

IMPORTANT NOTICE

Exam Applications for Semester 1 Examinations

(Applicable for 2022 new intake local students only)

Examination applications are now open for the semester 1 exams of the BIT Programme for the academic year 2022.

Please read the instructions given below carefully before you fill the exam application.

1. Exam application is available at the BIT website (<http://exam.bit.lk/>).
2. Tentative exam schedule is as follows:

	Semester	Exam Date	Exam Centre
SEM 1 EXAMINATIONS	✓ Semester 1 Exams	18 th & 19 th February 2023	Colombo, Galle, Kandy, Jaffna

3. Once you log in to the online exam portal you have to select the relevant semester and the exam centre in which you wish to sit for the exam.
4. Once the semester is selected, mark the courses you need to sit and proceed for the payment method. You can pay the examination fees **ONLINE** using credit or debit card or through the **BANK**. Please refer <http://bit.lk/index.php/about-bit/fees-payment-methods/> for examination fees. **(Please note that once you select the payment method it cannot be reversed.)**

Instructions for bank payments
Select the bank payment method in the payment section of the application.
Download the voucher which has four copies.
Pay the application fee to the EDC account number printed on the voucher at any Peoples' Bank branch.
Make sure the electronic encryption is clearly visible in the payment voucher for authentication purposes.
Upload the voucher at the relevant section of the exam application and fill the bank details in the given fields accurately.
Proceed for the completion of the exam application.

Instructions for online payments
Select the online payment method in the payment section of the application.
Read the instructions given on the page carefully.
Proceed to the online payment gateway.
Fill the Credit/ Debit card information accurately on the given fields
Proceed for the completion of the online application

5. Once the payment is successfully completed, the system allows you to download and print the Exam Application Form.
6. Please note that, if you are applying for more than one semester examinations (i.e.: Sem 5 or/and Sem 3 or/and Sem 1), separate examination applications have to be filled. Examinations fees also have to be paid with separate bank vouchers for each semester examination.

7. Deadline for submitting the Semester Examination Applications is 25th November 2022

8. Duly filled **printed and signed Examination Application Form** and the EDC copy of the payment voucher (for online payments no voucher is needed) should be sent by post or hand delivered to **Assistant Registrar, External Degrees Centre, University of Colombo School of Computing, No. 35, Reid Avenue, Colombo 00700** on or before the closing date.
9. Please mention "**BIT-Exams 2022-Sem 1**" on the top left corner of the envelope containing the Exam Application Form.
10. **For all the payments done after the deadline, a surcharge fee will be added. Please note that, the surcharge fee is double the relevant fee.**

Students who has failed to renew their 2022 year registration on or before the given deadlines, are not allowed to apply for the semester examinations, enhancement examinations, online assessments or project evaluations.

Admission Cards will be published two weeks prior to the examinations. Please be aware that, the admission cards will not be sent by post. Admission Cards will be sent to your VLE and you are required to download it and get it attested before you come to the examinations.

**Assistant Registrar,
External Degrees Centre,
University of Colombo School of Computing,
No. 35, Reid Avenue,
Colombo 7.**

Tele : **011-4720511, 512, 513**
Fax : **011- 2587239**
Web site : **www.bit.lk**
Inquiries : **aredc@ucsc.cmb.ac.lk**

[Online Examination Application Form is available here](#)

