University College of Matara

Tracer Study Data Collection Form

1.Personal Information

1.1 Name:………

1.2 NIC No: ⬚⬚⬚⬚⬚⬚⬚⬚⬚⬚⬚⬚

1.3

⬚⬚⬚⬚⬚⬚⬚⬚⬚⬚⬚ Home ⬚⬚⬚⬚⬚⬚⬚⬚⬚⬚⬚

Telephone Number

Mobile

1.4 Address: ……

1.5 Gender: ☐ Male ☐ Female

2. Course Details

    2.1 Name of Training
       Center:……….

    2.2 Course Name:

    ………

    2.3 Course Code:

    ………..

2.4 NVQ Level: ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7 ☐None

2.5 Course Started Date: (yyyy/mm/dd) ⬚⬚⬚⬚ ⬚⬚ ⬚⬚

2.6 Course Completed Date: (yyyy/mm/dd) ⬚⬚⬚⬚ ⬚⬚ ⬚⬚

2.7 Assessment Date: (yyyy/mm/dd) ⬚⬚⬚⬚ ⬚⬚ ⬚⬚

3. Employment Details

    3.1 Were you employed or self-employed after completion of course?

    ☐ Yes (Go to 3.2)   ☐   No (Go to 5)

    3.2 When did you start your first job? ⬚⬚⬚⬚ ⬚⬚ ⬚⬚ (yyyy/mm/dd)

    3.3 Are you currently employed? ☐ ☐ No (Go to 5)   Yes (Go to 3.4)

    3.4 Relevance of training for your job? (Select only one)

☐ Job requires higher level skill   ☐ Skills appropriate for job
☐ Job requires lower level skill   ☐ Skills not applicable

     3.5   Type of employment?   (Select only one)

☐ Full-time employee   ☐ Self-employed
☐ Day labour   ☐ Casual/irregular paid   worker Part-time employee

     3.6   Monthly Remuneration

☐ Less than Rs. 10,000.00   Rs.   ☐ 30,000.00 to Rs. 34,999.00
☐ Rs. 10,000.00 to Rs. 14,999.00   Rs. 35,000.00 to   ☐ Rs. 39,999.00

☐ Rs. 15,000.00 to Rs. 19,999.00   **4. Employer Details**
☐ Rs. 20,000.00 to Rs. 24,999.00   ☐ Rs. 40,000.00 to Rs. 44,999.00
☐ Rs. 25,000.00 to Rs. 29,999.00   ☐ Rs. 45,000.00 to Rs. 49,999.00 More
                                                 ☐ than Rs. 50,000.00

3.7 Are you paid by ☐ Hourly   ☐ Daily   ☐ Weekly   ☐ Monthly   ☐ Piece

4.1 Name of the Employer:

……… 4.2 Address:

………..

4.3 Contact No: ☐☐☐☐☐☐☐☐☐☐

4.4 Name of the Contact Person:

………………………………………………☐………………………………………………………………

4.5 Nature of the employment: Government   ☐ Private

     4.6   Number of employees   are working at your organization? **(Select only one)**

☐ Less than 10   ☐ Between 101 and 300
☐ Between 10 and 50   ☐ More than 300
☐ Between 51 and 100

4.7 Occupation / Designation

4.8 Who helped you to find the job?   **(Select only one)**

☐ My Self   ☐ Friend   ☐ Institute

☐ Family   ☐ Other (Specify :………………………………………………………….)

5. During the past 4 weeks have you tried to find a job? ☐ Yes (Go to 6)   ☐ No (Go to 7)

6. If **"Yes",** What is the reason for you are currently not in a job? (Select only one)	7. If **"No",** What is the main reason for you did not look for job in past 4 weeks? (Select only one)
☐ Job scarcity	☐ Student / Pupil
☐ Lack of relevant educational qualification	☐ Family Commitment (E.g. Housewife)
☐ Lack of networks	☐ Handicapped / ill
☐ Lack of resources for self- employment	☐ Do not want to work
☐ Expecting to study more	☐ Have already found job which will start later
☐ Family responsibilities	☐ There are no jobs
☐ Planning to go abroad	
☐ Not getting an expected job opportunity	
☐ Starting job/ self-employment soon	
☐ Distance from home	
☐ Restrictions from the family	
☐ Not getting the relevant certification	
☐ Health Issue/ disability	

……….

……………………………………………………..   ☐☐☐☐ ☐☐ ☐☐

Signature   Date