

**MINISTRY OF EDUCATION – SKILLS DEVELOPMENT & VOCATIONAL
EDUCATION DIVISION**

NATIONAL APPRENTICE & INDUSTRIAL TRAINING AUTHORITY

INSTITUTE OF ENGINEERING TECHNOLOGY, KATUNAYAKE

**Enrollment of Special Apprentices in Engineering Sciences
for**

National Diploma in Engineering Sciences - 2024 Batch

**(Academic semesters will be conducted at Institute of Engineering Technology and
Online as per institutional requirement)**

Applications are called from eligible Sri Lankan citizens for the Competitive Examination to Enroll Special Apprentices in Engineering Sciences for the National Diploma in Engineering Sciences at the Institute of Engineering Technology, Katunayake. The examination is held by the Commissioner General of Examinations as per the regulations of the National Apprentice & Industrial Training Authority. Candidates are bound to comply with the rules and regulations imposed by the Commissioner General of Examinations on the conducting and issuing results of the examination. Candidates are subject to any punishment imposed by the Commissioner General of Examinations for the violation of those rules and regulations.

1. Eligibility –

1.1 Educational qualifications (at the time of applying) – for All courses;

Should have passed the G.C.E. Advanced Level Examination in not more than three (03) sittings. Should have passed all three (03) subjects; Combined Mathematics, Physics & Chemistry in one sitting.

and

Should have obtained a Credit pass for English in the G.C.E. Ordinary Level Examination (in not more than three (03) sittings)

1.2 Age limit –

Applicants should be above 18 and below 25 years of age as at 31.12.2023.

Accordingly, applicants whose date of birth falls on or before 31.12.2005 and on or after 31.12.1998 are eligible to apply.

❖ **N.B.- Applicants below 20 years of age will be given priority when selections are made for the Marine Engineering field.**

2. Selection method –

2.1 Selections are made as follows from applicants with minimum entry qualifications as specified in Para 1.1 and who are within the age limit specified in Para 1.2 above.

Written test –

2.2 All applicants who have fulfilled the basic qualifications are required to sit for a written aptitude test in English medium.

The examination consists of two (02) Multiple Choice question papers as indicated below:

(01) General Intelligence - 01 hour - 100 marks

(02) Technical and General Test - 01 hour - 100 marks

In the Technical and General Test, your knowledge will be tested on Civil Engineering, Electrical Engineering, Mechanical Engineering, G.C.E. Advanced Level Combined Mathematics and Information Technology.

2.3 The written aptitude test will be held only at a selected centre in Colombo. All applicants who are eligible for the written test will be informed of the examination centre two (02) weeks before by the Department of Examinations.

2.4 Interview –

Applicants will be called for an interview based on the order of highest marks obtained at the written aptitude test.

2.5 Selection criteria –

Recommended marks for written test	60%
Recommended marks for Z-score	20%
Recommended marks for interview	20%

Recommended marks for the interview are as follows;

Marks for extra-curricular activities	10%
Marks for interview preparation, appearance and grooming	10%

Based on total marks obtained from the aforementioned tests, around 500 apprentices will be selected for the course in the order of highest marks.

2.6 All selected applicants should appear for a medical test at their own expense before the registration (Those selected for Marine Engineering should reappear for a special medical test at their own expense after the registration.).

2.7 Candidates are required to prove their identity at the examination hall to the satisfaction of the supervisor for each subject they offer. For this purpose, any of the following documents will be accepted:

- i. National Identity Card
- ii. A valid Passport
- iii. A valid Driving Licence

Candidates should enter the examination hall without covering face and ears to allow verification of their identity. Candidates who refuse to prove their identity as such shall not be permitted to enter the examination hall. Further, candidates should remain with face and ears uncovered until they leave the examination hall, allowing the examination supervisors to confirm their identity.

2.8 The issue of an Admission Card to a candidate should not be considered as an assurance that he/ she has fulfilled the requirements to appear for the examination or that he/she is eligible for the course.

3. Application Procedure –

- ❖ The application form is published in “Online Applications – Enrollment Exams” under “Our Services” on the Department of Examinations website, www.doenets.lk and should be forwarded online to the Department of Examinations, Sri Lanka and to the Institute of Engineering Technology by registered post as indicated below. Online applications are accepted from 9.00 am on 18/03/2024 until 12.00 pm midnight on 18/04/2024. The online examination application form should be filled only in English. Candidates will be notified via SMS to the mobile phone number used to access the system or via email whether the application was accepted/not accepted by the Department of Examinations. Before completing the online application, candidates should download the Instructions

sheet and the instructions should be strictly followed. Applicants are given the opportunity to amend defective applications until the closing date. Incomplete applications will be rejected without notice.

3.1 Payment of examination fees when sending online applications is as follows:

- ❖ The examination fee is Rs. 600/=. Payments should be made only by the following payment methods provided by the online system.
 - i. Any bank Credit card
 - ii. Any bank Debit card with Internet Transaction facility
 - iii. Online banking method of the Bank of Ceylon
 - iv. Any branch of the Bank of Ceylon

Note:-

- Instructions on making the payments through the above methods are published under Technical Instructions relevant to the examination on the Department of Examinations website.
- Receipt of payment will be notified via SMS or email. The total of the examination fees should be paid and the applications with payment of lesser or higher amounts shall be rejected. The Department of Examinations shall not be responsible for any error that occurs during the payment of the examination fees via the above methods of payment.
- Under no circumstances the examination fees will be refunded.
- The amount of Rs. 3500/= as apprentice selection procedure fee should be paid in the name of the applicant to Account No 276-1-001-8-6351396 of the Student Welfare Account of the Institute of Engineering Technology, Katunayake, in the People's Bank. You should download the online application from the Department of Examinations website, attach the Original Slip for the payment of Rs. 3500/= and send it to the Institute of Engineering Technology by registered post. The Original Slip should include the applicant's name with initials, NIC number and mobile number and should be certified by an authorized officer of the bank.

(Applications will be rejected on the basis of improper payment/ payment made in the name of another/ provision of false information/ the original slip not being certified by an authorized officer of the bank. Applicants should keep a copy of the original slip for future use.)

3.2 Your online applications should be forwarded to the Department of Examinations, Sri Lanka as per the relevant instructions.

A printout of the same should be sent to the Institute of Engineering Technology by registered post.

Your application should be submitted in both ways above in order to be considered.

Note:-

- The printed hard copy should be sent to the following address by registered post on or before 30/04/2024 and the words “Enrollment of Special Apprentices – 2024” should be mentioned in the top left hand corner of the envelope.

Registrar / Administrative Officer,
Institute of Engineering Technology,
18 Mile Post,
Temple Road,
Katunayake.

4. Courses conducted by the Institute

Selection of the subject area will be determined by the preference of the student and the total marks obtained for the written aptitude test, Z-score and the interview conducted by the institute.

4.1 Civil Engineering field

1. Civil – Building and Structural Engineering course
2. Civil – Highway Engineering course
3. Civil – Water and Environmental Engineering course

4.2 Electrical and Electronic Engineering field

4. Electrical and Electronics – Network and Communication Engineering course
5. Electrical and Electronics – Electrical Power Engineering course

4.3 Mechanical Engineering field

6. Mechanical – Automotive Engineering course
7. Mechanical – Mechanical (Production) Engineering course
8. Mechanical – Marine Engineering course

- ❖ The Marine Engineering course of the Institute of Engineering Technology is conducted under the **ISO 9001:2015** certification.
- ❖ The Marine Engineering course is designed to meet the mandatory requirement of knowledge, comprehension and proficiency in Marine Engineering at the operational level related to **STCW – 95** and model course **7.04** of the International Maritime Organization.

5. Details on Training Duration

The duration of this fulltime course is four (04) years. The course consists of a 30-month theoretical study course and 18-month practical training as follows:

First and second academic semesters at IET and online	12 months
First industrial training at external industrial establishments	06 months
Third and fourth academic semesters at IET and online	12 months
Second industrial training at external industrial establishments	06 months
Fifth (final) academic semester at IET and online	06 months
Third (final) industrial training at external industrial establishments	06 months

Theoretical instructions and practicals of the engineering course will be conducted at the Institute of Engineering Technology and the industrial training will be conducted at recognized industrial institutions.

6. Medium of instruction – English

7. Agreement of Apprenticeship

7.1 Each selected apprentice should enter into an agreement with the training institute which consists of mutual obligations on both the training institute and the apprentice.

7.2 There is no guarantee of employment from the institute at the end of the training period.

7.3 All the students registered for the above courses should maintain attendance as specified by the institute for the course duration. Those who fail to meet this requirement are not allowed to sit for the examinations and will have to leave the course.

8. Registration of Apprentices

8.1 At the time of registration, a refundable deposit of Rs. 5000/- should be paid. This will be refunded only to those who successfully complete the course.

Every apprentice selected should pay the institute a non-refundable amount of Rs. 4000/- in total including Rs. 1000/- as the registration fee and Rs. 3000/- as the documentation fee at the time of registration. Further, if required, the amount charged by the Department of Examinations to certify the results of the G.C.E. Ordinary Level examination and the G.C.E. Advanced Level examination should be paid by the apprentice.

8.2 Samurdhi/ Aswesuma beneficiaries are exempted from paying the refundable deposit upon submitting the relevant original copies (Samurdhi card and the letter issued by the Grama Niladhari and certified by the Divisional Secretary).

9. Awarding Certificates

9.1 After clearance of all financial and other legal obligations to the institute, the certificate of National Diploma in Engineering Sciences will be awarded to apprentices upon successful completion of theoretical and industrial training.

9.2 The cost of the awarding ceremony should be borne by the students at the end of the course.

10. The Institute of Engineering Technology will not be responsible for delayed applications.

11. In case of any inconsistency or discrepancy between the Sinhala, Tamil and English texts, the Sinhala text shall prevail.

12. The total course fee is Rs.150000/-.

If selected for the course, a Samurdhi/ Aswesuma beneficiary or a member of a low-income family can apply for course fees relief.

Chairman,
National Apprentice and Industrial Training Authority,
No 971, Sri Jayewardenepura Mawatha,
Welikada,
Rajagiriya.