



University of Jaffna, Sri Lanka

Application for the Academic Transcript

1. Full Name of the Applicant :
2. Full Name of the Student :
3. Registration Number of the Student :
4. Contact Phone Number :
5. Postal Address :
(if you want to get it by post)
6. Purpose of the Transcript :
7. Followed the Programme :
8. Field of Specialization (if any) :
9. Overall Result : First Class/ Second Upper/ Second Lower/ Pass
10. Course Duration: 12. Overall G.P.A.:
11. Effective Date of the Degree: 13. Medium of Instruction:

Year & Semester of the Exams	Year of the Exam	Results (Grades only)
First Year First Semester		
First Year Second Semester		
Second Year First Semester		
Second Year Second Semester		
Third Year First Semester		
Third Year Second Semester		
Fourth Year First Semester		
Fourth Year Second Semester		

Payment Details

Payment Mode: Bank/ Shroff

Date of the Payment:

- Bank payment should be paid in the name of the University of Jaffna to Peoples Bank University Branch
- Please attach original receipt of payment including Student Name and Registration Number
- If you want to get it by post, you have to pay extra postage payment

Received Mode	Payment Details	Account Details
Transcript by Hand	Rs. 500/-	480000030000326
Transcript including postal charge for Local	Rs. 650/-	480000030000094
Transcript including postal charge for abroad	Rs. 1600/-	480000030000334

Note:

- The Transcript can be collect, after **14 days** from the date of acceptance of the application.
- The Transcript should be collect within **01 month** of the acceptance of the application.

I declare that, the above information are correct and true

.....
Signature of the Applicant

.....
Date

For office use only

Prepared Date:

I collected the above Transcript

.....
Signature Name Date