

Sri Lanka - Canada Scholarship Foundation (SLCSF)

- ❖ **DO NOT** submit a paper application if you have already submitted an Online Application

Instructions for completing the Scholarship Application

(READ THESE INSTRUCTIONS CAREFULLY before completing the application)

1. **DO NOT APPLY** unless you have **passed all subjects** and have obtained a **minimum of seven (7) A's** in the **most recent G.C.E. (O/L)** examination, **for the first time**. Otherwise, your application will be rejected. (If anyone has 6 A's, and expecting another A for a subject that results were not released yet are also eligible to apply.)
2. If you have already applied using the online application, please **DO NOT SEND** the paper-based application form. **If you do, both applications will be rejected.**
3. **Name of Student:** This name should match the name in the NIC.
4. **E-mail address (if available):** This is important if we need to clarify anything in your application. If included, you should read your emails regularly and respond to them promptly.
5. **Phone number (if available):** If you have a home phone number, indicate it with area code. If you don't have a home phone number, you may provide a neighbor's, relative's or a teacher's phone number if you like and indicate it as such.

As an example, indicate your home phone number in Colombo area as (11) 2223333. If the phone number is your neighbor's, indicate as: (11) 2223333 (neighbor).

6. **Date of Birth:** If your date of birth is April 3rd, 1994, indicate as: **03 April 1994** (in the order: Date/Month/Year). Don't write as 3.4.94 or 4.3.94 as these will be very confusing.
7. **GCE (O/L) exam subjects and results:** **DO NOT attach any originals** of your exam result certificates.
8. **Gross monthly income of the family:** Gross income is the income before deductions such as: loan payments, deductions for pensions or provident funds, etc. Include income from other scholarship payments, Samurधि allowances, etc., in the gross total income.
9. **All the selected applicants** are required to submit the following two documents after the selection.
 - (a) Family details and the total monthly family income certified by the Grama Officer including his/her official stamp
 - (b) GCE (O/L) exam results certified by the principal of the school including his/her official stamp

Inability to submit the above documents or if any discrepancy is found between the submitted information on the application and the above documents, the scholarship will be not offered.

Please refrain from providing incorrect information about your total family income. If you do so, do not forget that you are unfairly stealing the scholarship of another helpless student. Furthermore, some scholarship sponsors personally visit their students. In such occasions, if they feel that you have provided incorrect information about your total family income, your scholarship will be immediately terminated. This could adversely affect your self-dignity forever.

10. If you think the Sri Lanka - Canada Scholarship Foundation should consider any special circumstances (such as: deceased parents, disabled family members, etc.) during the selection process, write them on the application.
11. Only if you are selected, you will be informed.

Typically, we receive hundreds of applications, but only a small number of applicants will be selected due to limited funds. Unsuccessful applicants will not be notified.

12. Do not attach any other certificates related to sports, speech contests and other extra-curricular activities. While these are very important for a student's development, as it is difficult to evaluate or assess them, they are NOT considered in our selection process. Selections are based only on the GCE (O/L) exam results and total family income (and any other special circumstances).
13. Complete your application and mail it to the following address, prior to the closing date:

Assistant Coordinating Secretary,
Sri Lanka - Canada Scholarship Foundation,
No: 34/10, Gamini Mawatha,
Mathugama,
Kaluthara.

As it could take about 2-3 days for us to receive your application, please mail it at least 2-3 days prior to the closing date. It is NOT essential to send your application by registered post.

Main reasons for rejecting applications:

- a. Not having the minimum academic qualifications.
- b. **When you use glue/gum or any other material for sealing the envelope, please make sure that glue/gum does not get applied to your application inside the envelope. If we find it difficult to get the application out of the envelope (because the application is sticking to the envelope), we will reject those applications.**

If we are not able to award you a scholarship due to our limited financial resources, we sincerely congratulate you on your successful GCE 'O' Level performance and encourage you to continue your higher studies and aim for a better future.

We wish you the very best in life!