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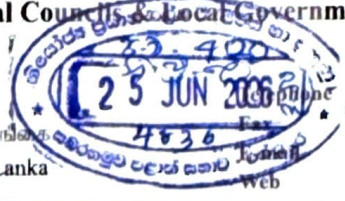
இலங்கை அபிவிருத்தி நிர்வாக நிறுவகம்

SRI LANKA INSTITUTE OF DEVELOPMENT ADMINISTRATION
(Ministry of Public Administration, Provincial Councils & Local Government)



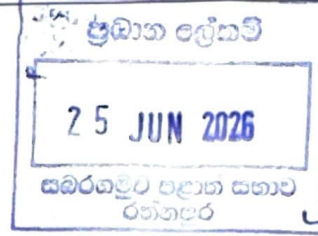
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P.O. Box

28/10, මලලසේකර මාවත, කොළඹ 07, ශ්‍රී ලංකාව
28/10, மலலசேகர மாவத்தை, கொழும்பு 07, இலங்கை
28/10, Malalasekara Mawatha, Colombo 07, Sri Lanka



: 94 11 5980200
: 94 11 2584406
: mail@slida.gov.lk
: www.slida.lk

My No: SLIDA/CL/5/COM/AGP/2019
2026.06.23



Secretaries of Ministries / Chief Secretaries of Provincial Councils
Head of Departments / CEOs of State Owned Enterprises
District Secretariats

Dear Sir / Madam

CALLING APPLICATIONS FOR ENGLISH LANGUAGE COURSES - 2026/2027

We are pleased to inform you that Sri Lanka Institute of Development Administration (SLIDA) is currently accepting applications for the following professional English Programmes for the academic year 2026/2027:

1. Diploma in Professional English
2. Certificate in English for Careers

Course details are available in the attached flyers. Application form can be downloaded from the SLIDA website at www.slida.lk. Scanned copies of the completed applications, duly recommended by the Head of the Institution, should be sent to language@slida.gov.lk on or before 15 July 2026.

For the Diploma programme, priority will be given to executive officers from both public and private sector institutions. The programmes are scheduled to commence in August 2026.

For further information, please contact the Centre for Language Studies of SLIDA during office hours at 011-5980262.

Thank you

Yours faithfully

A.V. Janadara
Director General (Acting)

Annexure I

No.	Course Name	Course Fee	Duration	Commencement
1.	Diploma in Professional English	Rs. 92,000.00	1 year (240 hours)	Weekday class Tuesday + Thursday (from 5:00 p.m. to 8:00 p.m.) or Weekend class Every Saturdays (from 9:00 a.m. to 4:00 p.m.)
2.	Certificate in English for Careers	Rs. 46,000.00	06 months (120 hours)	Weekday class Monday + Wednesday (from 5:00 p.m. to 8:00 p.m.) or Weekend class Every Sundays (from 9:00 a.m. to 4:00 p.m.)



SLIDA

"Learning Confers Discipline"

DIPLOMA IN PROFESSIONAL ENGLISH

Advanced English Communication for
Professional Success



**FOR PUBLIC & PRIVATE
SECTOR OFFICERS**

APPLICATION DEADLINE
15 July 2026

PROGRAMME CONTENT

- ▶ Professional Communication
- ▶ Public Speaking & Presentations
- ▶ Business Correspondence
- ▶ Meetings & Negotiations
- ▶ Executive Report Writing
- ▶ Academic Writing
- ▶ Interview Skills & Personal Branding
- ▶ Critical Reading & Analytical Thinking

SCHEDULE

WEEKDAYS

Tuesday & Thursday
5.00 p.m. - 8.00 p.m.

OR

WEEKEND BATCH

Saturday
9.00 a.m. - 4.00 p.m.

Programme Coordinator : **Dr. S.R.S.N Sudasinghe**
(Additional Director General)

Duration : **One Year (240 Hours)**



COMMENCEMENT
AUGUST 2026

CONTACT US

011 5 980 261/262
language@slida.gov.lk
www.slida.lk



COURSE FEE

Rs. 92,000.00 (Payable in two installments)

Sri Lanka Institute of Development Administration (SLIDA)
No. 28/10, Malalasekera Mawatha, Colombo 07

To apply, visit the SLIDA website and email your application to language@slida.gov.lk



SLIDA
"Learning Confers Discipline"



CERTIFICATE IN ENGLISH FOR CAREERS

Practical English Communication
for Workplace Success



**FOR PUBLIC & PRIVATE
SECTOR OFFICERS**

PROGRAMME CONTENT

- ▶ English Grammar & Vocabulary
- ▶ Professional Communication
- ▶ Email, Letter & Memo Writing
- ▶ Reading Skills
- ▶ Presentations & Public Speaking
- ▶ English for Socializing & Networking

SCHEDULE

WEEKDAYS

Monday & Wednesday
5.00 p.m. - 8.00 p.m.

OR

WEEKEND BATCH

Sunday
9.00 a.m. - 4.00 p.m.

Programme Coordinator : **Ms. Sachithra Jayavindi**
(Associate Consultant)

Duration : **Six Months (120 Hours)**



**COMMENCEMENT
AUGUST 2026**

CONTACT US

011 5 980 261/262
language@slida.gov.lk
www.slida.lk

Sri Lanka Institute of Development Administration (SLIDA)
No. 28/10, Malalasekera Mawatha, Colombo 07

COURSE FEE

Rs. 46,000.00 (Payable in two installments)

**Application Deadline
15 July 2026**

To apply, visit the SLIDA website and email your application to language@slida.gov.lk

8. Private Address :		Mobile No : WhatsApp No :
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9. Email :	
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Nomination by the Head of the Institution.

Director General / SLIDA

I recommend and forward the application of Mr./Ms..... of this institution for the above course. The course fee **will be / will not be** paid by the institution.

.....

Date

.....

Signature

.....

Name and Designation
(Stamp)

Please send the application by registered post or email.

***Course Coordinator
Centre for Language Studies
Sri Lanka Institute of Development Administration
No. 28/10, Malalasekera Mawatha, Colombo 07.***

Tel No - 011 5980261/262

Fax - 011 5898505

Email - language@slida.gov.lk (simple letters)