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கல்வி அமைச்சு
Ministry of Education

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எனது இல.
My Ref.

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திகதி
Date

2021-03-

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Approving School Library Books – Reviewing Rates

The publisher/author must either submit three copies of the book if the book is in the printed version or two copies of the book if the book is in manuscript version. The reviewing charges for this purpose are as follows.

	Book Category	Size of the Book	For the first 100 pages	For each page exceeding 100 pages
1	Printed normal books	More than or equal to Demy 1/8 (more than or equal to 8.5 x 5.5 inches)	Rs. 525/- for a book	Per Rs. 4.50
2	Printed normal books	Less than Demy 1/8 (less than 8.5 x 5.5 inches)	Rs. 450/- for a book	Per Rs. 3.75
3	Manuscripts	Must not exceed the size of A4	Rs. 375/- for a book	Per Rs. 2.00
4	Children's books	more than or equal to Crown 1/4 (more than or equal to 9.5 x 7 inches)	Rs. 210/- for a book	Per Rs. 2.00
5	Children's books	Less than crown 1/4 (less than 9.5 x 7 inches)	Rs. 180/- for a book	Per Rs. 1.00
6	Children's (manuscripts)	Must not exceed the size of A4	Rs. 180/- for a book	Per Rs. 1.50

The above review charges can be paid either through a money order mentioned in the application (paying office Isurupaya) or do a cash payment to the payment branch at the Ministry of Education.


Pushpakumara Vithanage

Secretary

Educational Publications Advisory Board

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Instructions

The following instructions must be followed before the book/manuscript is submitted for approval of the Educational Publications Advisory Board.

1. The application for the approval for the book must be signed by the author. The publisher can sign if the ownership of the book has been transferred to the publisher.
2. The content of a children's book must have at least 16 pages. The content of a normal book must be more than 49 pages. (According to the UNESCO criteria)
3. If it is a translation,
 - a. A copy of the original work must be submitted.
 - b. A copy of the written consent received for the translation must be submitted.
4. Review reports are not disclosed to the authors. But the books which received the approval with revisions included in its printed version, the proposed revisions are in the review reports are disclosed to the author/publisher.
5. Names of the reviewers are not disclosed.
6. The appeals are not entertained once the Board has rejected the book for approval.
7. All the manuscripts submitted for receiving the license must be computerized and submitted.
8. Manuscripts are not accepted for issuing the permit if it is hand-written.
9. The time taken to issue the license may vary from one month to two months.

Important

- The books written by the children below the age of 18 are not accepted for approval.
- The books which are written in parallel to the books published according to the school syllabus by the Education Publication Department are not accepted for approval.
- Books/manuscripts are accepted for approval for primary/ secondary grades as supplementary reading for students if the books have not received their licenses at the time of submitting for approval.
- After completing the above requirements,
- The printed books with the proper standard can be submitted to the board for review.
- It is advisable to submit the manuscripts which are expected to be printed with the revisions suggested by the Board.