

**APPLICATION FORM**  
**UNIVERSITY COLLEGES**

Post applied for:							
Name of the University College:							
01	Name in Full:						
02	Name with Initials:						
03	Permanent Address:						
04	Tel (Residence):			Mobiles:			
	Fax:			Email:			
05	National Identity Card No:						
06	Date of Birth:	Year:	Month:	Day:			
07	Age as at 16.02.2020:	Years:	Months:	Days:			
08	Civil Status:						
09	Citizenship:						
10	Details of Secondary Education						
	(i) G.C.E. (O/L)						
	Name of School/College	Year	Subject	result	Subject	Result	
11	First Degree and Postgraduate Degree (s)						
	University/ Institution	Degrees	Class	Special or General Degree	Main Subject/Subject s	From – To	Effective date of the Degree

12	<b>Professional Qualifications</b>						
	<b>Institution</b>	<b>Examination passed</b>	<b>Specialization</b>	<b>Year of Passing</b>			
13	<b>Any other Certificates (if any)</b>						
	<b>Course/Certificate</b>	<b>Field</b>	<b>Name of the institution/University</b>	<b>Year</b>			
14	<b>Any other Academic Distinctions</b> Scholarships, Medals, Prizes, awards etc.  (Indicate the institution from which such awards have been obtained)						
15	<b>Research &amp; Publications (if any)</b>  (If the space is insufficient, please use a separate sheet of same size)						

16	Current Employment Records									
	Post	Designation	Institution	Brief Description of Duties			Time Period			
							From	To		
17	Previous working Experience (starting with present position and continue in reverse order)									
	Post	Designation	Institution	Brief description of duties			Time Period			
							From	To		
18	Proficiency in Languages (Please Mark '√' in the relevant cage)									
	Written					Spoken				
	Language	Very good	Good	Satisfactory	Weak	Very good	Good	Satisfactory	Weak	
	Sinhala									
	Tamil									
	English									
	Other									
19	Computing & Information Technology									
	Qualification		Institution	Skills gained			Year			
20	Leadership/management experience									
21	Extra-Curricular activities									
22	Special Skills									

23	Creativity (Including patents)					
24	Are you under any obligatory National Service (If yes, specify):					
25	If selected, what is the earliest date that you can assume duties:					
26	Names of two persons (with addresses) to whom reference can be made:  <table border="0" style="width: 100%;"> <tr> <td style="width: 50%;"><u>Name</u></td> <td style="width: 50%;"><u>Address</u></td> </tr> <tr> <td> </td> <td> </td> </tr> </table>		<u>Name</u>	<u>Address</u>		
<u>Name</u>	<u>Address</u>					
27	I hereby declare that the particulars furnished by me in the application are true and accurate. I am also aware that if any particulars herein are found to be false or incorrect, I am liable to disqualification if the inaccuracy is discovered before the selection and dismissal without any compensation if the inaccuracy is discovered after the appointment.  ..... Signature of Applicant <span style="float: right;">Date:</span>					
28	For Public Sector Candidates					
	Application for the post of ..... submitted by..... .....is forwarded herewith. If he /she is selected for the said post he/she can/cannot be released.  Date: <span style="float: right;"> .....  Signature of the Head  of the Institution  (Please place official seal) </span>					

	<b>Notes:</b>
i.	If the Sheets above are not sufficient, please use extra sheets, wherever necessary.
ii.	Mention the list of documents attached along with the form:
	(a)
	(b)
	(c)
	(d)
iii.	Please draw a straight line in the relevant cage, if you do not have something to mention.