**FACULTY OF ARTS, UNIVERSITY OF PERADENIYA**

**APPLICATION FOR ACADEMIC TRANSCRIPT**

Name of the Applicant (Rev./Mr./Miss) : ………………………………………………...............................................

Address:………………………………………………………………………………………………...........................

Telephone No:…………………………… E-mail:…………………………………………………………

Year of Admission to the University:………………………. Registration No:…………………………………

**PARTICULARS OF EXAMINATIONS PASSED** **YEAR**  **Course code**

* GAQ / 100 / 1000 Levels ……………… ………………………………………..

LLB / B.SW / GIS/ B.Com ………………………………………..

 …………………………………………

* General /Combined Part I /SAQ ……………… …………………………………………

B.Com. Q / SP-I / B.Com. I / 200 / 2000 Levels …………………………………………

LLB / B.SW / GIS / B.Com ………………………………………….

* General /Combined Part II / Special Part II ……………… …………………………………………

B.Com. II / 300 / 3000 Levels …………………………………………

LLB / B.SW / GIS / B.Com ………………………………………….

* Special Arts Part III / B.Com. III ……………… …………………………………………..

 400 / 4000 Levels ………………………………………….

LLB / B.SW / GIS / B.Com ………………………………………….

Results (Class Obtained, if any):………………………………………… Field of Study: …………………………....

Effective Date of the Degree:…………………………………………….. C.G.P.A.:………………

The Address to which the transcript should be sent:

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Date:……………………………… Signature of Applicant:……………………………

**How to apply for the Transcript**

 Local Transcript Transcript to be issued within 5 working days – Rs.2000

 Each additional copy for the same address - Rs. 500/-

* Foreign Transcript Transcript to be issued within 5 working days - $20

 Each additional copy for the same address - $5

* Transcripts are sent only to the Universities, Ministries, Embassies, or any other Recognized Institutes, Transcripts are not issued directly to the applicant as they are of a confidential nature. (**Note: Only those**

**who have been graduated after 2015 can apply for the Academic Transcript on their own.)**

* **Application should be sent to: Deputy Registrar, Faculty of Arts, University of Peradeniya, Peradeniya (**E-mail: dr@arts.pdn.ac.lk)

* Make online payments through the link: **ipgss.pdn.ac.lk**
* **Account Details:** People’s Bank - Peradeniya - C/A No: 057100121338023

 Bank of Ceylon - Peradeniya - C/A No: 0001273343.

(Certificates are issued only for money deposited in the above account numbers and we are not responsible for payments by money order or any other means.)

**For more information**: - 0812388345 – 0812392503 – 0812392506 – 0812392501

 E-mail: dr@arts.pdn.ac.lk

**Special/Honours Degree –** ba.hons@arts.pdn.ac.lk

**B.Com/LL.B & B.Ed Degree** - bcom.bed.llb@arts.pdn.ac.lk

**General Degree -** ba.general@arts.pdn.ac.lk