

Deputy Register/ Examinations
University of Ruhuna

Amount paid :.....
Date of payment :.....
Receipt No :.....
Money Oder No :.....

Application for a Results sheet / Temporary certificate – Postgraduate programmes

- 01. Full name of the Applicant Sinhala/Tamil :.....
- 02. Full name of the Applicant English :.....
- 03. Registration No :.....
- 04. National Identity Card No :.....
- 05. Course followed :
- 06. Address :.....
(Applicable postal charges should be paid separately for the registered post)
- 07. Telephone No. (Home) :.....(Mobile) :
- 08. Type of the certificate applied (see the over leaf):
.....
.....
.....

09. Detail of Examinations completed

	Semester /Part	Year
(a).....
(b).....
(c).....
(d).....
(e).....
(f).....
(g).....
(h).....
(i).....

I certify that the above details are correct.

Date:

Applicant's Signature:

Report on dues

01. Deputy Register / Examinations
University of Ruhuna

This is to certify that, there are / are no any dues from. Mr. / Mrs. / Ms. / (RU/PG/) to the Department of / Faculty of Issuing of Temporary Certificate / Results sheet is recommended / has to pay following dues .

Please specify the dues. (Not belongs to No: 2 and 3 given below)

Date.....

Head of Department / Program Coordinate

02. Deputy Register / Examinations
University of Ruhuna

This is to certify that, there are / are no any dues from. Mr. / Mrs. / Ms. / (RU/PG/) to the Faculty of Graduate Studies and hence issuing of Temporary Certificate / Results sheet is recommended / has to pay following dues .

Please specify the dues. (Not belongs to no 1 and 3)

Date.....

Senior Assistant Registrar / Assistant Registrar
Faculty of Graduate Studies

03. Deputy Register / Examinations
University of Ruhuna

This is to certify that there are / are no any dues from. Mr. / Mrs. / Ms. / (RU/PG/) to the Library of and hence issuing of temporary certificate / Results sheet is recommended / has to pay following dues.

Please specify the dues. (Not belongs to no 1 and 2).....

Date.....

Librarian

Fees & conditions to get certificates from University of Ruhuna

1. For postgraduate courses

Certificate		Fee (Rs.)
(a)	Final degree certificate	Include in the convocation fee
(b)	Certificate of completion of all requirements for the award of the degree	200.00
(c)	Certificate with subject names & gradings (Academic Transcript) (issued for candidates, who completed all exams & other requirements to get the degree & no any dues to the university)	500.00
(d)	Certificate of pending final examination results. (This certificate will be issued to candidates, who have passed all other examinations except the final examination)	200.00
(e)	For Attestation of a copy of a certificate.	100.00

2. For research degree

Certificate		Fee (Rs.)
(a)	Final degree certificate	Include in the convocation fee
(b)	Certificate proving that the draft thesis has submitted	200.00
(c)	Certificate of completion of all requirements for the award of the degree.	300.00
(d)	Certificate of completion of the degree (with the Effective date of the degree and the thesis title & research field)	500.00
(e)	For Attestation of a copy of a certificate	100.00

Please note:

- (01) All of certificate will be issued only on registered post the candidate has to pay the fee for the 'registered Post' in addition to the certification fee.
- (02) Certificate fee & the postal charges should be paid to the Collection Account of the University of Ruhuna through in branch of Peoples Bank, and the office copy should be attached to the application.
(The payment receipts with relevant reference number can be taken from Faculty of Graduate Studies)
- (03) Duly completed application should be sent to Deputy Registrar / Examinations, University of Ruhuna, Wellamadama, Matara,
- (04) Certificate will be issued / posted after 04 weeks upon receipt of the duly completed. Application to the exam branch. However, it may be changed depending on the number of applications received.