

## Instructions to applicants

- Please see the **Advertisement for Degree Programs 2024/25** before you apply for the Degree programs.
- You can apply online from the Ocean University website('https://ocu.ac.lk' .) via the online application link supplied at the **Homepage** and **you can apply up to three-degree programs.**
- Be sure to upload a copy of the relevant qualification certificates, Application payment receipt of Rs.1500/ = (which may be obtained from any People's Bank branch by paying to the credit of the "**Vice Chancellor, Ocean University of Sri Lanka, Account Number 214100163629909 at Peoples bank Mutwal branch**").
- If you have any clarifications, contact **Assistant Registrar through WhatsApp to the 0711730540** or email to [dilantha.perera@ocu.ac.lk](mailto:dilantha.perera@ocu.ac.lk) or **ICT Instructor through WhatsApp 0711901970** or email to [tharinduw@ocu.ac.lk](mailto:tharinduw@ocu.ac.lk)
- **Application Closing date is 20/06/2025.**
- **After filling in your application form, keep a softcopy or a printed copy with you which must be necessary when you attend the interview.**

## Application procedure for new applicants,

- Follow the web link to fill your details and after you complete check twice before press the submit button.
- You must write down and keep your username and password before leave to the next page.
- Then the Login page appears for you to login to the applicant's account
- Login to the account using your username & password.
- Then upload the scanned soft copies of your educational documents using the '**Upload My Documents**' link at the left of the page (you need to prepare scanned soft copies of your educational certificates, Birth certificate, NIC Copy, scanned copy of Payment Slip etc. before this stage).
- **Upload your payment slip to Upload My Documents →Application Payment Slip**
- Please don't use to the upload your payment slip using the "*uploading my payment slips*" link (This is only for the Registration payment slip upload).
- You can edit/change and update the details of your account using the link '**My Details Add/Edit**'.
- Please notice the closing date for applications and make sure to submit your applications before that.

- Please note that you are requested to keep the printed Application and Payment Receipt along with you as for evidence of required payment (copy of the paying in voucher, if paid to bank) to present in future official purposes.

## Step 01: Fill the application form

New Application

Please note that the grade for each O/L or A/L subject (depending on your highest entry qualification) is mandatory. Select 'Pending' as your grade for the subjects if you have not received your results yet. Once you successfully submit the application, you will receive a detail email/sms confirming the successful submission of your application. You will be contacted with further details when your application is being processed.

First Name \*  eg : Thenukaon

Last Name \*  eg : Wimalasinghe

Name with Initials \*  eg : M.K.T. Wimalasinghe

Title  Mr. ▼

NIC Number (or Passport) \*  eg : 123456789 or 1234567890000 or 01234567

E-Mail Address \*

Mobile Number \*  eg : 0712345678

Address (House No.) \*  eg : No. 123

Address (Street)  eg : Old Fort Road

Address (City)  eg : Nugegoda

Province \*  ▼

District \*  ▼

Civil Status \*  ▼

Sri Lanka Citizenship \*  ▼

How did you get to know about the programme  ▼

Are you applying from the NVQ5 certificate? \*  ▼

Type of your A/L education \*  ▼

Whether you have been qualified for University Admission \*  ▼

Study Mode \*  Full Time ▼

Application Payment Slip (PDF/JPG/PNG): \*  Choose File No file chosen Maximum file size is 2MB

Create Your User Account

User Name \*  this will be your user name when you log in to your User Account

Password \*  this will be your password when you log in to your User Account

Confirm Password \*

What is in image?  1Fe4

Copyright © 2021 OCUSL | All Rights Reserved |



Make sure that you have an email address to access through the application

Ex: [test@gmail.com](mailto:test@gmail.com) , [test@yahoo.com](mailto:test@yahoo.com)

**Please do not use any iCloud Mail for this option. Otherwise, you want be able to get any further notifications.**



Be sure to upload a scan copy of the payment slip of the application processing fee of Rs.1500/ =

**Please do not use any unnecessary or invalid payment slips to upload, otherwise your application will be rejected.**



For the user name you can put as your first name and Initial from the last name

Example: Applicant name – Asanka Perera

User name: AsankaP or AsankaPE

Password: **(use a suitable one which you can easily remember)**

**Create Your User Account**

User Name \*

*this will be your user name when you log in to your User Account*


Password \*

*this will be your password when you log in to your User Account*

Confirm Password \*

## Step 02: Login to your account and Complete the application

<https://emis.ocu.ac.lk/app/applicationlogin.php>

**Ocean University of Sri Lanka**

**Process Successful.....**  
*You will be informed of interview details via SMS or/and EMail.....*


Acknowledging E-Mail has been sent your email!

**Click Here - Login To Your Account**

**Click Here to Submit another Application**


Click here to login to the account

Copyright © 2021 OCUSL | All Rights Reserved |


**Ocean University of Sri Lanka**

➔ Existing Applicant

**User Name**

 AsankaP

**Password**

 .....

Forgot Password?

➔ Sign-In

Copyright © 2021 OCUSL | All Rights Reserved |

My Application Status

My Aptitude Test & Interview

My Aptitude Test & Interview - Rescheduled

Upload My Payment Slip

Upload My Documents

My Details Add/Edit

My Student Counsellor

My Login Details

Logout

1.1 Application was submitted successfully

1.2 Application is being processed

1.3 Applicant has successfully registered to enroll for **Oceanography (Honours)** degree programme

1.4 Applicant is called for an Aptitude Test & Interview

1.5 Applicant came for Interview

1.6 Applicant came for Aptitude Test

1.7 Applicant has passed the Aptitude Test & Interview

1.8 Applicant is eligible to enroll for the requested degree programme

1.9 Applicant has reserved the seat by paying the Reservation Fee / Admission Fee

2.0 Applicant is requested to come for the Registration Day

Edit Application

Yes

Yes

-

-

-

-

-

-

-

Click here to Complete your application

Copyright © 2021 OCUSL | All Rights Reserved |

### Step 03: Upload the documents to Complete your application

Ocean University of Sri Lanka

Welcome,

My Application Status

My Aptitude Test & Interview

My Aptitude Test & Interview - Rescheduled

Upload My Payment Slip

Upload My Documents

My Details Add/Edit

My Student Counsellor

My Login Details

Upload My Documents

1. Photograph (JPG/PNG/BMP):

2. NIC (PDF/JPG/PNG/BMP):

3. Birth Certificate (PDF/JPG/PNG/BMP):

4. A/L Certificate (PDF/JPG/PNG/BMP):

5. O/L Certificate (PDF/JPG/PNG/BMP):

6. Hostel Accommodation Form (PDF/JPG/PNG/BMP):

7. Other Qualifications (PDF/JPG/PNG/BMP):

8. Application Payment Slip (PDF/JPG/PNG/BMP):

9. NVQ 5 Certificate (PDF/JPG/PNG/BMP):

Choose File

No file chosen

Choose File

No file chosen

Choose File

No file chosen

Choose File

No file chosen

Choose File

No file chosen

Choose File

No file chosen

Choose File

No file chosen

Choose File

No file chosen

Choose File

No file chosen

Choose File


No file chosen

Upload

Click here to upload the Documents and Application Payment Slip

Copyright © 2021 OCUSL | All Rights Reserved |

## If you forgot your password

**Ocean University of Sri Lanka**

[Existing Applicant](#)

**User Name**


**Password**

[Forgot Password?](#)

[Click here](#)

[Sign-In](#)

Copyright © 2021 OCUSL | All Rights Reserved |

**Ocean University of Sri Lanka**

[Reset Your Password](#)

Submit the form below with **User Name** to reset your password,  
Password reset link will be emailed to you.

**User Name**

[Submit Request](#)

[Click here](#)

Type your user name

Copyright © 2021 OCUSL | All Rights Reserved |