

**Supplanted Final List of Instructions for the Applicants for the post of
Primary Prefect 2020**

- Due to the prevailing pandemic situation in the country, applicants from Gampaha District can submit their application via E-mail.
- Applicants who are E-mailing their Applications should **E-mail** the application to prefects@royalcollege.lk and others should submit the application to the primary prefect application box at the junior gate security post. All applications should be handed over before 1.00pm on the 11th of October. **No application will be accepted after the above-mentioned deadline.**
- When E-mailing the application **it is mandatory to mention the applicant's Admission number as the Subject.**
- The Email which is mentioned in the application must be used when submitting the application online.
- It is compulsory to bring a hard copy of their application to the interview if applicant has submitted the application online.
- If any undue influence or pressure is found, through reasonable evidence, to have been applied through external or third parties during the selection process, the appointment of the respective Primary Prefect is liable to be subject to further scrutiny and penalizations can include, but are not limited to, being removed from the list. (Example: Undue telephone calls, messages, canvassing)
- Any form of forgery with regards to Certificates and Signatures will lead to the immediate disqualification of the applicant.
- The date for the interview will be informed to all applicants through notices or phone calls. (please provide a functional telephone number in the application for easy contact)
- Only short-listed Primary Prefect applicants will be called for interviews.
- It is compulsory to be present for special duties even on a short notice as it is an essential duty of a Primary Prefect.
- The final decision will be taken by the Principal of Royal College.

Principal.

Further Clarifications Regarding the Primary Prefect Application

The following areas will be considered:

- Sporting/cub scouting activities (Section 9 & 12) performed and achievements obtained related to college* and representing college**.
- Activities in Clubs & Societies (Section 10) performed and achievements obtained related to college* and representing college**.
Example: Language activities, Mathematics competitions, Aesthetic activities, etc.
- Participation in important college events (Section 14)
Example: Fitness Run, March Past at the Sports Meet, Cycle Parade, Royal Walk, Drill Display etc.
- Any activities not mentioned elsewhere on this application but are related to Royal College can be mention in this section. (Section 15)
- Posts of leadership (Section 16)
Example: Class Monitor, Class Record Monitor, Subject co-coordinator, Quality Circle leader, Quality Circle member, Sports Age Group Captain, Sports Age Group Vice Captain, Junior Committee member, Band Leader, Junior Choir Leader, Junior Orchestra Leader, Cub Scouting Patrol Leader, Cub Scouting Assistant Patrol Leader, etc....

Special Note – Proof will be thoroughly checked for the above-mentioned activities and achievements. It is compulsory to produce the Certificates at the interviews. In the absence of Certificates, Signatures from the respective Teachers-in-Charge in the Student Record Book may be considered.

For further Information contact:-

Ashane Jayakody - 071 254 0884

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Areas that will not be considered for the Selection of Primary Prefects

- Academic performance **not** related to college.
E.g. Elocution exams, Language courses, Tuition class exams, etc.
- Extra-curricular activities performed, and achievements obtained **neither** related to college* **nor** representing college**.
Example: sporting activities at unrelated external organizations, Private scouting, etc.
- Co-curricular activities performed, and achievements obtained **neither** related to college* **nor** representing college**.
Example: Music Exams, Private aesthetic groups, Private student organizations, etc.

*Related to college - Inter Class, Inter Grade & Inter House events.

**Representing college - Divisional, Zonal, Provincial, National & International events.