

<i>District</i>	<i>District Number</i>	<i>Medium in which vacancies exist</i>
Colombo	01	Sinhala/Tamil
Gampaha	02	Sinhala/Tamil
Kalutara	03	Sinhala/Tamil
Kandy	04	Sinhala/Tamil
Matale	05	Sinhala/Tamil
Nuwara Eliya	06	Sinhala/Tamil
Galle	07	Sinhala/Tamil
Matara	08	Sinhala/Tamil
Hambantota	09	Sinhala/Tamil
Jaffna	10	Tamil
Mannar	11	Tamil
Vavuniya	12	Sinhala/Tamil
Mullaitivu	13	Sinhala/Tamil
Kilinochchi	14	Tamil
Batticaloa	15	Sinhala/Tamil
Ampara	16	Sinhala/Tamil
Trincomalee	17	Sinhala/Tamil
Kurunegala	18	Sinhala/Tamil
Puttalam	19	Sinhala/Tamil
Anuradhapura	20	Sinhala/Tamil
Polonnaruwa	21	Sinhala/Tamil
Badulla	22	Sinhala/Tamil
Monaragala	23	Sinhala/Tamil
Ratnapura	24	Sinhala/Tamil
Kegalle	25	Sinhala/Tamil

**MINISTRY OF EDUCATION, HIGHER EDUCATION AND VOCATIONAL EDUCATION**

**Limited Competitive Examination for Recruitment to the Grade III of the Sri Lanka Principals' Service – 2025**

IT is hereby notified that the Limited Competitive Examination for Recruitment to Grade III of the Sri Lanka Principal's Service will be held in **March 2026** in accordance with the Service Minute of the Sri Lanka Principal's Service published in the Government *Gazette* Extraordinary No. 1885/31 dated 22.10.2014 and the amendments thereto No. 2004/59 dated 02.02.2017, No. 2076/14 dated 19.06.2018, No. 2079/39 dated 11.07.2018, No. 2208/18 dated 30.12.2020, No. 2255/55 dated 26.11.2021, and No.2454/54 dated 18.09.2025. Applications are hereby invited for the limited competitive examination to be held for recruitment to the Grade III vacancies available in the Sri Lanka Principal's Service in the Government Schools stated in the following districts. All relevant qualifications must have been fulfilled by **19.12.2025**.

Districts and district numbers where Grade III vacancies exist in the Sri Lanka Principal Service

In this notification, the term "Service" means, the Sri Lanka Principals' Service. "Service Minute" means the Service Minute of the Sri Lanka Principal's Service.

**02. Forwarding Applications :**

**2.1** The Application form is available at the Sri Lanka Examinations Department website [www.doenets.lk](http://www.doenets.lk) " Online Applications – Recruitment Exams" under "Our Services" on the website / EB Exams" and applications can be submitted via online only. Online applications will be opened on **17th November, 2025 at 9.00 a.m.** and closed on **19th December, 2025 at 9.00 p.m.** After the application is submitted online, it should be downloaded, the relevant parts of the printed copy should be filled by hand, the applicant's signature should be certified, and the certification should be done by the head of the relevant institution and should

be sent by Registered Post to the Department of Examinations of Sri Lanka on or before the final date for acceptance of applications.

- 2.2 A copy of the application should be submitted to the Heads of Institutions for inclusion in their personal file, and a copy of the application certified by the Head of Institution and a letter of confirmation of service should be submitted when the applicant is called for the interview.
- 2.3 The applicant must bear any adverse consequences arising from the delay in submitting applications until the closing date.

### 03. Examination Date and Venues:

- 3.1 This exam will be held in March 2026. Secretary to the Ministry of Education, Higher Education and Vocational Education is fully authorised to postpone or cancel the examination.
- 3.2 Examination is conducted at the exam centres set up in the main cities stated below.

City	City number
Colombo	01
Gampaha	02
Kalutara	03
Kandy	04
Matale	05
Nuwara Eliya	06
Galle	07
Matara	08
Hambantota	09
Jaffna	10
Mannar	11
Vavuniya	12
Mullaitivu	13
Kilinochchi	14
Batticaloa	15
Ampara	16
Trincomalee	17
Kurunegala	18
Puttalam	19
Anuradhapura	20
Polonnaruwa	21
Badulla	22
Monaragala	23
Ratnapura	24
Kegalle	25

If the sufficient numbers of applicants are not applied to set up an exam centre, The Commissioner General of

Examinations has the power to cancel the examination centre, and the applicants shall be referred to the next exam centre setup in the nearest city.

### 4. Terms of Service:

A candidate selected subject to the conditions laid down in the Service Minute of the Sri Lanka Principals' Service and its amendments published in the Extraordinary *Gazette* Notification of the Democratic Socialist Republic of Sri Lanka No. 1885/31 and dated 22.10.2014 and the subsequent amendments to the said Service Minute and the general conditions ruling appointments in the Public Service, shall be appointed to Grade III of the Sri Lanka Principals' Service.

### 5. Salary Scale: GE 04 - 2025

Rs. 72,280 -7X1670 -6X2400 -25X2970 -172,620

(Salary payment shall be made as per Schedule III of the Public Administration Circular No. 10/2025 )

### 6. Qualifications:

6.1 Sri Lanka Teachers Service officers who have fulfilled the following qualifications and are confirmed in service are eligible to apply for the limited competitive examination for appointment to Grade III of the Sri Lanka Principals Service.

#### 6.2 Educational and professional qualifications:

(i) Possession of a Bachelor of Education degree from a University recognized by the University Grants Commission or National Institute of Education (NIE) ;

*or*

(ii) A degree in any subject area recognized by the University Grants Commission and one or more of the following qualifications:-

- a. Postgraduate Diploma in Education or a related Postgraduate Diploma in Education with at least 50% of the subject composition being on the "Education Subject";
- b. Teacher Training Certificate;
- c. National Diploma in Teaching Science;

*or*

(iii) National Diploma in Teaching Science/Teacher Training Certificate.

#### 6.3 Experience:

Having completed five (05) years of satisfactory service in the Sri Lanka Teachers' Service, having been qualified as per 6.2 ( i ) or 6.2 ( ii ) above and has earned all salary increments during that period;

or

Be an officer who has completed six (06) years of satisfactory service in the Sri Lanka Teachers' Service, qualified under 6.2 ( iii ) above, and has earned all salary increments during that period.

*Note :* As per the provisions of the Public Service Commission Circular No. 01/2020 and its amendments as of 19.12.2025, an officer who has been punished for an offence specified in the First Schedule to Chapter XLVIII of the Establishments Code, shall be liable to a period of (05) years from the date of commission of that offence, an officer who has been punished for an offence specified in the Second Schedule to Chapter XLVIII of the Establishments Code, shall be liable to a period of two (02) years from the date of commission of that offence, an officer who has been punished under the Minor Disciplinary Procedures specified in Section 25.2 of Chapter XLVIII of the Establishments Code, shall be liable to a period of one (01) year from the date of commission of that offence, and an officer who has been reinstated in service after considering an appeal filed in relation to a notice of vacation of post, shall be liable to a period of two (02) year from the date of reinstatement of service are consider as ineligible to sit for this examination. Officers who have been punished for such a period and have not expired the relevant period will not be entitled to receive appointments even if they appear for this test and passed.

#### 6.4 Physical and mental fitness:

Every candidate must be physically and mentally fit enough to serve in any part of the island and to perform the duties of the position.

#### 6.5 Other qualifications:

- i. Must be a Sri Lankan citizen;
- ii. No candidate is permitted to appear for the competitive examination for recruitment to the Principal's service more than three (03) times;
- iii. All the necessary qualifications must be fulfilled in every respect by the date specified in the *Gazette* Notification to appear for the competitive examination for recruitment to the Principal's Service;
- iv. Must be permanent in the Sri Lanka Teachers Service.

#### 6.6 Age:

Must not exceed 50 years of age as at 19.12.2025.

(Accordingly, only those who have born on or after 18.12.1975 are eligible to apply for this.)

### 07. Examination Fees :

**7.1 The examination fee is one thousand two hundred rupees (Rs. 1200/-). Payment of the examination fee** should be made only through the following payment methods provided in the online system:-

- i) Any Bank Credit Card;
- ii) Any Bank Debit Card with the Facility of Internet Transactions;
- iii) Online Banking Method of Bank of Ceylon;
- iv) Any Branch of Bank of Ceylon.

*Note :-*

(a) Instructions on as to how payments should be made using the above methods are published on the website under the technical instructions related to the examination.

(b) Payment will be acknowledged *via* SMS or email. The full examination fee must be paid and applications with under or overpayment will be rejected. The Department of Examinations, Sri Lanka will not be held responsible for any errors that may occur in the payment of examination fees through the above payment methods.

(c) The amount paid for the examination will not be refunded or transferred to another examination for any reason.

## **08. Method of Application :**

- 8.1 The online application form must be completed in English only. The Department will notify the applicant that the soft copy submitted online is accepted/not accepted as a valid application by sending a short message ( SMS) to the mobile phone number used to access the system or by sending an e-mail to the e-mail address. Before completing the online application form, download the instructions for applying for the examination. Follow the instructions carefully while filling the application form. Any amendment made to the application form after receiving a printed copy will not be considered a valid amendment. Incomplete applications will be rejected without notice.
- 8.2 On the premise that only those who meet the qualifications specified in the *Gazette* Notification have applied, the Commissioner General of Examinations will issue examination admissions online only to those candidates who have submitted duly completed applications along with the relevant receipt and paid the prescribed examination fee on or before closing date of the receipt of applications. As soon as the examination admissions are issued, the Department of Examinations of Sri Lanka will inform the candidates about it through a web notification/ SMS message. If a candidate has not received his/her admission, he/she should enquire about it from the Institutional Examinations Organization Branch of the Department of Examinations, Sri Lanka as mentioned in the advertisement. When making such enquiry, it would be more effective for the candidate to send a request letter to the email address mentioned in the advertisement, stating the name of the examination he/she has applied for, the full name of the candidate, the National Identity Card number and address correctly. It would be useful to have a photocopy of the completed application form, a photocopy of the receipt for payment of the examination fee and the registered receipt for mailing the application ready to support any information sought by the Examination Department. After checking the admission card, if any amendments are required, the Department of Examination should be contacted as early as possible and the relevant amendments should be made as per the application. Requests for amendments made in the examination hall/interview will not be considered.

## **09. Appearing for the Examination :**

- (i) The Commissioner General of Examinations will be issued examination admissions to candidates who have submitted the duly completed applications along with the relevant receipt and paid the prescribed examination fee on or before the closing date for receipt of the applications, within the age limit specified in the notification. A candidate who does not produce his/her admission will not be allowed to sit for the examination.
- (ii) A candidate must appear for the examination in the examination hall assigned to him/her and must hand over the admission, after having his/her signature attested, to the examination invigilator at the time of appearing for the first question paper of the examination.

*Note* - The issuance of an examination admission to a candidate shall not be considered an acknowledgement that he/she has fulfilled the qualifications for appointment to the post.

## **10. Identity:**

Every candidate must prove his/her identity in the examination hall to the satisfaction of the invigilator for each subject in which he/she appeared. Any of the following documents will be accepted for this purpose:-

- (i) National Identity Card;
- (ii) Valid passport;
- (iii) Valid Sri Lankan driving license.

## **11. Penalties for Providing false Information :**

If a candidate is found to be ineligible to appear for this examination, his/her candidature may be cancelled at any time before, during or after the examination. If it is established that any material fact has been knowingly misrepresented by a candidate or if it is revealed that any material fact has been deliberately suppressed, he/she may be dismissed from government service. Candidates are subject to the rules and regulations made by the Commissioner General of Examinations regarding the conduct of the examination and the release of results. If he/she violates such rules, he/she will be liable to be punished by the Commissioner General of Examinations. The Commissioner General of examination must be decided by the final result of this examination.

## 12. Medium of Examination:

- (i) Examination will be conduct in Sinhala,Tamil and English media.
- (ii) Candidates should appear for the examination in only one language of their choice.
- (iii) A candidate must answer each question paper of the examination only in the language medium applied by him/her.
- (iv) No subsequent change in the medium of examination language specified in the application form will be permitted.

## 13. Recruitment Method:

13.1 An applicant will be given the opportunity to apply for 03 Districts where vacancies exist according to his/her preference.

13.2 The number of vacancies available in each District for Sinhala and Tamil medium will be announced before the interview is held.

13.3 A number of candidates, not less than the twice the number of vacancies available in the each district will be called for the general interview as the order of merit based on the marks obtained in the written test and preferences expressed. (When the number of vacancies available in a District decreases to ten (10), not less than 20 candidates will be called.)

**N.B. -** Interviews will be conducted in the same medium in which the applicant appeared for the written examination and all the recruited officers will be given appointments in Sinhala or Tamil medium only. If officers who appear for the entrance examination in English medium enter the service, they may submit requests for exemption from the link language as per Public Service Commission Circular No. 08/2020 (d). Examination Application Form 1. ( iv ) it must be clearly stated whether the appointment is to be made through Sinhala medium or Tamil medium. Applications which do not complete this section and have opted for English medium as per 1.(i) will be considered as incomplete and will be rejected. No applicant will be allowed to change the details of the examination and appointment medium mentioned in the application later on for any reason.

13.4 Only basic qualifications will be tested in the general interview, and all applicants who participate in the interview will be invited to participate in the structured interview. Participation in the structured interview will not be considered as an entitlement to be considered as having fulfilled the basic qualifications.

13.5 Officers will be recruited based on the merit list prepared for each District based on the aggregate marks obtained in the written test and structured interview. Applicants who are qualified for more than one District will be recruited based on the order of preference indicated in the application. No applicant will be allowed to change the order of preference indicated in the application for any reason.

13.6 An officer recruited for a district as mentioned above must serve in the same district for a minimum period of five (05) years before being transferred out of that district. If he/she does not agree to serve, his/her appointment will be cancelled and the opportunity will be given to the next applicant on the merit list.

13.7 In the event that it is not possible to recruit officers for the total number of vacancies in a particular district, arrangements will be made to conduct regular and structured interviews for the remaining vacancies as mentioned above.

13.8 In the event that there are not enough officers who have passed the written test for the number of vacancies in a particular District, recruitment will be made for the remaining number of vacancies in accordance with the merit list available in the province to which that District belongs and at the all-island level respectively.

13.9 Written test: This consists of 03 question papers.

	Subject	Maximum score	Time
01	Comprehension	100	1½ hours
02	Case study on school administration	100	2 hours
03	Aptitude and General Knowledge	100	1½ hours

- To pass a subject, a minimum of 40% marks must be obtained for each subject.

### 13.10 Syllabus:

#### (i) Comprehension :

Questions are designed to measure the candidate's ability to understand the meaning of multiple texts, their understanding of language use, and their ability to summarize.

#### (ii) Case studies on School Administration:

Several incidents that may arise in schools and management are presented, and questions are presented that aim to elicit candidates' views on responding to those incidents and resolving problems.

#### (iii) Aptitude and General Knowledge:

The question paper consists of two parts and shall be prepared to measure the candidate's comprehension and intelligence, and the candidate's awareness and understanding of the cultural, educational, scientific, political, economic, geographical and other relevant factors existing in our society, as well as in the national, regional and global organizational environment, by examining the candidate's inferences and responses to problems presented in a verbal, numerical and figurative context. A time of 45 minutes will be allocated for each section.

### 13.11 Interview:

#### (i) General Interview:

Based on the total marks obtained in the written test, a number of candidates, which is twice the number of vacancies selected in the order of highest marks obtained, will be called for a general interview based on the choices expressed by the candidate in which he/she wishes to serve. Here, it will be checked whether the basic qualifications have been fulfilled as per the *Gazette* Notification for the recruitment. No marks will be given for the General interview. Also, all the candidates who participate in the said interview will be made to participate in the structured interview. Participation in the

structured interview will not be considered as an entitlement to be considered as having been fulfilled the basic qualifications.

#### (ii) Structured Interview:

A presentation must be made on a topic relevant to the role of the principal. 25 marks will be given for this under the following criteria.

	Criteria	Score
1	Introduction	04
2	Presentation plan	04
3	Presentation skills	08
4	Subject knowledge	05
5	Time management	04
	Total	25

Applicants are recruited on District basis in order of total marks of highest score obtained by the candidates in the written and structured interview tests.

### 13.12 Release of Results:

In terms of the written test and in the structured interview held as per the *Gazette* Notification 13.9 and 13.11 (ii), results shall be submitted by the Department of Examinations to the Secretary, Ministry of Education on District basis and by medium separately. After the approval is obtained, the results will be communicated personally to all the candidates who appeared for the examination or will be published on the website [www.results.exams.gov.lk](http://www.results.exams.gov.lk) of the Department of Examinations Sri Lanka.

## 14. Conditions of Employment:

14.1 This post is permanent. Contributions to the Widowers' and Orphans' Pension are payable. Appointment is given on a one-year probationary basis.

14.2 The Establishments Code, Financial Regulations, Circulars, By-laws and the Public Service Commission Rules of Procedure of the Democratic Socialist Republic of Sri Lanka shall be applied.

14.3 The First Efficiency Bar Examination must be successfully completed within the first three (03) years in the Sri Lanka Principal Service Grade III.

14.4 In accordance with Public Administration Circular No. 01/2014, the relevant proficiency levels in the other official language must be obtained within 05 years from the date of appointment.

**Note** - The officer's proficiency in English, which is the Link Language, must also be completed at the same time as the 1<sup>st</sup> Efficiency Bar Examination. Also, if an officer has obtained at least a credit pass or higher in English in the G.C.E. (O.L.) Examination, he/she will be exempted from the Link Language requirement in accordance with the provisions of Public Service Commission Circular No. 08/2020.

15. If there is any fact which is not covered by this notification and the filling of these vacancies shall be decided by the Secretary to the Ministry of Education, Higher Education and Vocational Education.
16. In the event of any inconsistency between the language texts of this *Gazette* Notification published in Sinhala, Tamil and English, the Sinhala text shall prevail.

NALAKA KALUWEWA,  
Secretary.  
Ministry of Education, Higher  
Education and Vocational  
Education

Ministry of Education, Higher Education and Vocational Education, Pelawatta, Isurupaya,  
07<sup>th</sup> November, 2025.