



**UNIVERSITY OF PERADENIYA
SRI LANKA**

FORM OF APPLICATION

POST APPLIED FOR :

1. **Name in Full: Rev./Mr./Mrs./Miss** [Underline Surname]
[If registered as a student in a University under any other name,
please indicate such name within brackets]
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2. **Postal Address**
[Any change should be communicated immediately]
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-
3. **Contact Telephone No.** E-mail -
Fax No. -
-

4. **Date of Birth & Age** **NIC No.:**
[Please attach copy of Birth Certificate]
-

5. **Nationality**
-

6. **Civil Status**
-

7. **Whether Citizen of Sri Lanka**
[State whether by descent or by registration;
if by registration, give reference number and
date of certificate of citizenship]

8.	<u>School/s Attended</u>	<u>From</u>	<u>To</u>
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1.

2.

3.

9. **Educational Qualifications** *[Please attach copies of all relevant certificates]*

9.1 **G. C. E. (O/L) Examination**

<u>Year</u>	<u>Index No.</u>	<u>Subjects</u>	<u>Grades</u>
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9.2 **G. C. E. (A/L) Examination**

<u>Year</u>	<u>Index No.</u>	<u>Subjects</u>	<u>Grades</u>
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9.3 **University Education**

<u>Degree/Diploma, etc. & Name of the University</u>	<u>From</u>	<u>To</u>	<u>Course Followed</u>	<u>Date of Final Exam & Results [Give Class /Grade]</u>
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10. **Special Qualifications**

[Professional, etc. – Please attach copies of all relevant certificates]

11. **Academic Distinctions, Scholarships, Medals, Prizes, etc.,**

[Indicate the Institution from which such awards have been obtained – Please attach copies of relevant certificates]

12. Proficiency on Languages : Highest Examination passed in,

Sinhala	-
Tamil	-
English	-

13. (a) Present Occupation :

1. Post :
2. Date of appointment to such post :
3. Whether confirmed in the present post :
4. Place of work :
5. Salary scale of the post :
6. Present salary : (a) Salary Step -
(b) Allowances -

(b) Previous Employments, if any, with dates and periods

<u>Department/ Institution</u>	<u>Post</u>	<u>From</u>	<u>To</u>	<u>Reasons for Leaving</u>
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(c) Particulars of Bond Obligations to Higher Educational Institutions/Institutes if any:

- (i) Obligatory Period :
- (ii) Amount Due :

14. Extra Curricular Activities

15. Any other relevant particulars

[Not included above]

16. Names of two non related referees

[With positions and addresses]

Name

Address

1.

2.

17. Where a period of experience is a requirement for the post applied, state period of such experience with details:

18. I hereby certify that the particulars submitted by me in this application 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 appointment.

.....

Date

.....

Signature of Applicant

19. [TO BE COMPLETED BY THE HEAD OF THE DEPARTMENT WHERE APPLICABLE]

(a) Is the applicant on probation? Yes / No

(b) Was any disciplinary action taken against the applicant? Yes / No

(c) Application for the post of **Trainee Technical Officer** submitted by Mr. /Mrs. /Ms. is recommended herewith. If he/ she is selected for the said post, he/ she **can / cannot be** released from this institution.

Date

.....
Signature of Head of Department

Official Seal:

Date

.....
Signature of Head of Institution

Official Seal:

Note: *If space not sufficient to enter the details under each column use a separate sheet and attach to the end.*