RAJARATA UNIVERSITY OF SRI LANKA
FORM OF APPLICATION

POST :-

01'	**(a)**	**Name with initials**	**:**	**……**
				……..
	(b)	**Names denoted by initials**	**:**	**……**
				……..
02.		**Whether Mr./Mrs./Miss**	**:**	**……**
03.	**(a)**	**Postal Address**	**:**	**……**
		(Any changes should be communicated		**……**
		immediately)		**……..**
	(b)	**Contact Telephone No.**	**:**	**……**
04.		**National Identity Card No.**	**:**	**……**
05.	**(a)**	**Date of Birth**	**:**	**……**
	(b)	**Age as at the closing date of applications**	**:**	**……**
06.		**Civil Status**	**:**	**……**
07.		**Whether Citizen of Sri Lanka**	**:**	**……**
		(State whether by decent or by registration)		
		If by registration give reference number &		
		date of certificate of citizenship		
08.		**Race**	**:**	**……**
		(State whether Sinhala, Tamil or Muslim)		
10		**Gender**	**:**	**……**

09. Education – School attended

From To

(1)

(2)

10. (a) School Education

(i) G.C.E. (Ordinary Level)

Year :- …….. **Index No.:- ……..**

S.No.	Subject	Grade
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		

G.C.E. (Ordinary Level)

Year :- …….. **Index No.:- …….**

S.No.	Subject	Grade
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		

(ii) G.C.E. (Advanced Level)

Year :- …….. **Index No.:- …….**

S.No.	Subject	Grade
1		
2		
3		
4		

G.C.E. (Advanced Level)

Year :- …….. **Index No.:- …….**

S.No.	Subject	Grade
1		
2		
3		
4		

(b) University Education:-

University	Degree/Diploma	Class	Date of Commencement	Effective date	Duration
1. 2.					

(c) Professional Qualifications:

Institution	Course	Date of Commencement	Effective date	Duration
1. 2.				

11. Highest examination passed in Sinhala and English

Sinhala:

English:

12. Period of experience gained as at the closing date of applications relevant to the post applied:

13. Extra Curricular Activities:

14. Names of two non related referees with address and contact Nos.

1.Name **Post**

…….. **……..**

Adress

Contact No. **…….…….**

……..…… **……..**

……..

2.Name **Post**

…….. **……..**

Adress

Contact No. **…….…….**

……...…… **……..**

……..

I do hereby certify that 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

Registrar
Rajarata University of Sri Lanka
Mihintale

I hereby certify that the particulars given in columns 01 to 14 of this application are correct according to the candidate's personal file.

Checked by: …….
Personnel Clerk

……..
Signature of the Head of the
Personnel Department

If the above candidate is selected, he/she can/cannot be released from this Department/ Corporation/Statutory Board.

Date: ……

……..
Head of the Department/Institution
Official Rubber Stamp

RAJARATA UNIVERSITY OF SRI LANKA

FORM OF APPLICATION

POST :-

DEPARTMENT :-

(Indicate the name of the post and the Department as given in the advertisement)

01. **(a)** **Name with initials** **:**

(b) **Names denoted by initials** **:**

02. **Whether Mr./Mrs./Miss** **:**

03. **(a)** **Permanent Address** **:**

(b) **Postal Address (If any)** **:**

(c) **Contact Telephone No.** **:**

(d) **e-mail** **:**

(Any changes should be communicated immediately)

04. **National Identity Card No.** **:**

05. **(a)** **Date of Birth** **:**

(b) **Age as at the closing date of applications** **:**

06. **Civil Status** **:** Single / Married

07. **Whether Citizen of Sri Lanka** **:**
(State whether by decent or by registration)
If by registration give reference number & date of certificate of citizenship

08. **Gender** **:** Male / Female

09. **Race** :
(State whether Sinhala, Tamil or Muslim)

10. Education – Schools attended :

	From	To
(1)		
(2)		
(3)		

11. Qualifications - (All qualifications to be considered should be indicated in the application)

(b) University Education:

University	*Degree/Diploma*	*Class*	*Date of Commencement*	*Effective Date*	*Number of Academic Years*
1.					
2.					
3.					
4.					
5.					

(c) Postgraduate Qualifications:

University	*Postgraduate Degree/Diploma*	*By course or by Research*	*Date of Commencement*	*Effective Date*	*Number of Academic Years*
1.					
2.					
3.					

4. 5.					

(d) Professional Qualifications:

Institution	*Qualifications obtained*	*Date of Commencement*	*Effective Date*	*Duration*
1. 2. 3. 4. 5.				

12. Any other academic distinctions scholarships, Medals, prizes etc. (indicate the Institution from which such awards have been obtained) :

13. Research & Publications if any (If space is insufficient, Please use separate sheet of same size) :

14.

Highest examination passed in Sinhala/Tamil :

15. (a) Present Occupation

1. Post :

2. Date of appointment to such post :

3. Whether confirmed in the present post :

4. Place of work with the address :

5. Salary scale of the post :

6. Present salary :

a. Basic Salary :

b. Allowance :

(b) Previous appointments if any, with dates

Department/Intuition	Post	Salary Scale	From	To
1.				
2.				
3.				
4.				
5.				

Special Notice: *The service certificates should be attached in order to prove the service experience. The appointment letters will not be considered for service experience.*

16.(a) Period of experience gained as at the closing date of applications relevant to the post applied :

(b) If you have obtained no-pay leave during this period, state reasons and the period of such leave :

17. Extra Curricular Activities :

18. Names of two non related referees with address and contact Nos.

1.Name :…… Post :……

Contact Number :…… Address:
……
……
……

2.Name :…… Post :……

Contact Number :…… Address:
……
……
……

I do hereby certify that 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

Special Note:

Photocopies of Educational, Professional and All other Relevant Certificates should be attached herewith

Registrar
Rajarata University of Sri Lanka,
Mihintale.

I hereby certify that the particulars given in columns 01 to 14 of this application are correct according to the candidate's personal file.

Checked by: …….
Personnel Clerk

……..
Signature of the Head of the Personnel Department

If the above candidate is selected, he/she can/can not be released from this Department/ Corporation /Statutory Board.

Date: …… ……
Head of the Department

Official Rubber Stamp