

Ministry of Health

Recruitment for the Student Nursing Training – Year 2023

Instruction Sheet on completing the E-application

1. Please read the gazette notification and this instruction sheet before completing the application.
2. Applications could be submitted only through the official website of the Ministry of Health (www.health.gov.lk)
3. Applicants who have done A/L in 2019 (Old syllabus) or in 2019 (New syllabus) or in 2020 are eligible to apply as per the Table 1 in the second paragraph of the gazette notification.
4. Closing date for the submission of application is 18.10.2023. Each applicant can submit only one application.
5. **Important:**

5.1 Each applicant can submit only one application. If an applicant has submitted more than one application, all applications will be rejected. An applicant who has passed GCE A/L in both 2019 and 2020 should submit only one application. The applicant should submit only one application based on the preferred year of examination. Applicant should not submit separate applications for the separate years. If an applicant has submitted two applications for the two years all applications will be rejected.

5.2 In the past few years, considering recruitment, it was observed that many other qualified students did not get even one such opportunity due to the registration of several courses by one student under the free education privileges of the government. Apart from this, the government's money is being wasted due to this situation, and the planned goals of the relevant institutions cannot be achieved due to the lack of the expected number of trained professionals at the end of course. Therefore, necessary provisions to mitigate this situation and give every applicant at least one opportunity have been published in paragraph 5 of this gazette. Accordingly, as detailed in sub-paragraphs number 5.1 to 5.5, a person who is not eligible, should not apply for this course. However, if a person with such disqualification applies for this course and is discovered later, action will be taken against them as per sub-paragraph 6.3 of the gazette notification.

5.3 In past recruitments, it was observed that false information (false examination years, subjects, grades obtained etc.) was submitted in the applications. It has also been observed some applicants provide certificates with false information to the interview board. It is a serious offense. Therefore, no applicant should provide false information in the submitted e-application. If an applicant submits such false information the application will be rejected, applicants name will be submitted to Department of Criminal Investigation for necessary legal actions. Further their names will be included in the blacklisted names for recruiting to government service.

5.4 Each applicant should read and understand this gazette and the information provided in the e- application. If the applicant is eligible to apply, ensure the receipt obtained by paying Rs. 1000/- to any Bank of Ceylon branch (as per paragraph 7.2) and the documents mentioned in 9.4, 9.5 and 9.6 sections are available with you before you apply and submit the application.

6. Applicant should have following documents and information with him/her before applying.

- National Identity Card issued by Department for Registration of Persons.
- Know your height in centimeters (cm).
- The G.C.E. (A/L) result sheet with the Z score (Issued by the Examinations Department).
- The G.C.E (O/L) result sheet (Issued by the Examinations Department).
- Two mobile phone numbers to contact the applicant.
- Receipt obtained for the payment of Rs 1000.00 to the Bank as per 7.2 sub-paragraph of the gazette notification.

7. This mobile number can be owned by the applicant/parent or the guardian.

8. Applicants should pay an amount of Rs.1000/- to the Bank of Ceylon to the credit of the account of “The Secretary of the Ministry of Health, Collection of Examination fee” Thaprobane Branch of Bank of Ceylon No. 7041318. This amount can be paid through any branch of Bank of Ceylon. This fee will not be refunded under any circumstance. You should have documentary evidence (receipt) to prove that you have deposited the money. **Payments should not be made through online banking or money depositing machine.**

9. Key points to be considered when completing the e-application

- 9.1 Application should be filled in English.
- 9.2 Same NIC number used for the Advanced Level examination should be used.
- 9.3 Advanced Level and Ordinary Level examination results will be automatically generated when you submit the index number. If there are differences you can state the results within the square below the results in the application.

10. Special attention:

10.1 If you have fulfilled the conditions and is eligible to apply, any questions on completing the application, instructions could be obtained by contacting the Human Resources Management and Coordinating Unit of the Ministry of Health during working days of the week from 9.00 a.m. to 4.00 p.m. via telephone number 0112 340 007, can also be contacted at the email address hrcodmoh@gmail.com. (Here it is always necessary to mention your national identity card number and a telephone number where you can be contacted)

All necessary information has been published in the gazette and web site of the Ministry of Health. Therefore, please do not call for any other reason.

- 10.2 You do not need to send copies of the uploaded application to the Ministry of Health by post. However, keep the application safely
- 10.3 After conducting the interview as per sub-paragraph 9.1 of the gazette, the information about the selected applicants will be published on the website of this Ministry and no one will be notified personally. However, if it is necessary to inform about specific information that arises from time to time, they will be done through the phone number and email address that you have submitted with the application. Therefore, it is your responsibility to keep the telephone numbers and email address provided with the application form unchanged and active, and this Ministry will not be responsible for any problematic situations that may occur due to the fact that the relevant information is not communicated in a timely manner due to such changes or being inactive.