

Guidelines to Law Graduates from Recognized State/Foreign Universities and Barristers for Admission to Sri Lanka Law College - 2024 (2nd Intake)

1. Application for admission

- (i) The eligible applicants who have started their studies in Law on or before December 29, 2020 [*The date of commencement of the studies will not apply to the University of Sri Lanka (any university established or deemed to be established under the Universities Act, No. 16 of 1978 in Sri Lanka), and Sir John Kotelawala Defence University*], can drop their duly filled original application with clear handwriting as per the specimen with the required original/certified documents in the box kept at the Student Registration Unit on or before July 05, 2024.
- (ii) If eligible applicants are unable to come to the Sri Lanka Law College physically, applicants may send an authorized person to drop the said application **or** can send via Registered Post to "The Unit Head, Student Registration Unit, Sri Lanka Law College, 244, Hulftsdorp Street, Colombo 12" (on or before July 05, 2024).
- (iii) "Application for Student Admission" should be indicated on the top left corner of the envelope (please use A4/Legal size envelope).
- (iv) The applicants who have applied successfully will receive a confirmation email to their email within five working days with the application reference number. If any applicant does not receive such a reference number within five working days, contact the Student Registration unit immediately with the supporting documents. The college will not consider any late appeals.
- (v) The successful applicants will be notified later of the date on which they are to present themselves with the original documents at Sri Lanka Law College for student registration.
- (vi) The applicants are not required to pay an application fee at the time of applying. However, applicants should pay the course fee just after the provisional approval given by the college.
- (vii) Late applications **or** unqualified applications **or** applications which are sent by email **or** any other mode of submission will be rejected without notice.

2. Required minimum qualifications

- (i) He/She should be a citizen of Sri Lanka;
- (ii) He/She should have completed the seventeenth year of age at the time of making the application;
- (iii) He/She should submit a certificate of good character acceptable to the Council;
- (iv) The applicant should be eligible for the LL.B. degree/ barrister qualification obtained from a university/ society recognized by the Incorporated Council of Legal Education (ICLE) on or before **July 05, 2024**;
- (v) He/She should possess a minimum of a Credit pass in the English Language and a Credit pass in the Sinhala or Tamil Language, obtained at the Sri Lanka General Certificate of Education (Ordinary Level) Examination **or** National Certificate of General Education Examination **or** an Examination recognized by the Department of Examinations of Sri Lanka as equal to the above examinations;

3. **Required certificates/ documents**

Please note that the certificates/documents (original/certified) mentioned below should be submitted along with the original application form as follows;

S. No.	Name of the Certificate/ Document	Type of Doc./Cert. required	
		At the time of applying	At the in-person interview
(i)	A Certified Coloured photograph (3 nos.)	Original	-
(ii)	Affidavit (if applicable only)	Original	-
(iii)	LL.B. Degree (Convocation) Certificate (if available)	Certified True Copy	Original
(iv)	Detailed Result Sheet/s of the LL.B. Degree	Certified True Copy	Original
(v)	Higher National Dip. / International Higher Dip. In Law Cert. (if applicable only)	Certified True Copy	Original
(vi)	Results sheet/s of the G.C.E. (O/L) (Local) / I.G.C.S.E.	Certified True Copy	Original
(vii)	Results sheet/s of the G.C.E. (O/L) (Local) / I.G.C.S.E. (if any other attempts other than the above). (If applicable)	Certified True Copy	Original
(viii)	Character Certificate	Original	-
(ix)	Confirmation letter (date of commencement and completion of the Degree/Dip.)	Original	-
(x)	Other Certificates (Marriage/ Dual Citizenship etc.) - Original (if applicable only)	Certified True Copy	Original
(xi)	Other Certificates (Marriage/ Dual Citizenship etc.) - English translation (if applicable only)	Original	-
(xii)	National Identity Card/ Valid Driving License/ Passport	Certified True Copy	Original
(xiii)	Birth Certificate (Certified by Divisional Secretariate/ relevant authority)	Original	-
(xiv)	English Translation of the Birth Certificate (if applicable)	Original	-
(xv)	Grama Niladari Certificate	Original	-

Special Note:

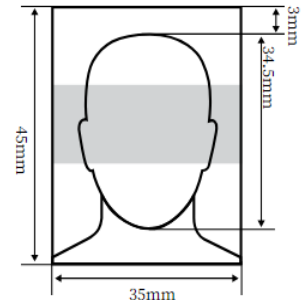
- (i) The applicants are required to submit the complete applications with the relevant attachments by the deadline of July 05, 2024, as outlined above. If not, the application will be rejected without prior notification.

If a foreign graduate is unable to obtain the original degree/transcript by July 05, 2024, they are required to request the issuing university (not from the local teaching institution) to directly transmit the transcript/degree confirmation to the designated email address: registrations@slc.ac.lk . Any late submissions will not be entertained.

Furthermore, such email confirmation will only be considered for the acceptance of the application. The originals should be submitted at the point of physical interview/document verification. If not, the candidate will not be considered for the 2024 - 2nd Intake.

- (ii) The degree confirmation letter and the good character certificate must be addressed to the Principal, Sri Lanka Law College, No. 244, Hulftsdorp Street, Colombo 12.
- (iii) The Original certificates/ documents (G.C.E. (O/L), IGCE, degree/transcript certificates) must be obtained from the Department of Examinations/ the qualification awarding body. Illegible certificates/documents issued by the schools or teaching institutes or any other unauthorized institutes will be rejected.

- (iv) A good Character Certificate should have been obtained within Six months of the application for admission and should, in the case of applicants who have passed out of universities, be from the Dean of the Faculty, and if no Educational Institution has been attended immediately before application, from a Commissioner for Oaths (e.g., Justice of the Peace/Attorney-at-Law).
- (v) The Grama Niladari Certificate (DS 04 form) should have been obtained within Six months of the application for admission. The Certificate must mention the purpose for which the certificate is required as "Admission for Sri Lanka Law College". Furthermore, the applicant's character should be mentioned in item number (3) (e). If not, the certificate will be considered invalid.
- (vi) The Three (3) coloured photographs (bust only) must be in Passport size (3.5 cm. x 4.5 cm.) and
 - a) One of which must be pasted on page number Six (6) of the Application.
 - b) The attestation is to be done by the Commissioner for Oaths (e.g., Justice of the Peace/Attorney-at-Law) on page number Six (6) of the Application.
 - c) All three photographs should be the same and;
 - d) The photo must be in size 35x45 mm (3.5x4.5 cm)
 - e) The photo must be a Color Photograph taken in last 3 months.
 - f) The background must be True Blue Color (RGB Values: 0,120,215).
 - g) The photo to be a high-resolution photo that is not blurry, and grainy, or pixelated and;
 - h) Have a neutral facial expression or a natural smile, with both eyes open.
 - i) Face the camera directly with full face in view (No selfies).
 - j) The clothing must be Formal Wear.
- (vii) If the original Birth Certificate is not in English Language, an English translation must be submitted.



4. **Important**

- (i) A Commissioner for Oaths (e.g., Justice of the Peace/Attorney-at-Law) **must** certify as a true copy of the required photocopies.
- (ii) In the event of any discrepancy between names in the certificates and Birth Certificate, the applicant is required to submit an Affidavit along with the application form (you must give detailed information on why your name/s are different in those documents).

Additionally, each certificate or document included in the Affidavit is required to specify at least three pieces of information. This may include details such as the date of issue, index number or candidate number, and the name of the person or institute issuing the document or certificate etc.
- (iii) The Applicant will be registered as per the name on their Birth Certificate.
- (iv) A Sri Lanka Citizen, who resides overseas can send the application directly to the Law College through the Registered Post/Courier Service. (the attestation to be done at the Sri Lankan Consular Office/Embassy).
- (v) Do not use stapler pin or any other tools which cause damage to the scanner machines.
- (vi) The Laminated or altered documents/certificates may not be considered for admission.
- (vii) The **inquiries** with related to calling applications for admissions 2024 (2nd Intake) should be forwarded to registrations@slc.ac.lk

5. **Fees payable (nonrefundable):**

The Registration Fee must be paid to the Credit of “The Incorporated Council of Legal Education” (ICLE) Hatton National Bank Account No. 063020073300 at any branch of the Hatton National Bank (as per the given payment guidelines and we prefer online payments).

Please refer to the Extraordinary Gazette notification No. 2313/49 - Thursday, January 05, 2023, for the fee structure.

(a) Registration fees - Preliminary Year Students with foreign LL.B.

	<i>Fees (LKR)</i>
Admission Fee	75,000.00
Lecture Fee	25,000.00
Library Fee	5,000.00
Utility Fee	10,000.00
Identity Card Charges	2,000.00
Union Fee	500.00
Total Fee LKR	117,500.00

(b) Registration fees - final Year Students with LL.B. Degree from any University established or deemed to be established under the Universities Act, No. 16 of 1978 or General Sir John Kotelawala Defence University or Open University of Sri Lanka

	<i>Fees (LKR)</i>
Admission Fee	25,000.00
Identity Card Charges	2,000.00
Utility Fee	10,000.00
Union Fee	500.00
Library Fee	5,000.00
Examining Deed Book	5,000.00
Total Fee LKR	47,500.00

(c) Registration fees - Barrister Students with LL.B.

	<i>Fees (LKR)</i>
Admission Fee	75,000.00
Library Fee	5,000.00
Utility Fee	10,000.00
Identity Card Charges	2,000.00
Union Fee	500.00
Examining Deed Book	5,000.00
Total Fee LKR	97,500.00

Payment References must be entered as follows;

NIC Number <space> Payment Code <space>Name with Initials

Examples:-

if you want to pay Preliminary year Registration fee - **198828804541<space>RF<space>D.S. Perera**

if you want to pay Final year Registration fee - **198828804541<space>RT<space>D.S. Perera**

6. **You must note:**
If any information given by you is found to be incorrect, false or intended to mislead the Council of Legal Education, you are liable to be disqualified. If such information is discovered after admission, you are liable to be expelled from the College. Legal action can be instituted under chapter XVIII of the Penal Code and/or any other statute against you.

7. Some important instructions/steps to be followed, when submitting the application form along with the required documents;

Read the instructions carefully.

- (i) Check your eligibility and qualifications for admission as a student of Law College.
- (ii) If you are eligible, download the application form and print it on both sides of a white A4 size paper.
- (iii) Read carefully and furnish the relevant details in the application form legibly.
- (iv) Complete the application form by using a blue coloured, ballpoint pen.
- (v) Do not leave any items blank and if an item does not relate to you, write "not applicable".
- (vi) Check your names and the spellings carefully, and in case of any discrepancy between names in the Application form and your Birth Certificate, you are required to submit an Affidavit.
- (vii) Ensure that you place your signature and date on all pages of the application form.

8. **The applications may be rejected due to the following;**

- (i) Applications that are received after the closing date;
- (ii) Illegible applications;
- (iii) Submitting more than one application by the same applicant.
- (iv) Applications which are incomplete and/or scanned.
- (v) Failure to submit the required original/certified true copies with the original application form on or before July 05, 2024.
- (vi) Failure to submit the required original documents on the scheduled date (physical interview - which will be notified to you later in due course.)
- (vii) Applications that are not in handwritten form (a candidate for admission should fill out the application form in his/her handwriting).
- (viii) Unqualified applications **or** applications which are sent by email **or** any other mode of submission

9. If you require any further information/assistance, feel free to contact us.

The Unit Head,
Student Registration Unit,
Sri Lanka Law College,
244, Hulftsdorp Street,
Colombo 12.
T.P. Nos. 011-2331265 / 011-2473119
e-mail: registrations@slc.ac.lk