

## **Implementation of one day and normal services for issuing certificates**

It is hereby notified that the one day service is available on every working day and the payments for certificates are accepted from 09.00 a.m. to 03.00 p.m. on aforesaid days. Applications for certificates of year 2001 and subsequent years can be submitted via online through [www.doenets.lk](http://www.doenets.lk) or <https://certificate.doenets.lk> and certificates of preceding years can be obtained by submitting an application under one-day service or normal service by visiting the Department Examinations. However, it is informed to refrain from sending requests via e-mail with effect from 22.11.2022 and further informed that such e-mails will not be considered.

Further, certificates will be issued only to the actual owner of certificates and issuing certificates to the particular owner's mother, father, spouse or children will be considered only under acceptable reasons on proving the identity with appropriate documents. When applying or receiving Certificates, it is mandatory to produce a valid identity document (National Identity Card/ valid Passport/ valid Driving License) of the owner of certificate to affirm entitlement to the particular certificates and furthermore, Birth Certificate/ Marriage Certificate should be submitted when required.

Issues regarding any difference in the candidate's name cited on certificate in comparing with the identification should be directed to School Examinations Organization and Results Branch for name revisions.

The index numbers will be issued after 10 working days from the submission of application under the service category of searching index numbers.

Submitting a valid Passport is mandatory for issuing certificates in related to the Australian Visa requirements and the valid Passport along with its photocopy should be attached when submitting applications.

The Department of Examinations will not take responsibilities with regard to the index numbers and certificates not collected within 03 months from the date of submitting applications and it is informed that the applicants should re- pay and apply for such index numbers and certificates after prescribed period.

**L.M.D. Dharmasena**

Commissioner General of Examinations