BSc, Re-Registration using Online

Academic Year 2020/2021

Step-by-Step Guide for Students

Faculty of Natural Sciences

Prof. J. C. N. Rajendra

Step - 01

Check your assigned date and time for Counselling

- Please check you assigned date and time on the Faculty of Natural Science webpage.
- Please note your assigned Counsellors name.
- You can download the R3/4/5 form (.pdf version) before joining the online counselling (if you need) to prepare yourself.

Step - 02 – Prior to Online Counselling

Please carefully read the

Student Information Sheet 2020/2021 – NS1 – Structure

Step - 03 – Prior to Online Counselling cont….

Please get your history sheet

(Could be downloaded from MyOUSL)

NOTE: No students will be counselled without the history sheet

Step - 04 – Prior to Online Counselling cont….

Please fill your R3/4/5 forms via online

(https://demo.openlearn.lk/r345ns1/)

Complete and submit your online filled form

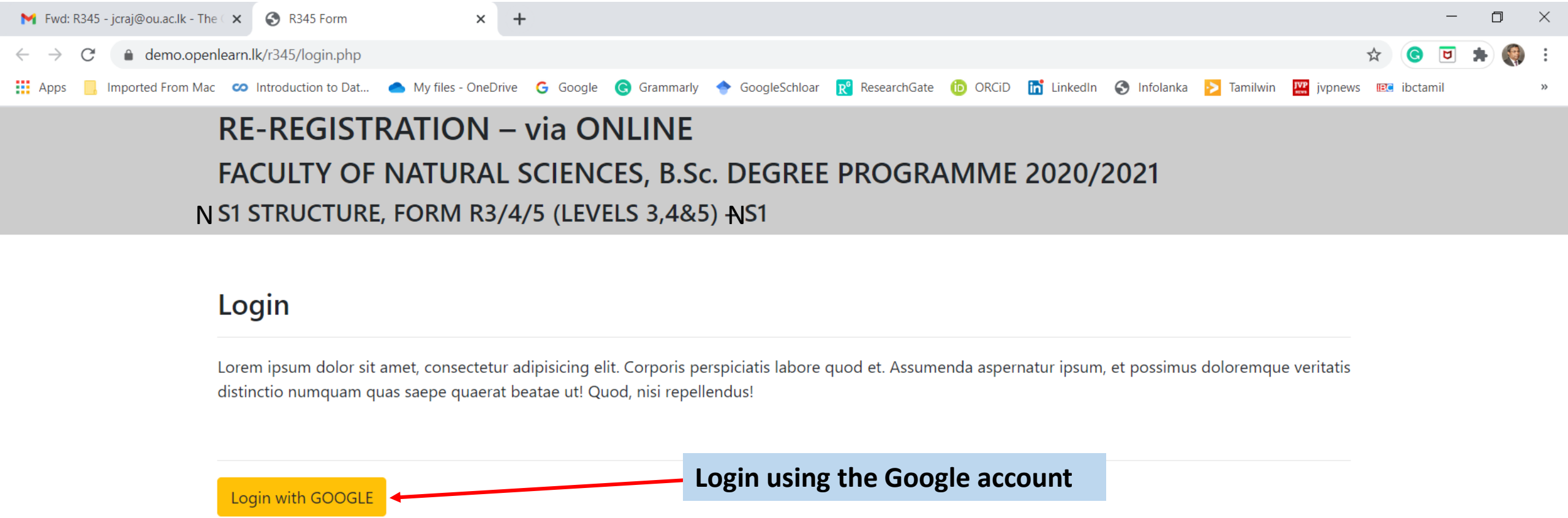
on or before 29th December 2020

NOTE: No students will be counselled without filling and submitting the online form

Step 05 –Filling the Online information by student

Student online portal https://demo.openlearn.lk/r345ns1/

Click the link



Login using the Google account

RE-REGISTRATION – via ONLINE

FACULTY OF NATURAL SCIENCES, B.Sc. DEGREE PROGRAMME 2020/2021

NS1 STRUCTURE, FORM R3/4/5 (LEVELS 3,4&5) -NS1

Prof J. C . N. Rajendra
jcraj@ou.ac.lk

Logout

- FORM R3/4/5 (LEVELS 3,4&5) -
- Upload Payment slip

Click the link

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ENG INTL 6:44 AM 12/8/2020

RE-REGISTRATION – via ONLINE

FACULTY OF NATURAL SCIENCES, B.Sc. DEGREE PROGRAMME 2020/2021

NS1 STRUCTURE, FORM R3/4/5 (LEVELS 3,4&5) -NS1

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Logout

Once you read the Instructions click NEXT button

INSTRUCTIONS:

- The courses you wish to register in this year must be indicated with a "✓" in the column titled 'Mark "✓" below.
- You can offer a maximum total of 30 credits of regular courses in one academic year. However you are advised to offer less than this maximum since the work-load will be heavy.
- Continuing Education Courses (such as CYE3200) can also be offered up to a maximum of 8 credits, if required.
- There are **specified pre-requisites to follow** some courses, as listed in this form.

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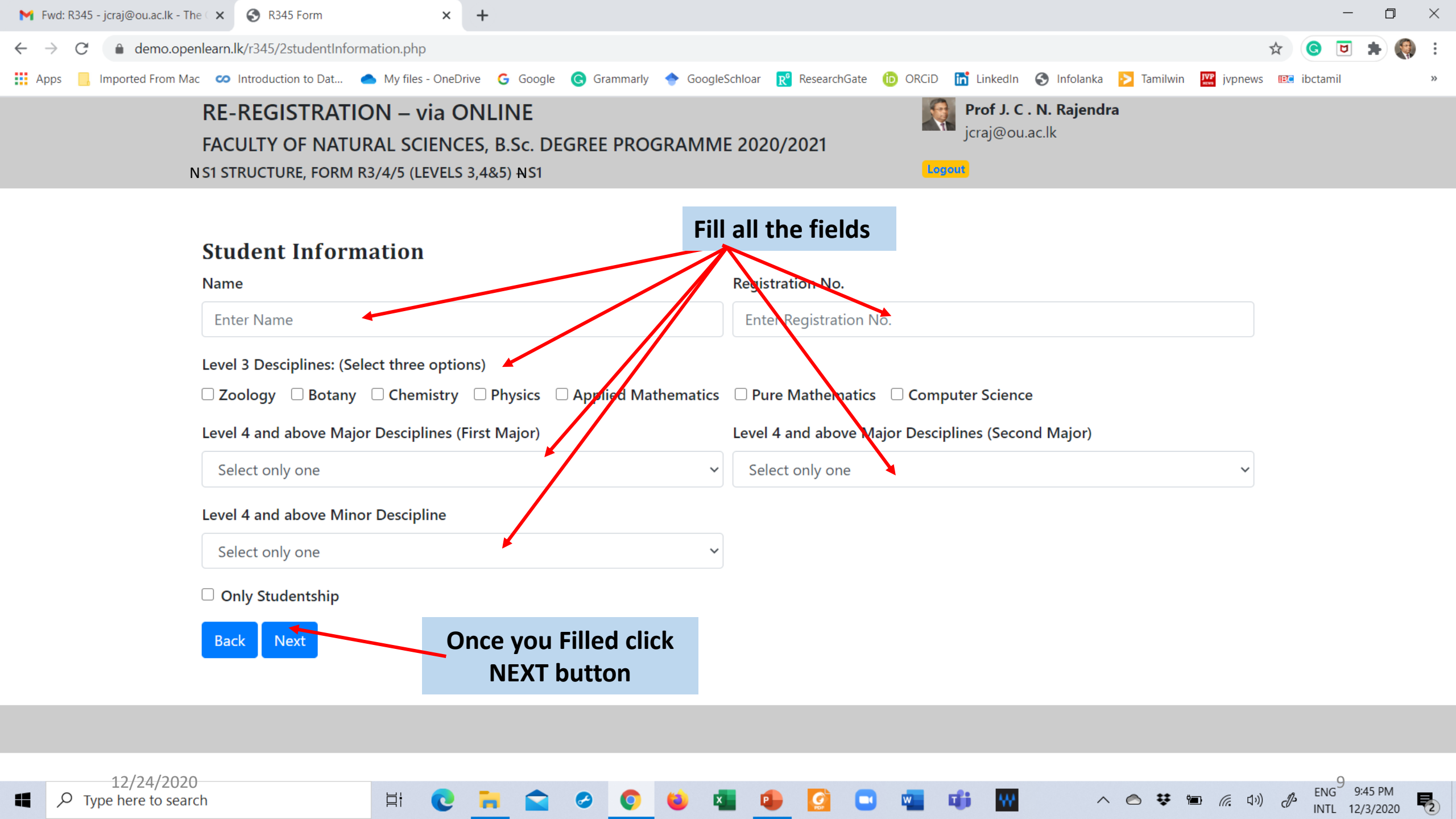
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R345 Form
demo.openlearn.lk/r345/2studentInformation.php
Apps
Imported From Mac
Introduction to Dat...
My files - OneDrive
Google
Grammarly
GoogleSchloar
ResearchGate
ORCiD
LinkedIn
Infolanka
Tamilwin
jvpnews
ibctamil
RE-REGISTRATION – via ONLINE
FACULTY OF NATURAL SCIENCES, B.Sc. DEGREE PROGRAMME 2020/2021
NS1 STRUCTURE, FORM R3/4/5 (LEVELS 3,4&5) NS1
Prof J. C . N. Rajendra
jcraj@ou.ac.lk
Logout
Fill all the fields
Student Information
Name
Enter Name
Registration No.
Enter Registration No.
Level 3 Desciplines: (Select three options)
Zoology
Botany
Chemistry
Physics
Applied Mathematics
Pure Mathematics
Computer Science
Level 4 and above Major Desciplines (First Major)
Select only one
Level 4 and above Major Desciplines (Second Major)
Select only one
Level 4 and above Minor Descipline
Select only one
Only Studentship
Back
Next
Once you Filled click NEXT button
12/24/2020
9
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12/3/2020

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R345 Form
demo.openlearn.lk/r345/3level3.php
Apps
Imported From Mac
Introduction to Dat...
My files - OneDrive
Google
Grammarly
GoogleSchloar
ResearchGate
ORCiD
LinkedIn
Infolanka
Tamilwin
jvpnews
ibctamil

Select your course

BSc Degree Programme Courses Level 3

	COURSE CODE	COURSE TITLE	SEMESTER	CREDIT RATING	PREREQUISITES	MARK "✓"
Faculty Continuing Education Courses	CYE3200	Mathematics for Chemistry and Biology	1st & 2nd	2	(for non-Math. Students)	☐
Compulsory Open Elective Courses Note	LLU3261	Understanding Law	1st	2	3 passes at G.C.E. (A.L.) in Science or equivalent qualifications	☐
	MSU3208	Managing Your Work and People	1st	2		☐
	DSU3298	Introduction to Sri Lankan Society	1st	2		☐
	FNU3200	Ethics in Science and Technology	2nd	2		☐
	FNU3201 Note	Communication Skills	1st	2		☐
	ADU3218	Basic Statistics	1st	2	Pass in Combined Maths in GCE (A.L.). ONLY for Mathematics students not offering Applied Maths at L3	☐

Once you finish selecting click NEXT button

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NS1 STRUCTURE, FORM R3/4/5 (LEVELS 3,4&5) NS1

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Logout

Fill all the fields

Student Declaration

Total Number of credits taken:

0

☐ **I hereby declare that I have selected the course/s marked (✓) in accordance to my wishes and requirements.**

Contact Phone No(s)

Enter Contact Numbers

NIC (National Identity card) No

Enter NIC Number

Center

Select only one

Attachment 01(Max:2MB, only PDF)

Choose File No file chosen

Attachment 02(Max:2MB, only PDF)

Choose File No file chosen

Back | Submit

Once you finish filling the form click Submit button

Step - 06 – Online Counselling

- Your personal counsellor will send you the ZOOM – ID for you to join on the assigned date and time.
- Before councelling student should complete and submit the online R3/4/5 form.
- On the counselling day, the councellor will open the filled R3/4/5 form and share with you via ZOOM and the councelling begins.
- The councellor can edit entry (if any) with the student’s concent. (Please note once the councellor open the R3/4/5 you can not alter the entry).
- Once the councelling is finished, it will be submitted by the counsellor.

Step - 07

- **1st Counselor will submit the document once the counselling is finished**
- **2nd Counselor will submit the document once the counselling is finished**

Step - 08

- Student can download their payment voucher using an online portal

  (https://reginfo.ou.ac.lk/)

- Payments indicated in the voucher ***should be paid*** either via online or at the Bank.
- In case, if a student needs to adjust the voucher, he/she should contact the OUSL Finance Department through the assigned telephone numbers 0112881016 or 0112881043 and make the necessary adjustments in the voucher.
- Please download the NEWLY ADJUSTED VOUCHER and make the payment.
- Please get the receipt for the payment of online (if you are paying through online) or from Bank (if you are paying through bank).
- Please **upload the receipt of the payment** in the relevant online student portal.

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Logout

- FORM R3/4/5 (LEVELS 3,4&5) -
- Upload Payment slip

Click the link and make the payment.

Also submit your receipt of payment

Type here to search
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demo.openlearn.lk/r345/payment.php

Apps Imported From Mac Introduction to Dat... My files - OneDrive Google Grammarly GoogleSchloar ResearchGate ORCiD LinkedIn Infolanka Tamilwin jvpnews ibctamil

RE-REGISTRATION – via ONLINE

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NS1 STRUCTURE, FORM R3/4/5 (LEVELS 3,4&5) NS1

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jcraj@ou.ac.lk

Logout

Payment

Fill the field

Payment voucher must be downloaded through this link https://reginfo.ou.ac.lk

Payment must be made online or via bank transfer. Please submit this form on or before 26/12/2020.

Upload the recipt

Please check your payment mode

Banks transfer

Pleased upload your bank/online receipt here(Max:2MB, only PDF,JPG,PNG)

Choose File No file chosen

Once you upload your receipt CLICK upload

Upload

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Step - 09

Collection/Delivery of course material

Arrangements will be made with relevant Regional Centres and be informed to students about the method of collection/delivery.

Thank you