# UNIVERSITY OF PERADENIYA

## CENTRE FOR DISTANCE AND CONTINUING EDUCATION

**BBA (External) Degree Programme**
**Course Registration Form (Re-take)**
**Degree Level - Semester 01 (New Syllabus)**
**Academic Year – 2025/26**

Please fill this application in **BLOCK CAPITAL** letters.

1. Student Registration No : .....
2. Name with Initials : .....
3. Contact Number : .....
4. Email Address : .....
5. Course/s Offered :

| Course Code | Course Title | Assignments | |
|---|---|---|---|
| | | Necessary | Not necessary |
| Semester 01 | | | |
| BBA 3101 | Project Management | | |
| BBA 3102 | Management Information System | | |
| BBA 3103 | Organizational Leadership | | |
| BBA 3104 | Tourism and Hospitality Management | | |

6. Paid Amount (Rs.) : .....
   (Please affix the original bank payment receipt)

Date : .....

.....
Signature of the Applicant

**FOR OFFICE USE ONLY**

Student is ELEGIBLE/NOT ELEGIBLE to register for the examination.

If not eligible please tick (✓) the reason(s)

- Completed the maximum number of attempts. ☐
- Required to re-take the course with assignments. (It is necessary to do the assignments) ☐
- Successful completion of the course. ☐
- Other (specify)
  .....

| | Signature | Date |
|---|---|---|
| Checked by | | |
| Registration Approved / Not Approved (SAR/AR) | | |

# Instructions for Course Registration

## A. Re-take Fee

- Full access to all facilities & sit for the final examination (per course) - Rs. 7,500/-
- Only for the final examination (per course) – Rs. 3,000/-

## B. Method of Payment

- Make your payment (in cash) to any branch office of the Peoples' Bank to the credit of account number **057-1-001-4-1338036** of the Centre for Distance and Continuing Education, University of Peradeniya.
- State your **Student Registration Number and Name** in the bank payment receipt.
- Keep a photocopy of the bank payment receipt with you.

## C. Other Instructions

- You should attach the original bank payment receipt to the application form.
- State **"BBA (External) Degree Programme"** on top left hand corner of the envelope.
- Duly filled application form should be sent by registered post to the below address or handed over to the office.

  Senior Assistant Registrar,
  Centre for Distance and Continuing Education,
  University of Peradeniya,
  P.O. Box 43,
  Old Galaha Road,
  Peradeniya.

## D. Closing Date

**28th November 2026**