

**THE CHITHTHA ADVANCED  
PSYCHOLOGICAL STUDIES OPEN  
INSTITUTE OF SRI LANKA**

**(Arrangements have been made to incorporated under  
the Parliament Act, Bill No. 18 of 2025)**

**Diploma in Human Resource Development &  
General Office Administration**

DEPARTMENT OF BUSINESS STUDIES AND  
HUMAN RESOURCE DEVELOPMENT 2026  
(SECOND BATCH-MAIN INTAKE)

APPLICATIONS are invited from those aspiring to study the Diploma in Human Resource Development and General Office Administration conduct by the Business Studies Department & Human Resource Development of the Chiththa Advanced Psychological Studies Open Institute of Sri Lanka. Through this course, public and private officials who wish to acquire the professional educational qualification required to become a recognized professional human resource manager or human resource development officer or for higher positions in the field can apply for the course.

**Qualifications :**

G.C.E. (A/L) 3S pass grades in any stream and,

18 years of age on 01/01/2026, of good character and in good health.

**Nature of Course :** Online (Open and Distance Learning)

**Medium :** English or Sinhala

**Course Duration :**

One year part time course. Lecture recordings and additional reading s links are will be provided meanwhile the lectures which can be viewed at convenient times.

**Course Fees and Student Registration Fees :** The total course fee is Rs. 36,000.00 while registering for the course, the student registration fee of 1,000.00 must be paid. Rs. 36,000.00 can be paid at once or Rs. 3,000.00 payable in twelve monthly instalments.

**How to apply for the Course :**

By the applicants should send their,

1. G.C.E. (A/L) examination result sheet's original photograph,
2. Original National Identity Card Photo/ Passport Photo (front and rear sides)
3. Serving Letters (if applicable)

**To 070-5508778 (WhatsApp) number.**

**For more information :** Can inquire through the phone number 037-3170999 at office hours from 8.30 a.m. to 4.30 p.m.

Registrar - Department of Business Studies & Human Resource Development,

The Chiththa Advanced Psychological Studies Open Institute of Sri Lanka.

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