

Name of Institution	Designation	Period	
		from	to

This officer if selected, could be released from his/her present post immediately.

\_\_\_\_\_,  
Signature of Head of Institution.

10. Present Annual Salary : \_\_\_\_\_.
11. Nature of Present duties : \_\_\_\_\_.
12. Speed in :  
(a) English Stenography : \_\_\_\_\_.  
(b) English Typing : \_\_\_\_\_.
13. Proficiency in:  
(a) English Language : \_\_\_\_\_.  
(b) Sinhala/Tamil Language : \_\_\_\_\_.  
(c) Computer Literacy : \_\_\_\_\_.  
(d) Other Foreign Languages : \_\_\_\_\_.
14. Sri Lanka Missions (if any) in which the applicant had served earlier and the period : \_\_\_\_\_.
15. Any other qualifications : \_\_\_\_\_.
16. Remarks : \_\_\_\_\_.

Full Name of the Attestor : \_\_\_\_\_.  
Designation : \_\_\_\_\_.,  
Address : \_\_\_\_\_.,  
Date : \_\_\_\_\_.

06-429

## MINISTRY OF EDUCATION

### Sri Lanka Institute of Advanced Technical Education (SLIATE)

ADMISSION OF STUDENTS TO THE HIGHER NATIONAL  
DIPLOMA IN ENGINEERING (HNDE) COURSE  
ACADEMIC YEAR - 2004/2005

APPLICATIONS are invited from suitably qualified persons for admission to the above course.

Higher National Diploma in Engineering is a full-time English Medium course of three-year duration of theory and Six months in-plant training and is offered in three areas of specialization, namely Civil, Electrical and Mechanical Engineering. Those who follow this course can qualify for exemption from CEI (London) Part - I examination by getting a number of merits specified by the London Engineering Council.

The candidates for admission should fulfil the following eligibility requirements if he/she is to be considered for enrolment :

(1) That he/she is a citizen of Sri Lanka.

(2) (i) Four passes at one and the same sitting in the following subjects at the G. C. E. (A/L - Old Syllabus) Examination conducted by the Commissioner of Examinations, Sri Lanka in or before 2003.

- (a) Applied Mathematics ;
- (b) Pure Mathematics ;
- (c) Physics ;
- (d) Chemistry.

(ii) Those who followed the G. C. E. (A/L - New Syllabus) conducted by the Commissioner of Examinations, Sri Lanka in or before 2003 must possess at least three passes in Combined Mathematics, Chemistry and Physics in one sitting.

Applicants are required to paste the receipt for examination fees obtained from the Post Office for the correct amount as per terms of the Gazette Notification : \_\_\_\_\_.

- 1. No. of the Receipt : \_\_\_\_\_.
- 2. Post Office : \_\_\_\_\_.
- 3. Date : \_\_\_\_\_.
- 4. Amount : \_\_\_\_\_.

#### 17. Certificate by Applicant :

I hereby certify that the information given in this application is true and correct. I am aware that, should any of the information given by me above are found to be false or incorrect, I am liable for disqualification before selection and to dismissal without compensation, if the inaccuracy is detected after the appointment.

\_\_\_\_\_,  
Signature of Applicant.

Date : \_\_\_\_\_.

#### PART B

#### CERTIFICATE OF THE HEAD OF DEPARTMENT (To be filled by the Head of the Institution)

I, certify that the applicant Mr./Mrs./Miss.....is serving in this Institution from .....his/her work and conduct are satisfactory, the details furnished above are correct according to the records available in this Office and placed his/her signature before me on .....2004.

(3) A pass in English Language at G. C. E. (O/L) Examination.

Preference will be given to applicants below 23 years of age at the closing date of applications.

The selection criteria is based on the average marks or Z-Score at G. C. E. (A/L) Examination.

The selected candidates should attend classes during weekdays as well as on certain days during weekends, if the necessity arises.

Prospective candidates are required to prepare their own applications in accordance with the specimen application form given below.

Please credit the application fee of Rs. 100 to Sri Lanka Institute of Advanced Technical Education (SLIATE) on the Current Account No. 0025-1010129111 People's Bank, Park Street Branch or any other branch of the People's Bank in Sri Lanka and send the receipt along with the application.

Duly perfected applications should be send under Registered cover to reach the Director, Advanced Technical Institute, No. 42, Rodrigo Place, Mattakkuliya, Colombo 15 on or before 09th July, 2004. Candidates are required to write "Application for Admission to HNDE Course 2004/2005" in block capital letters on the top left-hand corner of the envelope. Applications which do not meet the above requirement will be rejected.

Persons who are following a course of study as an internal student, at any University of Sri Lanka/affiliated University College, Technical College, College of Education/Teacher Training College or any other Advanced Technical Institute will not be liegible to register as a full time student in Sri Lanka Institute of Advanced Technical Education. Please be noted if any student is found following a full time course at any other said state institutes concurrently his/her registration will be canceled by the Sri Lanka Institute of Advance Technical Education with immediate effect.

Please note that the decision of the Director General, SLIATE will be the final on the admission of students to ATI, Mattakkuliya for the Academic Year 2004/2005.

Director General,  
Sri Lanka Institute of  
Advanced Technical Education.

No. 98, Ward Place,  
Colombo 07.

#### SPECIMEN APPLICATION FORM

SRI LANKA INSTITUTE OF ADVANCED TECHNICAL EDUCATION (SLIATE)  
Advanced Technical Institute - Colombo 15

*Admission of Students to the Higher National Diploma in  
Engineering (HNDE) Course Academic Year - 2004/2005*

01. Name with initials :

02. Names denoted by initials :

03. National Identity Card No. :

04. Date of Birth :

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05. Sex :

Male          Female

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06. Permanent Address (within the box below) :

07. Administrative District :

08. Field of Engineering in order of preference :

1st Preference	
2nd Preference	
3rd Preference	

09. Result for English Language at the G. C. E. (O/L) :

Year	Index No.	Grade

10. Result of the best attempt at the G. C. E. (A/L) Examination (on or before 2003) :

Year	Syllabus	Index No.	Medium
	Old    New		

Attempt	1st		2nd		3rd	
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#### Old Syllabus

Subjects	Grade
1. Pure Mathematics	
2. Applied Mathematics	
3. Physics	
4. Chemistry	
Aggregate Marks/Z-score	

#### New Syllabus

Subjects	Grade
1. Combined Mathematics	
2. Physics	
3. Chemistry	
4. Common General Test	
Aggregate Marks/Z-score	

I here by declare that I am not following any other full time course of study in any other state institution. I am aware that my

registration will be canceled at any time during the period of study if it is found that I concurrently follow a full time course at any other state institution. I certify that the information furnished here is true and accurate to the best of my knowledge.

\_\_\_\_\_,  
Signature of applicant.

Date :\_\_\_\_\_.

(The Bank receipt for Rs. 100 should be annexed)

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My No: R/8/EB/TS/2004.

**EFFICIENCY BAR EXAMINATION FOR OFFICERS IN  
CLASS I OF THE GOVERNMENT TRANSLATORS'  
SERVICE - 2004**

AN Efficiency Bar Examination for Officers in Class I of the Translators' service, as provided for in paragraph 08 of the Translators' Service Minute published in the Government *Gazette* Extraordinary No. 829/7 dated 26.07.1994 will be held in Colombo by the Commissioner General of Examinations on 02.10.2004.

02. The specimen form of application for this examination is published at the end of this notification. Applications should be prepared correctly and legibly and the officers in Public service should send their applications through the respective Head of Departments where they serve by registered post to reach the Commissioner-General of Examinations, Department of Examinations, Pelawatta, Battaramulla, before 20.07.2004. The name of the examination should be indicated on the top left-hand corner of the envelope in which the application is enclosed. Applications received after the closing date will be rejected.

03. (i) The application should be prepared on a paper 8" x 12" size, using both sides of the paper.

(ii) Officers who are deemed to be "New Entrants" for the purpose of the Official Language Policy should prepare their application forms in the official language and also fill them up in the same language. However, the "Old Entrants" may prepare their application forms and fill them up in either official language or English at their discretion.

**04. Syllabus and Scheme of Examination.**

Paper 01                      03 hours duration                      100 marks

Translation of

- (i) A passage of general interest; and
- (ii) Extract from
  - (a) an official document or report; and
  - (b) a newspaper article or report

In one of the following ways selected, in accordance with the candidates medium of translation.

- (i) From Sinhala into Tamil
- (ii) From Sinhala into English
- (iii) From Tamil into English

Paper 02 - 03 hours duration 100 marks

Translation of

- (i) A passage of general interest; and
- (ii) Extract from
  - (a) an official document or report; and
  - (b) a newspaper article or report

In one of the following ways selected, in accordance with the candidates medium of translation.

- (i) From Tamil into Sinhala
- (ii) From English into Sinhala
- (iii) From English into Tamil

Candidates should obtain 40 marks for each paper to pass the examination.

05. Candidates hand writing will be taken into consideration.

**06. Examination Fees:**

Examination fees will be levied in respect of candidates for this examination on the following basis.

- (a) No fees will be levied in respect of candidates appearing for the first time.
- (b) Fees for appearing on a subsequent occasion will be Rs. 175 for the full examination and Rs. 90 for the single subject.
- (c) The cash receipt obtained by any post office for payment of examination fees should be affixed on the due place of the application.
- (d) Under no circumstances the examination fees will be refunded or transferred in respect of any other examination.

**07. Admission to the Examination :**

- (i) The commissioner General of examinations will issue admission cards whose applications have been received. Candidates presenting themselves for the examination must produce their admission cards to the supervisor of the examination center and candidates without such admission cards will not be permitted to sit the examination.
- (ii) Each candidate will be issued a time table along with the admission card.

(iii) The candidates are bound by the rules and regulation prescribed by the Commissioner General of Examinations for the conduct of the Examination. They will be liable to any punishment imposed by the Commissioner General of Examinations for the breach of these rules.

(iv) Rules prescribed for candidates are printed at the beginning of this *Gazette*.

*Note:* The issue of an admission card to sit for the examination should not be considered as acceptance of requisite qualification of a candidate to compete at the examination.

08. Head of Departments should grant duty leave for officers of their departments to whom admission cards have been issued by the Commissioner General of Examination, to present themselves at the examination. Traveling expenses are not payable.

09. *Identification of Candidates.*—Candidates will be required to prove their identity at the examination hall to the satisfaction of the supervisor for each subject they offer. For this purpose any of the following documents will be accepted.

(a) National Identity card issued by the Department of Registration of Persons.

(b) A valid passport.

The candidature of any candidate who is unable to submit any one of the above mentioned documents in addition to his admission card will be liable to be cancelled on the discretion of the commissioner General of Examinations.

10. If a candidates does not receive his/her admission card at least seven days before the day of examination, he/she should at once notify the Commissioner General of Examinations, Department of Examinations Pelawatta, Battaramulla, (Telegraphic Address "Exams" Battaramulla). The following particulars should also be supplied while informing the Commissioner General of Examinations of the non-receipt of the admission card.

- (i) Name of the Examination;
- (ii) Full Name of the Candidate;
- (iii) Full Postal Address;
- (iv) Date of the application posted through the Head of Department, Post office, and Registration Number.

11. The decision of the Director General of Combined Services will be final in respect of any matter, which have not been provided for in this examination notice.

S. C. MANNAPPERUMA,  
Secretary,  
Ministry of Public Administration,  
Management and Reforms.

Ministry of Public Administration,  
Management and Reforms,  
Independence Square,  
Colombo 07.  
29th February, 2004.

### SPECIMEN APPLICATION FORM

#### EFFICIENCY BAR EXAMINATION FOR OFFICERS IN CLASS I OF THE GOVERNMENT TRANSLATORS' SERVICE - 2004

*N.B.*- the form should be correctly and legibly filled by own handwriting of the candidate.

Index No.

(for Office use only)

01. 1.1 Last name with initials: Mr./Mrs./Miss :\_\_\_\_\_.

1.2 Names denoted by initials (indicate clearly) :\_\_\_\_\_.

1.3 National Identity card No. :

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1.4 Date of Birth:

Day :\_\_\_\_\_, Month :\_\_\_\_\_, Year :\_\_\_\_\_.

02. Place of work :-

2.1 Name of the Ministry/Department/Office :\_\_\_\_\_.

2.2 Office Address :\_\_\_\_\_.

03. Present Post :

3.1 Post :\_\_\_\_\_.

3.2 Number of the appointment letter :\_\_\_\_\_.

04. Are you an old entrant or a new entrant for the purpose of official language policy ? :\_\_\_\_\_.

05. Medium of the examination :

(1) Sinhala/Tamil S/T

(2) Sinhala/English S/E

(3) Tamil/English T/E

06. 6.1 Are you appearing for the whole examination or one subject of the examination ? :\_\_\_\_\_.

6.2 Subject offering :

1. \_\_\_\_\_.

2. \_\_\_\_\_.

07. 7.1 Are you appearing for this examination for the first time ?

7.2 If not number of the cash receipt (affixed) :\_\_\_\_\_.

Date :\_\_\_\_\_.

Issue Post office :\_\_\_\_\_.

the cash receipt for payment of Rs. 90 for one subject and  
Rs. 175 for whole examination should be affixed here.

8.0 Certificate of Candidate

I declare that the above particulars furnished above are true, that  
I am entitled to sit for the examination in the medium stated in Para

5.0 that I have not been subjected to any form of disciplinary punishment .I agree to abide by the regulations for this examination.

\_\_\_\_\_,  
Signature of candidates.

Date:\_\_\_\_\_.

(iii) his/her work and conduct have been satisfactory throughout: and he/she had not been subjected to any form of disciplinary punishment (excluding warning) during the past period; and

(iv) he/she is eligible to sit for this examination.

9.0 Certificate of the Head of the Department :

\_\_\_\_\_,  
Signature of the Head of Department  
and official stamp.

I hereby certify that,

(i) this candidate is a, Translator in class I of the Translator Service in this Department.

(ii) the particulars furnished above are correct.

Designation :\_\_\_\_\_.

Address :\_\_\_\_\_.

Date :\_\_\_\_\_.

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