

## GENERAL GUIDELINES FOR ALL APPLICANTS

Students have to provide the following documents to process a postgraduate degree application;

- 1) A color photograph (size 3.5 cm X 4.5 cm – sky blue background)
- 2) A certified copy of the birth certificate.
- 3) Certified copies of the academic/professional qualifications.
- 4) Letter of acceptance to release from any current employer (only for full-time students who are currently employed)
- 5) Paid bank receipt.
- 7) Any relevant documents to verify work experiences.
- 8) The hard copy of the filled online application.
- 9) A copy of the research proposal should be submitted.

### Online Application Process:

01. Fill an online application form and generate the payment slip. ( you may download the bank payment slip if you wish to pay through the bank )  
<http://graduate.sjp.ac.lk/students/>

02. Proceed with any of the payments methods as mentioned below

#### **Online payment –**

Make the payment in LKR through Visa or Master Card.

<http://stu.payments.sjp.ac.lk/slipPrintingOnlinef.php>

#### **Direct payment –**

Make the payment to any People's Bank branch islandwide.

03. Finally, log-in to the online application process on the **second time**, and upload the required documents ( scanned copies of the document which must be in .pdf format and the colour photograph in .png/.jpeg format )

## A SAMPLE BANK PAYMENT SLIP

**PEOPLES BANK**  
 PEOPLE'S BANK  
 DEPOSIT SLIP

Account Number: 053020645510

Name of Account Holder: [redacted]

Address: [redacted]

Telephone No.: [redacted]

Purpose: Registration Fees

Notes	Rs./Rupee/Rs.
X 5000	
X 2000	
X 1000	
X 500	
X 200	
X 100	
X 50	
X 20	
X 10	

Total: 1000

Income Type : Registration Fees  
 Degree Programme : M.Sc. Programme GIS & Remote Sensing  
 Reg year : 2017  
 Reg No : [redacted]

## APPOINTING A SUPERVISOR

- 1) There should be one or more supervisors for each applicant approved by the Boards of Studies.
- 2) There should be at least one internal supervisor from the institution where the applicant is registered.
- 3) If you already have a supervisor/s; the confirmation and approval of the supervisor/s should state on the application form.
- 4) The Boards of Studies can assign suitable supervisor/s for those who do not have a supervisor/s.

## FEES STRUCTURE FOR PhD, MPhil, MA DEGREE PROGRAMMES

Degree	Application Fee (Rs)	Course Fee (Rs)	Library Deposit Fee (Refundable) (Rs)	Registration Fee (Rs)	Examination Fee (Rs)	Library Fee (Rs)	Supervision Fee (Rs)	Total (Rs)
PhD	5,000	50,000	5,000	5,000	5,000	5,000	7,500	78,500
Mphil	5,000	35,000	5,000	5,000	5,000	5,000	4,500	60,500
MA	1,000	25,000	5,000	5,000	5,000	5,000	3,000	49,000

**Note: If a foreign examiner has involved, the examination fee will be increased by Rs. 3,000**

## **CONCEPT PAPER FORMAT FOR RESEARCH DEGREES**

### **Title:**

### **Introduction:**

A rational and reasoned argument that posits the "problem" as a problem and indicates the necessity for the research. Critical studies (elements of the literature review) that provide supporting information for the "gap" in the current research that the student's research will fill should be woven into this segment of the text to support the argument.

### **Significance of the Research:**

Indicates the various shareholders in the research and cites the beneficiaries of the outcomes. The far-reaching implications of the project findings should include.

### **Research Question (s):**

Write the question (s) in a precise manner that captures the essence of the research imperative.

### **Literature Review:**

List the component areas of the studies that comprise the literature review. These are deriving from key elements/terms in the Research Questions

### **Methodology:**

Describe the method that best compliments the research questions and "fits" within that initiative. If the research involves human subjects, animals, recombinant DNA, and certain substances or materials, etc. include the necessity of obtaining the ethical clearance before commencing the work.

### **References:**

Give the most important references which would substantiate your research

Note: the entire concept paper should not exceed 1500 words