

## University of Kelaniya Application Form

*For office use:*

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I	Post applied	
II	Department	

1.1	Surname with initials (in block capitals)	
1.2	Name in full (in block capitals)	
<i>(copy of the birth certificate should be attached)</i>		
1.3		
1.4	Civil Status	
1.5	Gender	
1.6	NIC/Passport No.	
1.7	Date of Issue of NIC/Passport	

2.1	Postal Address																			
2.2	Telephone (Residence)				2.3	Mobile														
2.4	Email Address																			

3.1	Date of Birth	Year				Month				Date				
3.2	Age as at the closing date of application	Years				Months				Days				
3.3	Whether citizen of Sri Lanka by descend or registration					3.5	If by registration give reference number and the date of certificate of citizenship							

4	Schools attended											
	Name of the School										From	To
	1.											
	2.											
	3.											

5	Educational Qualifications					
5.1	G.C.E. O/L Examination			Year		
	Subject		Grade	Subject		Grade
	1.			5.		
	2.			6.		
	3.			7.		
	4.			8.		
5.2	G.C.E. A/L Examination			Year		
	Subject		Grade	Subject		Grade
	1.			4.		
	2.			5.		
	3.			6.		

6	University Education					
	Degree Title	University/Institute	Course Duration	Effective Date	Class or Grade	Courses/subjects followed
<i>(copies of the degree certificates/transcripts containing details requested under 6 should be attached)</i>						

7	Postgraduate Qualifications					
	Degree Title	University/Institute	Course Duration	Effective Date	Class or Grade	Courses/subjects followed
<i>(copies of the degree certificates/transcripts containing details requested under 7 should be attached)</i>						

8	Highest Examination passed in Sinhala/Tamil with grade (indicate whether Degree/A.L/O.L/etc)					

9	Professional Memberships		
	Membership type (Co-operate /Associate etc)	Institute	Date on which membership awarded
<i>(copies of the membership certificates should be attached)</i>			

10	Any other Academic Distinctions, Scholarships, Medals, Prizes, etc.	
	Academic Distinctions, Scholarships, Medals, Prizes, etc.	Institution

11	Research & Publications, if any

12	Past experience relevant to the post applied								
	Designation	Name of the Employer	From				To		
			DD	MM	YY		DD	MM	YY
<i>(copies of the experience certificates should be attached)</i>									

13	Present employment				
	Designation	Name of the Employer	Date of Appointment	Sector (Government, Private, etc)	Salary Drawn (State whether basic or consolidated)
<i>(Copy of the appointment letter should be attached)</i>					

14	Particulars of bond obligations to Higher Educational Institutions/Institutes		
	Name of the Institutions/Institute	Obligatory period	Amount due in Rupees

15	Salary point expected from the University within the salary scale advertised and reasons to establish your claim	
	Salary expected	Reasons

16	Extra curricular activities

17	Names and addresses of two persons to whom reference can be made			
	1		2	

18	I hereby certify that the particulars submitted by me in the application and its annexure are true and accurate. I am aware that if any of these particulars are found to be false or inaccurate, I am liable to be disqualified before selection and to be dismissed without any compensation if the inaccuracy is detected after the appointment.	
	..... Date	..... Signature of the Applicant

19	Recommendation by the Head of the Institution (Employees of Government Departments, HEIs, Corporations, etc)	
	I recommend the above application and agree/not agree to release the applicant in case he/she is selected for the post applied.	
	..... Date	..... Signature of the Head of Institution
	..... Name	..... Official Stamp