**Requesting Post Graduate Academic Transcripts or**

**Post Graduate Verifications.**

Please send your request letter along with the application form to the Deputy Registrar, Faculty of Medicine, University of Peradeniya or email to [dr.medicine@med.pdn.ac.lk](mailto:dr.medicine@med.pdn.ac.lk)

Please attach the below mentioned documents along with the letter of request

* payment slips
* Copy of the HDC letter of registration/ Student ID
* Copy of the provisional certificate / Degree Certificate
* Copy of the National Identity Card/ Passport
* Details of the Recipient

**Charges**   
 Local transcript charges - Rs.3,000/-  
 Foreign transcript charges - Rs.5,000/-

 Other verification charges - Rs.5,000/-

**Methods of Payment**

The amount should be paid to the

Shroff, Accounts Branch, Faculty of Medicine, University of Peradeniya.   
 or

Peoples’ Bank, Peradeniya Branch

Account No. - 057-100-111-338033

Account Name - Faculty of Medicine, University of Peradeniya

**Postal**

The Higher Degrees Committee is not providing the postal facilities for any reason. Candidate should arrange the courier service and pay for it.

**For more details, please contact**

Deputy Registrar, Faculty of Medicine, University of Peradeniya

0812-396201 / 0812-055163

\*Please note that urgent requests cannot be entertained and the relevant documents will be issued within two weeks.