Application Form for PG Dip/MSc. in Electronics and Automation 2019

Applicants are requested to complete the form and mail it to the department address given at the end of this application form. Guidelines for applications can be found at http://www.ent.mrt.ac.lk/web/pg/ea/

Please complete the form in black or dark blue ink. USE BLOCK OR CAPITAL LETTERS. Incomplete or incorrectly filled applications will not be processed.

Section 1: Personal Information

Surname/Family Name	

First / Given Name (s)		Title	Mr / Mrs / Miss / Other (please specify)
Initials		Gender	Male / Female Date of Birth DD/MM/YY

Home Address		Office Address	

Telephone (Home)		Telephone (Office)	
E-mail		Fax Number	
National ID Card No		Mobile Number	

Address Preferred for Correspondence	☐ Home Address ☐ Office Address
Marital Status	☐ Married ☐ Single

Section 2: Academic Information (Program of Study)

Indicate the type of qualification you are applying for	PG Diploma ☐	MSc ☐
Are you registered for any other postgraduate program?	Yes / No	

If `Yes' please give details

Section 3(a): Academic Qualifications

A. First Degree	Major	
University / Institute		
Date	from DD/MM/YY to DD/MM/YY	Degree Title
Degree classification/Grade/GPA (if known)		

B. Postgraduate Level	Major	
University / Institute		
Date	from DD/MM/YY to DD/MM/YY	Degree Title
Degree classification/Grade/GPA (if known)		

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Applicant No		Student No		Name of Selector	
Qualified		Yes / No/ Other		Comments	

Section 3(b): Professional Qualifications

Institute	Status of Membership	Date of Election

Section 4: Details of Relevant Work Experience (starting from the most recent)

Organization (name/address)	Period (from – to)	Designation	Nature of work

Other experience and qualifications such as research/publications, presentations, awards etc giving details and dates.

Section 5: Referees

Please give the names and addresses of two non-related referees below. The referees will be called upon to provide a reference of your academic abilities as a postgraduate student.

Referee 1		Referee 2	
Name		Name	
Address		Address	
Telephone		Telephone	
Email		Email	

Section 6: Declaration of Applicant

I declare that the information furnished above is true and complete.

Date	Signature

University of Moratuwa
Faculty of Engineering

Form M2

Submission of Justification of Acceptance of a Foreign Degree by a Department for Postgraduate Applicants

1. Candidate name(s) (with initials):	Mr./Ms.								
2. Ref. No.(s) to the Selected list of candidates:									
3. Complete name of the Degree:									
4. Name of Institution offering the Degree:									
5. Type of Degree:	**Full Time**		**Part Time**		**Honors**		**General**		
6. Duration of Degree:									
7. Equivalent SLQF level:									
8. Field of Specialization and related minor (if any) of the Degree:									
9. Name of professional body by which the Degree is accredited:									
10. Is the Institution listed under category of degree awarding institutions recognized by the UGC?	**Yes**		**No**						
11. Is the Institution is listed under category of degree awarding institutions recognized by suitable authorities' other than the UGC?	**Yes**		**No**		**If Yes, please specify**				
12. Provide any additional justification to indicate as to why the Degree is acceptable to the Faculty in view of candidature for the postgraduate programme of interest.									
13. Please attach a transcript or detailed syllabus of the course of the Degree programme under consideration.	**Yes**		**No**		**If No, please give justification for selection.**				
14. Coordinator(s) Signature				**Date**					

Guidelines to completing the Postgraduate Application Form

Dear Applicant,

We look forward to processing your application form. You may find the following instructions helpful when completing the postgraduate application form. Only a hard copy (hand-written or typeset) of the duly filled application is accepted by post or hand-delivered. Local degree holders have to submit only the **first two pages** of the application form whereas foreign degree holders will have to submit **first three pages**. If the space provided in the form is not sufficient to insert your information, attach additional sheets with the section number written on the top left hand corner of the page.

Section 1: Personal Information

This section is compulsory and should be completed in full. Please indicate the preferred address for all future correspondence. If your correspondence addresses changes, please contact the Course Assistant as soon as possible and update your personal information.

Section 2: Academic Information (Program of Study)

This section will reveal the intended scope of the study program. If you are only interested in obtaining the one year part time PG Diploma check (x) item *Diploma.* If you are interested in continuing for the MSc as well, indicate this by checking (x) item MSc. If you are currently registered for any other postgraduate course it should be stated and explained. Your application will be assessed according to this information to determine your ability to successfully complete the chosen degree.

Section 3: Academic/Professional Qualifications

According to the eligibility criteria, the selection is carried out either by academic qualifications (3a) or professional qualifications (3b). If you only possess academic qualifications, please fill section 3(a) and disregard section 3(b). If you only possess professional qualifications, please fill section 3(b) and disregard section 3(a). However if you possess both academic and professional qualifications you are encouraged to provide all information by filling in both sections 3(a) and 3(b).

Section 3(a)-B can be filled if you have any postgraduate qualifications. This may be used to determine the relevancy of the field of study if the first degree specified in Section 3(a)-A is not relevant as per eligibility criteria. Please provide certified copies of documents as evidence to support all claims in Section 3(a) and 3(b). Certificates that are not printed in English should be accompanied by a certified translation. Following documents have to be submitted together with the application form.

1. Copies of the birth certificate, and passport or national identification card certified by a Justice of Peace
2. Copy of the degree certificate certified by the respective University. For foreign degree holders, the UGC form "**Recognition of foreign universities and recognition of other qualifications**" too has also to be submitted. Check the course website for details.
3. Copy of the official transcript certified by the respective University.
4. Copies of the Professional membership indicating your membership status, transcripts of examinations conducted by the professional organization in order to promote to the current membership status, and the date of election to this status in the professional organization certified by the respective Institution.

Section 4: Details of Relevant Work Experience

If you have no prior work experience, you can ignore this section of the form. However if you are gaining eligibility through Section 3(b), this section is mandatory. Please highlight only the relevant experience starting from the most recent. You can also use this section to highlight other relevant skills, awards and experience that you may possess.

Section 5: Application Processing Fee& Entrance Exam Fee

Pay the application processing fee Rs. 2000 and exam fee Rs. 500 (if applicable) in favor of "*University of Moratuwa MSc/PG Dip Electronics and Automation 2019*" Bank of Ceylon account number **70993353**. Or pay it at the University shroff counter. Make sure to attach the payment slip with the application. All of the applicants need to pay the application processing fee. However, the entrance exam fee is applicable only for three-years degree holders and those who are applying under professional category, who will have to sit for the entrance exam.

Mailing and Contact Information

Course Coordinator,
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