



**RAJARATA UNIVERSITY OF SRI LANKA**  
**FORM OF APPLICATION**

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**POST** :-

**DEPARTMENT :-**

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

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

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

**02. Whether Rev./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. Education – Schools attended :  
 From To
- (1)
- (2)
- (3)

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

(a) University Education:

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

(b) Postgraduate Qualifications:

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

4.					
5.					

**(c) Professional Qualifications:**

<i>Institution</i>	<i>Qualifications obtained</i>	<i>Date of Commencement</i>	<i>Effective Date</i>	<i>Duration</i>
1.				
2.				
3.				
4.				
5.				

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

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

13. Highest examination passed in Sinhala/Tamil :

14. (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.*

15. (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 :

16. Extra Curricular Activities :

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

Name

Address

1. ....

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.....

.....

2. ....

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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*

Vice Chancellor  
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