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எமது இல. }
My Number }

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Your Number }

දුරකථනය : } 021-2222294
தொலைபேசி : } 021-2222483
Telephone : } 021-2222006



ශාසනය විශ්වවිද්‍යාලය, ශ්‍රී ලංකාව
யாழ்ப்பாணப் பல்கலைக்கழகம், இலங்கை
UNIVERSITY OF JAFFNA, SRI LANKA

න.ප.අංකය 57
திருநெல்வேலி
சாசනය.

த.பெ.எண் 57
திருநெல்வேலி,
யாழ்ப்பாணம்

P.O.Box 57,
Thirunelvely,
JAFFNA

Application to Establish New Endowments, Scholarships, Gold Medals and Prizes

University of Jaffna

The purpose of submitting this application is to ensure the University complies with its responsibility to properly establish, manage and administer endowments.

1.	Title of the Endowment: Department / Faculty:	
2.	Type of the Endowment: ➤ Endowments ➤ Scholarships ➤ Gold Medals ➤ Prizes	
3.	Details of the Endowment: a. The objective of constituting the Endowment b. The title proposed for the Endowment c. Proposed criteria to select the awardees for Endowment d. Profile of the donor (Individual/Organization)	
4.	Details of the Donor: a. Name b. Designation c. Contact Address d. Contact No e. Email ID f. Detail of Next of Kin g. Detail of fund resource donated to the above endowment	
5.	Detail of capital investment for the Gold Medal/Cash Prize: a. Minimum deposit for Gold Medal-Rs.600,000 b. Minimum deposit for Cash Prize-Rs.200,000 (Senate and Council approved amount-Revisable time to time)	
6.	Approved Title and Criteria: a. Senate/Council approved title of the Gold Medal/Prize. (Name of the Gold Medal/Cash Prize) b. Approved criteria for awarding Gold Medal/Cash Prize	
7.	Approval Process: a. Date of receipt of the request from the donor b. Date of recommendation of the Department and Faculty Board c. Date of recommendation of the Endowments, Scholarships, Gold	

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	<p>Medals and prizes Committee</p> <p>d. Date of Approval of the Senate and Council</p> <p>e. Date of sending the decision to Donor/Faculty /Exam Branch and Finance Branch. (Finance Branch of the University will provide the bank account detail to deposit the money after the approval of the Senate and Council)</p> <p>f. Date of receipt of the endowment fund</p> <p>g. Detail of deposit of the fund in the fixed deposit</p> <p>i. Name of the Bank :</p> <p>ii. Amount :</p> <p>iii. Rate of interest :</p> <p>iv. Renewal process/Renewal amount, Detail of accumulating the annual interest as per the criteria</p> <p>v. Stabilization fund deposited on:</p>	
8.	<p>Detail of Memorandum of Agreement/Memorandum of Understanding related to the above Endowment (if any):</p> <ul style="list-style-type: none">➤ Date of Faculty Board recommendation➤ Date of recommendation of the Endowment Committee➤ Date of approval of the Senate➤ Date of approval of the Council➤ MoA/MoU signed on:	
9.	<p>Detail of Gold Medal/Cash Prize:</p> <p>i. Gold Medal with Certificate</p> <ul style="list-style-type: none">➤ Specification of Gold Medal<ul style="list-style-type: none">• Thickness : 3mm• Diameter : 2"• Tag : Blue color tag to be attached with medal• Velvet box with University Emblemii. Cash Prize with Certificate<ul style="list-style-type: none">➤ Specification of Cash Prize<ul style="list-style-type: none">• Cash Prize Amount: Rs.• Detail of Certificate:	
10.	<p>Publishing the detail of the Gold Medal/Cash Prize-The proposed citation of the Gold Medal/Cash Prize should be published in the students' handbook of the Faculty and Faculty website.</p>	

Prepared by: Academic Affairs and Publication Branch