

Faculty Board Memo

Application for Academic Transcript

Faculty of Medicine & Allied Sciences
Rajarata University of Sri Lanka

Instructions to the applicant:

- I. Each application must be accompanied by a bank receipt of payment (People's Bank, Anuradhapura, Account No: 008-1-001-8-1725841)
- II. Transcripts are sent only to the Universities, Ministries, Embassies, or other relegated institutes. Transcripts are not issued to the applicants as they are confidential.
- III. The standard type of transcripts will be issued within four working days.

1. Registration No : 1(a). Index No:
2. Full Name of the Applicant (Mr.Ms. Dr.):.....
3. Applicant's posted Address:.....
4. Telephone No(s):.....
5. Email address:.....
6. Year of entry for the University:.....
7. Class Obtained:.....
8. The postal address that the transcript is to be sent (Complete Address in Block Letter)
.....
.....
9. Type of the transcript requested (please select one option with "✓" mark)
 - a) Academic Transcript (With Marks)
 - b) Academic Transcript (Without Marks)
 - c) Academic Record
 - d) Academic Performance Evaluation Record
 - e) Grade Point Average (GPA)
 - f) Weighted Average Mark (WAM)

N.B.: Performance evaluation records will be prepared only for the exams successfully completed on the first attempt.

10. Payment category (based on the postal address that the transcript is to be sent)
 - a) Local (Rs. 1500.00 per document)
 - b) Foreign (Rs. 5000.00 per document)

Date:

Applicant's Signature:.....