

Registrar,  
University of Kelaniya,  
Kelaniya.

**Application for Academic Transcript**

Please forward my Academic Transcript to the following address:

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<b>The following documents should be attached.</b>	<b>Check List</b>
1. Request letter of the above Institute.	
2. Copy of the Detail Result Sheet.	
3. Copy of the Degree Certificate. (Both side)	
4. Receipt of the payment of Rs. 2,000.00 made to the Peoples Bank.	

1. Name in Full : .....
2. Student No. : .....
3. Name of the Degree : .....
4. Present Address: .....
5. Contact No. : .....
6. E mail : .....

Date :

Signature of Applicant

**Note :**

Filled application with required documents may be submitted by one of the following methods.

1. By hand to the “Reception Counter of the Centre for Distance and Continuing Education.”
2. By post to the “Senior Assistant Registrar, Centre for Distance and Continuing Education, No. 56/6, Koongahawatta Road, Kandy Road, Kiribathgoda.”
3. By email to [cdce@kln.ac.lk](mailto:cdce@kln.ac.lk) as scanned **one document in Pdf format.**