

Director,
 Mahapola Higher Education Scholarship Trust Fund,
 4th Floor,
 J.R.Jayawardhana Center,
 No.191, Dharmapala Mawatha,
 Colombo 07.

Dear Sir / Madam

Request for the change of the Bank Account Details submit for the Mahapola Scholarship monthly installment payments.

I hereby request from you to change my Bank Account Details. Which I here already submitted for receiving of Mahapola monthly installment payments. The Details will be as follows.

(A) Student's Details			
1	Name of the Student:	6	Academic Year
2	University Admission Number:	7	Tel: Numbers:
3	Course:	8	Scholarship Number:
4	Faculty:		
5	N.I.C. No:		

(B) Bank Account Details			
		Old	New
1.	Name of the Bank		
2.	Bank Code		
3.	Branch Name		
4.	Account Number		
5.	Branch Code		

A Photocopy of the Bank Passbook is also attached herewith.

Yours Sincerely,

We certified that the above Bank A/C Details Have changed and the new Bank. Details are verified & certified correct.

..... (Signature)

Certified by (Signature)

..... (Student Name)

Registrar-Student Services

University of.....