

Advanced Certificate in English (Extension) programme

The Advanced Certificate in English (Extension) programme is a one-year course of study conducted by the Department of English Language Teaching of the Rajarata University of Sri Lanka.

The programme was started in 1999 as a certificate level course and in 2016 it was upgraded to an Advanced Certificate Course. The course has been designed for those who are employed in public and private sectors. The course provides a foundation of necessary English language skills i.e. Reading, Writing, Listening and Speaking and Literature component to enhance the mastery of English through different learning activities. The successful candidates of the course are given a certificate based on the performance of the two semester-end examinations and the continuous assessment tests.

GCE O/L with Mathematics and Sinhala/Tamil or a course equivalent to SLQL (1) or NVQL 3 and a pass at the English Language at GCE O/L are requisites to enter the course. However, candidates who have failed English Language at the GCE O/L are selected after a Selection Test. The Advanced Certificate in English is a fee levying course conducted on Saturdays / Sundays at Rajarata University of Sri Lanka, Mihintale with an annual intake of nearly 300 participants.

Objectives & Benefits

- To provide opportunities to those who aspire to learn English.
- To help participants improve their productive ability, self-confidence and clarity in the use of English.
- To help participants lay a strong foundation to pursue English courses with international recognition such as IELTS, TOFEL and FCE.
- To provide an opportunity for the participants to obtain Certificate Level University English qualification for their promotional prospects and as entry qualifications equivalent to SLQF-Level 2/NVQ-Level 4.

Entry Requirements

The candidate should have passed G.C.E. (O/L) or an equivalent qualification or a course equivalent to SLQF Level 1 (Sri Lanka Qualifications Framework) or NVQ Level 3 (National Vocational Qualification)

AND

a. A pass for English Language / English Literature at G.C.E. (O/L)

OR

b. A pass at National Certificate of English

OR

c. A pass at Basic or Professional English Certificate of a recognized University.

OR

d. Any other equivalent qualification acceptable to the Board of Study of English and the Senate.

OR

e. A pass mark at the Selection Test / Examination of the Advanced Certificate in English (Extension) conducted by the Department of English Language Teaching.

In addition to the required qualifications, a candidate should pass the written Selection Examination and the Oral Test conducted by the Department of English Language Teaching of the Rajarata University of Sri Lanka.

Admission Procedure

Application for registration for the Advanced Certificate in English programme shall be invited by notice in the newspapers.

A person who wishes to become a candidate for the Advanced Certificate in English shall make an application to the Registrar when the said programme is advertised.

Criteria of Evaluation

Students are evaluated through two Semester-End Examinations and Continues Assessment Tests conducted for each semester. The marks obtained at the continuous assessment tests will be incorporated to the final marks of the Semesters (Semester I and II) obtained for each subject.

Continuous Assessment	-	30%
Semester Final Examination	-	70%

Award of the Advanced Certificate;

- **For the award of Pass at the Advanced Certificate, a student should:**
 - a. Earn a minimum GPA of not less than 2.00 for each semester, and a minimum overall GPA of 2.00 for the entire Advanced Certificate programme.
 - b. Not have any **E** grade,

- c. Not have more than one grade below C per semester and the total number of grades below C should not exceed 02 for the entire Advanced Certificate in English (Extension) Programme.
and
- d. Fulfill all the requirements, from (a) to (c) above, within a maximum period of three academic years.

Award of Distinction Pass

A student should have;

- a. Earned a minimum GPA of not less than 3.70 in the entire Advanced Certificate programme,
- b. Earned a grade of not less than A- for each of the course units during the entire Advanced Certificate programme,
- c. Completed these requirements at the first attempt.

Award of Merit Pass

A student should have;

- a. Earned a minimum GPA of not less than 3.3 in the entire Advanced Certificate programme.
- b. Earned a grade of not less than B+ for each of the course units assigned for the Advanced Certificate programme,
- c. Completed these requirements at the first attempt.

Postponement of the Academic Year

If a candidate who has been registered for the course applies for a postponement of the academic year, he/she may be given the opportunity to follow the next immediate course provided that the candidate has not followed the course for more than three months and the course fees paid are transferable to the next year. However, such candidates are required to pay the Registration fee/Application for the new academic year and the difference of the course fee of the two years. If a candidate applies for a postponement after following the course for more than three months, fees paid will not be refunded/transferred and he/she shall be exempted only from the Selection Examination and he/she has to pay the Registration/Application fee and the course fee for the next course.

Refunding of Course Fee

The total course fee is not refundable in any case. If a candidate fails to follow the course after registration, the money paid may be refunded retaining 25% of the total course fee (not the 25% of the installment paid), provided the candidate has not attended study sessions for more than one month.

Attendance

A student should have at least 80% of attendance out of the total sessions to sit Semester Final Examinations.

Syllabus

SEMESTER I

ACEN 1113 Language Structure -I

ACEN 1123 Reading Skills- I

ACEN 1133 Writing Skills- I

ACEN 1143 Oral Skills- I

ACEN 1153 English Literature- I

SEMESTER II

ACEN 1213 Language Structure -II

ACEN 1223 Reading Skills- II

ACEN 1233 Writing Skills- II

ACEN 1243 Oral Skills- II

ACEN 1253 English Literature- II

Duration

The course is conducted on Saturdays / Sundays from 8.45 am – 3.30 pm at Rajarata University of Sri Lanka, Mihintale.

Contact Details :

Academic Coordinator
Advanced Certificate in English (Extension)
Department of English Language Teaching
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Mihintale

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