

**Uva Wellassa University**  
**Application for Provisional Transcript**

<b>Full Name of the Graduate</b> (Please use block letters)																				
<b>Name with Initials</b>	<i>Mr. / Miss / Mrs.</i>																			
<b>Gender</b>	<i>Male / Female</i>					<b>Date of Birth</b>					<b>DD</b>		<b>MM</b>		<b>YYYY</b>					
<b>Postal Address</b>																				
<b>Email Address</b>																				
<b>NIC No.</b>											<b>Contact Number</b>									
<b>Year of Admission</b>											<b>Registration Number</b>									
<b>Faculty</b>																				
<b>Name of the Degree</b>																				
<b>Field of Specialization</b>																				
<b>Payment Receipt No.</b>											<b>Amount Paid</b>									
<b>Address(es) to which the transcript should be sent:</b>																				
<p><i>I hereby certify that the information given above is true and accurate, and that all dues to the University in connection with the issuance of an academic transcript have been settled.</i></p> <p><b>Name of the Applicant</b> : ..... <b>Signature of the Applicant</b> : .....</p> <p><b>Date</b> : .....</p>																				

**NOTES**

1. Only the duly completed application forms will be processed.
2. In case Addressed Transcripts are required for Scholarships/Higher Studies, Interviews, Employers, etc., recipient details should be provided. Additional sheets may be attached if above space is not enough. The transcripts will be directly posted to the requested addresses and the appropriate **postage** should be paid by the applicant.
3. Students who have already obtained the Final Result Sheets are able to get the Provisional Transcript (without payment) by returning the Original Final Result Sheet.
4. The following payments are applicable. Payments should be made to University Shroff and the duplicate of the receipt (green colour copy) should be attached to the application form.

**Provisional Transcript - Rs. 250.00 each**  
**Additional Copy – Rs.100.00 each**

**FOR OFFICE USE ONLY****DATE SUBMITTED** : .....**CHECKED BY** : .....**REMARKS** :**PRINTED BY** : .....