

EDUCATION DEPARTMENT, SRI LANKA.

PUPIL'S RECORD SHEET.

(This Record Sheet must be retained by the Principal of the School which the Pupil is attending and should be filled up and handed over to the Legal Guardian when the pupil leaves the school. It is of the utmost importance that the information given is correct in every detail.)

Name of Child in full:

Date of Birth : Religion :

Name of Father or Guardian in full :

Father's or Guardian's Occupation :

Father's or Guardian's Permanent Address :

..... English }
Bilingual } School
Vernacular }

Date of Admission : Date of Leaving :

Admission Number : Cause of Leaving :

The Last Standard }
which the pupil passed } English: Bilingual Sinhala
Tamil

Subjects studied in the Last Class :
(The subjects taken in English, Sinhala, Tamil should be stated)

Progress in Class Subjects :

Conduct :

Defects detected at Medical Inspection still unremedied :

Sports and Leadership :

Special aptitudes of the Pupil :

Date :
Principal.

..... English }
Bilingual } School
Vernacular }

Date of Admission : Date of Leaving :

Admission Number : Cause of Leaving :

The Last Standard }
which the pupil passed } English: Bilingual Sinhala
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Subjects studied in the Last Class :
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Conduct :

Defects detected at Medical Inspection still unremedied :

Sports and Leadership :

Special aptitudes of the Pupil :

Date :
Principal.

.....	English Bilingual Vernacular	}	School
Date of Admission :	Date of Leaving :		
Admission Number :	Cause of Leaving :		
The Last Standard which the pupil passed	}	English:	Bilingual <u>Sinhala</u> Tamil
Subjects studied in the Last Class : (The subjects taken in English, Sinhala, Tamil should be stated)			
Progress in Class Subjects :			
Conduct :			
Defects detected at Medical Inspection still unremedied :			
Sports and Leadership :			
Special aptitudes of the Pupil :			
Date :			
<i>Principal.</i>			

.....	English Bilingual Vernacular	}	School
Date of Admission :	Date of Leaving :		
Admission Number :	Cause of Leaving :		
The Last Standard which the pupil passed	}	English:	Bilingual <u>Sinhala</u> Tamil
Subjects studied in the Last Class : (The subjects taken in English, Sinhala, Tamil should be stated)			
Progress in Class Subjects :			
Conduct :			
Defects detected at Medical Inspection still unremedied :			
Sports and Leadership :			
Special aptitudes of the Pupil :			
Date :			
<i>Principal.</i>			

Notes:

1. The following terms should be used in describing the class work : average, below average.
2. The standard passed should be stated in words.
3. If a pupil changes his or her religion, the date of such change and name of religion should be stated. The Original entry should not be struck off.
4. The guardian's name is to be entered only in cases where the parents are not living or where they are not responsible for the education of the pupil.
5. The sports on which the pupil has shown ability and any leadership shown in school activities should be indicated under Sports and Leadership.
6. Whether the pupil takes particular interest in subjects like Handwork, Nature Study, Housecraft, Literature, Agriculture, Hobbies etc. should be stated under special aptitudes.