



LEGAL AID COMMISSION OF SRI LANKA



Established Under Law No 27 of 1978

No.129, High Court Complex,
Hulftsdorp, Colombo-12.
Sri Lanka.

Tele fax: +94-11-2433618

Email: legalaidcommission1978@gmail.com

Date: 15-10-26

The Registrar

University of Ruhuna

Handwritten notes:
All Deans
for regis for
20/10/26

Subject: Introduction of a Non-Legal Internship Training Programme – Call for Applications-Pilot Project

The Legal Aid Commission of Sri Lanka is pleased to inform you that the Commission has initiated a **Non-Legal Internship Training Programme** aimed at providing university students with practical training and professional exposure in administrative and research-related fields.

The programme will be conducted for a period of three (03) months, and applicants will be selected through an interview process.

Selected interns will be placed at any of the 88 Legal Aid Centres located islandwide, subject to availability and the operational requirements of the respective centres. Applicants may indicate their preferred Legal Aid Centre based on their residential area, subject to placement availability.

The training programme will provide practical experience in the following areas:

- Office management and administrative support
- Report writing and documentation
- Research assistance
- Other relevant non-legal administrative functions

In this regard, the Commission kindly requests your esteemed university to circulate this opportunity among interested students and encourage them to apply for the programme.

Interested applicants are requested to submit their applications to the Legal Aid Commission of Sri Lanka on or before 31st October 2026 through their respective Universities to the address given on the Application. The list of Legal Aid Centres available for internship placements is attached for reference.

The Commission believes that this initiative will provide valuable practical experience to university students, enhance their professional and administrative skills, and offer an opportunity to contribute to the effective functioning of a national public institution.

Your assistance in publicizing this programme among university students and encouraging suitable applicants to apply would be greatly appreciated.

Thank you for your cooperation and support.

V. Puvitharan
President's Counsel
Chairman - Legal Aid Commission of Sri Lanka

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LEGAL AID COMMISSION OF SRI LANKA

APPLICATION FORM FOR UNIVERSITY STUDENTS / INTERNS (None Legal)

Please complete all sections of this application form clearly and accurately.

PART A – PERSONAL INFORMATION

1. Full Name:
2. Permanent Address:
.....
.....
3. Date of Birth:
4. National Identity Card (NIC) No.:
5. Civil Status: ☐ Single ☐ Married ☐ Other:
6. Gender: ☐ Male ☐ Female :
7. Contact Telephone No.(WhatsApp and mobile):
.....
8. Email Address:

PART B – ACADEMIC QUALIFICATIONS

9. Academic Qualifications:
.....
.....
10. Name of University:
11. Faculty:
12. Degree / Course of Study:
13. Index Number / Registration No.:
14. Subjects of Study:.....
.....
.....
15. Current Year of Study:

PART C – PREFERRED COURT COMPLEXES

16. Please indicate the four court complexes closest to your residence, in order of preference.

Preference	Name of Court Complex
1st Preference	
2nd Preference	
3rd Preference	
4th Preference	

PART D – INFORMATION TECHNOLOGY (IT) KNOWLEDGE

17. Please indicate your level of IT knowledge. ☐ Basic ☐ Intermediate ☐ Advanced

18. Computer Applications / IT Skills:

☐ Microsoft Word ☐ Microsoft Excel ☐ Microsoft PowerPoint ☐ Internet and Email

☐ Data Entry ☐ Other.....

PART E – CERTIFICATION BY THE REGISTRAR

This is to certify that the particulars furnished above regarding the applicant's university registration, faculty, course of study, index number, subjects and current year of study have been verified against the official records of the University.

Name of the Registrar:

Name of the University:

Signature:

Official Seal:

Date:

PART F – DECLARATION BY THE APPLICANT

I hereby declare that the information furnished in this application is true and accurate to the best of my knowledge.

Signature of Applicant:

Date:

Please send your applications to :

Director - Legal (Covering up Duties), Legal Aid Commission, 129, High Court Complex, Colombo 12

For Official Use Only

Application Received on:

Checked by:

Remarks:

Decision: ☐ Approved ☐ Not Approved ☐ Pending

Legal Aid Commission Center List		
1	Head Office	011- 2433618
2	Akkaraipattu	067-2279462
3	Ampara	063-2223496
4	Anuradhapura	025-2224465
5	Attanagalla	033-2297020
6	Awissawella	0362233857
7	Baddegama	091-2292051
8	Badulla	055-2225759
9	Balangoda	045-2289099
10	Balapitiya	091-2255753
11	Bandarawela	057-2224733
12	Battaramulla	011-2877687
13	Batticaloa	065-2225399
14	Borella	0112698003
15	Chawakachcheri	0212270882
16	Chilaw	032-2222175
17	Dambulla	066-2284551
18	Dehiaththakandiya	0272250700
19	Deiyandara	0412268077
20	Deniyaya	041-2271128
21	Embilipitiya	047-2230299
22	Galagedara	0812061025
23	Galgamuwa	037-2253290
24	Galle	091-2226124
25	Gampaha	033-2248804
26	Hambantota	047-2221092
27	Hatton	0512222390
28	Hettipola	0372291915
29	Hingurakgodra	027-2245521
30	Homagama	011-2748813
31	Horana	034-2265244
32	Jaffna	021-2224545
33	Kadawatha	011-2922440
34	Kaduwela	011-2548150
35	Kalmunai	067-2223710
36	Kalutara	034-2222017
37	Kandy	081-2388978
38	Kanthale	026-2234521
39	Kebethigollawa	025-2298101
40	Kegalle	035-2231790
41	Kakirawa	025-2263536
42	Kilinochchi	0212285618
43	Kuliyapitiya	037-2284611

44	Kurunegala	037-2229641
45	Mahiyanganaya	055-2258332
46	Maho	037-2275075
47	Mallakam	0212059170
48	Mannar	023-2222045
49	Marawila	032-2254443
50	Matale	066-2224828
51	Matara	041-2233815
52	Mathugama	034-2249262
53	Mawanalla	035-2247272
54	Minuwangoda	112297790
55	Monaragala	055-2276891
56	Mt.Laviniya	011-2718708
57	Mullaithivu	0212290077
58	Muththur	026-2238777
59	Nawalapitiya	054-2224227
60	Negombo	031-2281080
61	Nikaweratiya	037-2260203
62	Nugegoda	011-2809068
63	Nuwara Eliya	052-2235260
64	Panadura	038-2244822
65	Point Pedro	021-2260212
66	Polgahawela	037-2243039
67	Polonnaruwa	027-2226572
68	Pothuvil	063-2248485
69	Pugoda	011-2405333
70	Puttalam	0322266636
71	Ratnapura	045-2226899
72	Siyabalanduwa	0552279250
73	Thambuththegama	025-2276259
74	Tangalle	047-2240122
75	Thissamaharama	047-2239611
76	Trincomalee	026-2226328
77	Valachchenai	0652258349
78	Vavuniya	024-2221863
79	Walasmulla	047-2245566
80	Warakapola	037-2277075
81	Wariyapola	037-2268199
82	Wattala	0112935907
83	Welimada	057-2244860
84	Wallawaya	055-2274466
85	Theldeniya	0812054470
86	Udagama	0775787915
87	Bibila	0786676599
88	Gampola	operating from Kandy