➢ <u>Certificate in Chinese for Professional Communication [Cert (CPC)]</u>

Department of Modern Languages
Center for Chinese Studies
- Faculty of Humanities
University of Kelaniya, Sri Lanka

Certificate in Chinese for Professional Communication [Cert (CPC)]
(Fee levying course)

1.1. Course Name:
Certificate in Chinese for Professional Communication [Cert (CPC)]

1.2. Aims:
The Centre for Chinese Studies in the Department of Modern Languages at the Faculty of Humanities of University of Kelaniya has designed this beginner level Chinese course to develop the ability to communicate effectively and professionally in Chinese language in a wide range of social-cultural and professional contexts. The course provides professionals with knowledge of diverse forms of Chinese language for professional communication. They will learn techniques of delivering the language in verbal and non-verbal forms to achieve best outcomes for communicating with Chinese speaking personals in the fields of religious, tourism, business, engineering, and medical contexts. This course aims to develop the four language skills of listening, speaking, reading and writing as well as cultural awareness. It provides a good balance between understanding modern Chinese language and culture.

1.3. Learning outcomes:
On completion of this audio-lingual course the learners will be able to
- communicate accurately and appropriately with 500-700 Chinese characters
- acquire various Chinese sentence patterns
- demonstrate four language skills (speaking listening reading and writing) in Chinese
- gain insights into the relationship between language and culture
- identify key differences between Chinese and Sri Lankan cultures and communication styles
- enhance effective communication and interaction with Chinese people
- engage in various forms of verbal and non-verbal, and written Chinese at a professional level
- express complex scholarly and technical concepts related to professional field of study and desired profession in Chinese

1.4. Minimum admission requirement:

Minimum admission requirement is completion of junior secondary level, which is Grade 9 or equivalent. Completion of primary education and certified work experience equivalent to a minimum period of two years in a particular field may also be considered in an equivalent qualification for admission to SLQL 1 provided that the applicant is at least 16 years of age.

1.5. Progression:

Completion of SLQL 1 meets the minimum entry requirement for a qualification in SLQL 2 in that particular area of specialization.

1.6. Minimum eligibility criteria for the award of a qualification:

(i) For the award of a Certificate, a student must
    (a) accumulate grades of C or better in course units aggregating to at least 30 credits of SLQL 1,
    (b) obtain a GPA of 2.00 or greater, and
    (c) complete the relevant requirements within a period of three consecutive academic years.

(ii) For the award of a Certificate with Merit, a student must
    (a) accumulate grades of C or better in course units aggregating to at least 30 credits of SLQL 1,
    (b) obtain a GPA of 3.70 or greater, and
    (c) complete the relevant requirements within one academic year at SLQL 1.

(iii) For the award of a Certificate with Distinction, a student must
    (a) accumulate grades of A or better in course units aggregating to at least 30 credits of SLQL 1,
    (b) obtain a GPA of 4.00, and
    (c) complete the relevant requirements within one academic year at SLQL 1.

Note 1: A student who does not obtain a grade C or better in a particular course unit may re-sit the examination of that course unit in the next available attempt in order to improve the grade. The best grade obtainable by a student in this instance would be C. In the event a student obtains a lower grade while attempting to better the grade, he/she will be entitled to the previous grade.

Note 2: Programme of study concerned may include additional requirements in addition to the minimum eligibility criteria with the approval of the University Senate.

Note 3: The valid date for awarding any qualification will be the 1st day of the next month from the month where the requirements were fulfilled to award such qualification.

Note 4: After awarding any qualification it cannot be changed and/or reverted back under any circumstances.

1.7. Duration:

400 hours (200 lecture hours in Classroom [4 hours $\times$ 40 weeks + 2 hours $\times$ 20 weeks for 2nd Foreign Language Acquisition] and 200 practical hours [5 hours $\times$ 40 weeks])

1.8. Course Structure : The Course consists of 07 units.

		First Semester - 20 weeks	
i.	CCPC 08015	Basic Chinese	C
ii.	CCPC 08025	Chinese Comprehension and Composition	C
iii.	CCPC 08035	Modern Chinese Lifestyle	C
		Second Semester - 20 weeks	
iv.	CCPC 07045	Chinese for Cultural Communication	O
v.	CCPC 07055	Chinese for Business Communication	O
vi.	CCPC 07065	Chinese for Medical Communication	O
vii.	CCPC 07075	2nd Foreign Language Acquisition	O

1.9. Examination Structure:

There are 07 question papers, each of 03 hr duration for the 07 course units, 03 of them are compulsory and 04 of them are optional. A successful candidate is required to choose all compulsory course units and 01 optional course unit among CCPC 08045, CCPC 08055 and CCPC 08065. 2nd Foreign Language Acquisition is also an optional course unit to anyone those who wish to follow a second foreign language in the same period of the course. This course unit offers only 02 most demanded foreign languages among French, German, Italian, Japanese Korean and Russian required by applicants in the registration.

1.10. Evaluation:

Attendance (10%), Practical work, (10%), Character writing (10%),
Written examination (70%)

Grading Scheme

Range of Marks	**Grade**
85-100	A+
70-84	A
65-69	A-
60-64	B+
55-59	B

50-54	B-
45-49	C+
40-44	C
35-39	C-
30-34	D+
25-29	D
00-24	E

iii. A candidate who obtains a grade below C in a particular

paper may re-sit for relevant paper in respect of the course

for the purpose of improving the grade in three attempts

within three years. The maximum grade that can be obtain in this case is "C".

➢ **Application Procedure :**

A self prepared application including the name, address, educational qualifications, contact telephone numbers, e-mail with a self addressed stamped 9"x 4" envelop should be sent the **Course Coordinator, Center for Chinese Studies, Department of Modern Languages, University of Kelaniya, Kelaniya.**

Further details can be obtained from Assistant Registrar, Faculty of Humanities, University of Kelaniya, Kelaniya.

Contact: 011-2903721 (Department of Modern Languages)

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