****

***UVA WELLASSA UNIVERSITY OF SRI LANKA***

Date: - Date

Vice Chancellor

Uva Wellassa University of Sri Lanka

Passara Road

Badulla.

Dear Sir,

**APPLICATION FOR CONFIRMATION/NORMAL PROMOTION TO THE GRADE OF SENIOR LECTURER GR. I/SENIOR LECTURER GR.II**

This is to inform you that I am eligible for confirmation/normal promotion in the grade of Senior Lecturer Gr. I/II in terms of the UGC Circular 721. In support of this application, I give below the required particulars;

|  |  |
| --- | --- |
| 1. **Name :** | Click here to enter text. |
| 1. **Designation :** | Click here to enter text. |
| 1. **Department & Faculty :** | Click here to enter text. |
| 1. **Date of Appointment :** | Click here to enter text. |
| 1. **Period of Study: (only probationers who qualify for promotion need to fill this cage)** | |
| Full pay from : | Click here to enter text. |
| No pay from : | Click here to enter text. |

**6. Qualifications:**

1. First Degree

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **University** | **Degree Obtained** | **Period of Registration** | | **Effective Date** |
| **From** | **To** |
| Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. |

**(ii)Postgraduate Degrees/ Diplomas**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **University** | **Degree**  **Obtained** | **Period of Registration** | | **Effective Date** | **Title of the Thesis/Dissertation** |
| **From** | **To** |
| Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. |
| Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. |
| Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. |

* *If the given space is not enough, please use additional sheet.*

1. **Staff induction training program:** Complete/ not complete

-Date of completion: Click here to enter text.

**07. University teaching appointments:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Designation** | **Department** | **Period** | |
| **From** | **To** |
| Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. |
| Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. |
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| Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. |

* *If the given space is not enough, please use additional sheet.*

**08. Have you been confirmed in your appointment :( YES/NO)?** Click here to enter text.

(If so, please give reference to letter of confirmation)

**09. Present Salary Point:** (If on the maximum, state the date on which the maximum of the salary scale was reached) Click here to enter text.

**10. Research publication or other acceptable evidence of research to credit after the last promotion / appointment (List or research publication, copies of such publications and copy of Thesis/ Dissertation enclosed)**

Click here to enter text.

Yours faithfully,

…………………………………………..

**Signature of the applicant**

**11. Observation of the Head of the Department**

**Date: ………………………… Signature: ………………………………**

**12. Observation of the Dean of the Faculty:**

**Date: ………………………… Signature: ………………………………**

* **NOTE: Applicants for Senior Lecturer Gr. I must submit a self-assessment setting out the Contribution he/she has made since he/she became a Senior Lecturer, Gr. II in the following fields: -**

Teaching Research, Dissemination of Knowledge and other University Activity.