



06. It has come to our attention that there has been a recent trend of candidates withdrawing their candidatures for various reasons after being selected for foreign training courses. While these opportunities are secured for the benefit of the country, such withdrawals not only tarnish the country's image but also result in the loss of valuable training slots allocated to us. Moreover, this practice is unfair to other deserving candidates who were not selected. In order to minimize such inconveniences, we kindly request both the candidates and the Ministry/organization to ensure that applications are submitted with a firm commitment. Once selected for the scholarship program, candidates are expected to honor their acceptance and not withdraw their candidature except under circumstances that are exceptionally unexpected and unavoidable.

07. We would highly appreciate, if necessary action can be taken to submit suitable nominations from your ministry/organization for the above programs with the following documents;

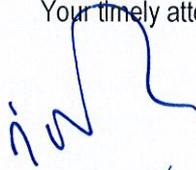
- Nomination letter of the line ministry
- For each of the nominee; **two sets** of duly filled Application Form for "JICA Knowledge Co-Creation Program for Long Term Participants" – New official Application Form can be downloaded from ERD public website ([www.erd.gov.lk](http://www.erd.gov.lk)). Please note that hand written applications will not be accepted.
- Academic Transcript of Bachelor's Degree (and higher, if applicable)
- Copy of the Nominee's English Score Sheet, if available (e.g. TOEFL, TOEIC, IELTS)
- Copy of the Passport
- Duly filled ERD Form (Available at our website, [www.erd.gov.lk](http://www.erd.gov.lk))

08. Please note that only duly completed applications received by the Department of External Resources **on or before 2:00 p.m. on 10<sup>th</sup> March 2026**, accompanied by all relevant documents as stipulated above will be processed. The application deadline will be strictly enforced, and any applications received after the deadline or without the required documentation will not be accepted under any circumstances.

09. Furthermore, your kind assistance in facilitating the grant of official leave to officials selected for participation in the programme would be greatly appreciated.

10. We earnestly urge all qualified officials to take this exceptional opportunity to advance their academic credentials and professional expertise.

11. Your timely attention and cooperation in this important matter will be sincerely appreciated.



Tharanga Liyanage  
Additional Director General  
for Director General

Enclosure: GI booklet