UNIVERSITY OF PERADENIYA

CENTRE FOR DISTANCE AND CONTINUING EDUCATION

BBA (External) Degree Programme
Course Registration Form (Re-take)
Higher Diploma 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 2101	Marketing Management		
BBA 2102	Operations Research		
BBA 2103	Operations Management		
BBA 2104	Management Accounting		

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