NOTICE to All BBA Students

Faculty of Management, University of Peradeniya

Student Record Book Endorsement for the Semester I 2024/2025 Academic Year

The students are requested to do the followings for Student Record Book Endorsement.

1. Download the two sides of the paying voucher from the Faculty of Management Moodle or Learning Management System (LMS) and get it printed, or otherwise Paying Vouchers and Registration Forms are available at the Office of the Dean.

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5. Academic Year		6. Semester	
7. Degree	RUA	Specialisation	
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Flyace send this copy to People's Bank University Branch/Bank of Ceylon University Branch, once Psyment is made.		 Please Handover this copy to the relevant office of the University of Peradentys. 	

- 2. Fill the details in the **Course Registration Form** and **Student Record Book**.
- 3. Fill the **payment voucher** and do the relevant payments to the nearest bank. Payment details are also uploaded in the LMS.
 - > Registration fee for Semester Rs.500.00 (without retake Courses)
 - > Retake Course Rs. 100.00 (per course)

(First Year Student do not require to pay Semester Fee for First Semester)

- 4. Submit the Filled Payment Voucher, Course Registration Form and Student Record Book for the semester registration to the registration counter of the Dean's Office at the Faculty of Management for endorsement of Students Record Books. Keep a student copy of the voucher with you for future references.
- 5. Students should have Logged into the Learner Management System (LMS) by now and registered for the courses you are following for the current semester and for any subject you are retaking using the following link of the Learner Management System before you come to the registration counter. (http://mis.mgt.pdn.ac.lk/)

You should submit the above documents on the following days for endorsement with relevant documents.

1000 Level - 29th May 2025 from 9.00 am to 3.00 pm

2000 Level - 30th May 2025 from 9.00 am to 3.00 pm

3000 Level - 2nd June 2025 from 9.00 am to 3.00 pm

4000 Level - 3rd June 2025 from 9.00 am to 3.00 pm

If any clarification or more details are required, please contact 081239400.

★★★ Kindly note that Student Record Book endorsement is very essential

for sitting the Examinations. ***

Senior Assistant Registrar

Faculty of Management

28.05.2025

W.V. Lakshman Kumara
Senior Assistant Registrar
Faculty of Management
University of Peradeniya
Peradeniya, Sri Lanka