



Application for the ' Certificate Course in Teaching in Higher Education'

01	Name				
02	Date of Birth				
03	Address (Residential)				
04	Tel #		05	Mobile Phone #	
06	Gender		07	Civil Status	
08	Faculty		09	Department/Unit	
10	Tel #		11	Email Address	
12	Position		13	Date of Appointment	
14	Confirmation		15	If yes the date of the confirmation	
16	Qualifications				
16.1	Basic Qualification (First Degree)				
16.2	Postgraduate Degree /Degrees (if any)				
17	Subject areas you cover in teaching				
18	Research area/ areas of your interest				
19	Particulars about your publication *				
19.1	In refereed journals (Number)		19.2	As popular articles (Number)	
				19.3	As abstracts (Number)
20	Please indicate your expectations from the SDC (tick the appropriate cell/cells)				
20.1	Teaching in Higher Education Course		20.2	How to use Audio-Visuals for Teaching	
20.3	Conduct of Assessments		20.4	Use of information Technology for preparing lectures	
20.5	Quality enhancement of the Academics		20.6	Research Methodology	
23.7	Any other (Please Specify)				

* Note: You may use a separate sheet if you need to provide more information .

21	<p>I understand that,</p> <p>A. The Course is run on weekdays (one day per week, mostly on Fridays at the Sabaragamuwa University) and is conducted in English.</p> <p>B. To pass the course, I have to submit the following :</p> <ul style="list-style-type: none"> • assignments given at the workshops (within 14 days after the workshop) • a portfolio at the end of the course • Presentations • Minimum of 80% Attendance <p>C. I Have to devote at least 6 hrs/week on my own for self studies.</p> <p>Signature of the Applicant : Date :</p>
22	<p>Recommendation of the Head of the Department:</p> <p>I recommend the above application. I have read and agree to provide the necessary facilities for the applicant to complete this course. I shall release Mr./Ms. of my Department for the workshops organized by the Staff Development Centre (SDC) on Fridays until the end of this course. The payment of Rs.20,000/= as course fee is also approved in event that the applicant is accepted as a course participant.</p> <p>Head/ Dept. of :</p> <p>Name :</p> <p>Tel # : E-mail :</p> <p>Signature : Date :</p>
23	<p>Approval of the Dean of the Faculty / Head of the Institution</p> <p>Noted & Forwarded</p> <p>Dean / Head of the Institution of</p> <p>Tel # : E-mail :</p> <p>Signature : Date :</p>