



Faculty of Agriculture Rajarata University of Sri Lanka

Application for Academic Transcript

Information for Applicants

1. Academic Transcripts for completed degree programmes will be issued only after confirming results for the award of degrees by the Senate of the Rajarata University of Sri Lanka.
2. An applicant can request for an Academic Transcript of his/her academic record authenticated by the Senior Assistant Registrar/Assistant Registrar of the Faculty. Transcripts will be issued within five (05) working days.
3. Academic Transcripts are only issued **directly to another University/ Institute/ Ministry/ Embassy/ Student's Employer (officials) within Sri Lanka or outside Sri Lanka.**
4. Each application must be accompanied by a payment slip to Peoples Bank, Anuradhapura Account No: 008-1-001-8-1725841 or to the Shroff Counter of the Faculty of Agriculture or via online payment portal: <https://payment.rjt.ac.lk>

Academic Transcript	Fee (Rs.)
Within SL, Issued to officials	250.00
Outside SL, Issued to officials	750.00

5. Duly filled application form along with the payment slip should be submitted to the Senior Assistant Registrar/Assistant Registrar, Faculty of Agriculture, Rajarata University of Sri Lanka, Puliyankulama, Anuradhapura either in person/by post/by emailing scanned copies (ar@agri.rjt.ac.lk).
6. The Applicant should bear all the additional charges/costs that associate with his/her preferred mode of delivery.

Full Name of the Applicant: (Mr./ Ms.)

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Date of admission: Registration number:

Degree programme:

Effective date of the degree:

Contact details

Permanent address:

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Mobile: Email:

Academic Transcript to be sent:

Postal Address:

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Email:

Upload (website):

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Applicant's Signature

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Date