

**University College of Jaffna**  
**Tracer Study Data Collection Form**

1.1 Name:.....

1.2 NIC No:

Mobile: 10 empty boxes. Home: 10 empty boxes.

1.4 Address: .....

1.5 Gender: ☐ Male ☐ Female

2.1 Course Name: .....

2.1 Registration Number: .....

2.2 NVQ Level: ☐ 5 ☐ 6

2.3 Course Started Date: (yyyy/mm/dd)




2.4 Course Completed Date: (yyyy/mm/dd)

2.5 Assessment Date: (yyyy/mm/dd)

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### 3.1 Were you employed or self-employed after completion of course?

☐ Yes (Go to 3.2)

☐ No (Go to 5)

3.2 When did you start your first job? (yyyy/mm/dd) 

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3.3 Are you currently employed? ☐ Yes (Go to 3.4) ☐ No (Go to 5)

### 3.4 Relevance of training for your job? (Select only one)

☐ Job requires higher level skill

☐ Job requires lower-level skill

☐ Skills appropriate for job

 Skills not applicable

3.5 Type of employment? (Select only one)

☐ Full-time employee

	Full time or
	Day labour

☐ Part-time employee☐ Self-employed☐ Casual/irregular paid worker

### 3.6 Monthly Remuneration

☐ Less than Rs. 10,000.00

	Rs. 10,000.00 to Rs. 14,999.00
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	Rs. 15,000.00 to Rs. 19,999.00
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☐ Rs. 20,000.00 to Rs. 24,999.00☐ Rs. 25,000.00 to Rs. 29,999.00☐ Rs. 30,000.00 to Rs. 34,999.00

	Rs. 35,000.00 to Rs. 39,999.00
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	Rs. 40,000.00 to Rs. 44,999.00
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☐ Rs. 45,000.00 to Rs. 49,999.00☐ More than Rs. 50,000.00

3.7 Are you paid by

<input type="checkbox"/>	Hourly
<input type="checkbox"/>	Daily
<input type="checkbox"/>	Weekly
<input type="checkbox"/>	Monthly
<input type="checkbox"/>	Piece

#### 4. Employer Details

4.1 Name of the Employer:

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4.2 Address:

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4.3 Contact No: 

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4.4 Name of the Contact Person:

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4.5 Nature of the employment: ☐ Government ☐ Private

4.6 Number of employees are working at your organization? (Select only one)

- |   |  |
|---|--|
| <input type="checkbox"/> Less than 10       | <input type="checkbox"/> Between 101 and 300 |
| <input type="checkbox"/> Between 10 and 50  | <input type="checkbox"/> More than 300       |
| <input type="checkbox"/> Between 51 and 100 |  |

4.7 Occupation / Designation

.....

4.8 Who helped you to find the job? (Select only one)

- |                                  |  |                                    |
|----------------------------------|--|------------------------------------|
| <input type="checkbox"/> My Self | <input type="checkbox"/> Friend                | <input type="checkbox"/> Institute |
| <input type="checkbox"/> Family  | <input type="checkbox"/> Other (Specify..... ) |                                    |

5. During the past 4 months have you tried to find a job? ☐ Yes (Go to 6) ☐ No (Go to 7)

<p>6. If “Yes”, What is the reason for you are currently not in a job? (Select only one)</p> <div style="border: 1px solid black; padding: 5px;"><input type="checkbox"/> Job scarcity <input type="checkbox"/> Lack of relevant educational qualification <input type="checkbox"/> Lack of networks <input type="checkbox"/> Lack of resources for self-employment <input type="checkbox"/> Expecting to study more <input type="checkbox"/> Family responsibilities <input type="checkbox"/> Planning to go abroad <input type="checkbox"/> Not getting an expected job opportunity <input type="checkbox"/> Starting job/ self-employment soon <input type="checkbox"/> Distance from home <input type="checkbox"/> Restrictions from the family <input type="checkbox"/> Not getting the relevant certification <input type="checkbox"/> Health Issue/ disability</div>	<p>7. If “No”, What is the main reason for you did not look for job in past 4 weeks? (Select only one)</p> <div style="border: 1px solid black; padding: 5px;"><input type="checkbox"/> Student / Pupil <input type="checkbox"/> Family Commitment (E.g. Housewife) <input type="checkbox"/> Handicapped / ill <input type="checkbox"/> Do not want to work <input type="checkbox"/> Have already found job which will start later <input type="checkbox"/> There are no jobs</div>
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Signature

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Date