



OFFICE USE	
A/L 2021 / 2023 Batch	
Application Ref.	
Admission No.	

Zahira College

APPLICATION FOR ENROLLMENT FOR ADVANCED LEVEL (2021 - 2023)

Instructions for Parents:

Please read the application carefully and completely before you start filling it out.

1. The application should duly be filled in clear letters. Incomplete applications will not be processed.
2. Internal candidates must have the financial clearance before they apply for AL Admission
3. Application and Interview would not guarantee an admission. Only those who meet the minimum requirements of the college would be considered for admission.
4. Selected students would be notified in writing through an **Offer Letter** with payment details.
5. Once required payments are made, an **Admission Letter**, with Admission Number, will be issued.
6. Selected candidates should make the full payment of two years for the admission to be completed.
7. Students who choose **Science Stream** can apply for a full scholarship; if they meet minimum criteria of 5 'A's including Maths & Science. (refer to Scholarship Application)
8. Students who prefer hostel facility should apply for hostel separately. (Meet the Hostel Warden)

(A) Personal Details:

Student's Full Name			
Date of Birth: Y/M/D		Age @ 31 Jan Next Year:	
Permanent Address:			
District:			

Parents / Guardian	Father	Mother
- Name		
- NIC		
- Education		
- Occupation		
- Official Address		
- Contact No		
- Email		

(B) Academic Background - (G.C.E. (O/L) Results:

School Attended			
If Zahirian,	Adm No.:	Last Class:	Class Tr:
Year:	Medium:	Exam Index:	

SUBJECTS	GRADE	✓	Office Use		
			Grade Points	Summary	Sub Total
1) First Language & Literature (Sinhala Tamil)					
2) Mathematics					
3) Science					
4) Religion					
5) English			A (4)		
6) History			B (3)		
7) Business & Accounting 2 nd Language Civics			C (2)		
8) Literature: English Arabic Tamil Art Music			S (1)		
9) ICT Health Science Agriculture			W (0)		
Number of Subjects Passed					
Total Maximum Points - 36		Minimum Requirement for External - 20		9	36

(C) Minimum Requirements of the College for Admission to Different Streams:

Stream English Sinhala Tamil	Choices	Minimum Requirements (In addition to 06 Passes, including 1st Language & Mathematics with 03 Credits)		
		Mathematics - A	Science - B	
1 - Science (Physical)		Mathematics - A	Science - B	
2 - Science (Biological)		Science - A	Mathematics - B	
3 - Commerce		Business Studies - B	Mathematics - C	
4 - Technology (E Tech)		Mathematics - B	Science - C	
5 - Technology (B Tech)		Science - B	Mathematics - C	
6 - Arts		First Language - B	Mathematics - C	
7 - Vocational Stream		No special requirements		
ICT as a Subject		Maths - B	English - B	ICT - B

Steam and Subject Selection: Use ✓

SCIENCE			COMMERCE			ARTS			TECHNOLOGY		
1	Physics		1	Accounting		1	Media Logic Political Sci		1	Science for Technology	
2	Biology Com. Maths		2	Business Studies		2	Sinhala Tamil English Arabic		2	E. Tech B. S. Tech	
3	Chemistry ICT		3	Economics ICT		3	IC ICT		3	ICT	

* Offering certain optional subjects depends upon having *minimum 10 students per a class.*

(D) Other Considerations:

Bonus Points	Recommendations	Verified	Remarks
(A) Grade 05 Scholar?	School Principal		Marks:
(B) Discipline Clearance	VP & POD		
(C) Fees Clearance (O/L)	Chief Accountant		<i>Only for Internal Students</i>
(D) Sports Excellence	POG		
(E) CCA Excellence	VP - CCA		
(F) Hostel Facility Required?	Warden		

(E) Payment Details of Advanced Level:

	FEES	DETAILS	INTERNAL	EXTERNAL
1	Facilities Fees	Sinhala & Tamil : 3000 x 24	72,000	72,000
		English Medium: 6000 x 24	144,000	144,000
2	School Development Fund	-		15,000
3	Registration Fees	-		6,000
4	Security	-		3,000
5	P.T.A	-		2,000
6	Library	-		4,000
7	Computer Lab	1000 x 2	2,000	2,000
8	Science Lab Fees	3000 x 2	6,000	6,000
9	GIT Materials	Grade 12	1,000	1,000
10	Sports Meets & Activities	1000 x 2	2,000	2,000
11	Club Activities	1000 x 2	2,000	2,000
12	Examination Fees	400 x 6	2,400	2,400
13	Student Record Book	500	600	600
14	Stationaries & Printing	1000 x 2	2,000	2,000
Science		Sinhala & Tamil Medium	90,000	120,000
		English Medium	162,000	192,000
Non Science		Sinhala & Tamil Medium	84,000	114,000
		English Medium	156,000	186,000

(F) Pledge by the Parents and the Student

Prerequisites for the admission of A/L students

- (1) Coming to school before 7:15 am
- (2) Wearing college **uniform** and having a **haircut** appropriate to the school
- (3) Maintaining regular attendance to the college. Students who are absent for 03 or more consecutive days must bring a *Medical Certificate* (MC).
- (4) 80% attendance is compulsory for the student to apply as a school candidate, according to the circular of the Ministry of Education (MoE)
- (5) Not leaving the classroom without the permission of the class teacher
- (6) It is prohibited for students to exit to school during school hours without special permission from the Vice Principal / Deputy Principal / Principal.
- (7) It is compulsory to obtain satisfactory mark for individual and group projects
- (8) It is strictly prohibited for students to bring mobile phone or devices to the school
- (9) Sportsmen who do not attend the college in the morning will not be permitted to attend practices of the day, morning or evening.
- (10) It is compulsory for parents/guardians to attend Parents Teachers Meetings (PTM)
- (11) Participating in extra classes, seminars and other programmes organized by the school.
- (12) Dealing with Class Teacher / Sectional Head before escalating the issues to the Vice Principal / Deputy Principal or Principal or PTA members.

Disciplinary actions will be taken based on the complaints made by the class teacher and / or Sectional Head.

We accept the terms and conditions mentioned above and will abide by any decision made by the principal or the Disciplinary Committee of the College.

Name of the Student :- _____

Name of Parent / Guardian :- _____

Relationship to the Student :- _____

Address of Parent / Guardian :- _____

Tel. Number :- _____ Email Address: _____

Signature of the student

Parents/Guardian

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VERIFICATION:

No	Document	Description	Verified (✓)	Copies Submitted
01	Admission Application	Duly filled		
02	NIC of Parent / Guardian	Original & Copy		
03	Birth Certificate	Original & Copy		
04	NIC of Students	Original & Copy		
05	O/L Result Sheet	Certified Copy		
06	Sports / CCA Certificates	Original & Copy		

01	DECISION	Selected	Rejected		Pending
02	MEDIUM	English	Sinhala		Tamil
03	STREAM	Science	Commerce	Arts	Technology
04	SCHOLARSHIP	Full	Partial		No

	Name	Signature
Interviewed by (Tutorial Panel Members)		

Recommended By	Remarks		Signature
Sectional Head (A/L)	Screened Systematically		
Vice Principal (A/L)	Verified Thoroughly		
Deputy Principal (Academic)	Recommended	Not Recommended	
	Remarks:		
Principal	Approved	Not Approved	
	with Scholarship	without Scholarship	
	Remarks:		

Administration	Action		Name	Sign
Cashier	Paid in Full	Paid Partially		
	Full Scholarship	Partial Scholarship		
Admission Officer	- Entered into the System / EduCal - Copy Sent to SH for <i>Personal Audit Files</i>			
Sectional Head (A/L)	- Received Copies - Arranged Students Audit Files			