

User Guide for G.C.E (O/L) Examination -2023(2024)

Registration of Private Applicants

1. Log into the system by entering the given URL

<https://onlineexams.gov.lk/eic>

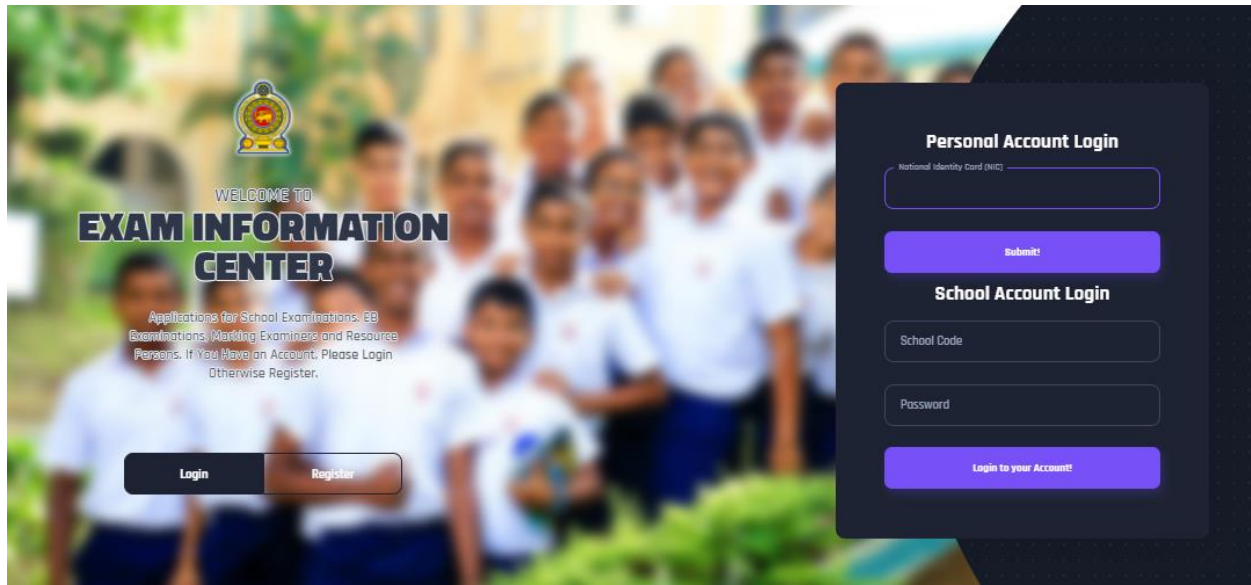


Figure 1

❖ In Mobile View

If you are going through mobile phone switch into **Desktop site** to see the application as below.

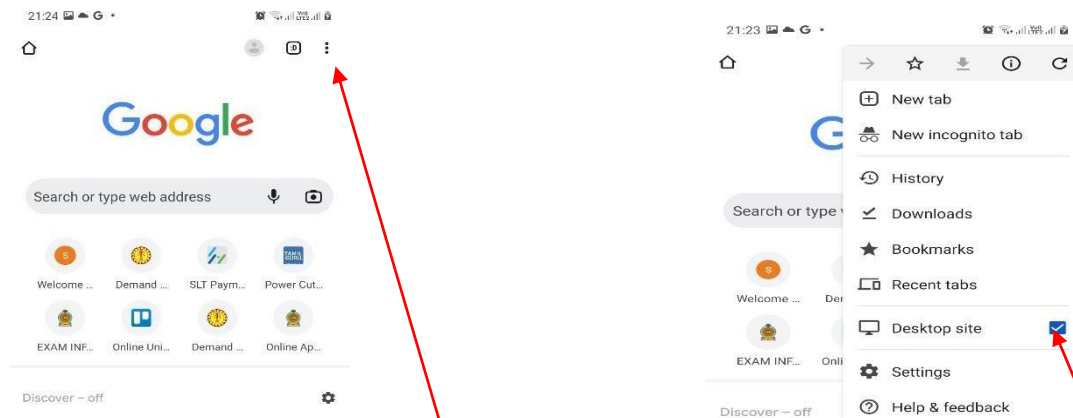
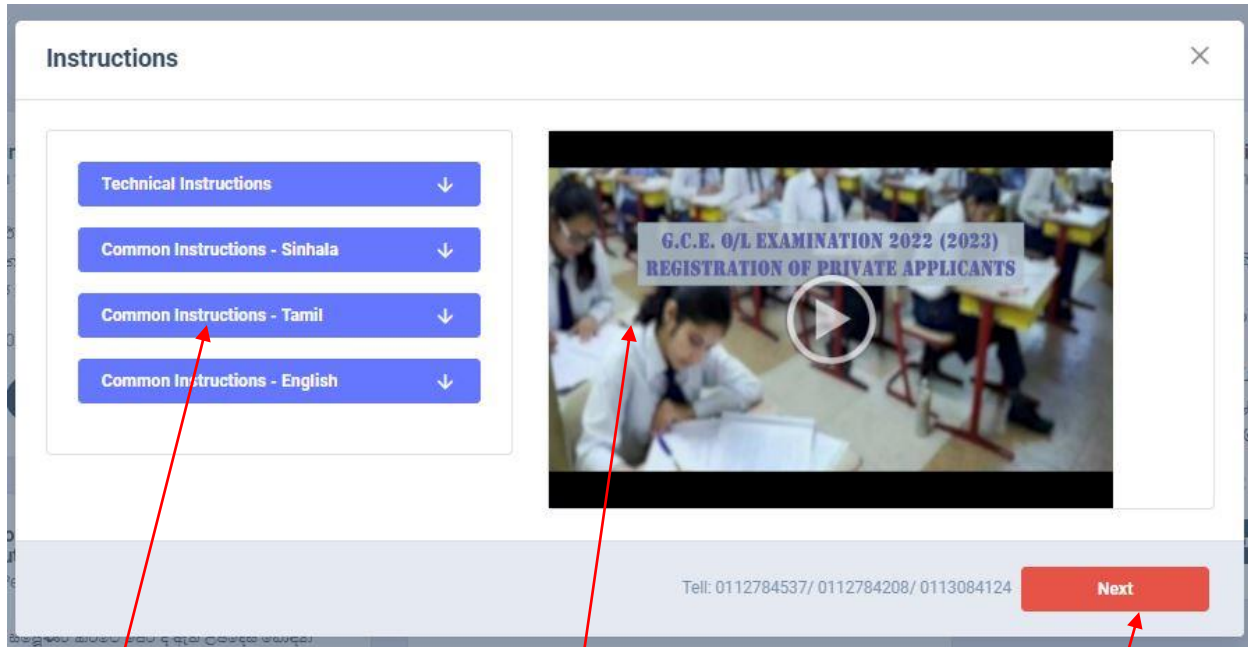


Figure 2

4. Read the instructions and watch instructional video before filling the application
Then click next




Read Common
Instructions

Watch the
Video

Click this

Figure 5

Complete STEP 1: - PERSONAL INFORMATION


 අවධානයට! අදාළවන කමිසුණේ නිර්දේශ අපර දී ඇති උපදෙස් කෙරෙහි කියවන්න.
 கவனத்திற்கு! விண்ணப்பத்தை பூர்த்தி செய்வதற்கு யுள்ளர் வழங்கப்பட்டள்ள அறிவுறுத்தல்களே நள்ள வாசிக்கவும்.
 Attention! Read the given instructions, before completing the application form.

1. STEP 1: PERSONAL INFORMATION 2. STEP 2: EXAM REQUEST 3. STEP 3: SUBJECTS INFORMATION

Full Name in English * (according to the birth certificate) Max length 90 characters.

Wellappili Arachhige Nandana

NIC * Date Of Birth * Gender * Email Address
 877400182v 06/10/1987 Male nandanachanaka592@gmail.com

Birth Certificate Number * Mobile Number * Residential Telephone
 1823 0713846304 0713846304

Private Address *

No 12, Kumarathunga Lane,

Postal Town *

Embilipitiya

Next

Figure 6

Complete STEP 2: - EXAM REQUEST

G.C.E. O/L Examination 2023 (2024) - Registration of Private Applicants
Activity log

NAME - Ashani Kahawandala | NIC - 877400182v


 අවධානයට! අදාළවන කමිසුණේ නිර්දේශ අපර දී ඇති උපදෙස් කෙරෙහි කියවන්න.
 கவனத்திற்கு! விண்ணப்பத்தை பூர்த்தி செய்வதற்கு யுள்ளர் வழங்கப்பட்டள்ள அறிவுறுத்தல்களே நள்ள வாசிக்கவும்.
 Attention! Read the given instructions, before completing the application form.

1. STEP 1: PERSONAL INFORMATION 2. STEP 2: EXAM REQUEST 3. STEP 3: SUBJECTS INFORMATION

Town you expect to sit for the examination

District Town
 Select a District Select a Town

Attempt Number

Select

Are you a special education needs applicant?

Yes No

Prev Next

Select the Attempt Number

Select the District and Town you need

Figure 7

If you have any Special Education Needs select “Yes” and complete information, otherwise select “No”

The screenshot shows a registration form with three steps: STEP 1: PERSONAL INFORMATION, STEP 2: EXAM REQUEST, and STEP 3: SUBJECTS INFORMATION. In the 'Special Education Needs' section, the 'Yes' radio button is selected. Below it, a dropdown menu for 'Type of Disability' is open, showing options like Braille, Hearing, Vision, Body Functions/Structures, and Other. A 'Details of Disability' text area is also present.

Figure 8

Complete STEP 3 - SUBJECT INFORMATION

The screenshot shows the 'Add Subject/Medium Information' form. On the left, there are dropdown menus for '11-16 Religion', '21 Language & Literature', '32 Mathematics', '33 History', '34 Science', and three 'Bucket Subjects' categories. On the right, there are 'Subject Medium' dropdowns for each subject. A 'Subject Summary' box on the right shows '200 LKR' and '3 SUBJECTS'. Red arrows point from the '21 - Sinhala Language & Literature' subject selection box to the '200 LKR' and '3 SUBJECTS' values. Orange boxes with arrows provide instructions: 'Select the language medium of the exam' points to the 'Sinhala' radio button; 'Select the subjects you need to apply' points to the '21 - Sinhala Language & Literature' subject selection; and 'Select the Medium' points to the 'Sinhala' subject medium dropdown. A larger orange box labeled 'Amount to pay and number of subjects' encompasses the '200 LKR' and '3 SUBJECTS' values.

Figure 9

5. Check here

- Transaction Information
- Exam Application Summary.

Any change can be done by clicking “Reset the Exam Application”

Read the exam application summary and if you want to change any subject applied by you, click on the "Reset the exam application" button. After selecting payment mode you can't do any changes.

Transaction Info


Submitted By	WELLAPPILI ARACHCHIGE NANDANA
Submitted At	2024-01-22 11:43:37
Status	Payment Pending
Due Amount	350.00 LKR

[Reset the Exam Application](#)


Payment Method

Select a Payment option to continue.

Pay By Credit/Debit Card



Pay By Postal Department



[See How Postal Payment Works](#)

Exam Application Summary

Name	WELLAPPILI ARACHCHIGE NANDANA
NIC	877400182v
Address	NO 12 KUMARATHUNGA LANE, EMBILIPITIYA
Gender	0
Mobile	0713846304
Residential Telephone	0713846304
Date of Birth	1987-06-10
Attempt	2
Special education needs, visual impairment or any disability	YES (Braille) Can't see
Town	Parakaduwa
Exam Medium	Sinhala

#	Subject	Medium
1	12 Saivanery	Sinhala
2	21 Sinhala Language & Literature	Sinhala

Due Amount for subjects you applied

Reset the Exam Application

Subject Information

Personal

Figure 10

6. If above application summary is correct now you can select a payment mode.
After you select a payment mode you **cannot** do any changes of your application

There are **two** types of payment methods

Select **only one** payment method to pay your Application fee.

“See how postal payment works” video before select the postal payment method

The screenshot displays the 'OL Examination 2023 - Registration Fee' page. It includes a 'Transaction Info' section with details like 'Submitted By: WELLAPPILU ARACHCHIGE NANDANA' and 'Fee Amount: 850.00 LKR'. The 'Payment Method' section offers two options: 'Pay By Credit/Debit Card' and 'Pay By Postal Department'. A red arrow points from the 'Pay By Postal Department' option to a red button labeled 'See How Postal Payment Works'. To the right, the 'Exam Application Summary' table lists the applicant's personal details and a list of subjects.

#	Subject	Medium
1	12 Science	Sinhala
2	21 Sinhala Language & Literature	Sinhala
3	31 English Language	
4	32 Mathematics	Sinhala
5	33 History	Sinhala
6	34 Science	Sinhala
7	62 O/LC Education	Sinhala
8		

Credit/Debit Card Payment

Guidance Video for Postal Payment

Pay by Post Office

Figure 11



I) Pay by Credit/Debit card

Enter your Credit/Debit card details and pay application fee.

please wait, you will be redirected to the payment checkout page.

OL Examination 2023 - Registration
Fee : 350.00 LKR

Card number *


 

Expiry month * Expiry year *

MM ▼ YY ▼


Cardholder name *

Security code *

  3 digits on back of your card

The next screen you see may be payment card verification through your card issuer.

[Cancel](#)

 BANK OF CEYLON
Bankers to the Nation

Click this

Figure 12

II) Pay by Post Office

When you click the Postal payment you will receive a SMS (with the below reference number) to your mobile and pop-up message will be displayed as below.
Read it and click ok.

Reference Number
OTH5MB

Provide this reference number when paying to a post office

1. Go to a post office
2. Provide the details which we sent to your mobile and make the payment
3. Login to the system again or click the link in the end of the SMS
4. Download your application form.



Click this

Figure 13

- Provide the reference number to the post office and pay the exam fees.
- You will receive a SMS mentioning that your postal payment is **successful**.
- After completing the postal payment, download the Application by Log in to your account. For this simply you can use link which was sent to your mobile.

7. After completing the payment, you can download your O/L exam 2023(2024) Application

Click here to download the application

G.C.E. O/L Examination 2023 (2024) - Registration of Private Applicants

NAME - Ashani Kahawandala | NIC - 877400182v

[Activity log](#) [Download O/L Exam 2023 Application](#)

Transaction Info

Transaction ID:	OLP115122
Submitted At	2024-01-22 11:43:37
Status	Postal Payment Successful
Order ID	O2FHGJ
Order Reference	
Paid Amount	350.00 LKR

Exam Application Summary

[Edit the Exam Application](#)

Name	WELLAPPILI ARACHCHIGE NANDANA
NIC	877400182v
Address	NO 12 KUMARATHUNGA LANE, EMBILIPITIYA
Gender	Male
Mobile	0713846304
Residential Telephone	0713846304
Date of Birth	1987-06-10
Attempt	2
Special education needs, visual Impairment or any disability	YES (Braille) Can't see
Town	Parakaduwa

Status of your payment

Figure 14

8. Download your application and keep it safely with you.

Department of Examinations - Sri Lanka
GENERAL CERTIFICATE OF EDUCATION (ORDINARY LEVEL)
EXAMINATION - 2023(2024)
Application Form for Private Applicants

01. Town Selected to appear for the examination
Town Selected: Parakaduwa 853

02. Full Name: (Full name according to the birth certificate) Birth Certificate Number: 1823

W	E	L	L	A	P	P	I	L	I	A	R	A	C	H	C	H
I	G	E		N	A	N	D	A	N	A						

03. Permanent address: Telephone No: 0713845304

N	D	I	Z	K	U	M	A	R	A	T	H	U	N	G	A	
L	A	N	E			E	H	B	I	L	I	P	I	T	I	
Y	A															

04. Date of birth: 1987-06-10 05. Medium: Sinhala

06. Subjects applied for the examination in the year 2021, Medium and Subject Numbers:

	Subject	Medium	Subject No
1	Saivanery	Sinhala	12
2	Sinhala Language & Literature	Sinhala	21
3	English Language		31
4	Mathematics	Sinhala	32
5	History	Sinhala	33
6	Science	Sinhala	34
7	Civic Education	Sinhala	62
8	Arts	Sinhala	43
9	Information & Communication Technology	Sinhala	89
Total number of subjects applied			9

08. National Identity Card No: 877488182V

09. Examination fees (LKR): 358.08 Payment Method: POST

10. Gender: 0 11. Attempt no: 2

Are you a special education needs: YES Special Center: CH/ Siviraj Blind Vidyalaya, Mahawewa

Postal Payment Successful
Order ID :02FHGJ

Figure 15

- For further details, contact;
School Examinations Organization and Results Branch – 0112784537, 0112784208, 0112786616
Fax No- 0112784422
Email Address- gceolexamsl@gmail.com
- For more technical support contact;
Online Unit - 0113671568, 0113661122
Email Address- doeonlineexams@gmail.com