



Communication and People Skills at Executive Level (SE1) Examination **July 2017**

The Communication and People Skills examination of the Executive Level (SE1) will be held on 30th July 2017 in Colombo, Kandy, Galle, Kurunegala and Jaffna. This Examination will be conducted in two parts. Part One consists of Reading, Writing and Listening and Part Two consists of Speaking. Two separate admission cards will be issued for Part One and Two. Date/time of the Speaking test will be notified to you in due course. It is compulsory to complete all four sections (skills) of the examination.

General Instructions to Candidates:-

- Date of Calling Applications : 15th May 2017
- Date of Closing Applications : 12th June 2017
- Date of Examination : 30th July 2017
- You can obtain application forms from the Institute, nearest CA Information Centre or by logging in to www.casrilanka.com.
- Applications should be sent via Registered Post addressed to Director Examinations, Institute of Chartered Accountants of Sri Lanka, 30A, Malalasekera Mawatha, Colombo 07 or drop into the box placed at the security point of the Institute on or before 12th June 2017 up to 5.00pm. Please indicate “**SE1 Examination – July 2017**” on the top left hand corner of the envelope.
- All students who apply for the SE1 final exam for the **first time** should have fulfilled the **80% Attendance** requirement of its course by the time they apply for the SE1 exam. It’s compulsory to attach your **Original Attendance Certificate** along with your SE1 exam application. Please contact the particular Teaching College where you attended the SE1 course to collect your attendance certificate. Students who have been exempted from the course are requested to attach the confirmation of results along with their exam application form.
- The Examination fee for SE1 Examination is **Rs. 2,500/=** The fee should be paid in cash to any branch of Bank of Ceylon to the credit of the Institute of Chartered Accountants of Sri Lanka, Collection Account No. 2323142 Bank of Ceylon, Torrington Square Branch. Pay-in-Vouchers in triplicate are enclosed herewith for this purpose. Please attach the copy of CA Sri Lanka with your application.
- Examination fees of candidates who fail to sit the examination will not be refunded or transferred under any circumstances.
- The Income Code (EX 07) should be written correctly in the deposit slip.
- Kindly note that your application form will be rejected in the event of failure to fulfill any of the above requirements.



Application for Communication and People Skills (SE1) Examination – July 2017

Date of Calling Applications : 15th May 2017
 Date of Closing Applications : 12th June 2017
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For office use only
 Index No.

Exam Fees Payment Details			
Date	Bank / Branch	Payment Code	Amount
		EX 07	Rs. 2,500/-

1. **NAME WITH INITIALS** :Mr /Mrs /Miss
 (In block capitals)

2. **FULL NAME** :.....
 (In block capitals)

3. **ADDRESS** :.....

4. **CONTACT DETAILS** Mobile

Landline

E-mail

5. **NATIONAL IDENTITY CARD NO.**

Date of Issue

6. **STUDENT REGISTRATION NUMBER**

7. **PREFERRED EXAMINATION CENTRE** (Please tick the relevant cage)

Colombo	<input type="checkbox"/>	Kandy	<input type="checkbox"/>	Kurunegala	<input type="checkbox"/>	Jaffna	<input type="checkbox"/>	Galle	<input type="checkbox"/>
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8. REGISTRATION RENEWAL

Year of the most recent renewal of Registration :
(All candidates should have renewed their student registration for the year 2017)

9. ELIGIBILITY FOR 1ST ATTEMPT CANDIDATES

• Have you completed the SE1 Course? Yes No Exempted

• If your answer is 'Yes' mention the,
Teaching College & Branch Name
Date of Completion

• Have you attached the Original Attendance Certificate along with this application? Yes No

10. ATTEMPT IN THE SE1 EXAMINATION First Attempt
(Please tick the relevant cage) Subsequent Attempt

11. DECLARATION BY THE CANDIDATE

I certify that the particulars furnished by me in this application are correct. I undertake to abide by the decisions of the Council in regard to this Examination. I am liable to be penalized for any false declaration made by me in this application.

.....
Date

.....
Signature of the Candidate