



NATIONAL INSTITUTE OF EDUCATION - MAHARAGAMA
Postgraduate Diploma in Educational Management Programme
(PGDEM)



Full Time 2025/2026 - Sinhala, Tamil & English Medium

Applications are invited for the above programme conducted by the National Institute of Education.

- Duration of the programme** : Full Time – One Year
- Nature of the programme** : Conducted in 03 Academic Terms through online mode. (If necessary, physical sessions will be conducted two times a term)
- Venue for the programme** : Department of Professional Development and Educational Management, Faculty of Education Leadership Development and Management, National Institute of Education, Meepe Junction, Padukka.
- Medium** : Sinhala / Tamil / English
- Course fee** : Rs. 80,000/= (can be paid in 2 installments)
Application fee Rs.1500/=, Registration fee Rs.2000/=

Qualifications to apply:

Applicants must have following qualifications on the closing date of the applications:

- i. Being a person belonging to Sri Lanka Education Administrative Service/ Sri Lanka Teacher Educators Service /Sri Lanka Principal Service or a Head of a Government or Semi-Government Educational Institute/Head of a Pirivena;
- ii. (a) Bachelor of Education Degree from a recognized University/Institute;
OR
(b) First degree in any other discipline from a recognized University/Institute and a professional qualification such as Postgraduate Diploma in Education/Trained Teacher Certificate/National Diploma in Teaching certificate.
- iii. Minimum of four years of experience in teaching of which at least two years with administrative and supervisory duties; (letter of the certified service record and experience of the administrative and supervisory duties issued by the Zonal Education Director/ Head of the Department should be handed over during the interview)
- iv. Not following any full time programme of study of the National Institute of Education or any other University or any other Educational Institute in the year of admission (2025/2026).

Selection Criteria

All applicants must appear and select from an interview that will be conducted by the Department of Professional Development and Educational Management through online mode.

How to Apply

- 1.0 Filling the applications go to the exams.nie.lk/intakes/new website and Fill the **Sign up** (information in the exams.nie.lk/info/register-as-a-use website). Make a note of **User ID** that you get. Remember the **Password** for the future activities.
- 2.0 Log in using the User ID and Password in the top right-hand corner of the website.
 - 2.1. Update the information in the **user profile**
 - Personal Information
 - Service Information
 - Educational and Professional Qualifications
 - 2.2. Then go to exams.nie.lk/intakes/new choose the **Advertisement** related to the programme of **Postgraduate Diploma in Educational Management (Full Time)**
 - 2.3 After that go to the **My Application** and fill in the application. Check whether the information you filled are correct. (instruction given exams.nie.lk/info/applying-for-new-enrollments)
 - 2.4 Make a note of the **Application Reference Number** you get.

3.0 Download Application

After filling the online application, print the **copy of the application (including the reference number), recommended by the Head of Institution** and send to the **Director, Department of Professional Development and Educational Management, Faculty of Educational Leadership Development and Management, National Institute of Education, Meepe Junction, Padukka** along with the **original copy of the payment receipt and the certified copies of the documents mentioned below.**

1. First Degree certificate
2. Postgraduate Diploma in Education Certificate /Trained Teacher Certificate/ National Diploma in Teaching Certificate
3. Appointment Letter (Related to Programme)
4. Service Letter

Mentioned as **PGDEM Full-time 2025/2026 (English)** in the **Top Left-Hand corner** of the envelop enclosing the documents.

- 4.0 For further information, contact Sinhala Medium Course Coordinator - Mrs. M. M. K. J. Manathunga 0778425488/0117601307, Tamil Medium Course Coordinator - Mr. T. Ravichandran 0779697879/ 0117601315 English Medium Course Coordinator - Mrs. M. M. K. J. Manathunga 0778425488/0117601307 for the technical support - Mr. Madhawa Thennakoon 0117601777 / 0117601776 during 9.00am - 4.00pm in week days.

Closing date of applications: 31st October 2025.

N. B – Application closing date will not be extending subject to any reason.

Prof. Manjula Withanapathirana (PhD)
Director General,
National Institute of Education,
Maharagama.