

Notice to All Applicants for the Post of Probationary Senior Prefect 2025/2026

The application format for the post of Probationary Senior Prefect for Royal College for the year 2025/2026 will be published available on the Royal College website: royalcollege.lk

Document Submission:

- All applicants are required to submit **CERTIFIED PHOTOCOPIES** of supporting documents along with their application, including:
 - Certified Photocopies of Certificates
 - Certified Photo Copies of the Student Record Book (SRB) Achievement pages – Photocopies of any other relevant documents (Certified).
 - A signature of the applicant must be placed on each copy of the proof documents to certify that it is a true copy by the applicant himself. (Eg:- If there are 30 pages of proof documents there should be a signature on each page which amounts to 30 signatures)
- The documents submitted will be considered as internal records and will not be released back to the applicants.
- Documents submitted after the deadline will **NOT** be considered during any stage of the selection process.
- Completed applications along with the supporting documents to be handed over to **Deputy Principal of Extra and Co-curricular activities Office.**
- All applicants are required to affix a **recent passport size colour photograph, with College tie in the appropriate attire**, on the top right corner of the application.
- When submitting the application, it should be **enclosed in an envelope and sealed.** 'Application for the Post of Probationary Senior Prefect 2025/2026' should be clearly written on the envelope along with the name of the applicant and their A/L Class.

Deadline Compliance:

- Applications submitted **after 2:00 PM on the 7th November 2025** will **not be accepted** under any circumstances.

Further Instructions:

- Applicants are advised to thoroughly read all instructions and ensure compliance with the requirements to avoid disqualification.
- Applicants are required to maintain a minimum attendance of 80% during their Advanced Level classes. This should include excuses obtained for any extra & co-curricular activities and/or medical reasons.
- Only College excuse letters are valid for Extra & Co-curricular commitments
- Only Medical letters from the MOH/DMO of the government and/or a Diagnosis Card from a private hospital will be accepted as valid. Note that the Total attendance at the time of submission must tally with the Class Teacher's records.
- Only the qualifications mentioned in the application, at the time of submission will be considered.
- Only Sporting events/ competitions recognized by the Ministry of Education will be considered by the selection committee.

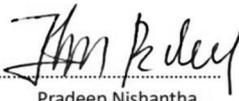
The Probationary Senior Prefects will be appointed according to the guidelines and the selection criteria approved by the College Administration, the Prefects' Advisory and the Prefects' Council 2024/2025.

The decision made by the aforementioned parties will be final.

Please stay updated by regularly checking the royalcollege.lk website for any further announcements.


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Charith Ahangama
Head Prefect


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Dananjaya Fernando
Master In Charge – Prefects & Stewards


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Pradeep Nishantha
Deputy Principal
(Extra & Co-curricular Activities)


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Athula Wijewardhana
Principal

