof of the payment.
6. Send the completed application by post or hand deliver it to the following address on or before **20th January 2019.**

The Coordinator
Diploma in Marketing Management
Department of Marketing Management
University of Sri Jayewardenepura
Nugegoda.

For further information please contact the coordinator on 0112802009

N.B - You will be notified personally, if you are shortlisted for the selection interview.

For office use only				
Application No:				
Shortlisted for the interview:	Yes		No	
Interview Panel:				
Qualified for the course:	Yes		No	
Signature of Coordinator:				
Registration No:				

Department of Marketing Management
 Faculty of Management Studies and Commerce
 University of Sri Jayewardenepura



Application for the Diploma in Marketing Management 2019/20

Please tick (✓) the appropriate box or write details in the given space.

Personal Information												
1.	Title:	Mr.		Miss.		Mrs.						
2.	Name in full: (Use BLOCK LETTERS)											
3.	Name with Initials:											

4.	Residential Address:	Office/Work Address:											
5.	Telephone	Mobile:											
		Home:											
		Office:											
6.	E-mail:												
7.	Date of Birth:	Date		Month		Year							
8.	NIC No:												

Educational Qualifications													
9.	GCE (A/L) Examination (Please attach a copy of the results sheet)	Index No:											
		Year											
Subject											Grade		

Note: Please provide information related to the attempt in which you obtained highest results.

10.	GCE (O/L) Examination (Please attach a copy of the results sheet)	Index No:										
		Subject	Grade		Year							

Other/Professional Qualifications

Institution	Registration No.	Qualification	Duration	Year of Completion

Work Experience

Organization	Period of Service*	Nature of work	Position held

(*Period of service: please mention the starting date and date of leaving)

Other Information

11.	Language Proficiency (Please tick the appropriate box)					
	English	Can Read		Can Speak		Can Understand
	Sinhala	Can Read		Can Speak		Can Understand
12.	How will you finance the diploma course?		Personally		Employer Sponsored	
13.	Explain briefly why do you wish to enroll in the Diploma in Marketing?					
<p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p>						

Declaration

I certify that the above information is true and correct. I understand that misrepresentation or incompleteness in the application will cause rejection of application.

Date:		Signature of the Applicant:	
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