

Application Form for PG Dip/MSc. in Electronics and Automation 2022



Applicants are requested to complete the form and mail it to the department address given at the end of this application form. Guidelines for applications can be found at <http://www.ent.mrt.ac.lk/msc-ea>

Please complete the form in black or dark blue ink. USE BLOCK OR CAPITAL LETTERS. Incomplete or incorrectly filled applications will not be processed.

Section 1: Personal Information

Surname/Family Name			
First / Given Name (s)		Title	Mr / Mrs / Miss / Other (please specify)
Initials		Gender	Male / Female
Home Address	Date of Birth DD/MM/YY		
	Office Address		
Telephone (Home)		Telephone (Office)	
E-mail		Fax Number	
National ID Card No		Mobile Number	
Address Preferred for Correspondence		<input type="checkbox"/> Home Address <input type="checkbox"/> Office Address	
Marital Status		<input type="checkbox"/> Married <input type="checkbox"/> Single	

Section 2: Academic Information (Program of Study)

Indicate the type of qualification you are applying for

PG Diploma	<input type="checkbox"/>	MSc	<input type="checkbox"/>
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Are you registered for any other postgraduate program? Yes / No

If `Yes` please give details

Section 3(a): Academic Qualifications

A. First Degree	Major			
University / Institute				
Date	from	DD/MM/YY	to	DD/MM/YY
				Degree Title
Degree classification/Grade/GPA (if known)				
B. Postgraduate Level	Major			
University / Institute				
Date	from	DD/MM/YY	to	DD/MM/YY
				Degree Title
Degree classification/Grade/GPA (if known)				

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Applicant No		Student No		Name of Selector	
Qualified	Yes / No/ Other		Comments		

Section 3(b): Professional Qualifications

Institute	Status of Membership	Date of Election

Section 4: Details of Relevant Work Experience (starting from the most recent)

Organization (name/address)	Period (from – to)	Designation	Nature of work

Other experience and qualifications such as research/publications, presentations, awards etc. giving details and dates.

Section 5: Referees

Please give the names and addresses of two non-related referees below. The referees will be called upon to provide a reference of your academic abilities as a postgraduate student.

Referee 1

Name

Address

Telephone

Email

Referee 2

Name

Address

Telephone

Email

Section 6: Declaration of Applicant

I declare that the information furnished above is true and complete.

Date

Signature

Guidelines to completing the Postgraduate Application Form

Dear Applicant,

We look forward to processing your application form. You may find the following points helpful when completing the postgraduate application form. You only have to submit the first two pages of the application package. **Hard copy (hand-written or typeset) of the duly filled application is accepted by post along with all the supporting documents.** Also, the softcopies of the duly filled application, and the supporting documents as a single archive file should be uploaded by using the [online form](#) linked with the course web site.

When there are options, eg. Yes / No, please circle the appropriate item on the paper form or clearly cross out the other option. If the space provided in the form is not sufficient to insert your information, attach additional sheets with the section number written on the top right hand corner of the page.

Section 1: Personal Information

This section is compulsory and should be completed in full. Please indicate the preferred address for all future correspondence. If your correspondence addresses changes, please contact the Course Assistant as soon as possible and update your personal information.

Section 2: Academic Information (Program of Study)

This section will reveal the intended scope of the study program. If you are only interested in obtaining the one year part time PG Diploma check (x) item *Diploma*. If you are interested in continuing for the MSc as well, indicate this by checking (x) item MSc. If you are currently registered for any other postgraduate course, it should be stated and explained. Your application will be assessed according to this information to determine your ability to successfully complete the chosen degree.

Section 3: Academic/Professional Qualifications

According to the eligibility criteria, the selection is carried out either by academic qualifications (3a) or professional qualifications (3b). If you only possess academic qualifications, please fill section 3(a) and disregard section 3(b). If you only possess professional qualifications, please fill section 3(b) and disregard section 3(a). However, if you possess both academic and professional qualifications you are encouraged to provide all information by filling in both sections 3(a) and 3(b).

Section 3(a)-B can be filled if you have any postgraduate qualifications. This may be used to determine the relevancy of the field of study if the first degree specified in Section 3(a)-A is not relevant as per eligibility criteria.

Please provide certified copies of documents as evidence to support all claims in Section 3(a) and 3(b). Certificates that are not printed in English should be accompanied by a certified translation. Following documents have to be submitted together with the application form.

1. Copies of the birth certificate, and passport or national identification card certified by a Justice of Peace
2. Copy of the degree certificate certified by the respective University. For foreign degree holders, the UGC form "**Recognition of foreign universities and recognition of other qualifications**" too has also to be submitted. Check the course website for details.
3. Copy of the official transcript certified by the respective University.
4. Copies of the Professional membership indicating your membership status, transcripts of examinations conducted by the professional organization in order to promote to the current membership status, and the date of election to this status in the professional organization certified by the respective Institution.

Section 4: Details of Relevant Work Experience

If you have no prior work experience, you can ignore this section of the form. However, if you are gaining eligibility through Section 3(b), this section is mandatory. Please highlight only the relevant experience starting from the most recent. You can also use this section to highlight other relevant skills, awards, and experience that you may possess.

Section 5: Application Processing Fee& Entrance Exam Fee

Pay the application processing fee Rs. 2000 and exam fee Rs. 500 (if applicable) in favor of "*Bursar, University of Moratuwa*" Bank of Ceylon account number **70993353**. Please avoid ATM fund transfers. ONLINE fund transfers are available only from BOC accounts. Make sure to attach the payment slip with the application. All the applicants need to pay the application processing fee. However, the entrance exam fee is applicable only for three-years degree holders and those who are applying under professional category, who will have to sit for the entrance exam.

Mailing and Contact Information

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