## **Procedure to apply for Laptop Computer Loans**

Students those who wish to apply for special loan scheme to purchase a Laptop Computer should submit following documents to the Bank (BOC or Peoples' Bank)

- 1. Duly filled Application Form
- 2. Studentship letter to verify the studentship
- 3. A quotation obtained from a Computer Vendor
- Application Forms could be obtained from the relevant Bank or could be downloaded from the website of the Welfare Division (www.welfare.sip.ac.lk)
- Studentship letters for Faculty of Humanities and Social Sciences and Faculty of Applied Science are issued by the Academic, Student Affairs & Publication Division of the University.
- Students of the Faculty of Management Studies and Commerce should apply studentship letter through website of the Examination Unit of the Faculty.
- Studentship letters for other Faculties are issued by the relevant Faculties

New entrants are requested to visit University Grants Commission's web site: <a href="https://www.ugc.ac.lk">https://www.ugc.ac.lk</a> to obtain more information regarding this.

Senior Assistant Registrar Student Welfare Division