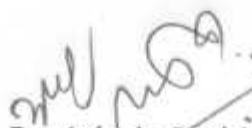


NOTICE

Allocation of Work

For the smooth functioning of the admin work, the following staff will be responsible for the duties listed below:-

1. Mr. Shehan Perera – Mr. Perera will be responsible for maintaining and monitoring the Virtual Learning Environment (VLE). All student queries relating to learning modules, uploading study material, interaction with the lecturers etc., will come under him.
2. Ms. Srinika Raigamkorale – Ms. Raigamkorale will be responsible for the Examination Department. The Examination Department WILL NOT entertain any query/ies relating to exams.
3. Mr. Peter de Silva (Registrar) – Mr. Silva will attend to all student queries, including their enrolment, registration, examinations, academic calendar, sending necessary student reports/results to the SC, notices etc.


Dr. Athula Pathinayake
Principal

November 24, 2021