



**University of Sri Jayewardenepura, Sri Lanka**  
**Application for Academic Transcripts**

Refer the web page of The Academic Student Affairs, Publications & Examinations division (<https://www.sjp.ac.lk/examinations-division/>) from which can be downloaded this application, for the payments, necessary documents & other details.

***Special Note:*** If you request to send the transcript to local or foreign postal address/es, you will be informed (via as a reply email which you requested the transcript) the transcript sending date within 14 days of the date of transcript was requested. If not, confirm the date of sending the transcript from (FMSC/FHSS: 0112758219, FAS: 0112758101). ***This is necessary as your request may not be fulfilled due to your email being misdirected or not being received by us since any other reasons.***

(\*Cross out inapplicable words)

Senior Assistant Registrar  
 Academic Student Affairs, Publications & Examinations  
 University of Sri Jayewardenepura  
 Nugegoda, Sri Lanka.

Please forward my Academic Transcript to the following address/es:  
 (In block Letters)

1. ....	2. ....
.....	.....
.....	.....
.....	.....
.....	.....

No. of Transcripts required: .....

Date :.....

.....  
 Signature of the Applicant

**The information with the star mark (\*) is essential.**

02. (i) \*Name in full: (Rev/Mr./Mrs./Miss.).....  
 .....  
 .....  
 (ii) \*Contact Telephone No: .....  
 (iii) Department : .....  
 (iv) \*Name of the Degree: .....  
 .....  
 (\*Should be written the full name of the degree)  
 (vii) Registration No: .....  
 (viii) \*Index No: .....  
 (ix) Date of Admission to the University: .....  
 (x) Date of Leaving the University:.....  
 (xi) Medium of the Degree followed: .....

[illegible]