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IMPORTANT NOTICE

RENEWAL OF REGISTRATION FOR THE ACADEMIC YEAR 2026

Please refer to the following instructions to renew your registrations for the academic year 2026. You are requested to renew your registrations according to the conditions mentioned below.

- The deadline for registration renewals will be ***1st of November 2026*.**

- Students who fail to renew their registration on or before the given deadline will not be allowed to apply for the semester examinations or project examinations in Academic Year 2026 and be denied VLE access.

- Your eligibility for the respective level will be selected automatically in the online renewal application, and the payments will be added relevant to the current academic year.

- Students who have applied for the grace chance to complete the Level I/II and III and got the written confirmation from the academic coordinator, should also renew their registration to be eligible for the continuation of the degree programme.

- **After the deadline, a surcharge fee will be added for a period of one week. Please note that the surcharge fee is double the relevant fee.**

- If you have been registered as a local student and now transferring to foreign category, the payments will be indicated in USDs and a fee of **100 USD** will be added (one time) as the switching fee. If you have such requirement ,you must email your request to aredc@ucsc.cmb.ac.lk first.

- Students who are currently in Level III as a local student and have a pending Software Development Project are required to change their registration status from Local to Foreign if they wish to complete the project under the Foreign category, in such cases, a switching fee of **USD 250** will be applicable for the Software Development Project only. Please take this requirement into consideration when renewing your registration. If you have such requirement ,you must email your request to aredc@ucsc.cmb.ac.lk first.

- Foreign Payments: Only USD Online payments via international credit or debit cards are currently accepted for foreign payments.

- If you have skipped the registration renewal in the previous years, an arrears fee will be applied where necessary.

Registration renewal is applicable only to students registered before 2026. Students newly registered in 2026 are not required to renew at this time.

Payments Procedure

a. **Instructions for online payments (Foreign Students have only this payment option)**
   - Select the online payment method in the payment section of the application.
   - Fill the Credit/ Debit card information accurately in the given fields
   - Proceed for the completion of the online application.

b. **Payment via GovPay: (Govpay is only for Local Students)**
   - Log in to any of the listed online banking platforms which support payment through the GovPay system.
   - Refer to the following link for more details: **GovPay Online Banking Experience**
   - In the "Institution" dropdown list, choose: University of Colombo – School of Computing (UCSC)
   - Under "Service/Payment Type", select the option "BIT"
   - Fill in all mandatory fields, including:
     - Name
     - Customer Identification Number (CIN-16 Digit Number)
     - NIC or Passport Number
     - Email Address
     - Contact Number
   - Input the exact fee amount as instructed in the renewal application form
   - Check and verify the payment and other details.
   - Complete the payment and download the payment confirmation slip/PDF document
   - Upload the confirmation slip/ PDF document to the relevant field in the application.
   - Submit the application.
   - Download the application to complete the renewal process.

   If there is any issue in the online payment, please send **your name, application number, NIC, date and time of payment and a screenshot of the error message you received to the email address application@ucsc.bit.lk**

- **Please note that all payments are nonrefundable and non-transferable.**

- **If you have any queries or discrepancies regarding your progression status, please contact the AR / Examinations through arexam@ucsc.cmb.ac.lk prior to making any registration payments.**

Click here for the application for registration renewal

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