

SPECIMEN APPLICATION FORM

PUBLIC SERVICE COMMISSION

FOREIGN MINISTRY

OPEN COMPETITIVE EXAMINATION FOR RECRUITMENT  
TO GRADE III OF THE SRI LANKA FOREIGN SERVICE – 2020 (2021)

Medium of the Examination:  
(Please write the appropriate number in the cage)

(For office use only)

Sinhala - 2  
Tamil - 3  
English - 4

01. (i) (a) Last name with initials at the end (in English block capitals) : .....  
(Example: SUMANASIRI, E.D.C.B.A.)  
(b) Last name with initials at the end (in Sinhala/Tamil): .....  
(ii) (a) Full name (in English block capitals): .....  
(b) Full name (in Sinhala/Tamil) : .....

02. Address :  
(i) Residential (In English block capitals): .....  
(Admission Card will be posted to this address)  
(ii) Official : .....

03. Sex:  
(Please write the appropriate number in the cage)

Male - 0   
Female - 1

04. National Identity Card No. :

05. Language applied for as the subject of “language proficiency” as per 6.X.(e) of the *Gazette* Notification:  
(Sinhala – 2, Tamil– 3, English – 4) Please write the appropriate number in the cage.

06. Telephone Number:  
(i) Mobile :   
(ii) Official

07. (i) Date of Birth: Year :  Month :  Date :

- (ii) Age on the closing date of applications: Years :  Months :  Days :

08. Ethnicity :  
(Please write the appropriate number in the cage)  
(Sinhalese – 1, Tamil – 2, Indian Tamil – 3, Muslim – 4, Other-5)

09. Civil status:

Please write the appropriate number in the cage

Single – 1 ☐  
Married – 2 ☐

10. If you have sat for an examination for appointment to the Sri Lanka Foreign Service previously, state the year/years:

(a) .....

(b) .....

(c) .....

11. If you are a graduate holding a post in the Public Service, please state the name of the position: .....

12. Details of the University Degree: (Please read paragraph 2 (I) of the notification carefully to ascertain whether you are qualified in this respect) :

(i) Name of the University/ Institution : .....

(ii) Name of the Degree : .....

(iii) Date of awarding : .....

(iv) General/Special : .....

(v) Subjects : .....

(vi) Class : .....

13. If you possess any other academic/professional qualifications (Postgraduate Degree/ Diploma/ Proficiency in Foreign Languages etc.), please give details below :

.....  
.....  
.....  
.....  
.....

14. Details of the receipt received by you on the payment of the examination fee:

(i) Post office where the examination fee was paid: .....

(ii) Receipt number and date: .....

(iii) Amount paid: .....

Please affix the receipt here  
(Keeping a photocopy with the applicant will be useful)

15. Declaration of the Applicant:

I do hereby declare that the particulars furnished by me are true and accurate. I am also aware that if any particulars given herein is found to be incorrect or false, I am liable to be disqualified if discovered before selection and, to dismissal if discovered after selection. I further declare that, I abide by the rules and regulations imposed by the Commissioner General of Examinations in respect of conducting the examination and issuing the results.

.....,  
Signature of applicant.

Date : .....

16. Attestation of the signature of the applicant:

I do hereby certify that Mr./Mrs./Miss ..... who is forwarding this application is known to me personally and that he/she placed his/her signature before me on ..... he/she has paid the prescribed examination fee and has attached the receipt herein.

.....,  
Signature of the officer attesting.

Date:.....

Full name of the officer attesting :.....

Designation :.....

Address :.....

(Please confirm by placing the official stamp)

17. *Certificate of the Head of Department* :

(Only for candidates who are already in the Public Service/Provincial Public Service)

I have ascertained that during 5 years/..... years preceding ..... Mr./Mrs./Miss ..... has (a) earned all his/her increments (b) has not been subjected to any form of disciplinary punishment (other than warning).

I certify that the particulars given in the application are correct and he/she has paid the relevant examination fees and attached the cash receipt herein.

This officer, if selected, can be released from his/her present post immediately.

.....,  
Signature and the Designation of the Head of the Department.

Date: .....