EASTERN UNIVERSITY, SRI LANKA

APPLICATION FOR REGISTRATION

MPhil / PhD DEGREE PROGRAMME

Application No.: _____

Date of Application: _____

SECTION 1 – PERSONAL INFORMATION

1. Name with initials:	
2. Full name:	
3. Date of Birth:	
4. Age:	
5. Gender:	
6(a). Permanent Address:	
(b). Telephone Number: (working number)	
(c). E-mail Address:	
7. Citizenship:	
8. National Identity Card (NIC)/ Passport Number:	

SECTION 2 – PROGRAMME DETAILS

1. Degree Applied For: ☐ MPhil ☐ PhD

2. Subject / Field of Study: _____

If the proposed field of study is not directly related to the applicant's previous specialization, provide a justification:

_____

_____

3. Mode of Study: ☐ Full-time ☐ Part-time

4. Medium of Study: ☐ English ☐ Tamil

5. Proposed Title of the Thesis: _____

6. Translation of the Thesis Title in English: _____

(Complete this item only where Tamil is selected as the medium of study.)

Note: A research proposal for the proposed study must be submitted together with this application. The proposal should be prepared on a separate sheet in accordance with the prescribed format.

SECTION 3 – EDUCATIONAL RECORD

(a) First Degree

Name of Degree	Specialization	University / Institution	Duration	Effective Date	GPA / Class

Title of Dissertation submitted for the First Degree:
(If applicable)

(b) Postgraduate Degrees / Diplomas

Name of Degree / Diploma	Specialization	University / Institution	Duration	Effective Date	GPA / Class

Title of Dissertation / Thesis submitted for the
Postgraduate Degree / Diploma:

Note: Certified photocopies of relevant certificates and academic transcripts should be attached.

SECTION 4 – EMPLOYMENT RECORD

Present and Previous Employment

Institution / Department	Post / Designation	From	To

SECTION 5 – RESEARCH EXPERIENCE AND PUBLICATIONS

1. Research Experience

Have you been involved in research work? ☐ Yes ☐ No

(i) At the University:

(ii) Outside the University:

2. Publications

Provide full publication details, including title, authors, journal / publisher, year of publication, volume, issue and page numbers, where applicable.

Title of Publication	Journal / Publisher	Year	Volume / Issue	Pages

SECTION 6 – PROPOSED SUPERVISOR(S)

6.1 Internal Supervisor

Name	
Designation	
Academic / Professional Qualifications	
Attachment / Supporting Documents	

Supervisor's Declaration: I have discussed the proposed research programme with the applicant. I approve the proposed programme of research and am willing to supervise the candidate, subject to the approval of the University.

Date: _____ Signature of Supervisor: _____

6.2 External Supervisor (If applicable)

Name	
Designation	
Academic / Professional Qualifications	
Attachment / Supporting Documents	

Supervisor's Declaration: I have discussed the proposed research programme with the applicant. I approve the proposed programme of research and am willing to supervise the candidate, subject to the approval of the University.

Date: _____ Signature of Supervisor: _____

SECTION 7 – STATEMENT OF PURPOSE

Give reasons for wishing to undertake the proposed research programme, including its relationship to your previous academic and professional experience and your intended future career or research plans.

_____

_____

_____

_____

SECTION 8 – OTHER DETAILS

1. Have you previously been registered for a postgraduate degree, diploma, or any other programme / examination at this University or at any other university or higher education institution?

☐ Yes ☐ No

If yes, provide details:

_____

_____

2. Any other relevant information:

_____

_____

SECTION 9 – APPLICANT'S DECLARATION

I hereby declare that the information provided in this application and in all documents submitted in support of this application is true and accurate to the best of my knowledge. I agree to abide by all rules, regulations, statutes and procedures applicable to MPhil / PhD students of Eastern University, Sri Lanka. I further understand that the University reserves the right to cancel my registration if any information provided is found to be false, misleading or in violation of university regulations.

Date: _____ Signature of Applicant: _____

Name of Applicant: _____

SECTION 10 – APPLICANTS WHO ARE STAFF MEMBERS OF ANY UNIVERSITY IN SRI LANKA

A. Certification by the Deputy Registrar / Academic Establishment (Regarding service status, other postgraduate registrations, eligibility and study leave.)

i. Service Period:

ii. Nature of Service: ☐ Permanent ☐ Temporary

iii. If registered for any postgraduate programme at another institution, please specify:

iv. Available Study Leave Period:

Date: _____

Signature of Deputy Registrar / Academic Establishment: _____

Official Stamp:

B. Recommendation of the Head of the Department (Regarding leave / release and departmental requirements.)

_____

_____

Date: _____ Signature of Head of Department: _____

SECTION 11 – APPLICANTS WHO ARE STAFF MEMBERS OF ANOTHER INSTITUTION / ORGANIZATION

Recommendation of the Head of the Institution / Organization

i. If the applicant is employed and applies for full-time study, a letter from the employer confirming that study leave will be granted for the proposed research programme must be attached.

ii. If the applicant is employed and applies for full-time or part-time study, the application must be submitted with the recommendation of the Head of the Institution / Organization by completing the following section.

The application is forwarded with the recommendation that, if selected, the applicant be permitted to undertake the proposed research at Eastern University, Sri Lanka in:

☐ Part-time mode ☐ Full-time mode

_____

_____

Date: _____ Signature of Head of Institution / Organization: _____

Official Stamp:

OFFICIAL USE ONLY

A. Observation / Recommendation of the Chairperson/ Board of Study

Applicant satisfies / does not satisfy the regulations for registration.

Comments:

_____

_____

Signature: _____ Name: _____

Board of Study: _____ Date: _____

B. Date and Number of approvals

i. Board of Study of _____

ii. Board of Graduate Studies _____

iii. Senate _____

DOCUMENT CHECKLIST

☐ Completed application form

☐ Research proposal in the prescribed format

☐ Certified copy of First Degree certificate

☐ Certified academic transcript(s) of First Degree

☐ Certified copies of postgraduate degree / diploma certificates, where applicable

☐ Certified academic transcript(s) of postgraduate degree / diploma, where applicable

☐ Copies / details of research publications, where applicable

☐ Consent / recommendation of proposed supervisor(s), where applicable

☐ Employer / study leave letter, where applicable

☐ Any other documents required by the Faculty / University