



EASTREN UNIVERSITY, SRILANKA

APPLICATION FOR STUDENTS BURSARY

(Read this application form carefully before completing it)

Write down your Index No. at the GCE (A/L) examination on which you applied for and obtained University Admission in this cage.

Student Registration Number

IMPORTANT:

It is compulsory that the applicant should personally complete this section. Non-completion of this section will result in the rejection on the application.

Course for which application has been selected.....

01 Read carefully and complete every question below Instruction to applicants:

- I. All source of income and all detail required should be stated. The detail of income given by you will be verified from the Department of Inland Revenue and other relevant offices. Documents relating to the details given in cages 12 "A" and "B" of this form regarding annual parental income, about relevant salary particulars, certificates of retirement, death certificates, pensions, houses, property and business income should be annexed to this form.
- II. No cage should be left blank or have a line drawn across it. If there is nothing to be stated, this be mentioned. Applications that are incomplete or are not received on the due date or are not sent through the Gramaseva Niladhari and Divisional secretary will be rejected.
- III. This Application should be duly completed with necessary documents annexed and submitted to the Gramaseva Niladhari of the division in order that it may be forwarded to reach this office on or before It will be forwarded by the Gramaseva Niladhari through the Divisional secretary before the due date, as described in cage 16 as your application for a bursary will need to be sent under registered post, please submit it to the Gramaseva Niladhari together with a 9"*4" envelopes with Rs 45 Stamp affixed to it under no circumstance should you deliver by hand the certified application form.
- IV. It should be clearly understood that if these details given by you in this application form are found to be untrue, you will be punishable by law or may be unable to lose your status as an internal student.

Full Name: Mr/Miss/Mrs/Rev:

Permanent Address:

National Identity Card Number:

Contact Number:

Division of the Gramaseva Niladhari:

Division of the Divisional Secretary:

District:

Write down the distance (to the closest Kilometre) from your permanent residence

(i.e. your home) to the Eastern University, Sri Lanka.
(1 mile – 1.6 km)

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02. Detail of family:

State details of brothers and sisters/brother priest who are 19 years of age or under 19 years. You should be ready to provide birth certificates if required.

Name	Date of Birth	Age as at 1 st January of this year	Name of School/Institution where education is being received

03. If you have any brothers or sisters who are following courses of, studies at any University or the other Institute of higher Education, provide the following details:

Name	GCE(A/L) Index No.	Name of Institution of Higher Education at which she/he is studying	Course	Year of Study	Whether or not she/he is receiving (Mahapola Scholarship Higher Education Bursary)

04. If your father/mother unmarried brother/unmarried sister/ is an income tax payer provide the following details:

Name	Relationship	Income Tax File No.

05. If you are now receiving a scholarship or any other funds from the Government or Local Government Authorities or other Institution or Association state, the amount and other details:

06. If you have unmarried brother and sister, mention income of them.

Name	Profession and place of profession	Income from the profession including all increments	Income from Properties

07. Income derived from estates and cultivated land:

Name of the Owner	Relationship	Location	Nature of Cultivation	Extent of land description of property	Annual Income Rs.

08. Income derived from Houses:

Name of the Owner	Relation-ship	Assessment No.	Chief House Holder's No.	Address	Annual Income	If rented/leased names and address of tenants

1. Gramaseva Niladhari's No. of area in which the above houses are situated:

2. Divisional Secretary's Division:

3. Name of Local Government Body:

09. Fill in this section only if you are employed:

Name and address of Institution/Department where you are employed

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Post:

Salary scale:

Date of appointment:

You should annex a letter obtained from the Institute/Department stating that you have resigned from your post or will be granted study leave.

10. Fill in this section only if you are married:

Date of Marriage:

(Annex marriage certificate)

Name of the spouse:

If spouse is employed name of Institution where she/he is employed:

Post held:

Present salary (state the monthly salary inclusive of all allowances):

11. Whether you are a Sri Lankan Citizen or not:

12. Details of Parents/Guardians (Applicants presenting guardians should fill cage 14 in addition to this.)

a) Details of Father:

1. Full Name:

2. Whether living or deceased:

(If deceased, annex death certificate)

3. If living Age: Years:

4. Father's employment:

(If deceased, or retired, state occupation prior to death or retirement)

(If retired, annexed certificate of retirement)

5. Address of present/previous employment:

6. State the full income derived from employment/Pension Rs:

(Full annual income is at 31st December, should be declared)

(If employed, a letter stating the annual salary inclusive of all allowances certified by the Head of the workplace, should be annexed, a letter stating the annual pension inclusive of all allowances, or the full annual widows' orphans pension certified by Director of pensions or the Divisional secretary should be annexed.)

1. Annual Income derived from houses & properties: Rs.

2. Annual Income derived from all other sources: Rs.

3. Father's total annual income: Rs.

b) Details of Mother:

1. Full Name:
2. Whether living or deceased:
(If deceased, annexed death certificate)
3. If living, Age: Years: Months:
4. Mother's employment:
(If deceased, or retired, state occupation prior to death or retirement)
(If deceased, annexed death certificate)
5. Address of present/previous employment:
6. Address the full income derived from employment/Pension Rs:
(Full annual income is at 31st December, should be declared)
(If employed, a letter stating the salary inclusive of all allowances certified by the Head of the workplace, should be annexed. If retired, a letter stating the annual pension inclusive of all allowances, or the full annual widows and orphans pension certified by Director of pensions or the Divisional Secretary should be annexed.)
 1. Annual Income derived from houses & properties: Rs.
 2. Annual income deserved from all other sources: Rs.
 3. Mother's total annual income: Rs.

13. Father's and Mother's total annual income: Total income in cages 12 (a) and 12 (b)

Rs.....
(Write total full income of father and mother on words)

14. Details of Guardian:

This section should be filled by application who do not have parents or obtained applicants who are not in charge of their parents or by other applications who present guardians.

1. Name of Guardian:
 2. Permanent address:
 3. If employed, post held:
 4. Annual salary (amount details of salary):
 5. Annual income derived from houses & properties/property of temple:
(A certificate issued by the Gramaseva Niladhari/Divisional Secretary should be annexed in this connection)
 6. Age:
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15. Declaration by applicant:

I hereby certify that the information given above is true and accurate to the best of my knowledge, and that I do not pay income tax. I am aware if any information is found to be untrue by the University Authorities, action may be taken against me under clause 4 the instructions to applicant on page 1.

Date:

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Signature of Applicant

16. Instructions to Gramaseva Niladhari and Assistant Government

Agent:

1. Accounting to conditions prevailing in the applicant’s region, the income that may normally be expected from houses and properties and the income declared by the applicant in connection with the houses and properties stated in cages 07 and 08, should be carefully considered. The validity of the information given by the applicant regarding his brothers and sisters, the validity of the documents presented by the applicant in support of information given by him/her in cages 12(a) and 12(b) of the application form regarding the annual income, and his/her declaration should all be certified by you.
2. The certified application form should be forwarded to the Divisional Secretary of your division. Under no circumstances and for no reason whatever should the application form be handed to the applicant.
3. The signature of the Gramaseva Niladhari should be certify by the Divisional Secretary and this application form should be sent under registered cover to reach: **Senior Assistant Registrar/Student Affairs Department, Eastern University, Vantharumoolai, Chenkalady**, on or before.....A9”X4” envelope with Rs.45/= Stamp affixed should be handed by the applicant to the Gramaseva Niladhari for this purpose.

Name of the Gramaseva Niladhari:

Number and Division of Gramaseva Niladhari:

I hereby certify that the annual income of the parents/guardians, attached in cage 12/13 is Rs. ----- . And that I have compared the documents presented by the applicant with the information given above properly and sisters and that to the best of my knowledge and understanding they are accurate. I further certify that the parents of the applicant receive Rs. ----- as foodstuffs/Janasaviya do not receive.

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To my knowledge the applicant is eligible to receive bursary/ineligible to receive bursary due to following reasons:

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Date

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Signature of Gramaseva Niladhari

Name of the Divisional secretary:

Signature of the Divisional Secretary:

Division: Post office:

Date: