



# University of Vavuniya

## Application for consideration of absence from end semester examinations on medical / justifiable humanitarian ground

*(Duly completed application should be handed over to the SAR/AR of the respective faculty with relevant documents and medical certified by the University Medical Officer)*

- 1) Name of the Candidate (with initials): Mr./Ms. : .....
- 2) Address : .....
- 3) Contact T.P. No : .....
- 4) Registration No : .....
- 5) Field of specialization : .....
- 6) Title of Examination as mentioned in the Time Table:.....
- 7) Details Of course units (absent for the above exam):

Subject	Code	Date of Exam	Subject	Code	Date of Exam
i.			vi.		
ii.			vii.		
iii.			viii.		
iv.			ix.		
v.			x.		

8) Reason for absence : Medical  / other Justification  Reason:.....  
 .....

9) Request by the student:

10) Whether this is your first attempt for the above Examinations Yes/No, If not give details .....

.....

11) Following documents are attached in support of the application

- I. Notification to AR/SAR of the faculty: - (a) A copy of receipt of the Telegram Attached/Not attached.  
(b) A copy of receipt of the Registered Letter attached/ not attached
- II. Medical Certificate from UMO/Qualified MO. If Qualified MO Name &Title of Medical Officer with SLMC Reg.No .....
- III. Any Other documents, if available.....

12) Indicate Whether you obtained concession on Medicals Grounds in previous examinations – YES/NO

If Yes provide the following information

Year	Level	Semester	Subjects with Code

I conform that the above facts are correct.

.....

Signature of Student

.....

Date

**(For office use only)**

Deputy Registrar

Examination Branch.

The Faculty Board at its .....held on .....has recommended/ not recommended the above student request and the Senate at its .....the meeting held on ..... has approved/ not approved.

Signature of the Assistant Registrar/ Senior Asst. Registrar of the Faculty.

Date :

Seal :