

**Instructions for the Graduands Supplicate for the First Degrees.**

**(Please keep this letter with you. Do not return with the application)**

UM/ER/09

Examinations and Registration Division,  
University of Moratuwa.

21.02.2019

Dear Graduand,

**General Convocation - 2019**

**University of Moratuwa, Sri Lanka.**

The **General Convocation** of the University of Moratuwa, Sri Lanka will be held on **03<sup>rd</sup> and 04<sup>th</sup> September 2019 at the Bandaranaike Memorial International Conference Hall** for the conferment of First Degrees and Postgraduate Degrees/Diplomas to all those who have successfully completed the first Degree and Postgraduate Degree/Diploma Examinations conducted by the Faculties of Architecture, Engineering, Information Technology and Faculty of Graduate Studies of the University of Moratuwa, Sri Lanka, and the results of which have been released since the closing date of supplication for the last Convocation held on **03<sup>rd</sup> October, 2018.**

All those who are eligible, are kindly requested to supplicate (online with a hardcopy) for the conferment of First Degrees and Postgraduate Degrees/Diplomas at this Convocation **on or before 30<sup>th</sup> April, 2019.**

Online supplication form is available in the University Web ([lms.mrt.ac.lk/supp.php](http://lms.mrt.ac.lk/supp.php)) and both the dully submitted **online form and a hard copy of the said online supplication form shall be submitted to process further as a valid supplication.** While the completed online supplication form is submitted via the University Web, the hard copy of the online supplication form with your signature along with the payment receipt should be personally handed over or sent under the registered post to the following address **on or before 30<sup>th</sup> April, 2019** (Indicate ‘Supplication for General Convocation-2019’ on the top left hand corner of the envelop).

Senior Assistant Registrar/Examinations  
University of Moratuwa  
Katubedda  
Moratuwa  
10400

Incomplete and supplications containing incorrect/invalid information will not be accepted.

If you find any difficulty in submitting the supplication form, please send an email to [supplication@uom.lk](mailto:supplication@uom.lk) indicating the support sought.

Graduands are required to submit a pay-in-voucher for Rs. 2000/- obtained from any Bank of Ceylon Branch drawn in favor of “University of Moratuwa” (Account Number 306836) along with the supplication form. Those who wish to make this payment at the Shroff’s counter of this University may do so from 9.00 a.m. -12.30 p.m. and 1.30 p.m. – 3.00 p.m. on working days up to 30<sup>th</sup> April, 2019.

All graduands who would be selected based on their degree completion and valid supplication for the General Convocation 2019 will be informed to collect their cloaks from Main Stores of this University by calling over with the Students' Record Book / Identity Card during normal working hours (9.00 a.m. to 12.15 p.m. & 1.00 p.m. to 4.15 p.m.) on 30<sup>th</sup> (Friday) , 31<sup>st</sup> (Saturday ) August,2019 and 01<sup>st</sup> (Sunday) September, 2019. Cloaks and Garlands should be returned on 07<sup>th</sup> and 08<sup>th</sup> September, 2019.

A fine of Rs. 100/- per day will be levied if the Cloaks and Garlands are not returned by 16<sup>th</sup> September 2019.

The Degree Certificates could be obtained from the Examinations Division after 01<sup>st</sup> October, 2019 by producing **Students' Record Book and confirmation issued by the Main Stores on return of the Cloak and Garland.**

Senior Assistant Registrar  
Examinations and Registration Division  
For Registrar