SRI LANKA LAW COLLEGE NOTICE

<u>Clarifications regarding academic</u> <u>matters / examinations</u>

If students have any questions or concerns in regard to academic matters or examinations they are advised to contact the Principal by email (principal@sllc.ac.lk) without any hesitation. However, if you wish to speak to the Principal over the phone, you can call him on 0112436040 on weekdays between 8:00am and 4:00pm.

The preferred mode of communication is email. Students MUST ensure that any emails sent to the Principal (including other Law College staff) are sent using your Law College email account. Any email sent from personal email accounts (i.e. gmail, hotmail, iinet etc) MAY NOT BE responded to. As a rule of thumb, students should receive responses to your email queries within two working days (48 hours). Of course, this may not be achievable during periods of high demand.

Please clarify issues of uncertainty throughout your study period rather than wait until the last minute. This helps the administration of the College to serve students on time.

All the best with your studies!

Dr Athula Pathinayake

Principal

May 23, 2022