Centre for Open and Distance Learning

Uva Wellassa University of Sri Lanka

Application form

Diploma in Management Programme

2nd Intake – Academic Year 2023/2024

***Please fill this application in English Block Capitals***

App. No *(For Office Use)*

**Part I - Personal Details**

1. Name of Applicant ( with initials) ( Rev./ Mr./ Mrs./ Ms.)
2. Applicant’s Full Name
3. Date of Birth: Age as at applying date:

Married / Unmarried

Male / Female

D M Y

D M Y

1. Gender: Civil Status:
2. Nationality:
3. NIC No: NIC Issue Date:

Mobile Fixed Line

1. Contact Telephone Numbers:
2. Email:
3. Contact Address:

**Part II – Educational Qualifications**

1. Results of the G.C.E.(A/L)Examination

|  |  |  |  |
| --- | --- | --- | --- |
| **Year:** | **Index Number:** | | |
| **Subjects** | | **Recorded Results** | **Medium:** |
|  | |  |
|  | |  | **Z-Score:** |
|  | |  |
|  | |  | **Administrative District from which G.C.E.(A/L) examination was taken:** |
| **General English** *(if relevant)* | |  |
| **Common General** *(if relevant)* | |  |

1. Results of the G.C.E.(O/L)Examination

|  |  |  |  |
| --- | --- | --- | --- |
| **Year** | **Index Number** | | |
| Subject | Grade | Subject | Grade |
|  |  |  |  |
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1. Other Academic Qualifications, if any

**Part III – Other Qualifications/Details**

1. Present Employment Details, if any (institute, post, employer etc.)
2. Have you previously applied to this programme

Yes No

1. Are you a currently registered or previously registered student for another course at the **Center for Open and Distance Learning of the Uva Wellassa University of Sri Lanka?**

Yes No

If yes, Give Details:

*(Please submit all registration details with the copies of relevant letters)*

1. Any other Relevant information that you wish to inform

**Part IV – Applicant’s Declaration**

1. I do hereby certify that the above Particulars furnished by me are true and accurate to the best of my Knowledge. In the event of my application for registration being accepted, I shall abide by the rules and regulation governing external candidates of Uva Wellassa University of Sri Lanka.

Date: Signature of Applicant:

**Note:** *Applicant should attach duly certified copies of the* ***NIC, Results Sheet of G.C.E.(A/L)Examination, Results Sheet of G.C.E.(O/L)Examination****, and any other certificate which need to prove the qualifications with the application.*

**Important**: ***Incomplete applications will be rejected without any notification.***

**Part V – For Office Use Only**

Application received Date

|  |  |  |
| --- | --- | --- |
| **Completion of Requirements** | | |
| Submitted before the closing date | Yes | No |
| Complete the application with all the required details | Yes | No |
| Certified Copies of Certificates are attached | Yes | No |

**Application Accepted / Rejected**

**Date Signature of the Staff Officer**

|  |
| --- |
| **Selection Committee Recommendation:** |

|  |  |
| --- | --- |
| **Recommendation of the programme**  **coordinator** | Recommended |
| Not Recommended |
| Date | Signature |

**Payments Details**

|  |  |  |
| --- | --- | --- |
| **Description** | **Date Received** | **Reference** |
| Registration Fee |  |  |
| Course Fee -01st Installment |  |  |
| Course Fee -02nd Installment |  |  |
| Examination Fee |  |  |
| Certificate Fee |  |  |