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Telephone } 011-2853615
011-2853777
011-2856201
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Post Office Box 21
Nawala
Nugegoda

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THE OPEN UNIVERSITY OF SRI LANKA

E-mail: convocation2022@ousl.lk

12th June 2023

Reverend Sir,
Dear Sir/Madam,

GENERAL CONVOCATION – 2022 (II)

General Convocation 2022 (II) of The Open University of Sri Lanka will be held on **19th July 2023** at the Bandaranaike Memorial International Conference Hall (BMICH) in Colombo.

I am pleased to inform you that you are eligible for the conferment of the Degree at the forthcoming Convocation.

Please find enclosed the Supplication Form. You are requested to make the payment of Rs.4,000.00 which is the Convocation fee. Paying-in –Voucher for this purpose is available on <https://reginfo.ou.ac.lk/>. You are required to send the duly filled Supplication Form along with the receipt of the payment to the Assistant Registrar/Examination Division, The Open University of Sri Lanka, Nawala, Nugegoda before 4:00 p.m. on 25th June 2023 by Registered Post, or to hand over the same to the Examination Division, The Open University of Sri Lanka, Nawala. **SUPPLICATIONS RECEIVED AFTER 4:00 p.m. ON 25th June 2023 WILL NOT BE CONSIDERED FOR THIS CONVOCATION.**

All payment should either be paid to the Shroff at The Open University of Sri Lanka, Nawala, Nugegoda, or credited to “Collection Account No.0174 10015 1189657 of The Open University of Sri Lanka at the Nugegoda Branch of the People’s Bank using the Paying-in –Voucher available at <https://reginfo.ou.ac.lk/> or via the OUSL online payment gateway. The University's copy of the Paying-in-Voucher (second copy) or evidence for online payment should be attached to the Supplication Form.

Due to unforeseen circumstances even if you might be unable to participate in the Convocation, you are required to send the Supplication Form for the relevant Degree. **Please note that your cloaks and certificates will not be issued unless you send the duly filled attached Supplication Form along with the receipt of payment of fees for Rs. 4,000.00 and arrears, if any, before 4:00 p.m. on 25th June 2023.** Please note that Cheques, Money Orders or Postal Orders are not accepted.

A formal letter contains the details of the event will be sent in due course.

Assistant Registrar/Examinations
For Registrar

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www.ou.ac.lk/2022convo2

Note:

- Even though you award as absentia Convocation charges and arrears of fees should be settled on or before 25th June 2023.
- You are requested to return all books you have borrowed from the University Library before 25th June 2023.
- When writing your name, please ensure that it is in conformity with the name given by you on admission to the university and used during the course of your studies.
- Please submit documentary proof if the name written in the supplication form differs from your name at the time of admission to the programme.
- If the name is miswritten on the certificate due to your fault, you are liable to pay an additional Rs.1,000.00 to make the necessary changes. Please note that changes in the certificate will not be accommodated after 30th July 2023.
- For inquiries you can contact the following numbers: 011 2881 204, 011 288 1040, 011 2881 350 or 011 2881 461.