



EMPLOYEES' TRUST FUND BOARD

சேலா விடுதலையின் ஊர் அரங்குல் மன்றம்
ஊழியர் நம்பிக்கைப் பொறுப்பு நிதியச் சபை



Grade 05 Scholarship Benefit Scheme

Read the instructions before filling the application

1. Part 1 of the application form should be submitted online and the following documents should also be uploaded as a PDF file.
2. Part 2 of the application form should be downloaded and need to be completed by the employer. After that part 2 application form along with the other documents to be submitted mentioned in the instruction sheet should be scanned and a PDF file should be prepared. The file should be renamed to the National ID number of the ETF member.

Required documents

3. A certified copy of the birth certificate of the student should be submitted. (The principal concerned should not necessarily be required to attest it and a Justice of Peace, Grama Niladhari or an Attorney at Law would do.)
4. A copy of the child's result sheet should be submitted. (It is not required to be certified and should essentially be a copy downloaded from the internet.)
5. A copy of the member's National Identity Card should be submitted after getting it certified by the employer concerned
6. If the following lapses exist, the documents to be submitted in that regard should be uploaded.
 - If there is a difference between the name stated in the result sheet of the student and the name indicated in the birth certificate, a letter certified by the principal concerned should be submitted to the effect that the particular student is one and the same known by both the names.
 - If there is a difference between the name of the mother/father or guardian stated in the student's birth certificate, and the name in the respective identity cards, a letter certified by the Grama Niladhari and counter-signed by the Divisional Secretary to the effect that all such names denote one and the same person.
 - If there is a difference between the name stated in the application and the name mentioned in the reports of Form II and the name in the ID card, a letter certified by the respective employer to the effect that all such names denote one and the same person.

- If the application is tendered by the guardian (in case of the absence of mother / father), the documents necessary to prove the legal custody of the child should be submitted.
7. If both the parents hold the membership of the Employees Trust Fund, only one person should apply in such an instance.
 8. Only one application should be submitted in favor of each scholarship recipient. Do not submit two applications for whatsoever reason.
 9. The ETF contributions for the respective member, by the time of his / her child's appearing for the scholarship examination (September 2024), should have been paid over a period of 12 months approximately prior to the month in which the child concerned appeared for such examination. Biannual reports / employee reports related to electronic payments in favor of such credited contributions should have also been transmitted to this Fund.
 10. In the case of self-employed members, ETF contributions over a continuous period of 36 months approximately should have been paid by the month preceding the student's appearance for the respective examination.
 11. Please complete and upload the application of Year 5 Scholarships after visiting the website, www.etfb.lk before 30.03.2025.
 12. Applications that do not meet the above conditions and those that are incomplete, inexplicit and incorrect in terms of information and also, the ones that are late will be subject to rejection.
 13. Scholarships are awarded only to 9000 male and female students who secure the highest marks from the districts per year. The final decision on the selection of the application forms rests with the Board of Directors of the Employment Trust Fund Board.

For more information

Tell - 011 -7747200, 011- 7747281, 011-7747282
Whatsapp - 071-6375045
Email - ofrschl@etfb.lk