



For Internal Students Only

University of Kelaniya, Sri Lanka
Application for Certificate

1. Name in Full	
2. Sex	
3. Student Number	
4. Address	
5. Email	
6. Telephone Number	
7. Name of the Examination	
8. Month and Year of the Examination	
9. Subject / Subjects	
10. Dues to the Library (to be endorsed by the Librarian)	
11. Dues to the Student Welfare Branch (to be endorsed by the SAR/Student Welfare)	

Date:

Signature:

Certificate Fee: Rs. 200/-

University of Kelaniya – 055 -100110667549 / People's Bank – Kelaniya

Note:

- Certificate will be issued only after two weeks of submission of the application.
- Only one copy of the certificate will be issued per candidate.

Office Use only

Reference No:

P.T.O

Fees for the Certificates (Undergraduate / Diploma are as follows)

	Detail	Current Rate (Rs.)	Revised Rate (Rs.)
1.	Awaiting / Pending Results / Grade Record	-	100.00
2.	Academic Record with Grades / Detail Certificates	150.00	200.00
3.	Academic Transcripts with Grades & Marks (Local)	250.00	500.00
	(Foreign)	500.00	1000.00
	* Postage – Local (Registered)		50.00
	Foreign (Registered) (Subject to change)		250.00
4.	To certify as True Copy (per certificate)	-	100.00
5.	Medium Confirmation Letter	-	100.00
6.	Verifications	-	free of charge
	State Institutions (Public Organizations / Zonal Education Office)		
	Ministry of Foreign Affairs	-	300.00
	Private Institutions (Local)	-	2000.00
	Foreign Organizations	-	\$50
	Qualification Screening Organizations	-	\$100