



## UNIVERSITY GRANTS COMMISSION

### Finance Circular Letter No. 10/2012

9<sup>th</sup> October, 2012

Vice-Chancellors of Universities,  
Directors of Institutes,  
Rectors of Campuses.

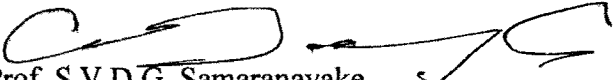
### **Property Loan Scheme for Staff of the Universities/Higher Educational Institutions**

Your attention is drawn to the section 8 of the Finance Circular No. 4/2012 dated 25<sup>th</sup> April, 2012.

Accordingly, you are requested to remit the Government contribution of the interest to the respective banks under the relevant loan number and to submit reimbursement request to the University Grants Commission on monthly basis for reimbursement.

Please send the reimbursement request certified by the Bursar according to the attached format.

This letter is available at the UGC website [www.ugc.ac.lk](http://www.ugc.ac.lk)

  
Prof. S.V.D.G. Samaranayake  
Chairman

- Cc.
1. Secretary/MOHE
  2. Vice-Chairman/UGC
  3. Secretary/UGC
  4. Additional Secretary/HR, IUA
  5. Accountant/UGC
  6. Registrars of Universities
  7. Bursars of Universities
  8. Snr. Asst./Asst. Registrars of Institutes/Campuses
  9. Snr. Asst./Asst. Bursars of Institutes/Campuses
  10. Snr. Asst. Secretary/Personnel/UGC
  11. Chief Internal Auditor/UGC
  12. Auditor General
  13. Govt. Audit Superintendent/UGC
  14. Govt. Audit Superintendent/Universities

**PROPERTY LOAN SCHEME FOR STAFF OF THE UNIVERSITIES / HIGHER EDUCATIONAL INSTITUTIONS**

Reimbursement of Monthly Interest - Government Contribution

University / Institute : .....

Month : .....

Year : .....

Name	Loan No.	Approved Loan Amount	Name of the Bank and Branch	Monthly Interest Government Contribution (Rs.)
<b>Total for the Month</b>				

Certify the above is correct, and request to reimburse the amount of Rs. ....

.....  
Bursar

.....  
Date

- 4. Additional Secretary/HR, IUA
- 5. Accountant/UGC
- 6. Registrars of Universities
- 7. Bursars of Universities