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User Guide for G.C.E (O/L) Examination -2025 (2026)

01. Registration of Private Applicants

Log into the system by entering your NIC Number.

<https://onlineexams.gov.lk/eic>

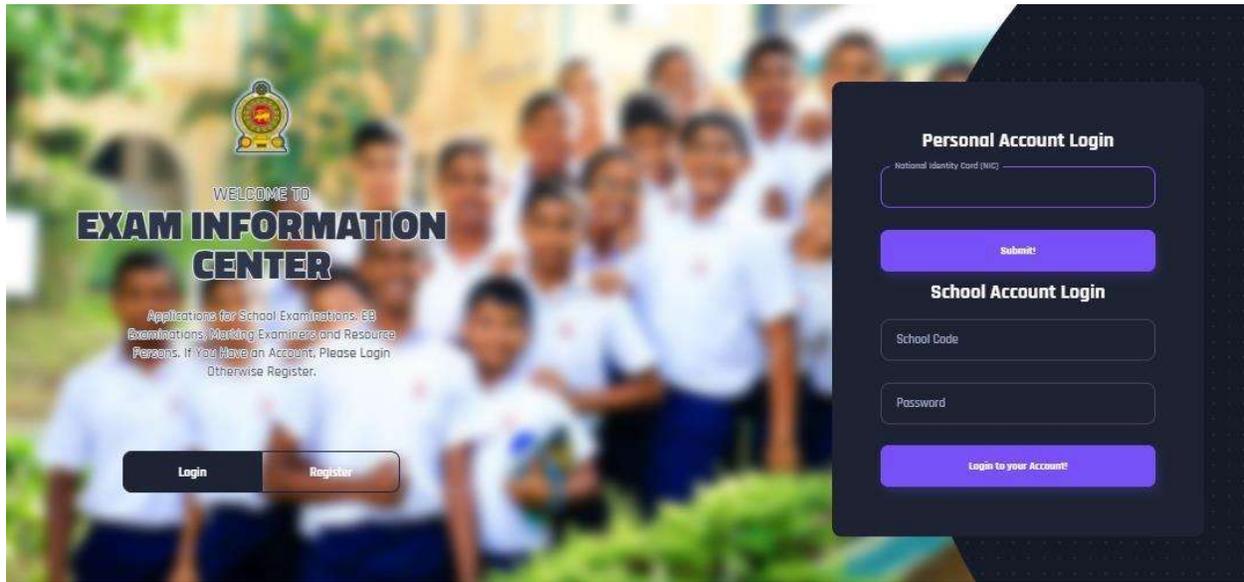
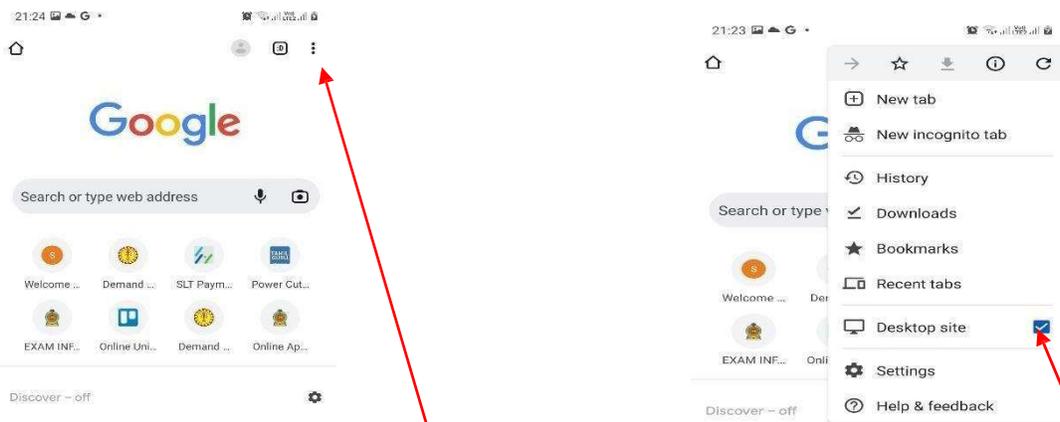


Figure 1

❖ In Mobile View

If you are going through mobile phone switch into **Desktop site** to see the application as below.



Click this

Figure 2

Put a tick to switch on Desktop site

02. View the dashboard

Dashboard

OLP

G.C.E. O/L Examination 2025(2026)
Registration of Private Applicants

එස්.සේ සාමාන්‍ය ඉගෙන ගනිමින් මි අසංදේශන කුසලතා සංවර්ධන පාලන විભාගයට
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ප්‍රතිඵල අවලංගු කොට ඉදිරි විභාග සඳහා අයදුම් කිරීමේ දැනගැනීමේ කාර්යය ලැබේ.
ආරාධනා පාලකයාගේ කාර්යයන් සම්බන්ධයෙන් තනිව පවත්වා ගත යුතුය. අයදුම්පත්
මුද්‍රණය කිරීමේදී විධිමත්ව පුනරාවාසි කිරීමේදී අවධානය යොමු කළ යුතුය. අයදුම්පත්
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☑ Closing Date : 2

Instructions

UGC

Schooling Period Verification System for Private Candidates of G.C.E. A/L Examination
University Grants Commission - Sri Lanka

Attention! Read the instructions given, before completing the application form.

Instructions

Select G.C.E. O/L Examination 2025 (2026)

OLP

G.C.E. O/L Examination 2025(2026)
Registration of Private Applicants

එස්.සේ සාමාන්‍ය ඉගෙන ගනිමින් මි අසංදේශන කුසලතා සංවර්ධන පාලන විභාගයට
අයදුම් කිරීමේ අත්පිටි මිලිමි සහතිකයක් ලෙස සලකා බැලිය හැකිය. එස්.සේ කළමනාකරණ විභාග
ප්‍රතිඵල අවලංගු කොට ඉදිරි විභාග සඳහා අයදුම් කිරීමේ දැනගැනීමේ කාර්යය ලැබේ.
ආරාධනා පාලකයාගේ කාර්යයන් සම්බන්ධයෙන් තනිව පවත්වා ගත යුතුය. අයදුම්පත්
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පිරිසිදු ලෙසින් පුරවා ගත යුතුය. අයදුම්පත් පිරිසිදු ලෙසින් පුරවා ගත යුතුය. අයදුම්පත්
පිරිසිදු ලෙසින් පුරවා ගත යුතුය. අයදුම්පත් පිරිසිදු ලෙසින් පුරවා ගත යුතුය.

☑ Closing Date : 2

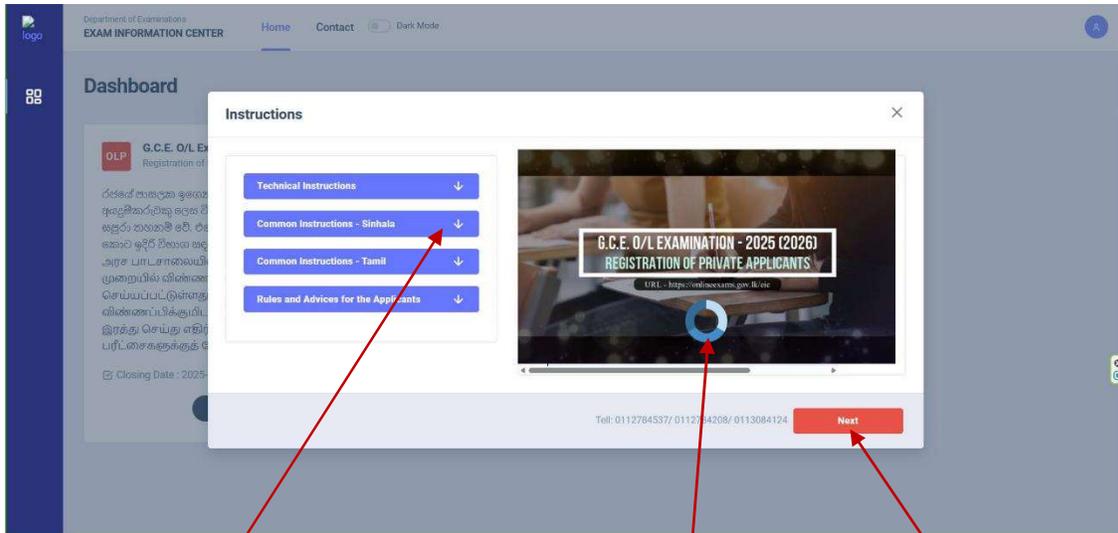
Instructions

Click this

2 | PAGE ONLINE UNIT

Read the instructions and watch instructional video before filling the application

Then click next



Read Common Instructions

Figure 5

Watch the Video

Click this

03. Complete STEP 1: - PERSONAL INFORMATION

අවධානයයි! අදාළවන පරිදිවලට පෙර දී ඇති උපදෙස් කියවන්න.
 கவனத்திடுறது ! விண்ணப்பத்தை பூர்த்தி செய்வதற்கு யின்னர் வழங்கப்பட்டள்ள அறிவுறுத்தல்களை நன் வா கிக்கவும்.
 Attention! Read the given instructions, before completing the application form.

1. STEP 1: PERSONAL INFORMATION 2. STEP 2: EXAM REQUEST 3. STEP 3: SUBJECTS INFORMATION

Full Name in English * (according to the birth certificate) Max length 90 characters.

Wellappili Arachhige Nandana

NIC * Date Of Birth * Gender * Email Address
 877400182v 06/10/1987 Male nandanachanaka592@gmail.com

Birth Certificate Number * Mobile Number * Residential Telephone
 1823 0713846304 0713846304

Private Address *
No 12, Kumarathunga Lane.

Postal Town *
Embilipitiya

Next

Figure 6

04. Complete STEP 2: - EXAM REQUEST

OL Examination 2025(2026) - Registration of Private Applicants Activity log

NAME - Ashani Kahawandara | NIC - 8 / / 400182V

අවධානයයි! අදාළවන පරිදිවලට පෙර දී ඇති උපදෙස් කියවන්න.
 கவனத்திடுறது ! விண்ணப்பத்தை பூர்த்தி செய்வதற்கு யின்னர் வழங்கப்பட்டள்ள அறிவுறுத்தல்களை நன் வா கிக்கவும்.
 Attention! Read the given instructions, before completing the application form.

1. STEP 1: PERSONAL INFORMATION 2. STEP 2: EXAM REQUEST 3. STEP 3: SUBJECTS INFORMATION

Town you expect to sit for the examination

District Town
 Select a District Select a Town

Attempt Number
 Select

Are you a special education needs applicant?
 Yes No

Prev Next

Select the Attempt Number Select the District and Town you need

Figure 7

If you have any Special Education Needs select “Yes” and complete information, otherwise select “No”

The screenshot shows a registration form with three steps. Step 1: Personal Information includes fields for District (Ratnapura), Town (Parakaduwa), and Attempt Number (2). Step 2: Exam Request includes a question 'Are you a special education needs applicant?' with 'Yes' selected. Step 3: Subjects Information includes a dropdown for 'Type of Disability' (with options: Braille, Hearing, Vision, Body/Functions/Structures, Other), a field for 'if require a Special Center *' (set to NO), and a text area for 'Details of Disability *'. 'Prev' and 'Next' buttons are at the bottom.

Figure 8

05. Complete STEP 3 - SUBJECT INFORMATION

The screenshot shows the 'Add Subject/Medium Information' form. It has sections for 'Preferred Language Medium' (Sinhala selected), '11-16 Religion *' (Savarny), and '21 Language & Literature *' (21 - Sinhala Language & Literature selected). Below are '32 Mathematics *', '33 History *', '34 Science *', and '60-75 Bucket Subjects I *', '40-52 Bucket Subjects II *', '80-94 Bucket Subjects III *'. To the right, 'Subject Medium *' dropdowns are shown. A 'Subject Summary' box displays '200 LKR AMOUNT TO PAY' and '3 SUBJECTS'. Annotations include: 'Select the language medium of the exam' pointing to the language medium; 'Select the subjects you need to apply' pointing to the subject dropdown; 'Select the Medium' pointing to the subject medium dropdowns; and 'Amount to pay and number of subjects' pointing to the summary box.

Figure 9

Check here

- Transaction Information
- Exam Application Summary.

Any change can be done by clicking “Reset the Exam Application”

Read the exam application summary and if you want to change any subject applied by you, click on the "Reset the exam application" button. After selecting payment mode you can't do any changes.

Transaction Info

Submitted By	WELLAPPILI ARACHCHIGE NANDANA
Submitted At	2024-01-22 11:43:37
Status	Payment Pending
Due Amount	350.00 LKR

Payment Method
Select a Payment option to continue.

Pay By Credit/Debit Card



Pay By Postal Department



See How Postal Payment Works

Exam Application Summary

Name	WELLAPPILI ARACHCHIGE NANDANA
NIC	877400182v
Address	NO 12 KUMARATHUNGA LANE, EMBILIPITIYA
Gender	0
Mobile	0713846304
Residential Telephone	0713846304
Date of Birth	1987-06-10
Attempt	2
Special education needs, visual impairment or any disability	YES (Braille) Can't see
Town	Parakaduwa
Exam Medium	Sinhala

#	Subject	Medium
1	12 Saivanery	Sinhala
2	21 Sinhala Language & Literature	Sinhala

Figure 10

Due Amount for subjects you applied

Reset the Exam Application

Personal Information

Subject Information

If above application summary is correct you can select a payment mode.
 After you select a payment mode you **cannot** do any changes of your application

There are **two** types of payment methods
 Select **only one** payment method to pay your Application fee.
 “See how postal payment works” video before select the postal payment method

The screenshot shows the 'OL Examination 2025(2026) - Registration Fee' portal. It includes a navigation bar with 'Home', 'Contact', and 'Dark Mode'. Below the title, there's a transaction ID and a submission date. A yellow banner indicates that selecting a payment option is required for the application to be accepted. A blue banner provides instructions on how to return to the application summary if changes are needed. The main content is divided into three sections: Transaction Info, Exam Application Summary, and Payment Method.

Transaction Info:

- Submitted By: WELLAPILU ARACHCHIGE NANDANA
- Submitted At: 2024-01-22 11:49:07
- Status: Payment Pending
- Fee Amount: 850.00 LKR

Exam Application Summary:

Name	WELLAPILU ARACHCHIGE NANDANA
NIC	877405182V
Address	NO 12 KULMARATHUNGA LANE, BMBELIPITHA
Gender	0
Mobile	0713946304
Residential Telephone	0713846304
Date of Birth	1987-06-13
Attempt	2
Special education needs, visual impairment or any disability	YES (English) Can't see
Town	Paksewema
Exam Medium	Sinhala

Payment Method:

Select a Payment option to continue.

- Pay By Credit/Debit Card
- Pay By Postal Department

Red arrows point from the 'Pay By Credit/Debit Card' and 'Pay By Postal Department' buttons to external boxes labeled 'Credit/Debit Card Payment', 'Guidance Video for Postal Payment', and 'Pay by Post Office'.

Figure 11

Credit/Debit Card Payment

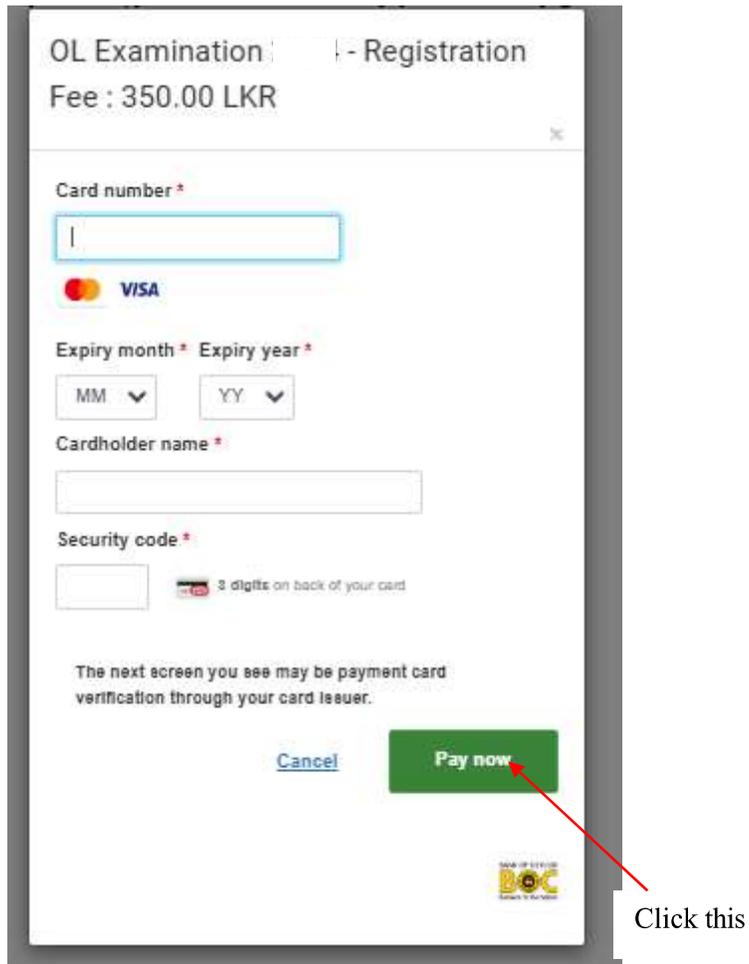
Guidance Video for Postal Payment

Pay by Post Office

06. Payment Method :-

I) Pay by Credit/Debit card

Enter your Credit/Debit card details and pay application fee.



OL Examination - Registration
Fee : 350.00 LKR

Card number *

 VISA

Expiry month * Expiry year *

MM ▼ YY ▼

Cardholder name *

Security code *

  3 digits on back of your card

The next screen you see may be payment card verification through your card issuer.

[Cancel](#) [Pay now](#)



Click this

Figure 12

Pay by Post Office

When you click the Postal payment you will receive a SMS (with the below reference number) to your mobile and pop-up message will be displayed as below.
Read it and click ok.



Figure 13

- Provide the reference number to the post office and pay the exam fees.
- You will receive a SMS mentioning that your postal payment is **successful**.
- After completing the postal payment, download the Application by Log in to your account. For this simply you can use link which was sent to your mobile.

After completing the payment you can Download your O/L exam 2025(2026) Application

07. Download your O/L exam 2025(2026) Application

Click here to download the application

OL Examination 2025(2026) - Registration of Private Applicants

Activity log | Download O/L Exam 2025 Application

Transaction Info

Transaction ID:	O LP115122
Submitted At	2024-01-22 11:43:37
Status:	Postal Payment Successful
Order ID	O2FHGJ
Order Reference:	
Paid Amount	350.00 LKR

Exam Application Summary

Edit the Exam Application

Name:	WELLAPPILI ARACHCHIGE NANDANA
NIC	877400182V
Address	NO 12 KUMARATHUNGA LANE, EMBILIPITIYA
Gender	Male
Mobile	0713846304
Residential Telephone	0713846304
Date of Birth	1987-06-10
Attempt	2
Special education needs, visual Impairment or any disability	YES (Braille) Can't see
Town	Parakaduwa

Figure 14

Status of your payment

Download your application and keep it safely with you.

Department of Examinations - Sri Lanka
GENERAL CERTIFICATE OF EDUCATION (ORDINARY LEVEL)
EXAMINATION -
Application Form for Private Applicants

01. Town Selected to appear for the examination
Town Selected: 

02. Full Name: (Full name according to the birth certificate) Birth Certificate Number:

03. Permanent address: Telephone No:

04. Date of birth: 05. Medium:

06. Subjects applied for the examination in the year 2021, Medium and Subject Numbers:

Subject	Medium	Subject No
1 Salvavery	Sinhala	12
2 Sinhala Language & Literature	Sinhala	21
3 English Language		31
4 Mathematics	Sinhala	32
5 History	Sinhala	33
6 Science	Sinhala	34
7 Civic Education	Sinhala	62
8 Arts	Sinhala	43
9 Information & Communication Technology	Sinhala	80
Total number of subjects applied		9

06. National Identity Card No:

09. Examination fees (LKR): Payment Method: Postal Payment Successful
Order ID : 02PHGJ

10. Gender: 11. Attempt no:

Are you a special education needs Special Center:

Figure 15

08. Contact us —

- For further details, contact;
School Examinations Organization and Results Branch – 0112784537, 0112784208, 0112786616
Fax No- 0112784422
Email Address- gceolexamsl@gmail.com
- For more technical support contact;
Online Branch - 0113671568, 0113661122
Email Address- doonlineexams@gmail.com