

Diploma Award Ceremony of University College of Matara - Year 2023

01. Details of the Certificate Awardee:-

(i) Name as in Birth Certificate or as amended:-

.....
.....
.....

(ii) Registration No:-.....

(iii) National Identity Card number :-.....

(iv) Contact numbers:-

(v) Personal Address:-.....

.....

(vi) Do you have any due payments to UCM? (Yes or No)

If Yes, clear all the dues on or before 03.02.2023.

02. Details of person, who wish to participate at the Ceremony with you:-

(i) Name: -

National Identity Card number:-.....

Signature of Certificate Awardee

- Job requires higher level skill
- Job requires lower level skill

- Skills appropriate for job
- Skills not applicable

3.5 Type of employment? (Select only one)

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

3.6 Monthly Remuneration

- Less than Rs. 10,000.00
- Rs. 10,000.00 to Rs. 14,999.00
- Rs. 15,000.00 to Rs. 19,999.00
- Rs. 20,000.00 to Rs. 24,999.00
- Rs. 25,000.00 to Rs. 29,999.00
- Rs. 30,000.00 to Rs. 34,999.00
- Rs. 35,000.00 to Rs. 39,999.00
- Rs. 40,000.00 to Rs. 44,999.00
- Rs. 45,000.00 to Rs. 49,999.00
- More than Rs. 50,000.00

4. Employer Details

- Rs. 15,000.00 to Rs. 19,999.00
- Rs. 20,000.00 to Rs. 24,999.00
- Rs. 25,000.00 to Rs. 29,999.00
- Rs. 40,000.00 to Rs. 44,999.00
- 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:

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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 10 and 50
- Between 51 and 100
- Between 101 and 300
- More than 300

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)
<input type="checkbox"/> Job scarcity <input type="checkbox"/> Lack of relevant educational qualification <input type="checkbox"/> Lack of networks <input type="checkbox"/> Lack of resources for self- employment <input type="checkbox"/> Expecting to study more <input type="checkbox"/> Family responsibilities <input type="checkbox"/> Planning to go abroad <input type="checkbox"/> Not getting an expected job opportunity <input type="checkbox"/> Starting job/ self-employment soon <input type="checkbox"/> Distance from home <input type="checkbox"/> Restrictions from the family <input type="checkbox"/> Not getting the relevant certification <input type="checkbox"/> Health Issue/ disability	<input type="checkbox"/> Student / Pupil <input type="checkbox"/> Family Commitment (E.g. Housewife) <input type="checkbox"/> Handicapped / ill <input type="checkbox"/> Do not want to work <input type="checkbox"/> Have already found job which will start later <input type="checkbox"/> There are no jobs

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Signature

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Date

Annex III

Director,

I do not wish to participate the Diploma Award Ceremony 2023, which will be held on 24th February 2023.
Please award me the Diploma in Absentia.

- (i) Name as in Birth Certificate or as amended:-
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.....
.....
- (ii) Registration No:-.....
- (iii) National Identity Card number :-.....
- (iv) Contact numbers:-
.....
- (v) Personal address:-.....
.....
- (vi) Do you have any due payments to UCM? (Yes or No)
If Yes, clear all the dues on or before 03.02.2023.

Signature of Certificate Awardee

26.01.2023

Dear Student

Diploma Award Ceremony -2023

The Diploma Award Ceremony of the University Colleges will be held on the 24th February 2023 at 1.00 pm at BMICH.

Students who have successfully completed the following Diploma courses conducted by University College of Matara are eligible to be awarded of Diploma at this Award Ceremony.

1. Higher national /National Diploma in Automobile Technology
2. Higher national /National Diploma in Building Services Technology
3. Higher national /National Diploma in Cosmetology
4. Higher national /National Diploma in Event Management
5. Higher national /National Diploma in Food Technology
6. Higher national /National Diploma in Hospitality Management
7. Higher national /National Diploma in Quantity Surveying
8. Higher national /National Diploma in Refrigeration and Air Conditioning Technology
9. Higher national /National Diploma in Travel and Tour Management

If you are willing to attend the Award Ceremony, please fill Annex I of the attached and return it to the Assistant Registrar, University College of Matara by registered post on or before 03.02.2023.

Award Ceremony fee is Rs.5000/= and payment should be made to any branch of People Bank to the Account No .032-1-001-9-0039173 of University College of Matara, Uyanwatta Branch. The receipt of payment and completed Annex II should be submitted to the Student Services Unit, UCM when you come to collect the cloak for the Award Ceremony. Even if you are not attending to the ceremony, the fee must be paid and the receipt and completed Annex II must be provided when you come to collect the certificate.

Cloaks could be collected from the Student Services Unit, UCM (date will be informed) and cloak must be returned on 24th February 2023 at the end of Award Ceremony. If not Rs.500/= will be charged for each additional day. Original certificate will be issued only after returning of the cloak.

Dress code is formal (Shirt, Trousers, and Tie with Jacket for Males & Saree for Females).

If you are not attending the Award Ceremony, please fill Annex III of the attached form and return it to the Assistant Registrar, University College of Matara by registered post on or before 03.02.2023.

Please log in to our website www.ucm.ac.lk for further details. If any clarification is needed contact, Tel: 0412222967, Ext: 205/207.



Director
University College of Matara

Dr. K.A. Indika Priyantha
Director/Chief Executive Officer (Act)
University College of Matara
Matara