

Dear Candidates,

Tertiary and Vocational Education Commission arranged online e- professional review/ viva-voce for the students who have passed the examination held on 28 & 29th of February 2021.

You have to submit soft copies of the following documents at least one week prior to your online e- professional review/ viva-voce.

Send your Documents to e-mail address – qualification.verification@tvec.gov.lk

Documents

1. Scan copy of NCT/NCIT Final Certificate issued by Department of Technical Education and Training / Examination Department.
2. Scan copy of Confirmation letter of employer including assign Duties and responsibilities
3. Scan copy of Service letter/s to prove employment including during the course period of NCT/NCIT(3 years)
4. Scan copy of National Identity Card or any other document.
5. Scan soft copy of bank receipt of payment in favor of “**Tertiary and Vocational Education Commission**”, A/C No.078100172266044 of People’s Bank to the value of **Rs.2000.00 (Rupees Two Thousand)** for e- professional review/ viva-voce.
6. Scanner soft copy of portfolio relevant to your experience.
 - a. The portfolio should be formatted as follows,
 1. Front page should be mentioned as follows,
 - Title : Portfolio to receive NVQ Level 5 (**Mention Your Field**)
 - Name :
 - Address :
 - Telephone No:
 - E-mail :
 - Date :
 2. Content should be arranged as follows,
 - Declaration (**Student should declare this as his/ her work**) with the student signature
 - Acknowledgement
 - Projects involved during the job carried out (according to your field)
 - Project 01
 - Project 02
 - Project 03
 - Project Pictures, formats used etc.....
 - Summary of Experience (**Conclusion**)
 - Certification

I hereby certify.....

Date & Signature of Student

Note: Certified person should be chartered Eng. (Civil/Mechanical/Electrical), Chartered QS or Company Director, Project Director with Stamp/ Seal