

Convocation Supplication

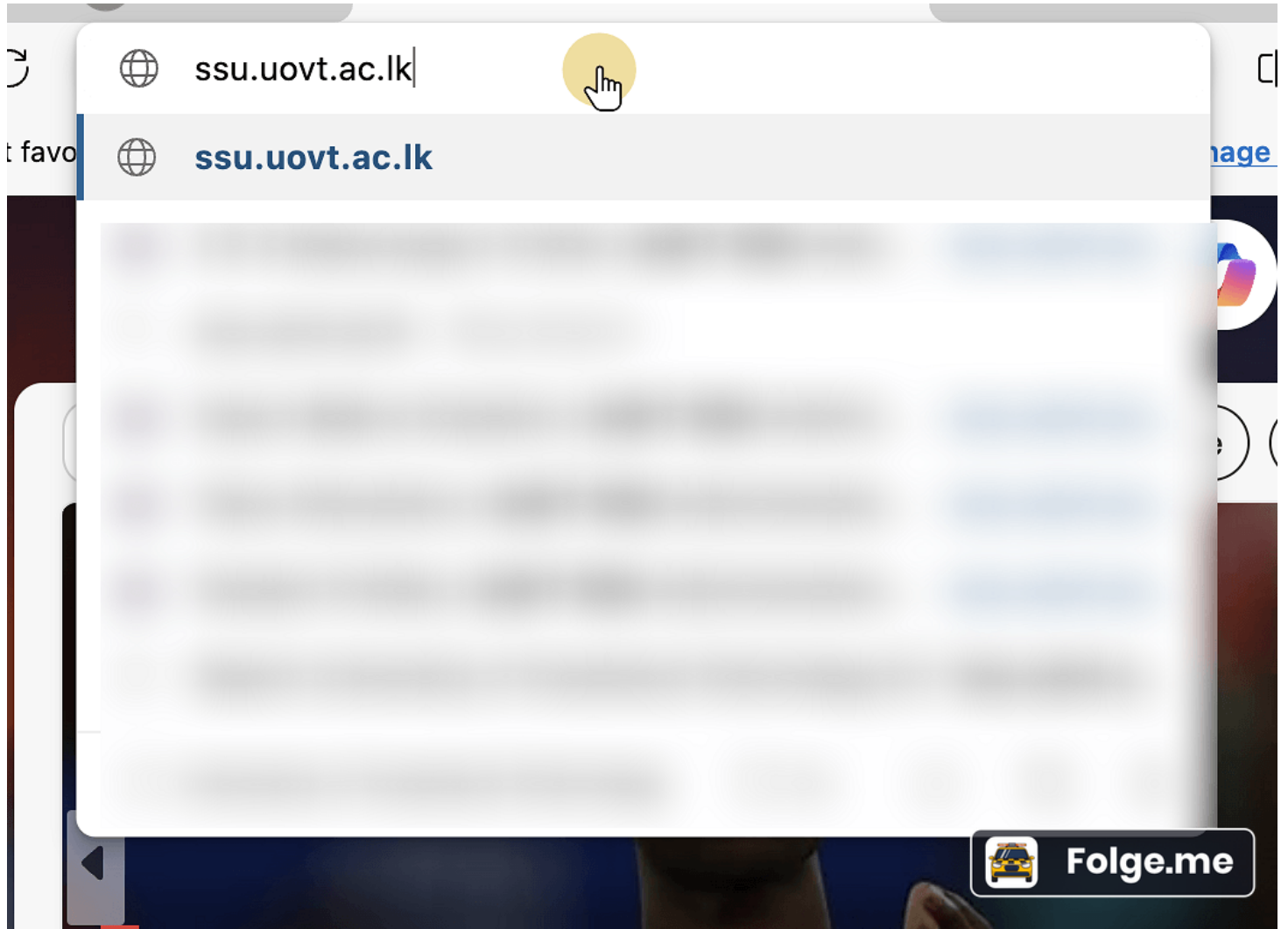
Instruction Manual on filling the application

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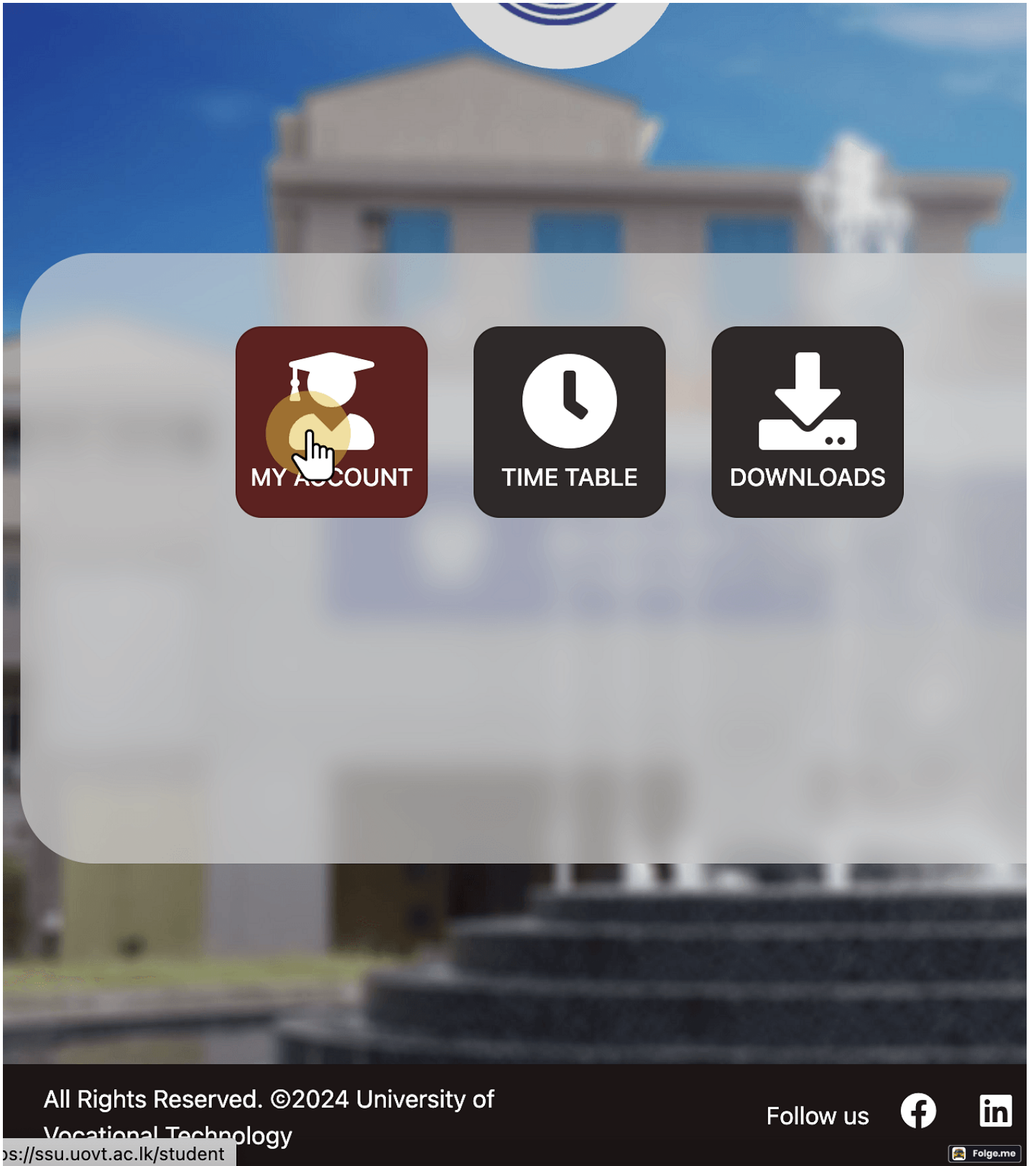
1 Go to ssu.uovt.ac.lk	3
2 Click "MY ACCOUNT"	4
3 Please enter your user name and password	5
4 Click "Click here" to change your password.	6
5 Click "Click here" to update your profile.	7
6 Click "Click here"	8
7 Fill all your details here.	9
8 Agree to Terms and Conditions.	10
9 Click "Submit"	11
10 Click "Yes"	12
11 Check your emails and Act accordingly.	13

1 Go to ssu.uovt.ac.lk

ssu.uovt.ac.lk

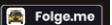


2 Click "MY ACCOUNT"



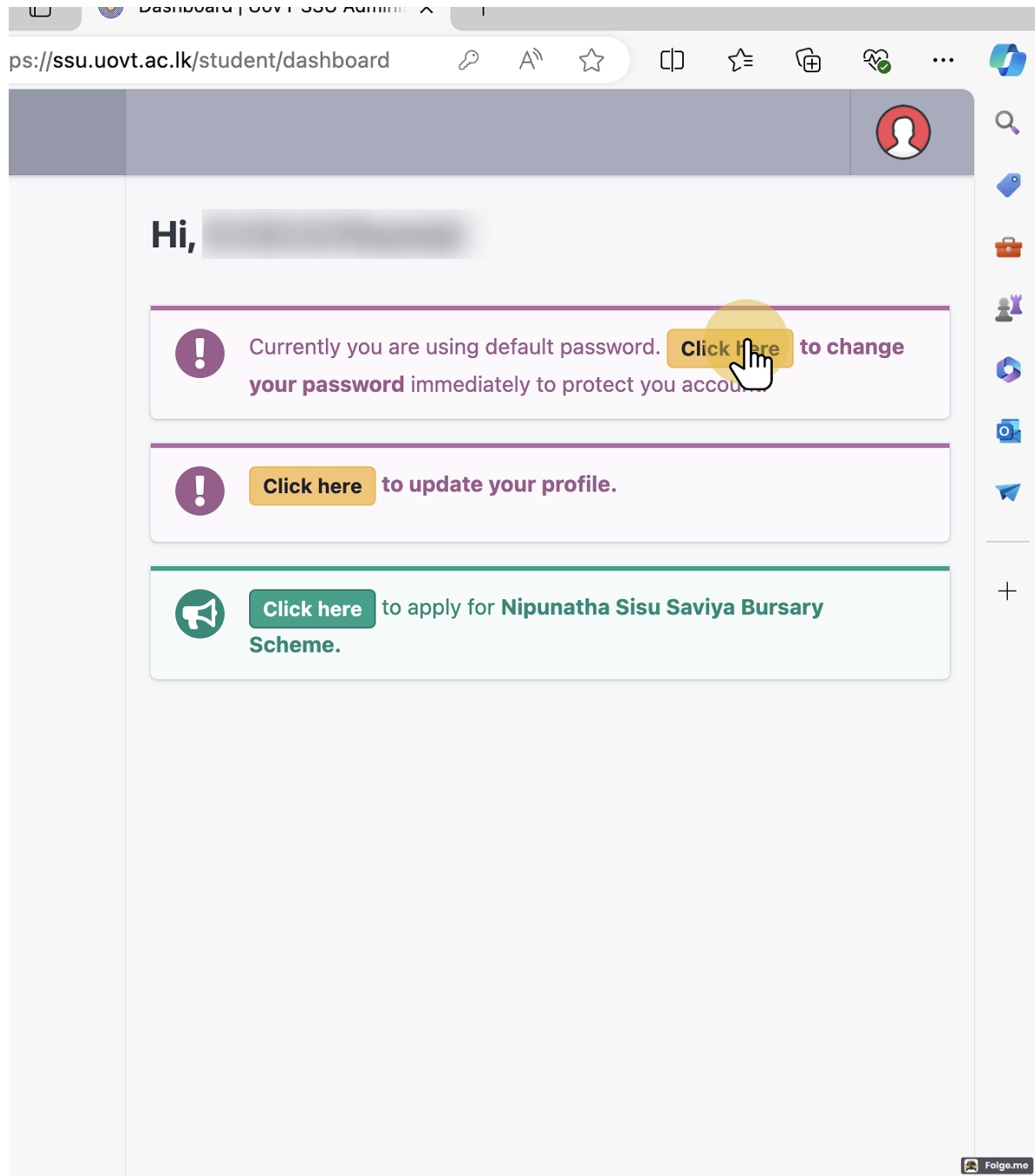
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4 Click "Click here" to change your password.

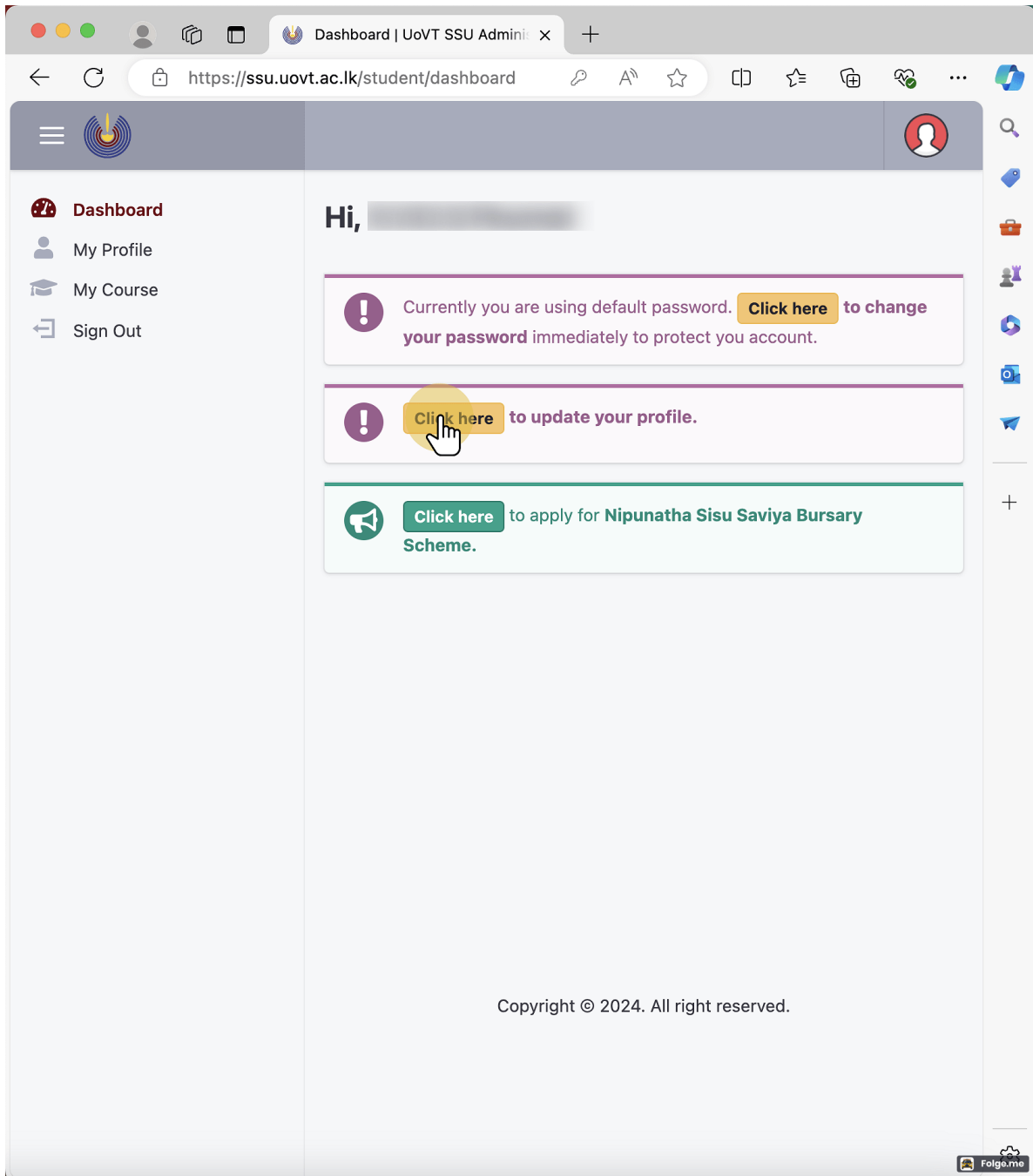
This step is not mandatory.



The screenshot shows a web browser window with the URL `ps://ssu.uovt.ac.lk/student/dashboard`. The dashboard header includes a search icon, a profile icon, and a notification bell. The main content area displays a greeting "Hi, [blurred name]" followed by three notification cards. The first card, with a purple border and an exclamation mark icon, contains the text: "Currently you are using default password. **Click here** to change your password immediately to protect you account." A yellow circle highlights the "Click here" button, and a hand cursor is positioned over it. The second card, also with a purple border and exclamation mark icon, says: "Click here to update your profile." The third card, with a green border and a megaphone icon, says: "Click here to apply for Nipunatha Sisu Saviya Bursary Scheme." A "Folga.me" watermark is visible in the bottom right corner of the dashboard area.

5 Click "Click here" to update your profile.

Enter the required details here. This step is mandatory.




The screenshot shows a web browser window displaying a student dashboard. The browser's address bar shows the URL <https://ssu.uovt.ac.lk/student/dashboard>. The dashboard has a dark grey header with a logo on the left and a user profile icon on the right. A left sidebar contains navigation links: Dashboard, My Profile, My Course, and Sign Out. The main content area features a greeting "Hi, [redacted]" followed by three notification boxes. The first box contains a warning icon and the text "Currently you are using default password. [Click here](#) to change your password immediately to protect you account." The second box contains a warning icon and the text "[Click here](#) to update your profile.", with a yellow highlight and a hand cursor pointing to the link. The third box contains a megaphone icon and the text "[Click here](#) to apply for Nipunatha Sisu Saviya Bursary Scheme." The footer of the dashboard includes the text "Copyright © 2024. All right reserved." and a small "Folgo.me" logo in the bottom right corner.

6 Click "Click here"

Please complete all due payments to activate the application.

My Course

Sign Out

 Currently you are using default password. [Click here](#) to change your password immediately to protect you account.

 [Click here](#) to apply for Nipunatha Sisu Saviya Bursary Scheme.

 [Click here](#) to apply for Convocation for the Graduates of UoVT - 2024.

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7 Fill all your details here.

Application for Convocation for the Graduates
University of Vocational Technology

Details of the Certificate Awardee

Full Name *
T

Registration No. *
[Redacted]

Email Address *
[Redacted]

Contact No.
[Redacted]

Permanent Address *
[Redacted]

Do you have any due payments to UoVT? * No Yes

How would you intent the degree be conferred? * In Presence In Absentia

Folge.me

8 Agree to Terms and Conditions.

Name

NIC

Person 02

Name

NIC

All the information provided in the above sections are accurate to the best of my knowledge.




9 Click "Submit"

Person 02

Name

NIC

All the information provided in the above sections are accurate to the best of my



10 Click "Yes"

The screenshot shows a web browser window with the URL <https://ssu.uovt.ac.lk/student/apply/convocation>. The page is for a student named K.V.G.S. Peumal. The form contains the following fields and options:

- Permanent Address: test
- Do you have any due payments to UoVT? * No
- How would you intent the degree be conferred? * In Presence In Absentia
- Details of persons, who wish to participate in the Convocation with you:
 - Person 01**
 - Name: [Empty]
 - NIC: 542534525
 - Person 02**
 - Name: 542525245
 - NIC: 5425245245
- All the information provided in the above sections are accurate to the best of my knowledge.
-

A modal dialog box is displayed in the center of the screen with the following text:

You will not be able to edit your form any further if you submit.
Are you sure that you want to submit now?

Below the text are two buttons: "Yes" (highlighted with a hand cursor) and "No".

At the bottom right of the page, there is a "Folge.me" logo and a copyright notice: "Copyright © 2024. All right reserved."

11 Check your emails and Act accordingly.

If you have successfully submitted the application, you will receive an email with a PDF attachment of the submitted application.

You need to sign the form and submit it to Students' Services Unit.