

Registration for the International Postgraduate Research Conference (IPRC) - 2026

Overview of IPRC

The **26th International Postgraduate Research Conference (IPRC) 2026**, organized by the Faculty of Graduate Studies, University of Kelaniya, Sri Lanka, will be held on **27th November 2026** at the University premises under the theme **"Advancing Innovation through Interdisciplinary Collaboration: Transparency, Policy, and Political Discourse."**

This conference serves as a premier platform for postgraduate students, academics, and researchers to present their innovative work, exchange knowledge, and engage in interdisciplinary discussions that address global challenges.

Please follow the registration guidelines below carefully to complete your registration process accurately and successfully.

Step 1 – Accessing the Registration Portal

1. **Visit the official registration link:** https://iprc.kln.ac.lk/for-authors/registration-guidelines

   The details of the conference fee, payment method, and registration process for the **26th International Postgraduate Research Conference (IPRC) 2026** are provided below. Complete your registration through the Conference Management System (Event Registration System).

   Please read the following instructions carefully before proceeding with your registration for the **26th International Postgraduate Research Conference (IPRC) 2026**.

2. **Enter your Date of Birth and National Identity Card (NIC) Number accurately.**

   - **Date of Birth (1)**:
     - Enter your date of birth in the format **(1) MM/DD/YYYY** (e.g., 09/19/1995).
   - **NIC Number (2)**:
     - Ensure that your NIC number **(2)** is entered correctly, whether in the old format or the new format.
       (Example for old format -**123456789V)**
       (Example for new format - **200012345678)**

After entering both your **Date of Birth** and **NIC Number**, click the **"Next" (3)** button to proceed with your registration.



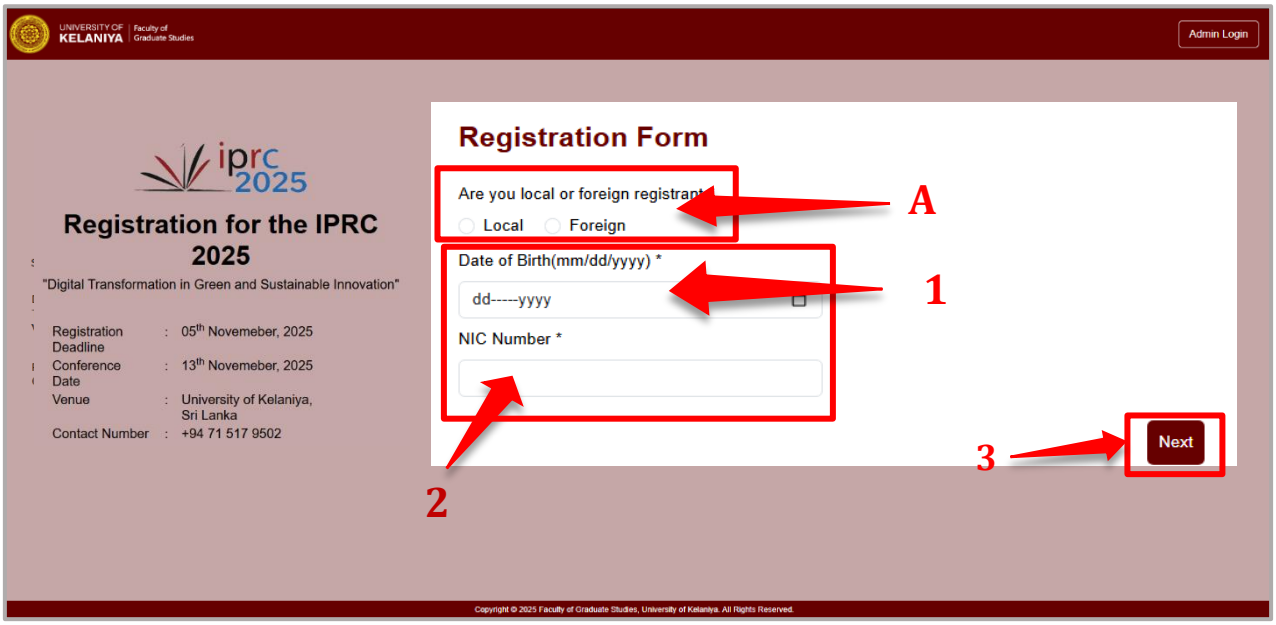


Figure 1: Registration Portal – Login Page

Are you a local or foreign registrant?

- Select **"Local" (A)** if you are a participant residing in Sri Lanka.
- Select **"Foreign" (A)** if you are a participant residing outside Sri Lanka.

Note:

- ☞ If the NIC number entered is not in the correct format, the system will display the following message:
  "Please enter a valid NIC number."
- ☞ If the NIC number does not correspond to the Date of Birth provided, the system will display the following message:
  "NIC does not match Date of Birth."

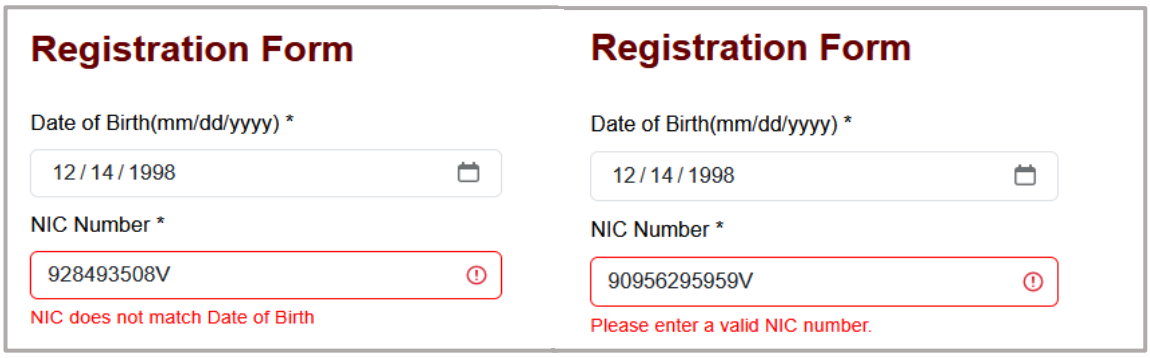


Figure 2: NIC and Date of Birth Entry Screen

Registration category of the IPRC 2026

There are **nine registration categories** available for the **IPRC 2026 Registration**, as listed below. Please ensure that you **select the correct registration category** when completing your registration. Selecting an incorrect category will result in the **forfeiture of your payment**, as refunds will not be issued.

1. Foreign presenter (Author) as registered students of FGS, UOK
2. Foreign presenter (Author), as others (who are not FGS students)

3. Local presenter (Author) as registered students of FGS, UOK
4. Local presenter (Author) as permanent staff of UOK
5. Local presenter (Author) as External
6. Foreign participant (Author)
7. Local participant (Author)
8. Foreign participant (Non-Author)
9. Local participant (Non-Author)

Step 2 – Select your category

1. Author / Non-Author Selection (4)

- Select **"Author"** if you have submitted an abstract/paper and will present your research at the conference.
- Select **"Non-Author"** if you are attending the conference without submitting an abstract/paper.

2. Presenter / Participant Selection (5)

- Select **"Presenter"** if you will be presenting a paper at the conference.
- Select **"Participant"** if you are attending the conference sessions without presenting.

Please ensure that you **select the correct registration category**, as it determines your registration fee and conference entitlements. Incorrect selections may result in **cancellation or delays** in confirming your registration.

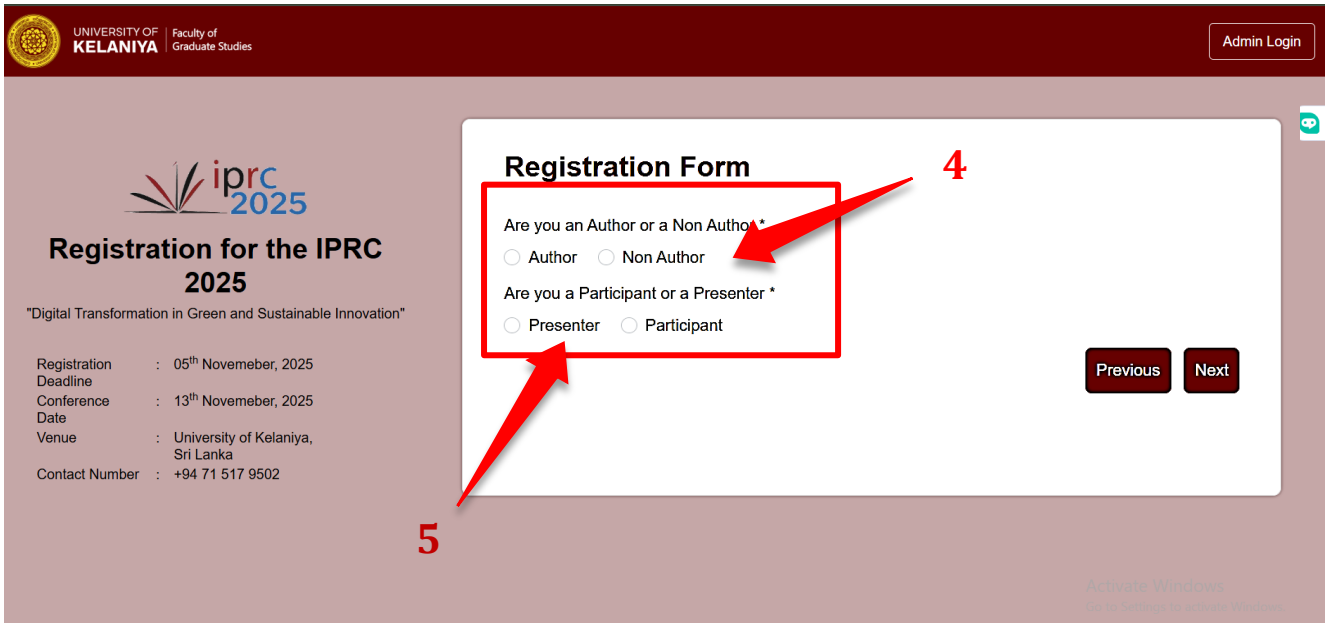


Figure 3. Select the category - Author/Non-Author and Presenter/Participant Selection (IPRC 2026)

After selecting **"Presenter"** in the registration form, please follow the instructions below to complete this section accurately:

Participants are required to provide the following details with accuracy:

After selecting **"Presenter,"** the following details will be displayed for you to complete.

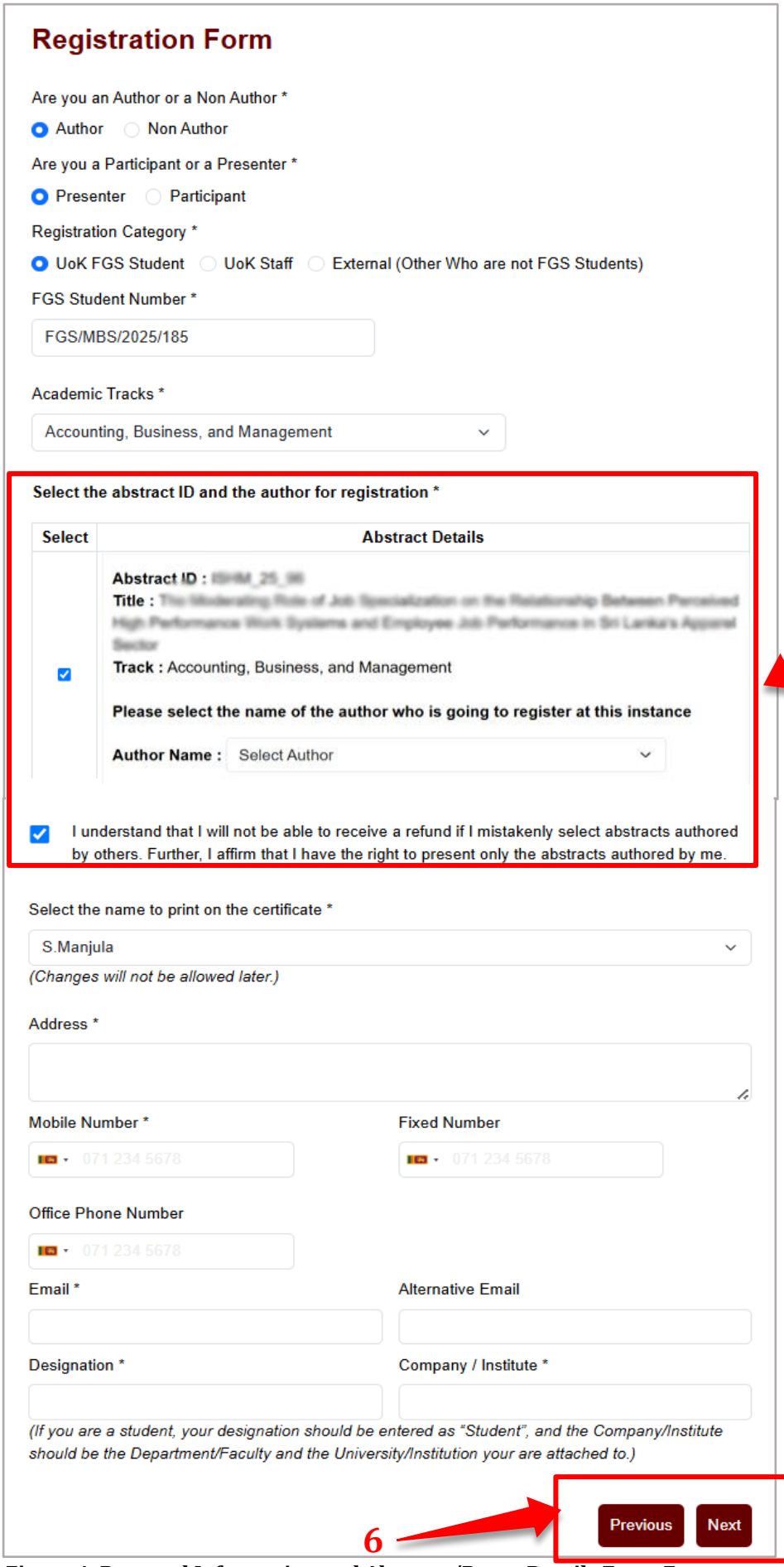


Figure 4. Personal Information and Abstract/Paper Details Entry Form

1. **Registration Category**
    - Select your appropriate registration category:
        - **UoK FGS Student** – For students currently registered at the Faculty of Graduate Studies, University of Kelaniya.
        - **UoK Staff** – For permanent staff members of the University of Kelaniya.
        - **External (Other)** – For participants who are not students or staff of the University of Kelaniya.

Local presenters (Author) as registered students of FGS, UOK, are required to provide the following details with accuracy:

2. **FGS Student Number -** Enter your valid **FGS student number** (applicable only for UoK FGS students).
3. **Academic Track**
    - Select your **academic track** from the dropdown menu that corresponds to the **research area under which your abstract/paper was submitted for IPRC 2026**. (e.g., Multidisciplinary Studies, Business, Management, etc.).
4. **Select the Abstract/Paper Details**

> **Note:**
> - ☞ If you have submitted abstract (s)/paper (s) under two academic tracks, please ensure that you select both tracks when completing your registration at this stage.
> - ☞ If you are presenting more than one abstract (s), please make sure to select all

5. **Author Declaration**
    - Tick the checkbox to confirm that you understand and agree that:
        - No refund will be provided for incorrect selections.
        - You have the right to present only the abstract (s)/paper (s) authored by you.
6. **Name on Certificate**
    - Select the name exactly as it should appear on your certificate.
    - Please note that **changes will not be allowed later**.
7. **Contact Information**
    - Provide accurate and updated details for **address, mobile number, fixed number, office phone number, and email address**.
    - Enter an **alternative email address** as a backup for correspondence.
8. **Designation and Institution**
    - Enter your **designation** and the name of your **company/institute**.
    - If you are a student, your designation should be entered as **"Student"**, and the institute should be your **faculty/department and university name**.
9. **Abstract/Paper ID and Author Selection**
    - Select the **abstract/paper ID** and corresponding **author name** for registration.
    - Ensure the information matches the submitted abstract/paper.

10. **Acknowledgement**
    - Confirm your understanding by checking the declaration box that states you are responsible for the accuracy of the provided information and that you are the rightful presenter of the abstract/paper.
11. **Name on Certificate**
    - Select your **name** exactly as it should appear on the conference certificate from the dropdown menu. Please enter the author's name exactly as it should appear on formal documents, because the name used in the abstract/paper will be printed on certificates. Ensure the name is spelled and formatted correctly to avoid any mismatches.
    - Ensure accuracy, as **changes will not be allowed later**.
12. **Address**
    - Enter your **current and complete postal address** for official correspondence.
13. **Contact Numbers**
    - Provide your **mobile number** (mandatory).
    - Enter your **fixed line** and **office phone number** if available.
    - Please ensure that all contact numbers are **active and accurate**.
14. **Email Address**
    - Enter your **primary email address** (mandatory) and an **alternative email** for backup communication.
    - Double-check for spelling errors to ensure you receive conference-related updates.
15. **Designation and Institution**
    - Enter your **current designation** (e.g., Lecturer, Researcher, Student, etc.).
    - Enter your **company or institution** name accurately.
    - If you are a **student**, your designation should be **"Student,"** and your institution should include your **department, faculty, and university**.

Review all entered details carefully before proceeding. Click **"Next"** to move to the next section of the registration form.

After completing this step, click **"Next"** to proceed to the next section of the registration form.

To navigate the form, use the buttons provided at the bottom of the page. Select the **"Previous" (6)** button if you wish to return to the earlier page or click the **"Next" (7)** button to move forward to the following step.

Step 3 – Category Selection

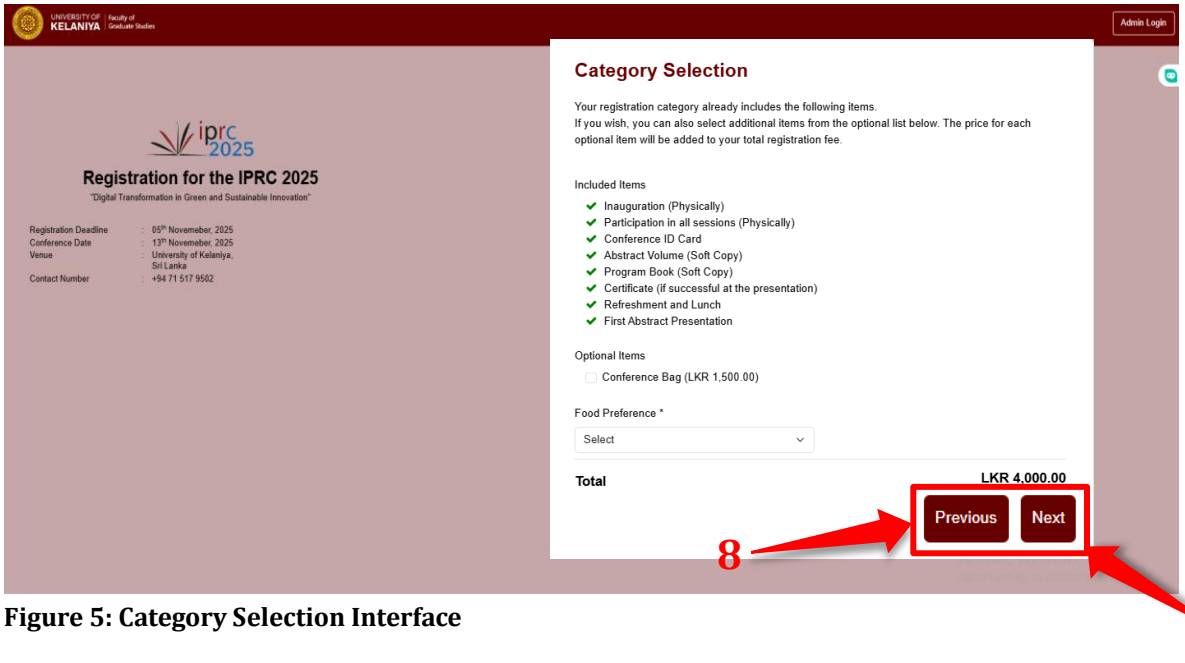


Figure 5: Category Selection Interface

Registration Instructions:

- Please complete all required fields accurately before submitting your registration.
- Ensure that the **selected registration category** and any **optional items** (e.g., conference bag) are correctly chosen.
- Once submitted, registration details **cannot be modified**, and all payments are **non-refundable**.
- Your registration fee includes:
    - Inauguration Ceremony (Physical Attendance)
    - Participation in all sessions
    - Conference ID Card
    - Abstract/paper Volume (Soft Copy)
    - Program Book (Soft Copy)
    - Certificate (if presentation is successful)
    - Refreshments and Lunch
    - First abstract/paper Presentation

Optional Item:

If you wish to obtain any **optional items**, please select them from the list provided and make the **Additional payment** as indicated. Ensure that the selected items and payment amounts are accurate before proceeding with your registration.

- Conference Bag – LKR 2,000.00

Food Preference:

- Please select your preferred meal option from the dropdown list.

Important Note:

- It is your responsibility to provide accurate information. The organizers will not be held responsible for any errors or omissions.
- Payment confirmations will be sent via the email address provided at registration.
- For assistance, please contact the conference secretariat at **iprc@kln.ac.lk**

To navigate the form, use the buttons provided at the bottom of the page. Select the **"Previous" (8)** button if you wish to return to the earlier page or click the **"Next" (9)** button to move forward to the following step.

After filling in all the required details in the registration form, participants should click the **Next (9)** button at the bottom right corner of the form to proceed to the next step of the registration process. This action will save the entered information and move you forward to verification and payment steps as required.

Verifying Your Information Before Proceeding

Review all submitted information carefully **(especially abstract/paper title, certificate name, and contact details).** Before clicking the Next button, carefully review all the data you have entered to ensure its accuracy. If you notice any incorrect or incomplete information, update or correct it immediately. Do not click the Next button or proceed until all details are accurate. Once you move to the next step, you will no longer be able to make changes to the data you have entered.

Step 4 – Email/Mobile Credentials

After clicking the Next button, the **"Email or Mobile Verification"** screen will appear, as shown in the Figure 6: Email or Mobile Verification Page below. On this page, you will see two fields: one for the Email Verification Code **(10)** and another for the Mobile Verification Code **(11)**.

- The **Verification codes** will be dispatched to both the **registered email address** and the **mobile number via SMS**.
- Enter the **email verification code (10) or the mobile verification code (11)** promptly to authenticate your contact details.

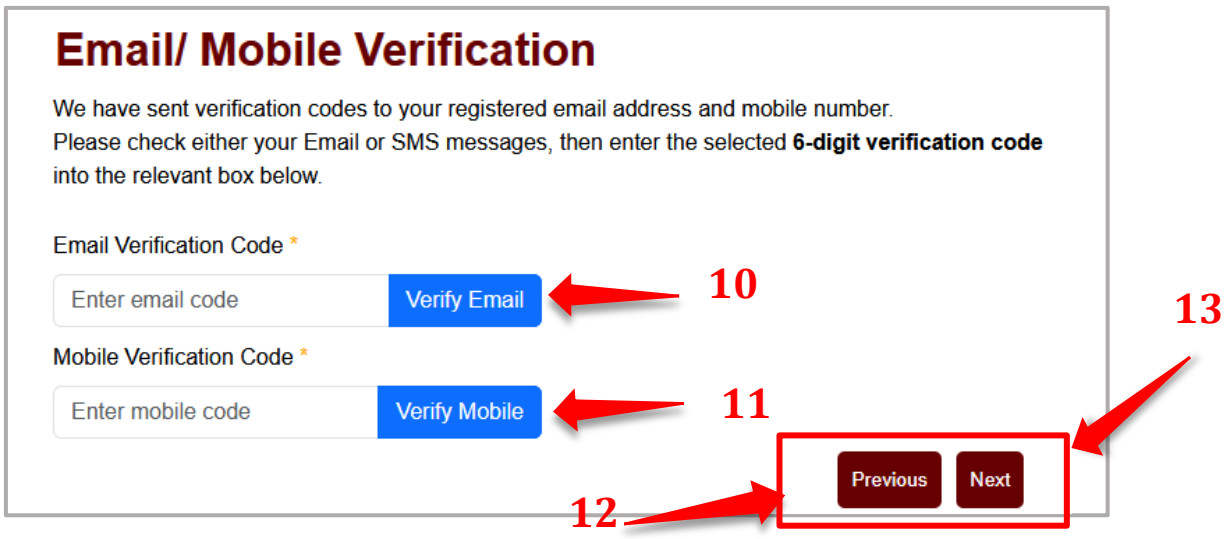


Figure 6: Email or Mobile Verification Page

After completing this step, click **"Next"** to proceed to the next section of the registration form.

To navigate the form, use the buttons provided at the bottom of the page. Select the **"Previous"** **(12)** button if you wish to return to the earlier page or click the **"Next"** **(13)** button to move forward to the following step.

Step 5 – Verification of Credentials

Check your email inbox or mobile phone for the 6-digit verification codes that were sent to you. Enter the code from your email into the **"Email Verification Code"** field, then click Verify Email. Otherwise, type the code received via SMS into the **"Mobile Verification Code"** field and click Verify Mobile. Once either code has been successfully verified, click **"Next"** **(13)** to continue with your registration.

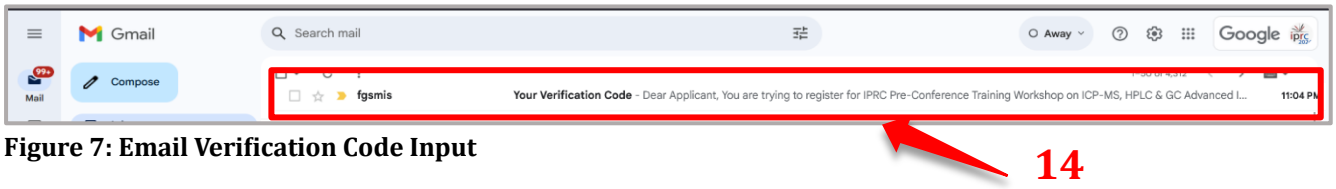


Figure 7: Email Verification Code Input

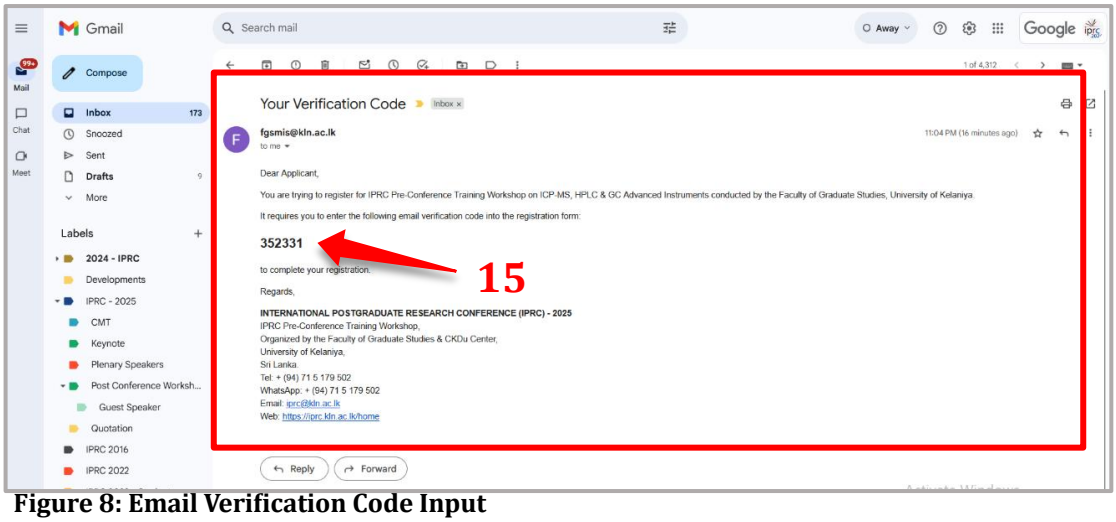


Figure 8: Email Verification Code Input

The Figure 7: Email Verification Code Input and Figure 8: Email Verification Code Input shows the **email or mobile verification process** for IPRC registration.

Applicants receive a 6-digit codes via **email** **(14,15)** and **SMS** **(16)**, enter the email verification code or the mobile verification code on the verification page **(17)**, and once verified, can click **"Next"** **(19)** to continue.

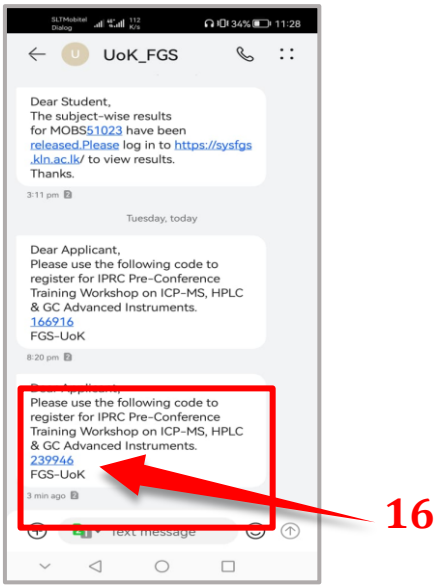


Figure 9: Mobile Verification Code Input

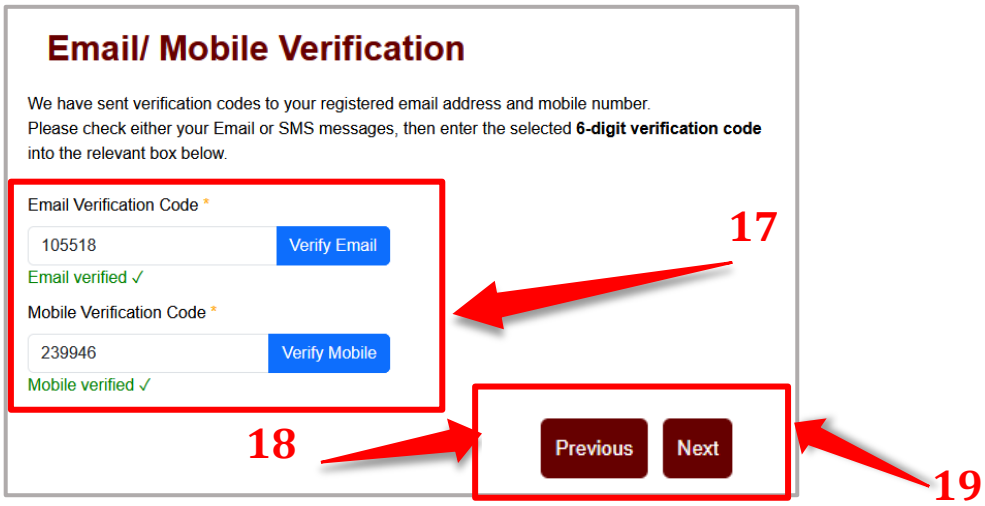


Figure 10: Verification Success Message and Proceed to Payment Button

After completing this step, click **"Next"** to proceed to the next section of the registration form.

To navigate the form, use the buttons provided at the bottom of the page. Select the **"Previous"** **(18)** button if you wish to return to the earlier page or click the **"Next"** **(19)** button to move forward to the following step.

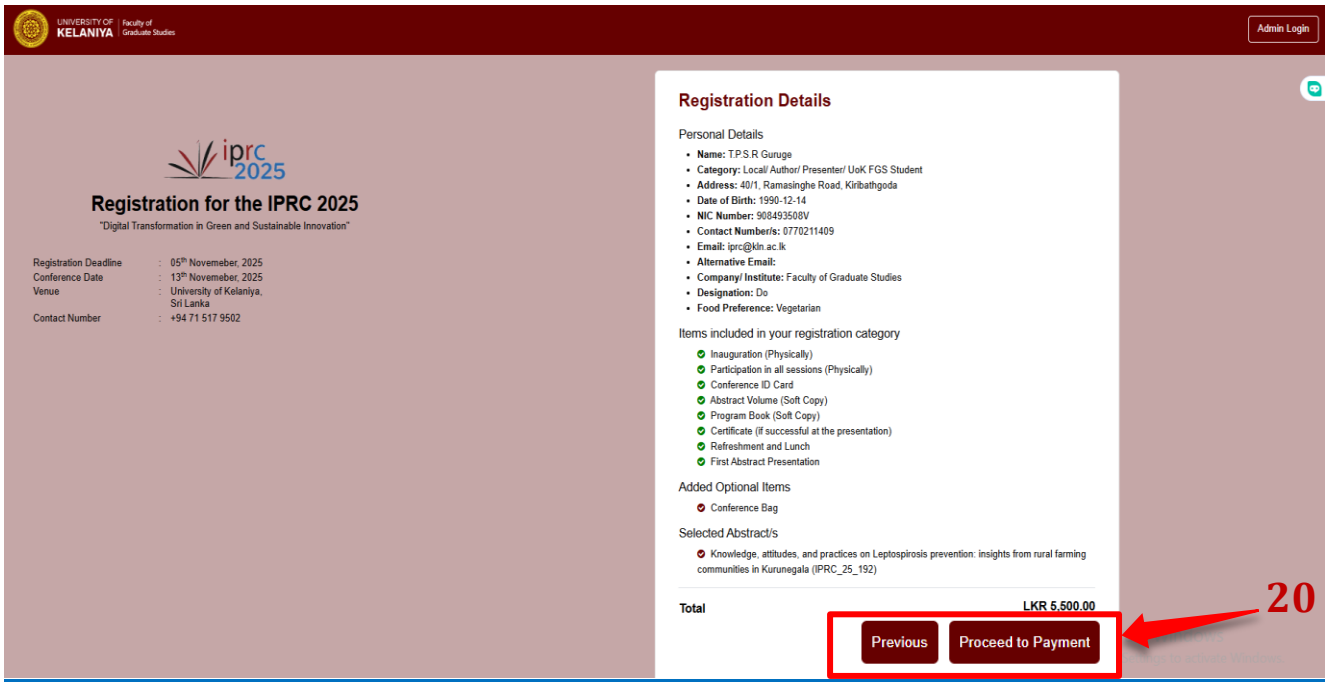


Figure 11. Summary of the registration

After clicking the **'Proceed to Payment' button** **(20)**, you will be redirected to the Faculty of Graduate Studies, University of Kelaniya payment gateway system to complete your transaction.

Step 6 – Payment

There are three types of payment methods. **Choose a Payment Method (21)**. You can complete your payment using one of the following three methods.

1. **Direct Bank deposit**
2. **Card Payment**
3. **GovPay**

- Proceed with the payment process through the specified payment channels.
- Retain digital or physical proof of payment for institutional and personal record-keeping.

1. Direct Bank deposit (Obtain Bank Slip)

- Print the bank slip.
- Submit it at any branch of **People's Bank** to make your payment.

- A payment slip is automatically generated with your details, including:
  - **Account Holder:** *University of Kelaniya*
  - Check that your **name, address, NIC or passport number, and telephone number** are correctly displayed.
  - **Purpose:** *Presenter of IPRC 2026*
  - **Transaction ID** (unique for each applicant).
  - **Confirm the Payment Amount -** Verify that the **total amount** matches the required fee (e.g., Rs. 6,500.00).
  - **Sign the Slip -** Before submitting to the bank, make sure the slip is signed by the depositor.
  - **Keep a Copy -** Retain a photocopy or scanned copy of the slip for your records in case proof of payment is required later.

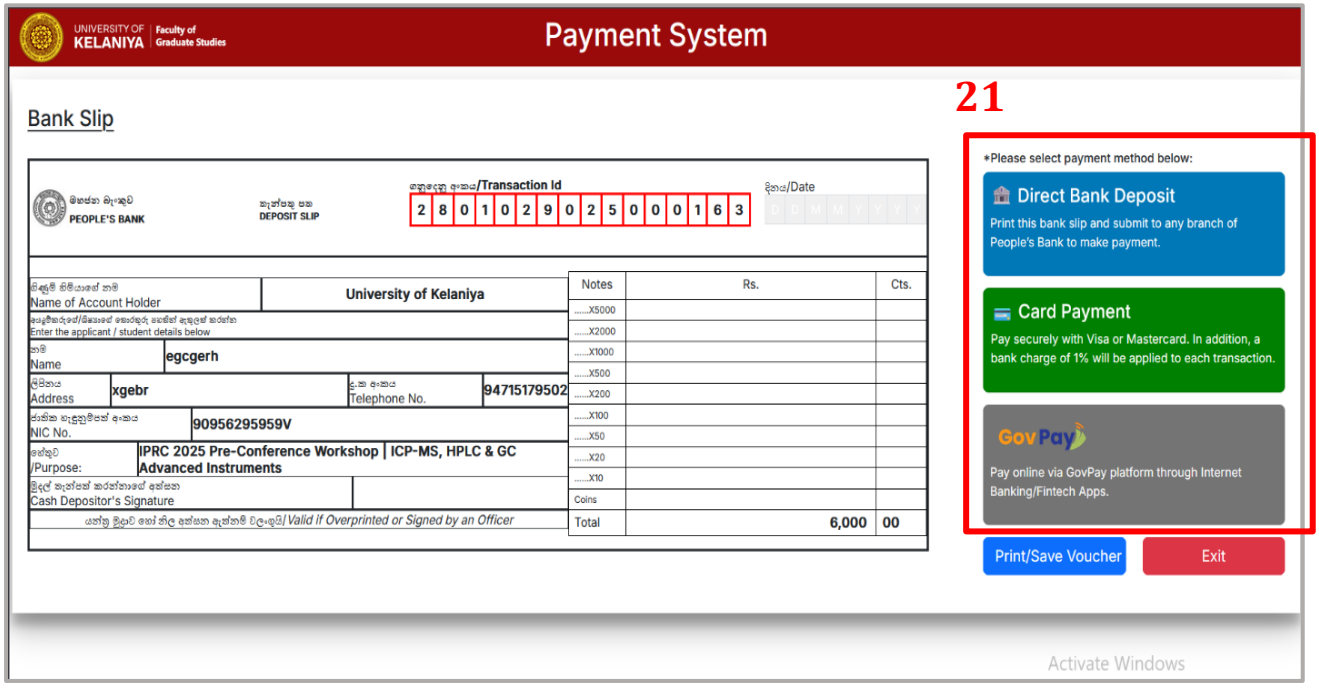


Figure 12: Direct Bank Deposit Slip

2. Card Payment

- Pay securely with **Visa** or **Mastercard**.

If you selected the **Card Payment (21)** option, you will be directed to this page. The screen displays a message titled **"Redirecting to Online Payment Gateway"**, with instructions requesting users not to close the browser or turn off their device/computer. A button labeled **"Proceed to Payment" (22)** is provided, which, when clicked, will redirect the user to the **Online Payment Gateway** where payments can be made securely using **Visa or MasterCard**.

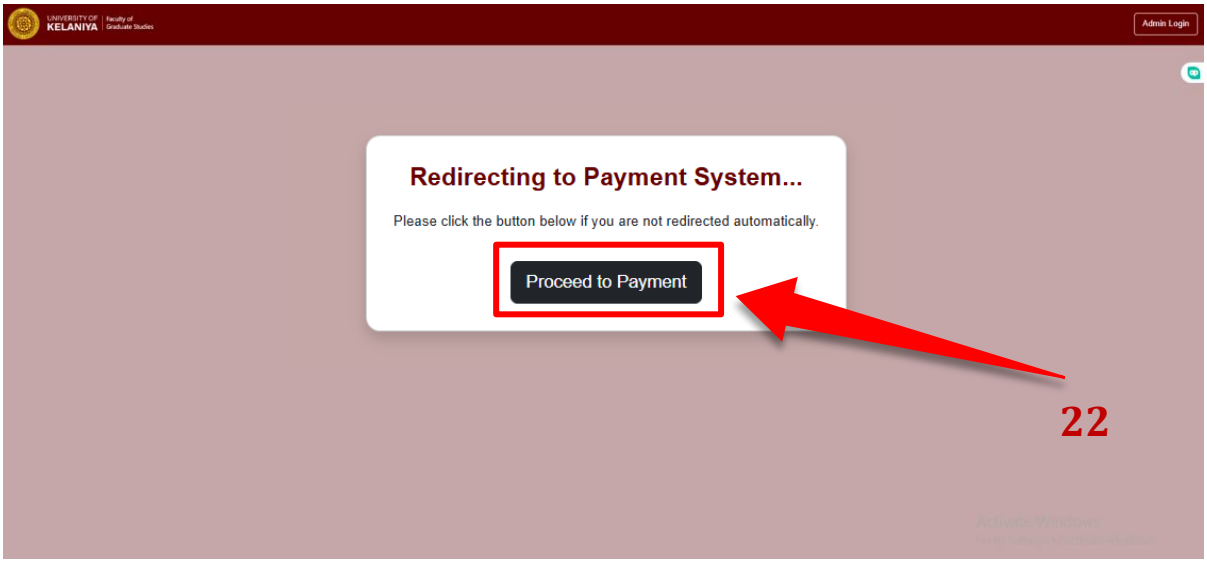


Figure 13: Redirecting to Online Payment Gateway Page

- Entering Your Card Details for Payment
  On the **Payment** screen, carefully fill in your card information to complete the transaction.
  - **Select the Card Type**
    Choose either **Visa** or **Mastercard** by clicking the appropriate option.
  - **Enter the Card Number**
    Type the digit card number exactly as it appears on your card.
    Ensure there are no spaces or extra characters.
  - **Enter Expiration Details**
    From the drop-down menus, select the correct **Expiration Month** and **Expiration Year** shown on your card.
  - **Review of the Payment Amount**
    Confirm that the amount displayed under **Your Order** (e.g., Rs. 6,660.00) is correct.
  - **Proceed to Next Step**
    After confirming all details are accurate, click **Next** to continue to the review and receipt screens.

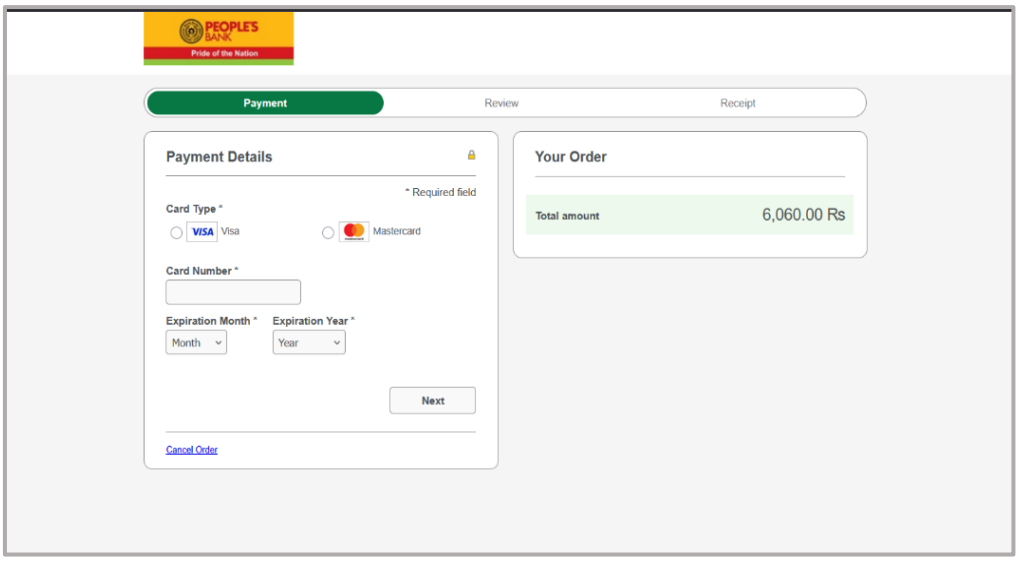


Figure 14: Card Payment Screen

Once your payment is successfully completed, a confirmation screen will appear displaying the message **"Your payment was successful."** Carefully check the details shown, including the **Transaction Reference ID**, **Amount**, and **Transaction Date & Time**, and make sure the response text states that the request was processed successfully. Click the **Print (23)** button to keep a printed copy of this confirmation, or save it as a **PDF or screenshot** for your records. Store this information safely, as it may be required to verify your payment or resolve any future issues.

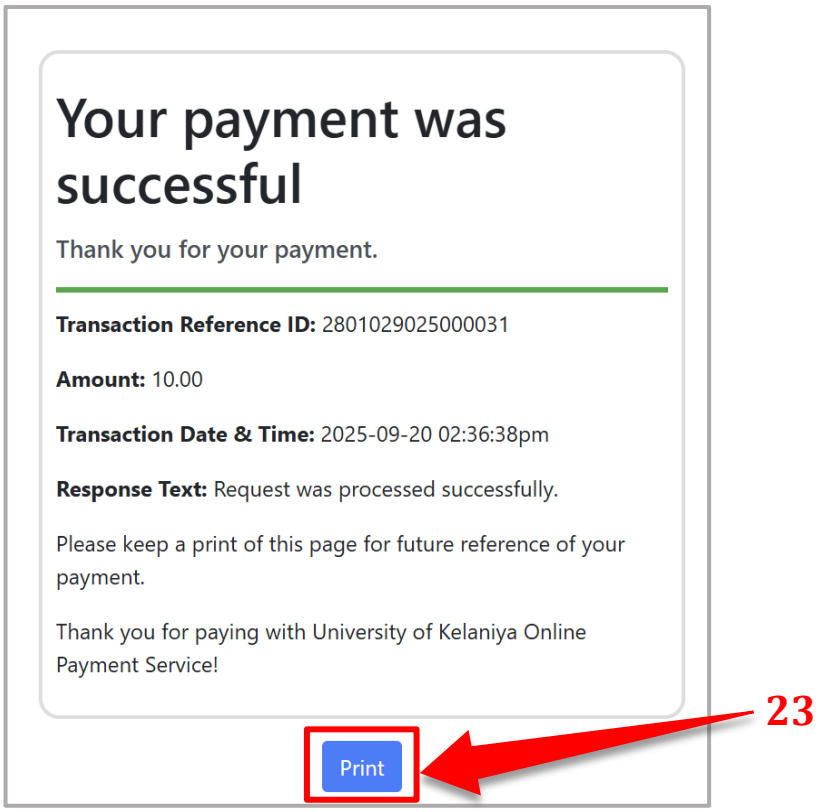


Figure 15: Card Payment Confirmation Screen

Successful payment

According to the Figure 15: Card Payment Confirmation Screen After you have successfully completed your payment, the system will update your registration record accordingly.

- Your registration details will be displayed on the screen with the status "**Paid**."
- No further action is required. Your payment has been received, and your registration is confirmed.

3. GovPay

- **GovPay**
  - Pay online through the **GovPay platform**.

If you selected the **GovPay or Bank Payment** option, you will be directed to this page. The screen displays a message titled **"Redirecting to GovPay and Bank website"**, with instructions requesting users not to close the browser or turn off their device/computer. A button labeled **"Make Payment"** **(24)** is provided, which, when clicked, will redirect the user to the **GovPay or Bank website/app** (Figure 17: GovPay Payment Gateway Interface) to complete the payment securely.

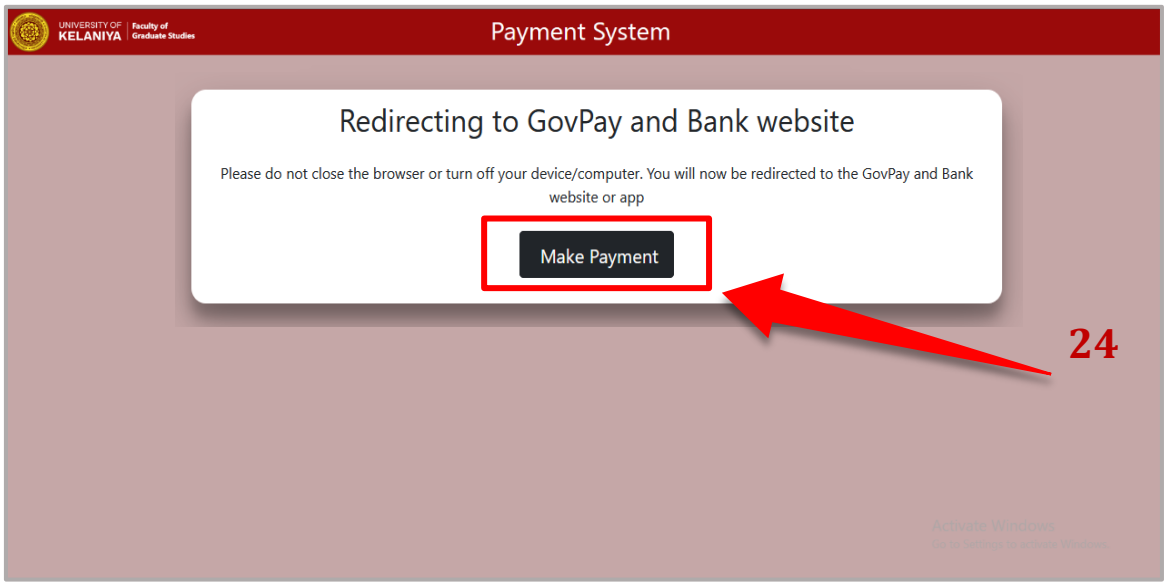


Figure 16: GovPay Redirection – Make Payment Screen



Figure 17: GovPay Payment Gateway Interface

Step 7 - Any Payment Issues

If you experience any difficulties while making your payment, for example, if the system shuts down or another technical problem occurs, all the information you have already entered will be safely saved in our system.

When you log in again, please follow these steps:

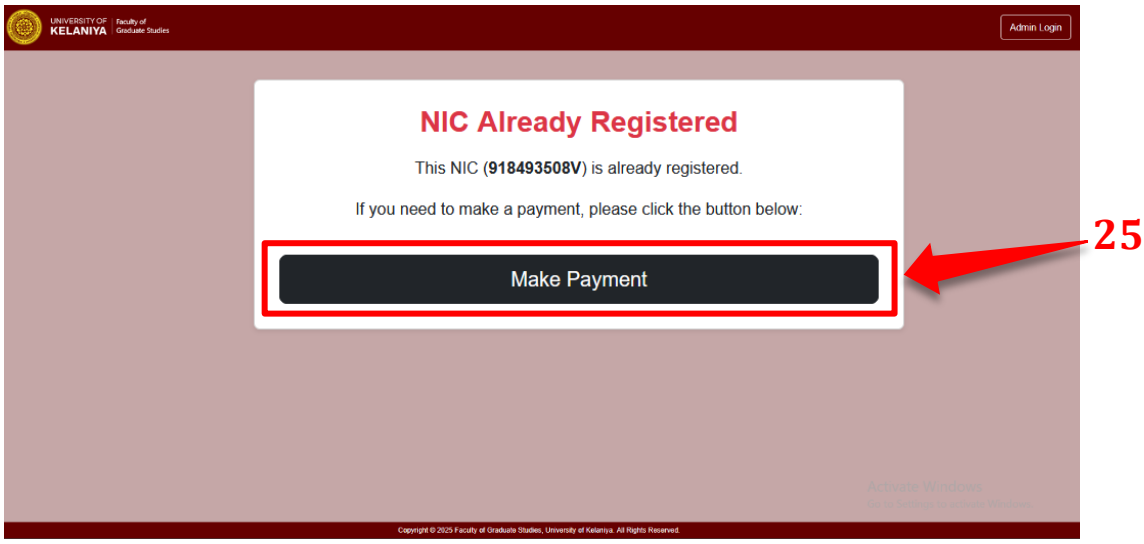


Figure 18: Make Payment Button for Pending Registrations

If your NIC is already registered, please click the **"Make Payment"** **(25)** button to proceed with the payment.

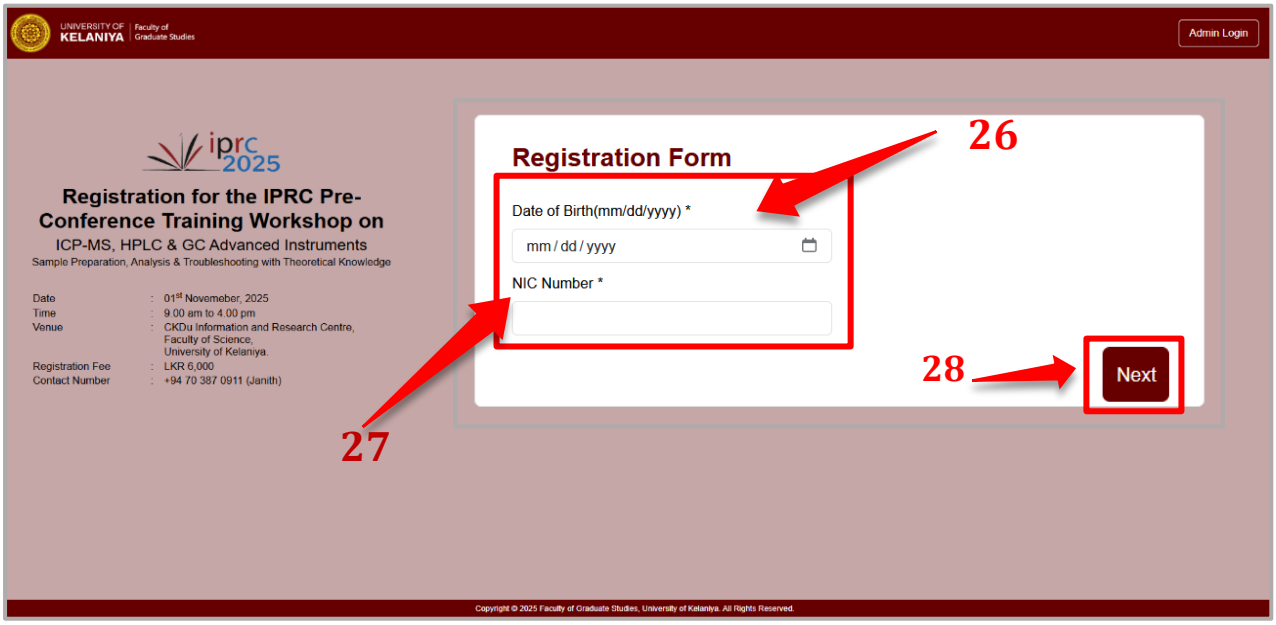


Figure 19: NIC and Date of Birth Entry Screen

1. Enter your Birthday (in the format **Month/Day/Year – mm/dd/yyyy**) **(26,27)** and your NIC Number correctly. After entering both your **Date of Birth** and **NIC Number**, click the **"Next"** **(28)** button to proceed with your registration.
2. Your previous registration will appear on the screen, showing your details under the status **"Not Paid."**
3. Click on **"Make a Payment"** **(29)** to continue and complete the process.

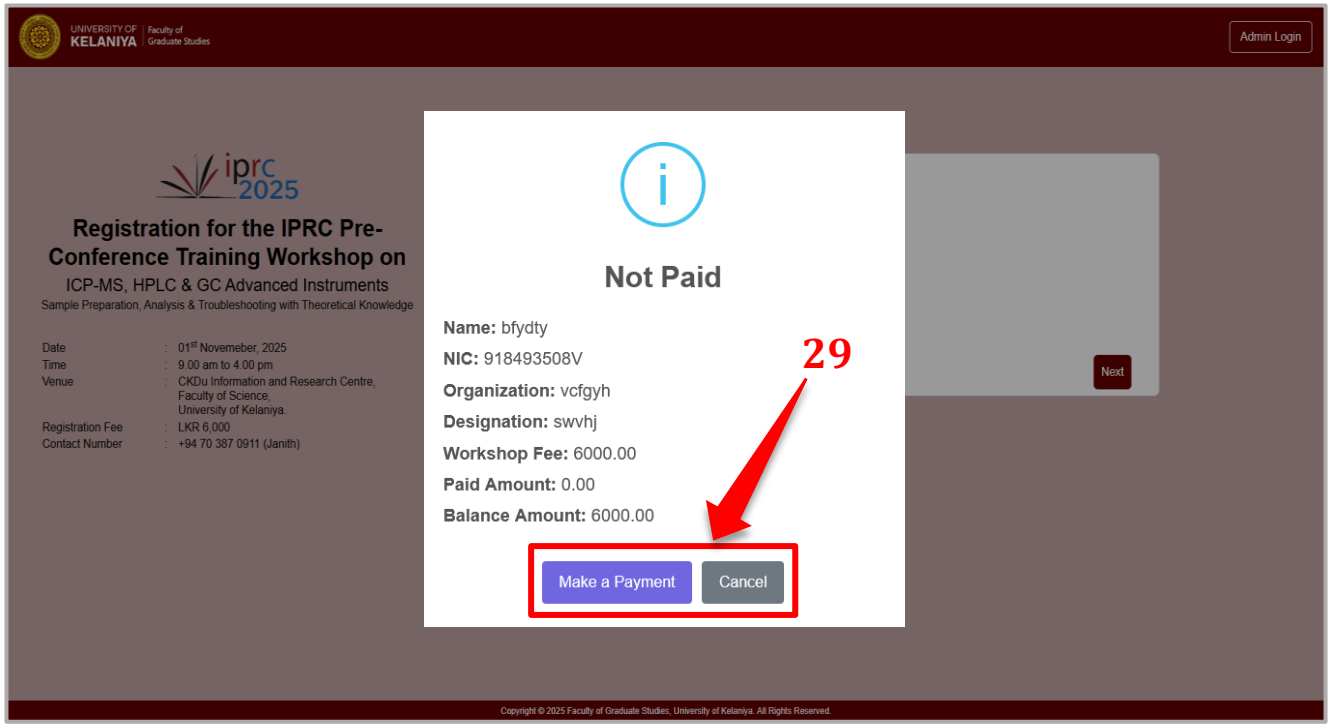


Figure 20: Make Payment Button for Pending Registrations