



## University Admission – Registration Guidelines

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I have pleasure in informing you that you have been selected by the University Grants Commission, to follow a Degree Programme in the University of Jaffna.

Applicants are hereby requested to apply online through the <http://sis.jfn.ac.lk> link before **as early as possible since the academic activities are going on via online.** Following documents will be required to be uploaded to process your application. Therefore, please have the documents scanned into either 'jpeg' or 'jpg' formats and each image size should be less than 5MB.

- Selection Letter sent by the UGC
- Your recent photograph.
- National Identity Card Front Side
- National Identity Card Back Side
- School Leaving Certificate Front Side
- School Leaving Certificate Back Side
- Paid Bank Slip (payment of 2350/= should be made in any branch of the Peoples' Bank in favor of the **University of Jaffna Account No (Listed below.)**)
- You are requested to submit "Non Submission of Documents Form," if you are unable to upload any of the document listed above.

After completion of the online application procedure, the candidate must download Application Form for Registration, Student Identity Card Form, Declaration for Degree Certificate and sign the printed Pdf file then sent to the **Assistant Registrar, Admissions Branch, University of Jaffna, Ramanthan Road, Thirunelvely, Jaffna,** under registered post along with all the original documents. Please indicate "**University Admission-(Course) 2019/2020**" in the top left hand corner of the envelope.

The Details of documents to be posted to the admissions branch are listed below.

Se. No	Title	Original	Copy
1	<b>Selection Letter</b> sent by the UGC		✓
2	Duly completed <b>Application Form for Registration</b>	✓	
3	<b>Payment slip</b> of registration fee and other fees of <b>Rs.2350 made by Peoples' Bank</b>	✓	
4	<b>NIC Photocopy</b>		✓
5	Photocopy of the <b>G.C.E. (A/L) Certificate</b>		✓
6	Photocopy of the <b>G.C.E. (O/L) Certificate</b>		✓
7	<b>School Leaving Certificate</b>	✓	✓
8	Duly completed declaration form on <b>Prohibition of Ragging and other forms of violence *</b>	✓	
9	<b>Medical Form*</b>	✓	
10	10 copies of 4 X 5 cm. size colour <b>Photograph</b> of the applicant	✓	
11	<b>Birth Certificate</b>	✓	✓
12	<b>English translation of the birth certificate</b>		✓
13	<b>Affidavit / Marriage certificate</b> , if there is a difference in the name	✓	
14	<b>Student Identity Card Form</b>	✓	
15	<b>Declaration for Degree Certificate</b>	✓	

\*Forms are attached herewith.

If you are unable to follow the course of study in University of Jaffna, you are kindly requested to inform your dislike to Assistant Registrar, Admissions Branch, University of Jaffna, Ramanathan Road, Thirunelvely, Jaffna.

**Note: -**

1. Application Form for Registration and photo copies of the documents and 02 Nos of photographs should be certified by the relevant officials with official stamp. (Principal/Grama Servakar/ Justice of Peace /Executive officers of any Government organizations)
2. Medical should be obtained in a Government hospital.
3. You should send the original receipt for payment of Rs.2350.00. which made at the Peoples bank.
4. You are requested to submit "**Non Submission of Documents Form**", which is annexed herewith, if you are unable to submit any of the document listed above.

5. You are requested to make corrections, if any, in the downloaded application form.

## **Bank Account Number Detail**

<b>No</b>	<b>Course</b>	<b>Account number</b>
01	Physical Science/Bio Science/ Computer Science	180000200001453
02	Management studies and Commerce	050000180001447
03	Medicine	150000190001204
04	Arts	040000120001435
05	Law	040000120001435
06	Music/Dance/Art& Design	040000120001435
07	Translation studies	040000120001435
08	Engineering	090000130001226
09	Technology	580000140001718
10	Agriculture	010000150001681
11	Nursing/Pharmacy/MLS	440000230001693
12	Siddha Medicine	040000120001435

You can communicate with us through the e-mail ([admissions.@univ.jfn.ac.lk](mailto:admissions.@univ.jfn.ac.lk))

Assistant Registrar,  
Admissions Branch,  
University of Jaffna.