****

**Application Form THE OPEN UNIVERSITY**

**Visiting Research Student OF SRI LANKA**

**Student Reg. No.:**

**For office use only**

Degree related to the research: **PhD.**  **M.Phil**  **Masters Postgraduate**

**Other:**

**SECTION A - TO BE COMPLETED BY STUDENT**

1. **Personal Details**

|  |  |  |  |
| --- | --- | --- | --- |
| Surname/Family Name |  | | |
| First Name |  | | |
| Middle Name (s) |  | | |
| Date of Birth |  | Nationality |  |
| Gender | Female  x  Male |
| Telephone Number |  | Mobile Number |  |
| Email Address |  | Passport Number |  |
| Country of Permanent Residence |  | Country of Birth |  |
| Address in Country of Residence |  | | |

1. **Study Details of Current Programme**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Name and Address of  Home University |  | | | | | | |
| Subject Area of  Research |  | | | | | | |
| Project Title or  Description (if known) |  | | | | | | |
| Level of Study | Undergraduate  Postgraduate Taught (Master) | |  | Postgraduate  Research (M.Phil)  Postgraduate  Research (Doctoral) | | |  |
| Proposed  Commencement and  End Dates | Start Date |  | | | End Date |  | |
| Are You Participating  in Any Exchange  Programme (e.g.MOU) | If yes please provide details: | | | | Self-Funded | | |

* 1. **Academic Qualification**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Name of the Institute | Period of Study | | Major Subjects | Degree Awarded | Class Awarded | Date Awarded |
| From | To |
|  |  | |  |  |  |  |
|  |  | |  |  |  |  |
|  |  | |  |  |  |  |
|  |  | |  |  |  |  |
|  |  | |  |  |  |  |

1. **Professional Qualifications**

|  |  |  |
| --- | --- | --- |
| **Name of the Institute /organization** | **Qualification Obtained** | **Date Awarded** |
| **/** |  |  |

1. **Supporting Documents**

You will need to provide the following supporting documents:

* + 1. A formal letter of request addressed to the Vice-Chancellor of the Open University of Sri Lanka through the home university, requesting to enroll as a Visiting Research Student.
    2. A reference of support from your supervisor at your home University, which confirms your enrolment on your current degree programme and satisfactory progress on this degree programme.
    3. Copy of the passport
    4. Copies of tertiary educational certificates

***Note: Application will not be able to be progressed without this supporting document.***

|  |  |  |
| --- | --- | --- |
| Contact Details of Your Supervisor at Your Home University | Name |  |
| Name |  |
| Title |  |
| Email |  |
| Tel. No. |  |
| Contact Details of Your Proposed Supervisor at the Open University of Sri Lanka | Name |  |
| Title |  |
| Email |  |
| Tel. No. |  |

**SECTION B - FOR FACULTY USE ONLY:**

|  |  |  |  |
| --- | --- | --- | --- |
| **PART 1: To be completed by the Supervisor** | | | |
| Project Title and Project Description |  | | |
| Name of the Supervisor |  | | |
| Department |  | | |
| Faculty |  | | |
| Consent of Supervisor | I ***agree / disagree*** to supervise the research work | | |
| Signature |  | Date |  |

***Please tick the boxes below to indicate your agreement. Please note that the University cannot process your application unless you have indicated your agreement to these conditions.***

**Declaration**

By submitting this application, I declare that the information I have provided is accurate and no material information has been omitted. While I am studying at the Open University of Sri Lanka, I agree to abide by the University’s rules and regulations, including those regarding academic integrity, personal conduct and behavior. Yes

|  |  |
| --- | --- |
| **Signature:** | **Date:** |

|  |  |  |
| --- | --- | --- |
| **PART 2: Recommendation** | | |
| Head of the Department | Name |  |
| Signature |  |
| Date |  |
| Dean of the Faculty | Name |  |
| Signature |  |
| Date |  |

|  |  |
| --- | --- |
| **PART 3: Recommendation of the Faculty Research Committee** | |
|  | |
| **Date** |  |
| **Signature**  (Chairman/ Faculty Research Committee) |  |

|  |  |  |
| --- | --- | --- |
| **PART 4: To be completed by the International Relations Unit (IRU)** | | |
| Is the student a *Visiting Research student* | Yes | No |
| Has the student provided the correct supporting document? | Yes | No |

**Note:** Duly perfected Application Form to be sent to the International Relations Unit (IRU) of the Open University of Sri Lanka via email [ird@ou.ac.lk](mailto:ird@ou.ac.lk) . Incomplete application forms will be rejected.