

Annexure 1:

FOR OFFICE USE ONLY

COURSE:

APPLICATION NO:



**APPLICATION FOR ADMISSION OF STUDENTS WITH
FOREIGN QUALIFICATIONS
TO
UNDERGRADUATE COURSES OF THE UNIVERSITY OF
SRI JAYEWARDNEPURA
SRI LANKA**

1. PERSONAL DETAILS (In BLOCK Capitals)									
N.B.: Certified copies of the relevant pages of your passports/birth certificate/citizenship certificate should be attached.									
Full Name:									
Name with initials:									
Title (Rev, Mr, Miss, Mrs):									
Date of Birth:	D:	M:	Y:	Age					
Sex (<input type="checkbox"/>)	Male:	Female:	Citizenship (<input type="checkbox"/>)	Single:	Citi- zanship	Dual:	Citizenship 1	Citizenship 2	
NIC Number (for SL candidates if any)					Date Citizenship obtained		D:	M:	Y:
Passport Number:		Civil Status (<input type="checkbox"/>)		Mar- ried:	Unmarried:		Nationality:		
2. CONTACT DETAILS (In BLOCK Capitals)									
Address of the Permanent Residence:					Address for correspondence:				
					Local:		Foreign:		
Postcode:					Postcode:		Postcode:		
Tel:					Tel:		Tel:		
Mobile:					Mobile:		Mobile:		
Fax:					Fax:		Fax:		
Email:					Email:		Email:		

3. PARENTS'/GURDIANS' DETAILS										
Father's name:										
Occupation:										
Name & Address of his employer:					Tel:				Email:	
Contact Details:		Tel:		Local:						
				Foreign:						
Mobile:					Email:			Passport Number:		
Mother's name:										
Occupation:										
Name & Address of her employer:					Tel:				Email:	
Contact Details:		Tel:		Local:						
				Foreign:						
Mobile:					Email:			Passport Number:		
Guardian's name:										
Occupation:										
Name & Address of her employer:					Tel:				Email:	
Contact Details:		Tel:		Local:						
Contact Details:		Tel:		Local:						
				Foreign:						
Mobile:					Email:			Passport Number:		
4. EDUCATIONAL QUALIFICATIONS										
Educational qualifications in reverse chronological order (Certified copies of certificates and transcripts in English should be annexed)										
Year (In reverse chronological order)	Month	Qualifying Examination	Index Number	Awarding Body	Subjects offered and Grades obtained	Final Certificate/ Level/ Qualification awarded				
5. ENGLISH LANGUAGE PROFICIENCY										
Applicants whose primary language is not English or whose previous education has not been in English must provide evidence of proficiency in English (i.e. Achieve a minimum score of 79 on the TOEFL or achieve a minimum score of 6.5 on IELTS)										
(Enclose certified copies of certificates)										
Please list English Language Qualifications with results obtained.										

English Qualification	Results/Score	Passing Year
6. FOR CANDIDATES WITH HIGH SCHOOL DIPLOMA		
Candidates with High School Diploma should have passed the Scholastic Aptitude Test (SAT)		
Score of the Scholastic Aptitude Test:		Passing Year:
7. OTHER QUALIFICATIONS		
Any other relevant qualifications gained by you:		
8. DEGREE PROGRAMME/COURSE APPLIED FOR		
Degree program/Course	Faculty	Subjects
REFEREES		
9. Give the details of two persons of good standing in your country who could, from their personal knowledge, testify to your character, academic background and capacity to undertake further studies.		
Referee 01		
Name		
Designation		
Address		
Tel:		
Referee 02		Email:
Name		
Designation		
Address		
Tel:		
If you are a non-Sri Lankan and know of any Sri Lankan citizen permanently residing in Sri Lanka who could act as your referee		Email:
Name		
Designation		
Address		
Tel:		

FINANCIAL SUPPORT:		Email:	
10. Specify how much funds would be available to you whilst in Sri Lanka, and the source of such funds:			
Documentary evidence (an original letter from a bank stating the bank balance of Father/ Mother/ Guardian) should be attached			

11. DECLARATION			
I certify that the information provided by me in this application is true and accurate.			
I am aware that my application will be rejected if any information contains herein is found to be false or inaccurate before my admission to a University in Sri Lanka, and further, that I am liable to be dismissed from the University concerned at any time in the event of such finding being made after my admission.			
Date:		Signature of the Applicant:	
Note: Failure to send all required documents along with the application form will result in rejection of the application. Make sure you have submitted the following documents as required along with your application;			
01. Certified copies of relevant educational certificates			
02. Certified copies of relevant transcripts			
03. A letter obtained from the Examination Board concerned with regard to equivalence to Sri Lankan Advanced Level			
04. Certified copies of the relevant pages of your passport/s covering the period studied abroad			
05. If a Sri Lankan candidate, documentary proof for the period studied abroad (Certified copies of School leaving certificates, Visa, any other relevant documents)			
06. If a Sri Lankan candidate, documentary proof for the period studied in Sri Lanka (Certified copies of School leaving certificate/s)			
07. If a Sri Lankan candidate, original service letter/s of Father/Mother/Guardian covering the period worked abroad			
08. If a Sri Lankan candidate, certified copies of passport/s of Father/Mother/Guardian covering the period worked abroad			
09. If a foreign candidate, Birth/Citizenship certificate/s to prove your citizenship			
10. If a child of a diplomatic personnel, documentary proof covering the period of the foreign assignment			
11. Documentary evidence to prove availability of funds (Original letter stating the bank balance of Father/Mother/Guardian)			
12. Bank Draft/duly signed Online Payment Receipt of US\$ 30 as the application processing fee			

Only for Sri Lankan Applicants with Foreign Qualifications

All Sri Lankan applicants with Foreign Qualifications have to fill and submit this form, in addition to the above application.

Full name of the applicant (In BLOCK Capitals)			
Passport Number:		NIC	
CONTACT DETAILS (In BLOCK Capitals)			
Address of Foreign Residence		Address of Sri Lankan Residence	
Period of residence so far		Period of residence so far	
From	DD: MM: YYYY:	From	DD: MM: YYYY:
To	DD: MM: YYYY:	To	DD: MM: YYYY:
Have you sat the G.C.E (A/L) Examination in Sri Lanka? (<input type="checkbox"/>)		Yes	No
If so give the following particulars;		1st Attempt	2nd Attempt 3rd Attempt
Year of Examination			
Index Number			
Results Obtained(Subjects & Grades)			
Z Score			
Period of Study Abroad (Please submit documentary evidence):			
From	DD: MM: YYYY:	From	DD: MM: YYYY:
To	DD: MM: YYYY:	To	DD: MM: YYYY:
	Grade:		Grade:
Grades attended	Name & Address of the school/s attended: (In reverse chronological order)		
From Grade:	To Grade:	School 1:	
From Grade:	To Grade:	School 2:	
From Grade:	To Grade:	School 3:	
Period of Study in Sri Lanka			
From	DD: MM: YYYY:	From	DD: MM: YYYY:
	Grade:		Grade:
Grades attended	Name & Address of the school/s attended: (In reverse chronological order)		
From Grade:	To Grade:	School 1:	
From Grade:	To Grade:	School 2:	
From Grade:	To Grade:	School 3:	
Place /Places of residence during the 3 years immediately prior to your qualifying examination (in reverse chronological order):			

1.			
2.			
3.			
4.			
Place /Places of residence of your parents/guardian during the period of 3 years immediately prior to your qualifying examination (in reverse chronological order):			
1.			
2.			
3.			
4.			
I certify that the information provided by me in this application is true and accurate.			
Date :		Signature of the Applicant:	

This form should be completed and forwarded (along with the supporting documentation as required) to reach: Chairman, Office of international Students, University of Sri Jayewardenepura, Gangodawila, Nugegoda, Sri Lanka.

As a preliminary step, you may email the scanned copy of this application and relevant certificates to mlalithananda@sjp.ac.lk. The originals can be posted after you hear from the Office of International Students of USJP.