

Date:

Director,
Mahapola Hihger Education Scholarship Trust Fund,
4 th Floor,
J.R.Jayawardhana Centre,
No.191, Dharmapala Mawatha,
Colombo 07.

Dear Sir / Madam

Request for the change of the Bank Account Details submit for the Mahapola Scholarship monthly installment payments.

I hereby kindly request from you to change my Bank Account Details. Which I here already submitted for receiving of Mahapola monthly installment payments. The Details will be as follows.

(A) Student's Details			
1	Name of the Student:	6	Academic Year:
2	University Admission Number:	7	Tel.Numbers:
3	Course:	8	Scholarship Number:
4	Faculty:		
5	N.I.C. No:		
(B) Bank Account Details			
		Old	New
1.	Name of the Bank		
2.	Bank Code		
3.	Branch Name		
4.	Account Number		
5.	Branch Code		

A Photocopy of the Bank Passbook is also attached herewith.

Yours Sincerely,

..... (Signature)

.....(Student Name)

We certified that the above Bank A/C Details have been changed and the new Bank Details are verified & Certified correct.

Certified by.....(Signature)
Registrar-Student Services
University of