

**Eastern University, Sri Lanka**  
**Diploma in Early Childhood Development and Pre-School Education**  
**2020/2021**  
**Faculty of Arts and Culture**

**Guidelines for Online Application**

**Centre for External Degrees and Extension Courses**

1. Visit <http://www.cedec.esn.ac.lk/decdpe>

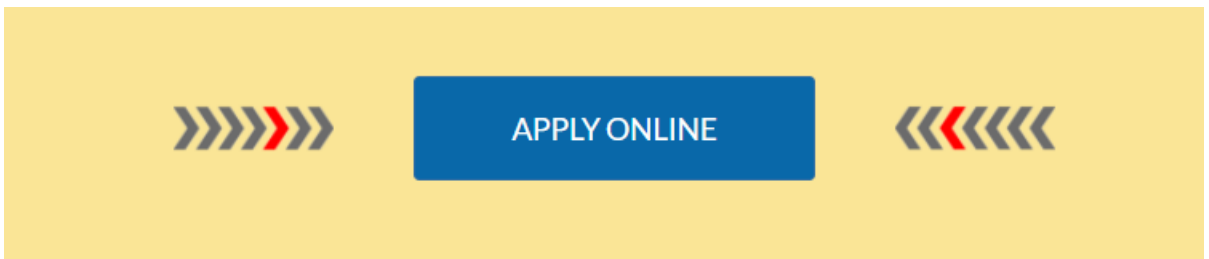


2. Read the instruction, guide and advertisement attached in the website.



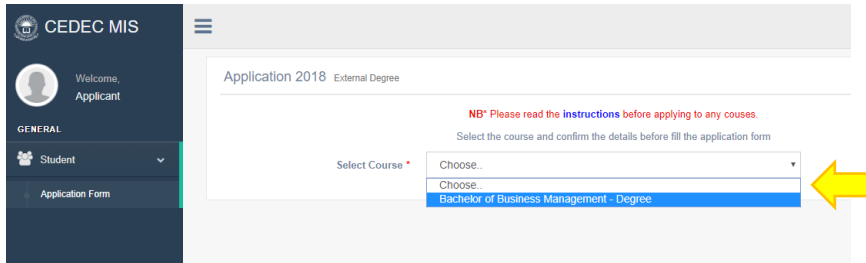
3. Download and print Paying-in-Voucher (PIV) form. Pay Rs. 1,000.00 to the following account.  
Bursar/EUSL, **227-1-001-9-0000-390** /People's Bank, Chenkalady.

4. The following documents (Scanned copies) should be submitted along with the Online Application Form. *(Scanned file size must be less than 1MB and image format and image should clear)*
- Educational qualifications (O/L, A/L) – Front pages
  - Any other relevant qualifications.
  - University copy of Paying-in-Voucher (PIV).



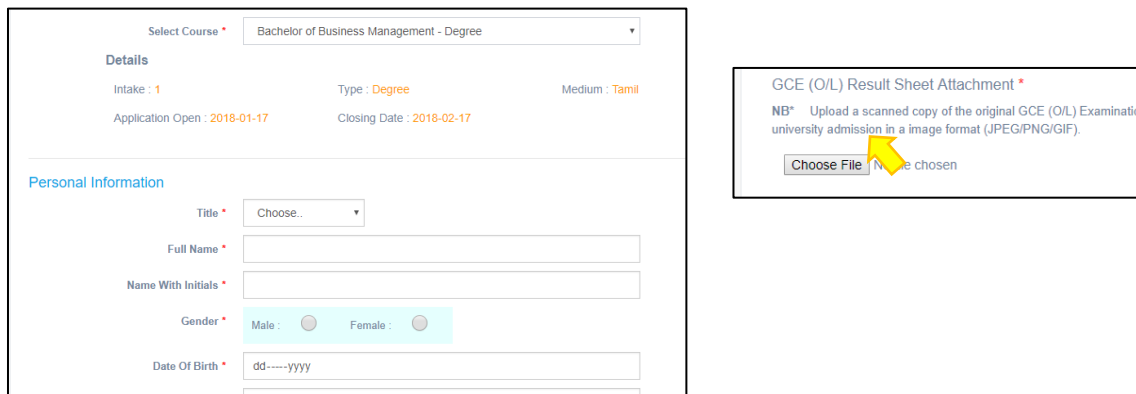
5. Click **Apply** button to fill the online application form.

6. Online Application Form – Select your course first





The screenshot shows the CEDEC MIS application form. On the left, there is a dark blue sidebar with the CEDEC MIS logo and a user profile section. The main content area is titled "Application 2018 External Degree". Below the title, there is a red notice: "NB\* Please read the instructions before applying to any courses." and a sub-instruction: "Select the course and confirm the details before fill the application form". A "Select Course" dropdown menu is open, showing "Bachelor of Business Management - Degree" selected. A yellow arrow points to this dropdown menu.

7. Fill the form with relevant information with a **valid email address** (Your personal email not others or shop) and attach scanned documents.



The screenshot shows the application form with the "Select Course" dropdown set to "Bachelor of Business Management - Degree". The "Details" section includes "Intake : 1", "Type : Degree", "Medium : Tamil", "Application Open : 2018-01-17", and "Closing Date : 2018-02-17". The "Personal Information" section has fields for "Title", "Full Name", "Name With Initials", "Gender" (with radio buttons for Male and Female), and "Date Of Birth". To the right, there is a "GCE (O/L) Result Sheet Attachment" section with a red asterisk, a notice: "NB\* Upload a scanned copy of the original GCE (O/L) Examination university admission in a image format (JPEG/PNG/GIF).", and a "Choose File" button. A yellow arrow points to the "Choose File" button.

8. To add O/L and A/L result use  button to add more fields. To remove any additional fields, use  button.

9. Before click submit button, please read and tick Declaration.

**Declaration by the applicant**

1. I certify that the above information furnished by me are true ar
2. I am aware that in the event of the any information being foun

I hereby agree to abide by all rules and regulations appli that in the event of violations of any regulation on my pai

10. Finally recheck all the details you filled and click **Submit** button and wait few seconds until you get notification.

11. You will get a success notification, and your completed application will be sent to your e-mail. If you reach a failure notification, try again or contact us.

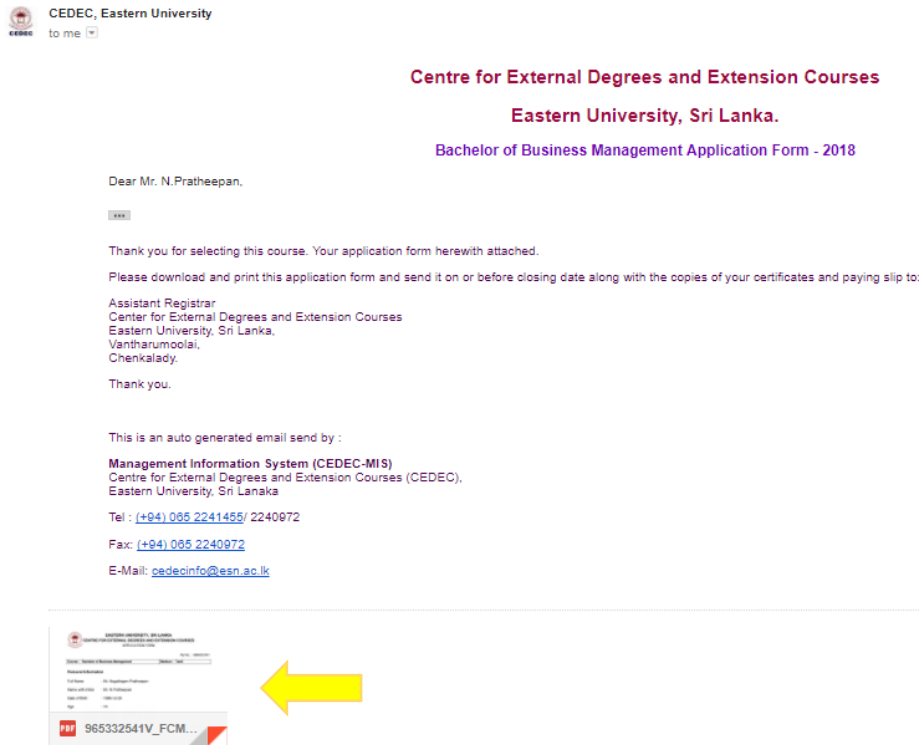
**NB\* Please read the instructions before applying to any courses.**

Select the course and confirm the details before fill the application form

Select Course \*

**Success : Your application successfully added. Email notification sent to your email.**

12. Open your e-mail and download the attachment of your completed application from the inbox.



13. The candidate should also send printed application (Hard copy) that you downloaded (*from your email*) along with the copies of relevant documents and University copy of PIV, to the following address,

Assistant Registrar,  
Centre for External Degrees and Extension Courses,  
Eastern University, Sri Lanka,  
Vantharumoolai,  
Chenkalady

\* Please mention as **“Diploma in Early Childhood Development and Pre-School Education - 2021”** on the upper left corner of the envelope.

**Closing Date: On or before 28<sup>th</sup> December 2021**

*\*If you get any trouble while applying online, feel free to contact us via email to [cedecinfo@esn.ac.lk](mailto:cedecinfo@esn.ac.lk)*