



MINISTRY OF EDUCATION

English Language Test for the Sri Lanka Principals' Service - 2018

01. IN accordance with the Sri Lanka Principals' Service Minute No. 1885/31 dated 22.10.2014, it is hereby notified that the English language Examination 2018 for the officers in the Sri Lanka Principals' Service will be conducted April 2019 in Colombo.

02. Every officer of the Principals' Service should obtain the Proficiency in the Link Language within three (03) years from the date of recruitment. If an officer has obtained at least credit pass or a pass higher than that, the officer will be exempted from the requirement of passing the English language Examination. The other officers should pass this Examination.

03. The syllabus and the other provisions applicable to this Examination have been published in the *Gazette (Extra*

Ordinary) No. 1885/31 dated 22.10.2014 of the Democratic Socialist Republic of Sri Lanka. The Syllabus and the other provisions have been mentioned below for your convenience of applicants.

(a) Procedure of the Examination – The Syllabus is as follows.

(1) General English

100 marks – Duration 03 Hours

Syllabus.– Suitable level of proficiency on the following forms of grammar in the written language is expected from the candidate:-

- Tenses and Numbers
- Sentences (Simple/Compound/Complex/Compound Complex)
- Relative Clauses
- Reported Speech
- Adjectives and Adverbs
- Determiners
- Prepositions

The knowledge on the modern formats and styles of writing is tested in following area of study:-

- Summary writing
- Report writing
- Essay writing

04. A Candidate should score at least 40% or higher marks for this Subject in order to pass the Test.

4.1 The Result sheet including the results of all the Candidates sat the Examination will be provided to the Secretary of the Ministry of Education. Personal result sheets of Candidates of the Examination will not be issued by the Commissioner General of Examinations.

05. In accordance with the following format, the application should be prepared in the way that numbers 01 to 04 should appear on the first page while the rest should appear on the other pages and information related to the application should be clearly completed in their own hand writing in the medium of applying for the Test. It is notified that keeping a photocopy of the perfected application will be beneficial. Further, candidate should inquire whether the perfected application is in conformity with the specimen application mentioned in the Notification of the Test and

applications that are not in conformity with the specimen application and applications, where information has been stated incompletely are rejected without notice. Further, it is informed that candidate should inquire again whether the prescribed Examination Fees has been paid and particulars of the payment have been included in the application and whether the receipt has been affixed to the application before submitting the application and it will be beneficial to keep a photocopy of the perfected application and receipt related to the Examination fee. It is informed that it is required to indicate the title of the Examination appearing on the head should be mentioned in English Language in applications that are submitted in Sinhala in addition to Sinhala language or English Language in applications that are submitted in Tamil in addition to Tamil Language in the preparation of such applications.

06. The Examination will be conducted by the Commissioner General of Examinations and Candidates are bound to adhere by the Rules and Regulations that are imposed by him for the conduct of the Examination. The Rules and Regulations for the Examination have been published at the end of this *Gazette* Notification.

07. Applications should be sent by the Registered Post through Principal/Divisional Director of Education/Zonal Director of Education or Additional Provincial Director of Education/Provincial Director of Education or through the Head of your Institution to reach Commissioner General of Examinations, Organizations and Foreign Examinations Branch, Department of Examinations, Sri Lanka, Post Box 1503, Colombo on or before 21st of January 2019. The Title of the Examination should be clearly mentioned on the top left hand corner of the envelope enclosing the application and applications that are sent after this date shall be rejected.

08. A newspaper notification on the issuance of admissions shall be published by the Department of Examinations immediately after issuing admissions to candidates. A candidate, who does not receive his/her admission two or three days after publishing the notification, should inform the Department of Examinations, Sri Lanka, as indicated in the advertisement. Full name, address, National Identity Card Number of the candidate and the Title of the Examination, for which the candidate has applied for should be indicated in notifying the Department. If the candidate resides outside Colombo, it will be effective to fax a request letter along with such details of the candidate including a fax Number of the candidate to receive a copy of the admission *via* fax, to the Fax No. mentioned in the Notification. It will be useful to be in preparedness to produce a copy of the application that was kept with the candidate, copy of the receipt obtained in case payment of examination fees is the

(iii) Date of Birth:

Year : Month : Date :

regulations imposed by the Commissioner General of Examinations on the conduct of the Examination.

04. Telephone Number:

(i) Mobile : (ii) Fixed :

Date : _____.

_____,
Signature of the Candidate.*Commissioner General of Examinations :*

05. Class/Grade in the Principals' Service : _____.

School/Office : _____.

Provincial Department of Education/ Zonal Office of Education : _____.

I do certify that the aforementioned candidate is an officer of my school/ office. Further, I do certify that the Candidate is exempted from paying the Examination Fees/Candidate has accurately affixed the receipt issued after paying the Examination Fees.

06. Particulars of the Receipt obtained after paying the Examination Fees:

Receipt No. : _____.

Post Office : _____.

Date : _____.

_____,
Signature of Principal/Divisional or Zonal Director of Education/Additional Provincial Director of Education/ Provincial Director of Education.(If a Principal, indicate the name of the School)
(Substantiate with the Official Frank)

Address : _____.

Date : _____.

(Please delete the words that are not applicable)

Affix the Receipt here

I do hereby declare that the aforementioned information is accurate. Further, I do agree to abide by the rules and