



ANNEX 'A' TO
 KDU/HQ/A/92 (63)
 DATED 18 /01/2023

GENERAL SIR JOHN KOTELAWALA DEFENCE UNIVERSITY
 KANDAWALA ESTATE – RATMALANA

APPLICATION FOR DAY SCHOLARS TO ENTER/DEPARTURE KDU PREMISES BEFORE/
 AFTER INSTITUTE TIMING OR ENTERING UNIVERSITY PREMISES DURING
 WEEKEND/PUBLIC HOLIDAYS

PART – I

1. Requested Made By:
 a. Faculty :
 b. Name :
 c. Designation:

2. Date & Time : From Hrs. / /
 To Hrs. / /

3. Justifiable Reason :

4. Student Details :

| S/N | Student's Name | Gender | Intake | Registan No | KDU ID No |
|-----|----------------|--------|--------|-------------|-----------|
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |

5. Details of military/civil academic staff who supervise Day Scholars:

PART - II - RECOMMENDATION

5. Recommended/Not Recommended.
 6. Remarks :

Date :

HOD

Date :

DEAN

PART - III - APPROVAL

7. Approved / Not Approved / Recommended Special Approval.

8. Remarks :
.....
.....

Date:.....

.....
ADJUTANT

PART - IV - SPECIAL APPROVAL

9. Approved / Not Approved / Recommended Special Approval

10. Remarks :
.....
.....

Date:.....

.....
DVC (DEFENCE & ADMIN)

11. Approved / Not Approved

12. Remarks :
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Date:.....

.....
VC