

Department of Examinations, Sri Lanka

General Certificate of (Ordinary Level) Examination - 2020

This time, every applicant should forward their applications through online method. Please note that it is compulsory to send the hard copy of the online application to the Department of Examinations, Sri Lanka by post. Facility to download the relevant details to complete the application is provided and that could be obtained by accessing the system of instructions. (Pay attention to 2.1)

Applications to appear as private candidates for the above examination will be accepted from 22nd July 2020 to 21st August. Every private applicant should read and understand this notice fully in a careful manner and then should fill and forward the application online. Special attention should be drawn to enter correctly the selected **town and subjects** to appear for the examination when completing the application. Late requests for amendments will not be entertained.

02. Applications:

After completing the application online in accordance with the given instructions and forwarding it, obtain the hard copy of it in PDF type. The hard copy with the signature of you and the Grama Niladhari of your division should be forwarded to the Department of Examinations, Sri Lanka by post. **Applicants those who do not forward the said copy to the Department of Examinations, Sri Lanka will not be allowed to appear for the Examination.**

Only those who have obtained the school leaving certificate could apply as private applicants. It is completely prohibited for anyone to apply for this examination as a private candidate while still being at school. If such a sitting is revealed, the examination result will be invalidated and they will be debarred from sitting any examinations in future.

- 2.1 **Accessing the system and technical instructions for examination applicants to complete the applications.**
 - i. Visit the official website of the Department of Examinations, Sri Lanka, www.doenets.lk in order to fill the application.
 - ii. Click the "Online Applications" icon. (tile)
 - iii. Private applicants will be able to apply for the examination by clicking the icon, "G.C.E (O/L) – 2020 Application for Student Registration (Private)"
 - iv. Examination applicants will be able to obtain technical instructions to complete the application by clicking the "Technical Instruction" icon in the Menu.

- 2.2. After 21st August 2020, you will not be able to apply for this Examination after completing the application online by examination applicants, the application should be printed on 28cm x 21cm (A4) size white sheet of paper utilizing both sides. **Applications should be sent by registered post to the address "Commissioner General of Examinations, P.O Box 1503, Colombo"** so as to receive on or before **21st August 2020**. Applications posted after the due date will be rejected.

- 2.3. **One applicant should forward only one application. When an applicant has forwarded more than one application, all such applications will be rejected and legal actions will be taken against him/her. If this type of fraudulent act is proved, even after the release of the results of the Examination, his/her results will be invalidated and relevant legal measures will be taken.**

03. Paying the Examination Fees:

Examination fees should be paid through post offices or bank cards (online payment)

- 3.1. If the payment is made through post office, select the “pay by post” icon under "payment method". Examination fees should not be paid through stamps or money orders. A receipt should be obtained by paying the due examination fee to any post/ sub post office in close proximity.

The receipt obtained so should be pasted under no.14 of the printed application. Provisions are made at all post/sub post offices in the island to issue such receipts from 22nd July 2020 to 21st August 2020.

- 3.2. Select the item “pay by credit/debit card” under “payment method” to make payments through bank cards (credit/debit cards)

- 3.3 Examination fees

No of Subjects	1	2	3	4	5	6 - 9
Charges in Rs	100/=	150/=	200/=	250/=	300/=	350/=

04. Only one application could be enclosed in one envelope. "**G.C.E (O/L) Examination – 2020, Town No and Town**" should be indicated on top left-hand corner of the envelope in which the application is enclosed. If a certain town does not have a sufficient number of applicants to establish an examination center, a town in close proximity will be given.

05. The subject and town you selected are very important. **Therefore, it is very important to reread the printed application with special care, check for the accuracy of the subjects, town and other information therein and it is quite important to make some other party to check and confirm the accuracy of the printed application before posting it.**

06. For any inquiry relating to the information given in your application and admission received by you to appear for the examination, you should visit the School Examinations Organization and Results branch of the Department of Examinations, Sri Lanka with the admission card, immediately after the receipt of the said admission card.

07. **Every private applicant should indicate their permanent address and they should not enter the name of the private or international school they study. They should also enter their private contact numbers.**

08. Proving Identity

It is compulsory to produce the National Identity Card or valid passport or valid driving license by candidates at the examination centre in order to prove their identity. Candidates should provide their identity card to prove their identity at each and every question paper they appear at the examination.

If an applicant doesn't possess a National Identity Card, he/she should get it prepared by forwarding an application immediately through Grama Niladhari to the Commissioner General of Registration of Persons.

09. It is compulsory to complete the sections given under “candidates with special needs”, if there are applicants with **special needs** who apply for this examination.

Indicate **visually impaired/hearing impaired/ an applicant with other special needs** in red colour on the top left hand corner of the application, forwarded on behalf of “**visually impaired/hearing impaired/an applicant with special needs**”

10. **Special attention should be paid:**

- 10.1. The examination fee paid on behalf of this examination will not be refunded in full or half, nor will it be transferred to any other examination.

- 10.2. **The examination centre or the applied medium or the applied subjects could not be changed under any circumstances after forwarding the applications for the examination. Therefore, you should complete the application properly.**

- 10.3. Applications of which the fee has been paid to post offices after the closing date of calling of such applications and applications received after the closing date will be rejected.

- 10.4. The applicants who apply for the following subjects which belong to the second subjects category should appear for the practical test after registering at a school named by the Commissioner General of Examinations. Applicants those who do not fulfil this requirement will not be granted the results even though they have appeared for the written examination.

- (40) Music (Oriental)
- (41) Music (Western)
- (42) Music (Carnatic)
- (44) Dancing (Indigenous)
- (45) Dancing (Bharatha)
- (50) Drama & Theatre (Sinhala)
- (51) Drama & Theatre (Tamil)
- (52) Drama & Theatre (English)

Contact through the following telephone numbers, if there is any inquiry to be made with respect to the above matters.

Telephone Numbers: 011-2784208/011-2784537

Fax Number: 0112784422

B.Sanath Pujitha
Commissioner General of Examinations

Ref. No: 6/4/OL/2020
School Examinations Organization & Results Branch
Department of Examinations, Sri Lanka
P.O Box 1503, Colombo
22 .07.2020