

Rajarata University of Sri Lanka

Faculty of Applied Sciences

Application for the Detailed Certificate

Instructions:-

- I. The application form Attached herewith should be filled by the applicant and handed over to the senior assistant registrar's office with the recommendation of the respective heads Departments.
- II. A receipt obtain by paying Rs.350/= (3 copies) to the Shroff counter should be attached to the filled application form.
- III. If the applicant personally calls on to collect the certificate, he/she can collect it by forwarding University Identity Card. Sending the certificate by the post (additional Rs.150 to be paid as postal charge) or sending it through a representative of the applicant could be done on applicant's written request.
- IV. Certificates are issued within 5 working days of the submitting of the application.
- V. Incomplete applications are rejected.

Section I – To be filled by the applicant

1. **Name in Full** :

2. **Name with initials** :

3. **Certificate requested**

(Please ✓)

B.Sc. General

B.Sc. Special/honours/4 year/joint major

(Please Specify)

4. **Registration No** :

5. **Index No** :

6. **Subject followed**

First Year & Second Year

I.

II.

III.

Third Year

I.

II.

III.

Fourth Year

I.

II.

III.

7. **Laboratory Clearance**

i. Botany Laboratory Rs. to be paid /No dues

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Signature of the Technical Officer

ii. Zoology Laboratory Rs. to be paid /No dues

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Signature of the Technical Officer

iii. Microbiology/Molecular Biology/Tissue culture Laboratory Rs.

..... to be paid /No dues

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Signature of the Technical Officer

iv. Physical Laboratory Rs. to be paid /No dues

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Signature of the Technical Officer

v. Chemical (Old) Laboratory Rs. to be paid /No dues

.....

Signature of the Technical Officer

vi. Chemical (New) Laboratory Rs. to be paid /No dues

.....

Signature of the Technical Officer

vii. ICT Laboratory Rs. to be paid /No dues

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Signature of the Technical Officer

viii. Computer Laboratory Rs. to be paid /No dues

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Signature of the Technical Officer

8. Recommendation of the library,

Books and cards returned. Rs.to be paid for the loss of books/ No dues to the library.

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Assistant Librarian

9. Recommendation of the Physical Education Unit,

Rs.to be paid for the loss of Physical education items/ No dues to the Physical Education Unit.

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Director/ Physical Education

10. Hostel payment and Dues Reported

First year.....Hostel

Rs. to be paid /No dues. Signature of the Warden:-.....

Second year.....Hostel

Rs. to be paid /No dues. Signature of the Warden:-.....

Third year.....Hostel

Rs. to be paid /No dues. Signature of the Warden:-.....

Fourth year.....Hostel

Rs. to be paid /No dues. Signature of the Warden:-.....