



University of Jaffna - Sri Lanka

Application for the Transcript

Full Name of the Applicant:					
Full Name of the Student:					
Registration Number of the Student:					
Contact Phone Number:					
Postal Address (if you want to get it by post):					
Name of the Study Program/ Course:					
Program Subjects:					
Type of the Program:	Honours	General	Fallback (Opting)	Others	
Overall Result:	First Class	Second Upper	Second Lower	Pass	Others
Course Duration:	Overall G.P.A.:		Effective Date of the Program:		

Payment slip should be annexed with the application form. Guidance for the payment details are given below.

Note: The Transcript can be collected, after **14 days** from the date of acceptance of the application and should be collected within **02 month** of the acceptance of the application.

I declare that, the above information are correct and true

.....
Signature of the Applicant

.....
Date

I collected the above transcript

Name	Signature	Date



University of Jaffna, Sri Lanka

Guidance for the payment of Transcript

➤ Option 1: Accepted Online Payment Methods

Payment through the University website Payment online (Approved for University Local / Foreign Payment)

Website: <https://pay.jfn.ac.lk> (Accessible via the University's main website or Examination Branch Page)

- **Card Payment:** Enter your card details to complete the payment.
- **QR Payment:** Scan the QR code using any banking app and complete the payment

➤ Option 2: Online Bank Transfer

You may transfer funds via your personal online banking or mobile banking app.

Ensure the 16-digit Reference Number is entered correctly in the **Reference** or **Remarks** field.

For approved programmes, projects, scholarships, or donations.

Following Information should be followed to Online Deposit the Payment

- Bank Name: **People's Bank, Sri Lanka**
- Branch Code: **162**
- Swift Code: **PSBKLKLX**
- Bank Account Name: **University of Jaffna**
- Bank Account Number: **162100310000891**
- Reference No: **printed as above**

➤ Option 3: Counter Payments

At any People's Bank counter, you can deposit the money using the 16-digit Reference Number in the account number column and filling the following other information.

Please pay at any branch of the People's Bank Island wide using the usual deposit slip.

Fill your personal information in the slip and use reference number in place of account number.

Please keep a photocopy of the slip with you before providing it to the university.

Reference

Received Mode	Payment Details	Payee Code	Payment Code
Transcript by Hand	Rs. 500/-	12675028	00300327
Transcript including postal charge for Local	Rs. 650/-	12675028	00300095
Transcript including postal charge for abroad	Rs. 1600/-	12675028	00300335
Reference Number = Payee Code + Payment Code (Ex: 1267502800300327)			