

**GENERAL SIR JOHN KOTELAWALA DEFENCE UNIVERSITY
INTERNAL MEMO**

To : DR/SAR/AR
From : Bursar
Date : 07/11/2024
Subject : Payment Procedures

1. We have recently identified that some students from the Faculty of Allied Health Sciences attempted to obtain receipts from the Shroff by presenting falsified bank deposit slips. We are coordinating with the Bank to verify the authenticity of these documents. Following confirmation, formal investigations will proceed as necessary.

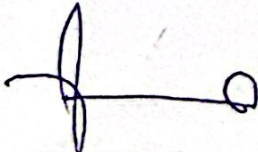
2. To prevent similar incidents and avoid delays in issuing receipts, students are strictly advised to follow the approved payment methods:

- **Bank of Ceylon (BOC) Web Portal:** Payments should be made exclusively through the BOC online payment portal, with details available on the KDU website. QR codes with direct access to the portal are also posted in public areas around the University.
- **Bank Counters at BOC Branches:** Students may also complete payments in person at any BOC branch.

3. Please be reminded that **payments made through other online banking services or cash deposits to Cash Deposit Machines (CDMs) are not permitted.** Receipts for such transactions will only be issued after bank verification, which may result in delays.

4. Please inform the all Cadets, Officers and Day Schoolers this information and ensure compliance with the authorized payment methods.

5. Thank you for your cooperation.



NW Wimalaweera
Bursar