

INSTRUCTIONS FOR REGISTRATION

- Certified copies and the originals** of the GCE A/L certificate, Birth Certificate, School Leaving Certificate, NIC Photocopy and Photographs should be sent along with duly filled Registration Form (certificates and the registration form should be certified by the School Principal or the Justice of Peace. The official stamp of the certifying officer should be placed on such certified copies).
- Students are requested to send **two self addressed stamped (Rs 30/- each) envelope** (23x10 c.m)) along with the Registration Form. This envelope will be used to post the enrolment letter etc...
- Fees**
 - Total Fee to be paid for the students of Arts, Commerce, Management and Law is Rs.325/=. However those who offer Geography as one of the subject in the Arts stream at the university has to pay Rs.625/=
 - Total Fee to be paid for the students of other streams is Rs. 625/=
- Method of Payment:** Total fee of Rs.625/= or Rs 325/= should be paid at any branch of the Peoples' Bank by using the enclosed Paying in Voucher (3 copies) drawn in favour of the University of Jaffna, Account No 1-62 -090501-3 at Peoples' Bank, Jaffna University Branch. **Please note that the candidate's copy of the paying in voucher has to be sent along with the Registration Form whilst retaining a photocopy for candidate's record.**
- If any different exists in the candidate's name indicated in the certificates, an affidavit should be submitted to confirm that they relate to one and the same person.
- Registration Form along with other documents should be sent to Asst. Registrar, Admissions Branch, University of Jaffna, Jaffna under **Registered Post** on or before **15.07.2008**
- For any further details please contact Asst. Registrar/Admissions on 021 2226714
- To confirm the Postal registration** kindly take a copy and fill details in the sample letter given below and fax to 021 2226714 immediately after the postal registration

-----Sample letter-----

(This letter should be filled and sent by fax to 021 2226714 by the student immediately after the Postal Registration)

To.

Asst. Registrar,
Admissions Branch,
University of Jaffna

CONFIRMATION OF POSTAL REGISTRATION – ACADEMIC YEAR 2007/2008

I have sent the duly filled Registration form, necessary documents and duly paid Pay in Voucher by Registered Post. Following are the details:

1	Full Name :	Mr/Miss/Mrs:
2	Course of Study:	
3	GCE A/L Index No:	
4	Date of Registered Post:	
5	Registered Post No:	
6	Tele Phone No. /email (if any):	
7	Address:	
8	Remarks (if any):	

Kindly accept my postal registration and confirm me as a student for the Academic Year 2007/2008.

(Signature of the applicant)

Date: