

South Eastern University of Sri Lanka

APPLICATION FOR CONFIRMATION/ NORMAL PROMOTION TO THE GRADE OF SENIOR LECTURER, GRADE - I/ GRADE - II

01. (a) Name :
- (b) Designation :
- (c) Department :
- (c) Date of appointment :
- (d) Have you been confirmed in your appointment: (YES / NO)
(If so please give reference to the letter of confirmation)
- (f) Present Salary : Rs
(If on the maximum, state the date on which maximum of the salary scale was reached)
- (g) Salary Code : (U-AC 3 (IV/ II))
- (h) Period of study leave (only probationers who qualify for promotion need to fill this cage)

Nature of leave	Duration	Period	
		From	To
Full pay			
No - pay			

02. Qualifications:

(a) First Degree :

University	Period of Registration		Degree obtained with Class / Grade
	From	To	

(b) Postgraduate Degree / Diploma:

University	Period of Registration		Full time / Part time	Degree obtained	Title of thesis / Dissertation *
	From	To			

*(Annexed herewith an abstract of my thesis /Dissertation /Course work)

(c) Teaching Methodology Programme :

University	Period of Course		Have you submitted a Certificate for Personal File
	From	To	

- (d) ** Research publications or other acceptable evidence of research to credit after the last promotion / appointment.

I declare that I am eligible for confirmation and / normal promotion in terms of the UGC Circular No.721, given above the required particulars are correct.

I will send a copy of my thesis /dissertation /research publications to the Academic Establishments Division in this regard.

Date:-.....

.....
Signature of applicant

03. Observation of the Head/Dept . of.....

(a)Whether Postgraduate degree is enough to confirmation / normal promotion to the Grade of Senior Lecturer G -I /II: (YES /NO)

(b) Whether postgraduate degree and title of thesis/dissertation is relevant to his /her field: (YES/NO)

(c) Whether the applicant has successfully completed all the requirements for his /her confirmation / promotion according to the UGC Circular No. 653/721: (YES/NO)

(d) Any other comments:

(e)His /her request is recommended / not recommended

Date :

.....
Signature of Head
(Seal)

04. Observation of Dean/ Faculty of

Date

.....
Signature of Dean
(Seal)

05. Vice -Chancellor's Observation

The request is recommended / not recommended. Please arrange for the Selection Committee meeting before the next Council for its approval.

Date : -.....

.....
Signature of Vice Chancellor

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** Applicants for Senior Lecturer, Grade - I must submit a self assessment setting out the contribution he /she made since he/ she became a Senior Lecturer, Gr -II in the following fields:

Teaching, Research, Dissemination of knowledge and other University activities