**Faculty of Science, University of Jaffna**

**Application to claim for a Higher Diploma / Diploma**

A student who is unable to fulfil the requirements for the award of a degree, with the reasons acceptable to the Faculty Board of Science and the University Senate, may opt for the award of a Higher Diploma or Diploma at the end of the degree programme, for which he/she has been admitted, provided that he/she fulfils all the requirements for the award of the Higher Diploma or Diploma.

(i) For the award of **a Higher Diploma**, a student should possess a minimum OGPA of 2.00 calculated for all the course units in which the student has scored the highest grade and whose credit values aggregate to 60.

For students who offered a three-year degree (other than the direct-intake students), the qualification shall be designated as: **Higher Diploma in Science** abbreviated as **HDip (Sc).**, and for direct-intake students in Computer Science, the qualification shall be designated as: **Higher Diploma in Computer Science** abbreviated as **HDip (Computer Science).**

(ii) For the award of **a Diploma**, a student should possess a minimum OGPA of 2.00 calculated for all the course units in which the student has scored the highest grade and whose credit values aggregate to 30.

For students who offered a three-year degree (other than the direct-intake students), the qualification shall be designated as: **Diploma in Science** abbreviated as **Dip (Sc).,** and for direct-intake students in Computer Science, the qualification shall be designated as: **Diploma in Computer Science** abbreviated as **Dip (Computer Science).**

**Application for a (please tick one of the relevant boxes):**

|  |  |
| --- | --- |
| Higher Diploma in Science [ ] Diploma in Science [ ]  | Higher Diploma in Computer Science [ ] Diploma in Computer Science [ ]  |

1. ***Student information***

Full name of the student : Contact No. :

Student Registration No. : Index No. :

NIC. No. : Email ID :

Postal Address :

1. ***Information on the degree programme***

 Name of the Degree programme enrolled :

 Year of enrolment to the BSc degree programme :

 Year of commencement to the BSc degree programme :

1. ***Results***

The table below should be filled by the applicant who is applying for a fall-back option.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Level of Study | Course Code | Credit value | Grade Obtained | GPV | Select (x)the courses to be considered for the OGPA calculation | GPV x Credit value for the selected courses |
|  |  |  |  |  |[ ]   |
|  |  |  |  |  |[ ]   |
|  |  |  |  |  |[ ]   |
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|  |  |  |  |  |[ ]   |
|  |  |  |  |  |[ ]   |
| Total |  |

OGPA of the course units selected: …………………….

I hereby inform you that the information provided by me (Full Name:……………………………………………) are true and copy of the all the results sheets are attached with this application form.

………………………………………

**Signature of applicant**

Date:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***For office use:***

*The information is cross checked and corrected. He/she is eligible for the award of diploma/ Higher diploma with a GPA of …………...........*

*……………………………………………*

***Signature of the Deputy Registrar / Examinations***

*The student’s is recommended/rejected at the ……… meeting of the Faculty Board of Science held on ……………………………..*

*……………………………………………*

***AR/ Science***

*The student’s request is approved/ rejected at the ……………... meeting of the Senate held on ………………………..and he/she shall be awarded with a Higher Diploma in Science / Higher Diploma in Computer Science / Diploma in Science / Diploma in Computer Science with effect from …………………………*

***Dean/Faculty of Science***