

HANDBOOK 2020/2021

POSTGRADUATE PROGRAMMES

POSTGRADUATE UNIT
Faculty of Management
University of Peradeniya



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**Postgraduate Unit
Faculty of Management
University of Peradeniya
Sri Lanka**

Compiled by
Postgraduate Unit
Faculty of Management
University of Peradeniya

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Message from the Postgraduate Unit Chairman



It is a great pleasure for me to welcome you all as the very first batch of students who have registered at the Postgraduate Unit of Management (PGUM) for the Postgraduate Degree programmes in the academic year 2020/2021 at the Faculty of Management, University of Peradeniya. The long awaited Post Graduate Programmes Faculty of Management University of Peradeniya, are now commenced in progress, enrolling around 100 students to all six postgraduate programmes. It is indeed a great privilege for me to convey you this entire message as the Chairman via the “Student Handbook of Postgraduate Programme –2020/2021”.

The sole objective of this postgraduate programme is to enhance the capacity of the students in a manner that improves their knowledge and research skills, and other attributes to cater to the academia and the industry efficiently and effectively. The two disciplines of studies, Accounting & Finance and Management will take students to higher performance levels of professional employment enhancing the academic, managerial, administrative and technical capacities. In order to reach the target of these programmes, all courses, activities and research work are designed with the new approaches which comply with the modern day teaching and learning facilities.

The teaching-learning process is conducted by a panel of highly qualified lecturers from universities and the industry. The panel of lecturers from the industry is from both private and state sectors, representing a vast variety of popular firms with wide practical experiences in the respective subject areas. Ultimately, the close collaboration of academia and the industry in this teaching-learning process will guarantee a higher performance of graduates in society with a proficient capacity to contribute to the national development. I hope that students will make use of the facilities and opportunities provided by the Faculty to become outstanding individuals and professionals to serve the nation and, even beyond it.

This handbook is designed to help the students understand the benefits, responsibilities and procedures which are required to be identified in order to complete the studies without any obstacles in the given period. Thus, I request to make the optimum use of this handbook. Further, I wish you all success in your studies to pursue new avenues to embark on a successful journey in your personal and professional life.

Dr. R. H. Kuruppuge
Chairman, Faculty Higher Degrees Committee
Faculty of Management

Message from the Dean



Dear Students,

Congratulations for being selected to pursue a postgraduate diploma/degree programme at the Postgraduate Unit of the Faculty of Management, University of Peradeniya. On behalf of the Faculty, let me warmly welcome you to the Faculty of Management as well as to the postgraduate programme.

The Postgraduate Unit of the Faculty of Management offers six postgraduate diploma/degree programmes at present under two main study disciplines namely 'Management' and 'Accounting & Finance'. These six diploma/degree programmes include two Postgraduate Diplomas – SLQF Level 8 (in Management, and Accounting & Finance), two Master's degree programmes by coursework – SLQF Level 9 (Master of Business Administration and Master of Accounting & Finance), and two Master of Science Degrees by coursework and research – SLQF Level 10 (in Management and Accounting & Finance). Hence, you have a range of postgraduate diploma/degree programmes to select the best in accordance with your preference and career prospects.

As a leading Faculty of Management, we promote Outcome Based Education and Learner Centered Teaching strategies to achieve the highest level of intended learning outcomes of the programmes. Our graduate profiles are well-defined addressing not only the knowledge component of learning but also other important learning attributes such as skills and attitudes to a greater extent. Also, the programme learning outcomes are well connected with teaching, learning and assessments of the individual course modules.

We have motivated and competent staff members in the teaching panel covering all business functions. I have no doubt that their academic expertise can be mingled with your background and experience to transform yourself into a true means of a postgraduate qualification holder in Management. Through this process, we do our best to provide you with a healthy learning environment at the Faculty and it is your responsibility to make the most of the programme with the highest level of motivation and engagement during the entire tenure of the programme. You will also find an opportunity to build strong networks with your peers that which without doubt is career-enhancing and capacity building. Last but not least, I sincerely believe that you will enjoy the unmatched ambience and the natural beauty of the University of Peradeniya throughout the programme.

This student handbook provides useful information that you must be familiar with in planning your postgraduate programme offered by the Postgraduate

Unit, Faculty of Management, University of Peradeniya. Thus, I invite you to read through the handbook carefully and make a note on the important points.

Finally, I wish you great success in your postgraduate programme.

Prof. E.M.A.S.B. Ekanayake
Dean, Faculty of Management

About University of Peradeniya

The University of Peradeniya is the heir to the University of Ceylon, established in July, 1942 in Colombo and Peradeniya. Following a series of transformation since then, the Campus at Peradeniya was established as the University of Peradeniya in 1952. The Universities Act No. 16 of 1978 came into effect on 1st January 1979, granting the 'Peradeniya Campus' university status with a new identity as 'University of Peradeniya'. It is presently the most complete university in Sri Lanka with developed infrastructure, trained academic staff, fully equipped laboratories and all the specialized units and accessories of a modern university. It is the largest in terms of student enrolment and the university with the widest range of Faculties and study programmes in Sri Lanka. It is also the only residential university in the island, located in spacious terrain with, exceptionally pleasant surroundings and blessed with a mild climate. The university provides a range of facilities for students to ensure their welfare including a health center. The sports facilities including grounds, swimming pool and a gymnasium are unrivaled in the national university system. The University of Peradeniya consists of nine faculties and the Faculty of Management is the newest.





About Faculty of Management

The Faculty of Management, which is the youngest and ninth Faculty of the University of Peradeniya, has a long history when it comes to management education in Sri Lanka. The University of Peradeniya commenced providing management education since 1962 under the purview of the Department of Economics, Commerce & Statistics of the Faculty of Arts. Then the Department of Management Studies was established in 2002 in the Faculty of Arts. Later in 2015, the Department of Management Studies was converted to the Faculty of Management. It serves as the only prominent higher education institution in management education located in the Central region.

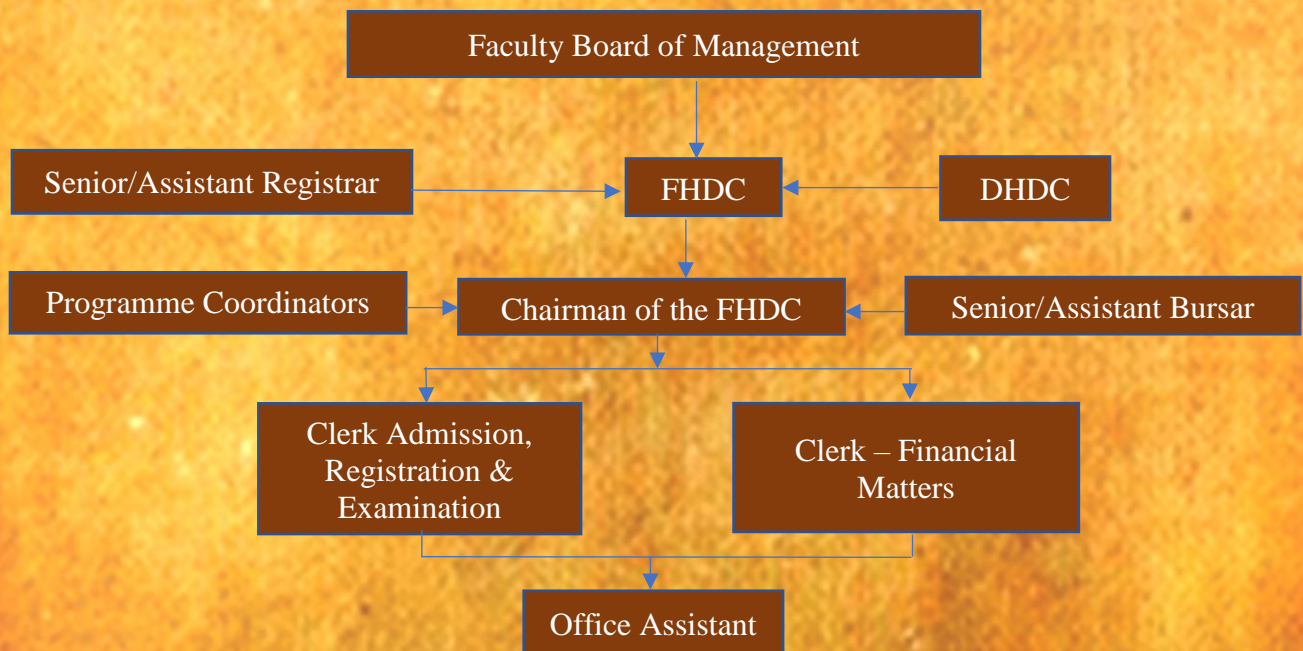
The vision of the Faculty is to enrich potentials through management education and the Faculty is dedicated to achieve the highest standard in management education through commitment in teaching, learning and research by building collaborative partnerships with academics, professionals and the industry. Currently, the Faculty operates with five Departments namely, Business Finance, Human Resource Management, Management Studies, Marketing Management and Operations Management. The Faculty was awarded Grade 'A' for the BBA Degree programme in the recently concluded Quality Assurance and Accreditation Council (QAAC) Programme Review Process conducted by the University Grants Commission (UGC). The Faculty comprises a vibrant panel of lecturers in the diverse fields of Management, and the newly established Postgraduate Unit will be enlightened with the academia together with industry experts.

About Postgraduate Unit

The sole purpose of the Postgraduate Unit is to nurture the knowledge and skills of the students in the discipline of management in order to convert them to conversant professionals or academics to serve the nation. At present, the Postgraduate Unit of the Faculty of Management conducts several programmes such as, Postgraduate Diploma in Management (SLQF Level 8), Postgraduate Diploma in Accounting & Finance (SLQF Level 8), Master of Business Administration (MBA) (SLQF Level 9), Master in Accounting & Finance (MAcc&Fin) (SLQF Level 9), Master of Science (M.Sc.) in Management (SLQF Level 10) and Master of Science in Accounting & Finance (SLQF Level 10). Whilst the MBA programme is more professional oriented whereas, the M.Sc. programme is more research oriented.

The organizational structure of the Postgraduate Unit is staffed with the Chairperson of the Faculty Higher Degrees Committee (FHDC), Programme Coordinators, Department Higher Degrees Committee (DHDC) Coordinators and supporting staff. The Faculty Board is the academic and administrative governing body of the Faculty headed by the Dean and is assisted by the Assistant Registrar and Assistant Bursar.

Figure 01: Administrative Structure of the Postgraduate Unit



Postgraduate Programme Offered by the
Postgraduate Unit
Faculty of Management
University of Peradeniya

- Postgraduate Diploma in Management
(PGD in Management)
- Postgraduate Diploma in Accounting & Finance
(PGD in Accounting & Finance)
- Master of Business Administration
(MBA)
- Master of Accounting & Finance
(MAcc&Fin)
- Master of Science in Management
(M.Sc. in Management)
- Master of Science in Accounting & Finance
(M.Sc. in Accounting & Finance)

Postgraduate Programme Coordinators

Postgraduate Diplomas



Mr. G.C.I. Gunarathne

B.Sc. Mkt. Mgt (Special) (SJP);
M.Sc. (SJP)
Senior Lecturer - Grade II

MBA Programme



Ms. S.P. Aryarathne

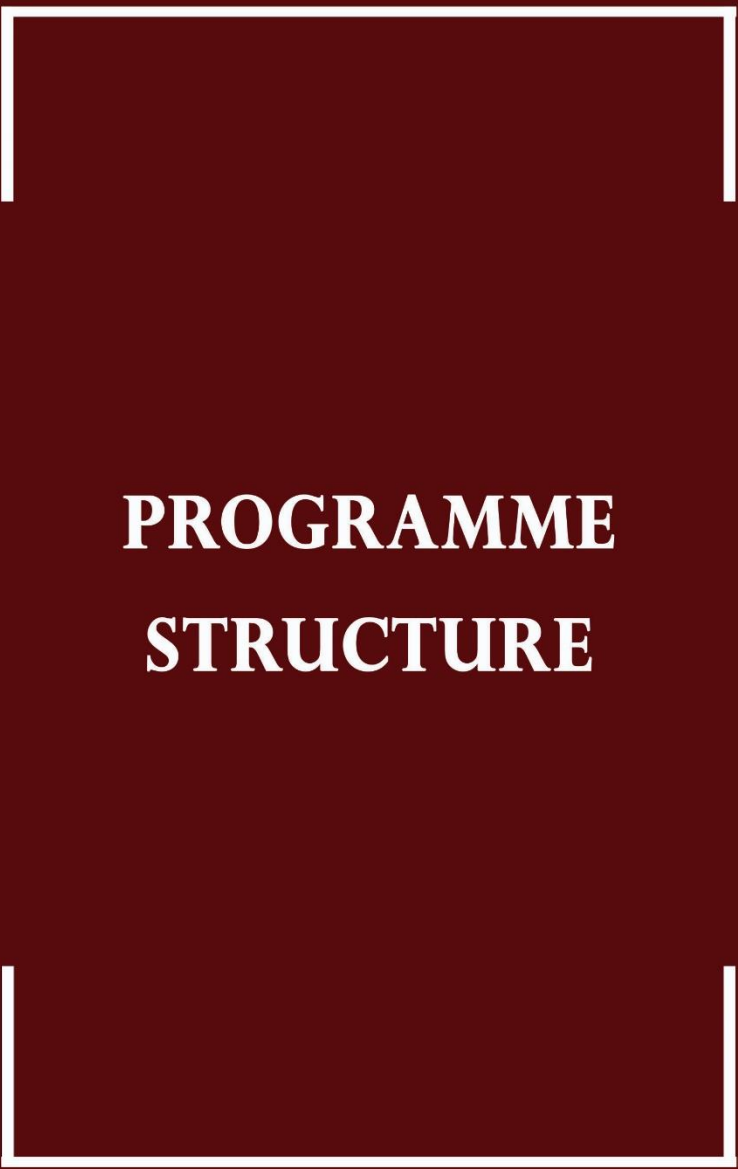
B.Sc. (Operations Mgt.) (SJP);
CIMA (Passed Finalist);
M.Sc.(pdn)M.Sc. (SJP)
Lecturer

M.Sc. Programmes



Dr. M.G.P.D. Menike

B.Com (Pdn); MBA (Pdn);
M.Sc(Applied Finance)SJP;
PhD (DUFE), CBA, MAAT
Senior Lecturer– Grade II



PROGRAMME STRUCTURE

Programme Structure

Faculty of Management offers six postgraduate programmes to cater towards multidisciplinary categories of postgraduate students. The following table shows the credit distribution of each programme.

Table 01: The following table shows the overview of each Programme

Programme	No of Semesters	No of Courses	No of Credits	Type
Postgraduate Diploma in Management	2	10	25	Course Work
Postgraduate Diploma in Accounting & Finance	2	10	25	Course Work
Master of Business Administration	4	18	50	Course work + Project
Master of Accounting & Finance	4	18	50	Course work + Project
Master of Science in Management	4	16	60	Course work + Thesis
Master of Science in Accounting & Finance	4	16	60	Course work + Thesis

Graduate Profiles

A graduate in **Diploma in Management/ Accounting & Finance** is equipped and trained to;

- Identify and analyze concepts, principles, theories, trends and ethics in the field of Management/ Accounting & Finance.
- Demonstrate the needed knowledge/ skills and attitudes in exploring the opportunities in the field of work.
- Assess to carry out self-directed learning and continue to acquire knowledge on professional and academic development in the field of Management/ Accounting & Finance.

A graduate in **Master of Business Administration/Master of Accounting & Finance** is equipped and trained to;

- Demonstrate and critically evaluate Management /Accounting & Finance management concepts, principles, theories, trends and ethics in the field of Business Administration.
- Synthesize Management/Accounting & Finance Management theories and principles in a holistic approach on the eye of a business organization.
- Demonstrate and apply Management/Accounting & Finance Management skills with knowledge on grooming the career ladder.

A graduate in **Master of Science in Management/ Accounting & Finance** is equipped and trained to;

- Demonstrate a proficient understanding of different areas in Business Management/Accounting & Finance in local and global contexts.
- Critically investigate management phenomena through research and lifelong learning.
- Apply knowledge, skills related to research in continuing scholarly advancement in the world of research in Management/ Accounting & Finance.

Postgraduate Diploma in Management

Postgraduate Diploma in Management programme is worth 25 credits and spreads over two semesters as mentioned below.

Table 02: Course Structure; Postgraduate Diploma in Management

Semester	Course Code	Course Title	Credits
One	MGT 5101	Management Theory & Practice	3
	MGT 5102	Accounting for Decision Making	3
	MGT 5103	Business Economics	2
	MGT 5104	Business Mathematics & Statistics	2
	MGT 5105	Business Communication	2
	Credits Requirement in Semester 1		12
Two	MGT 5201	Marketing Management	3
	MGT 5202	Human Resources Management	3
	MGT 5203	Operations Management	3
	MGT 5204	Organizational Behavior	3
	MGT 5209	Research Project	1
	Credits Requirement in Semester 2		13
Total			25

Postgraduate Diploma in Accounting & Finance

Postgraduate Diploma in Accounting & Finance programme is worth 25 credits and spreads over two semesters as mentioned below.

Table 03: Course Structure; Postgraduate Diploma in Accounting & Finance

Semester	Course Code	Course Title	Credits
One	MGT 5103	Business Economics	2
	MGT 5104	Business Mathematics & Statistics	2
	MGT 5105	Business Communication	2
	MGT 5106	Financial Accounting	3
	MGT 5107	Organizational Management	3
	Credits Requirement in Semester 1		12
Two	MGT 5205	Management Accounting	3
	MGT 5206	Auditing & Assurance	3
	MGT 5207	Taxation	3
	MGT 5208	Corporate Finance	3
	MGT 5209	Research Project	1
	Credits Requirement in Semester 2		13
Total			25

Master of Business Administration

Master of Business Administration programme is worth 50 credits and the duration of the programme is four semesters.

Table 04: Course Structure; Master of Business Administration

Semester	Course Code	Course Title	C/O	Credits
One	MGT 5101	Management Theory & Practice	C	3
	MGT 5102	Accounting for Decision Making	C	3
	MGT 5103	Business Economics	C	2
	MGT 5104	Business Mathematics & Statistics	C	2
	MGT 5105	Business Communication	C	2
	Credits Requirement in Semester 1			12
Two	MGT 5201	Marketing Management	C	3
	MGT 5202	Human Resources Management	C	3
	MGT 5203	Operations Management	C	3
	MGT 5204	Organizational Behavior	C	3
	MGT 5209	Research Project	C	1
	Credits Requirement in Semester 2			13
Three	MGT 6301	Strategic Management	C	3
	MGT 6302	Management Information Systems	C	3
	MGT 6303	Business Leadership	O	3
	MGT 6304	Comparative Management	O	3
	MGT 6305	Product and Brand Management	O	3
	MGT 6306	Services Marketing	O	3
	MGT 6307	Human Resource Development	O	3
	MGT 6308	Industrial Law and Employee Relations	O	3
	MGT 6309	Project Management	O	3
	MGT 6310	Quantitative Management Techniques	O	3
	Credits Requirement in Semester 3			12
Four	MGT 6401	Entrepreneurship and Venture Creation	O	3
	MGT 6402	Corporate Social Responsibility & Ethics	O	3
	MGT 6403	Strategic Marketing	O	3
	MGT 6404	Consumer Behavior	O	3
	MGT 6405	Strategic Human Resource Management	O	3
	MGT 6406	Organizational Change & Development	O	3
	MGT 6407	Supply Chain Management	O	3
	MGT 6408	International Business	O	3
	MGT 6409	Residential Seminar	C	1
	MGT 6410	Independent Study	C	6
	Credits Requirement in Semester 4			13
Total			50	

Note:

- C= Compulsory, O= Optional
- Students have the option to exit with the Postgraduate Diploma in Management on successful completion of semester one and two.

Master of Accounting & Finance

Master of Accounting & Finance programme is worth of 50 credits and the duration of the programme is four semesters.

Table 05: Course Structure; Master of Accounting & Finance

Semester	Course Code	Course Title	C/O	Credits
One	MGT 5103	Business Economics	C	2
	MGT 5104	Business Mathematics & Statistics	C	2
	MGT 5105	Business Communication	C	2
	MGT 5106	Financial Accounting	C	3
	MGT 5107	Organizational Management	C	3
	Credits Requirement in Semester 1			12
Two	MGT 5205	Management Accounting	C	3
	MGT 5206	Auditing & Assurance	C	3
	MGT 5207	Taxation	C	3
	MGT 5208	Corporate Finance	C	3
	MGT 5209	Research Project	C	1
	Credits Requirement in Semester 2			13
Three	MGT 6313	Financial Reporting	C	3
	MGT 6314	Strategic Management Accounting	C	3
	MGT 6315	Portfolio Management	C	3
	MGT 6316	Corporate Governance	C	3
	Credits Requirement in Semester 3			12
Four	MGT 6411	International Financial Management	C	3
	MGT 6412	Financial Statement Analysis	C	3
	MGT 6413	Residential Seminar- Accounting & Finance	C	1
	MGT 6410	Independent Study	C	6
	Credits Requirement in Semester 4			13
Total				50

Note:

- C= Compulsory
- Students have the option to exit with the Postgraduate Diploma in Accounting & Finance on successful completion of semester one and two.

Master of Science in Management

Master of Science in Management programme is worth 60 credits and the duration of the programme is four semesters.

Table 06: Course Structure; Master of Science in Management

Semester	Course Code	Course Title	Credits
One	MGT 5101	Management Theory & Practice	3
	MGT 5102	Accounting for Decision Making	3
	MGT 5103	Business Economics	2
	MGT 5104	Business Mathematics & Statistics	2
	MGT 5105	Business Communication	2
	Credits Requirement in Semester 1		12
Two	MGT 5201	Marketing Management	3
	MGT 5202	Human Resources Management	3
	MGT 5203	Operations Management	3
	MGT 5204	Organizational Behavior	3
	MGT 5209	Research Project	1
	Credits Requirement in Semester 2		13
Three	MGT 6301	Strategic Management	3
	MGT 6303	Business Leadership	3
	MGT 6304	Comparative Management	3
	MGT 6311	Research Methodology for Business	4
	MGT 6312	Academic Writing	1
	Credits Requirement in Semester 3		14
Four	MGT 6499	M.Sc. Thesis	21
	Credits Requirement in Semester 4		21
Total			60

Note:

- Students have the option to exit with the Postgraduate Diploma in Management on successful completion of semester one and two.
- All subjects available in the structure are compulsory.

Master of Science in Accounting & Finance

Master of Science in Accounting & Finance programme is worth 60 credits and the duration of the programme is four semesters.

Table 07: Course Structure; Master of Science in Accounting & Finance

Semester	Course Code	Course Title	Credits
One	MGT 5103	Business Economics	2
	MGT 5104	Business Mathematics & Statistics	2
	MGT 5105	Business Communication	2
	MGT 5106	Financial Accounting	3
	MGT 5107	Organizational Management	3
	Credits Requirement in Semester 1		12
Two	MGT 5205	Management Accounting	3
	MGT 5206	Auditing & Assurance	3
	MGT 5207	Taxation	3
	MGT 5208	Corporate Finance	3
	MGT 5209	Research Project	1
	Credits Requirement in Semester 2		12
Three	MGT 6311	Research Methodology for Business	4
	MGT 6312	Academic Writing	1
	MGT 6313	Financial Reporting	3
	MGT 6315	Portfolio Management	3
	MGT 6317	Accounting Theory	3
	Credits Requirement in Semester 3		12
Four	MGT 6499	M.Sc. Thesis	21
	Credits Requirement in Semester 4		12
Total			60

Note:

- Students have an option to exit with Postgraduate Diploma in Accounting & Finance on successful completion of semesters one and two.
- All subjects available in the structure are compulsory.



COURSE DESCRIPTIONS

MGT 5101: Management Theory and Practice

An Introduction to Management; Evolution of Management; The Environmental Context of Management; Organizational Culture and Social Context of Management; Managerial Ethics & Entrepreneurial Ventures; Planning & Decision Making; Strategic Planning; Organizing; Managing Organization Design, Managing Change and Innovation; Managing Human Resource in Organizations; Leading; Modern Approaches to Leadership; Controlling; Management Practices in Sri Lanka; Trends and Issues in Management.

MGT 5102: Accounting for Decision Making

Introduction to Accounting Environment, Accounting Equation and Double Entry System; Accounting Procedure: Journalizing, Posting, Preparing Trial Balance, Preparing and Presenting Financial Statements, Analysis of Financial Statements Using Ratios; Basic Concepts in Management Accounting.

MGT 5103: Business Economics

Demand and Supply Analysis: Elasticity and Optimal Pricing Systems with and without Government Intervention; Determining the Optimal Input Usage and Determination of Cost; Pricing and Profitability at Different Market Structures; Marketing and Sales Forecasting Techniques: Formulating Market Power and Alternative Pricing Strategies; Application of Game Theory.

MGT 5104: Business Mathematics and Statistics

Number Systems; Algebraic Functions; Progressions; Set Theories; Limits Theories; Differentiation Concepts; Integration Concepts; Discounting, Compounding and Annuities; Organizing, Displaying and Interpreting Business Data; Measures of Central Tendency and Dispersion; Probability Theory and Probability Distributions; Correlation & Regression; Time Series Analysis.

MGT 5105: Business Communication

Introduction to Business Communication: Business Communication Process, Modern Business Communication; Culture and Business Communication; Listening: Significance, Barriers, Listening Styles, Role of Listener; Writing for Business Audience: Writing Process, Letters, Memos, E-Mails, Reports, Proposals; Non-Verbal Communication; Communication in Teams: Conflicts, Negotiation, Team Building; Effective Presentation Skills: Analyzing the Audience, Presentation Design, Presentation Delivery, Presentation Evaluation; Meetings: Types, Planning, Conducting, Follow-Up; CV Writing; Preparing for the Interview.

MGT 5106: Financial Accounting

Regulatory and Conceptual Framework for the Preparation and Presentation of Financial Statements; Introduction to Limited Liability Companies; Preparation of Financial Statements of Limited Liability Companies: Comprehensive Income Statement, Statement of Changes in Equity, Statement of Financial Statement and Statement of Cash Flow; Accounting Standards: LKAS 01- Presentation of Financial Statements, LKAS 2 – Inventories, LKAS 8 –

Accounting Policies, Changes in Accounting Estimates and Errors, LKAS 16 – Property, Plant and Equipment.

MGT 5107: Organizational Management

Defining an Organization; The General Operations of an Organization; Organizational Culture Ethics; An Examination of Functions of Management; Application of Management Concepts and Theories to Achieve Organizational Goals; Individual and Group Behavior in Organizations; Conflict Management; Change and Innovation; Motivation and Incentives; Globalization and Management.

MGT 5201: Marketing Management

Introduction to Marketing and Core Marketing Concepts; Business Orientations towards Market Place; Marketing Environment; Consumer Market and Consumer Buying Behavior; Business Market and Industrial Buying Behavior; Analyzing Competitors and Developing Competitive Strategies, Market Segmentation, Targeting and Positioning; Developing Brand Equity; Developing Product Strategy; Setting Pricing Strategy; Managing Integrated Marketing Communications; The Marketing Planning Process; Developing Marketing Research; International Marketing Strategy; Nature of Services and Basic Service Marketing Strategy; The Nature of Demand for Services; Decisions on Expanded Marketing Mix; Service Quality; Customer Care and Ethics in Marketing Management.

MGT 5202: Human Resource Management (HRM)

Defining HRM; Role of HRM; Importance of HRM; Challenges of HRM, Historical Development of HRM, Approaches of HRM, HRM and Personnel Management, Strategic HRM; Roles of HR Managers; HRM Functions: Job Design, Job Analysis, HR Planning, Recruitment & Selection, Training and Development, Career Development, Performance Management, Compensation Management, Leave Management, Salary Administration, Employee Movements, Discipline Handling, Grievances Handling, Managing Health and Safety, Incentive Management, Employee Relations.

MGT 5203: Operations Management

Introduction to Operations Management; Operation Strategy; Product and Service Design; Process Selection and Analysis; Business Process Re-Engineering; Facility Layout Planning; Line Balancing; Inventory Management; Managing Quality; Lean Manufacturing Systems; Demand Forecasting; Capacity Planning; Facility Location Decision; Job Design and Work Measurement; Business Process Outsourcing.

MGT 5204: Organizational Behavior

Introduction to Organizational Behavior; Perception; Personality: Definitions, The Big Five Model, Matching Personality and Jobs; Job Satisfaction and Attitude; Learning, Reinforcement, Employee Recognition and Involvement; Psychological Contract, Emotions, and Emotional Intelligence; Motivation: Content Theories, Process Theories, Motivational Methods; Group Dynamics, Teams, Organizational Culture, Organizational Change and

Development, Conflict Management, Performing Culture, Barriers To High Performance, Leadership: Traditional Theories, Contemporary Theories; Performing Culture, Barriers to High Performance, Leadership.

MGT 5205: Management Accounting

Estimating the Behavior of Costs; CVP Analysis; Relevant Costing; Product Pricing Decisions; Investment Appraisal; Activity Based Costing; Transfer Pricing; Budgetary Control; Standard Costing; Recent Development in Management Accounting.

MGT 5206: Auditing & Assurance

Reasons for Audit and Assurance Services; Theory of Auditing; Regulatory Environment of Auditing; Basic Ethical Principles Governing an Audit; Materiality and Audit Risk; Internal Control Systems and Assessment of Control Risk; Audit Planning; Audit Documentation; Audit Evidence; Audit Process; Using Work of Others; Audit Reports and Different Audit Opinions; Public Sector Auditing; Group Audits; Auditing in a Computer Based Environment; Computer Controls and Security; Current Issues in Auditing Practices.

MGT 5207: Taxation

Theoretical Framework for Taxation; Overview of the Sri Lankan Tax System; Principles of Income Tax; Sources of Income; Computation of Income Tax: Individuals, Partnerships, Companies and Charitable Institutions; Indirect Taxes: Value Added Tax, Nations Building Tax, Economic Service Charge and Other Indirect Taxes; Tax Administration.

MGT 5208: Corporate Finance

Financial Environment; Time Value of Money; Financial Decisions; Risk & Return; An Overview of Capital Market Theory and Capital Assets Pricing Model; Valuation of Bonds and Shares; Cost of Capital; Capital Budgeting and Investment Decisions; Capital Structure Theories; Dividends Theories; Venture Capital Financing; Financial Planning and Strategy; Working Capital Management.

MGT 5209: Research Project

Introduction to Research; Steps in Scientific Research; Preliminary Research Methods in Management; Develop a Research Synopsis; Research Report Writing.

MGT 6301: Strategic Management

Introduction to Strategic Management: Strategy, Strategic Management, Competitive Advantage, Vision, Mission; Macro Environmental Analysis (PESTEL); Industry Analysis (Porter's Five Forces); Strategic Capability Analysis; Corporate Social Responsibility, Business Ethics, Corporate Governance; Culture and Strategy; Corporate Level Strategies; Business Unit Level Strategies; International Strategies; Functional Level Strategies; Strategic Leadership; Innovation and Entrepreneurship; Strategy Evaluation and Control.

MGT 6302: Management Information Systems

The Systems Concept and the Flow of Information; Information Systems in Businesses, the Networked Enterprise, IT Enabled Business Change; Introduction to E-Commerce; Developing E-Business Strategies; Security and Ethical Challenges of IT and E-

Business; Data Resources Management, Knowledge Management; Competing with Information Technology; Fundamentals of Information Systems Design and Implementation; Introduction to Database Management Software.

MGT 6303: Business Leadership

Introduction to Leadership; Individuals as Leaders and Individual Leadership; Management and Leadership; Leadership Theories: Trait Theories, Behavioral Theories, Situational Theories; Contemporary Theories of Leadership: Charismatic Leadership, Transactional Leadership, Transformational Leadership, Servant Leadership, Authentic Leadership, and Lateral Leadership; Power and Leadership; Leadership and Culture; Leadership and Followership; Leadership and Communication; Leading Teams: Motivation, Conflict Management, and Negotiation; Leading Change.

MGT 6304: Comparative Management

Nature and Definition of Comparative Management: Convergence and Divergence Views of The World, Models of Comparative Management, International Aspects of Management, Culture and Business, Business Environments in Different Countries, American and European Models, Japanese Management System, French Management, Asian Management: Chinese and Indian Models, Corporate Governance in Developed Countries, Management Practice in Developing Countries Including Sri Lanka, International Management and Management Functions, Comparative Management in Practice.

MGT 6305: Product and Brand Management

Introduction to New Product Development: Overview, Initiating Factors, Role of New Product Development; Strategy for Innovation: Relationship with Corporate Strategy, Reactive and Proactive Innovative Strategies; Identify Opportunities for New Products: Market Growth Models, Desirable Market Characteristics; Design New Products: Benefit Segmentation, Estimating Sales Potential, Marketing Mix Elements; Testing and Improving New Products: Testing Advertising, Product Testing, Pre-Test Marketing, Test Marketing; Brand Management: Define Branding, Challenges and Opportunities in Branding, Strategic Brand Management, Brand Equity, Building Effective Brands; Product Launch And Life Cycle Management: Strategies Over The Product Life Cycle, Product Failures.

MGT 6306: Services Marketing

Nature of Services; Describes Service Products, Consumers and Markets; Consumer Behavior in a Service Context; Applying The 7Ps' of Marketing to Services; Designing and Managing Service, Balancing Demand and Productive Capacity; Crafting the Service Environment; Managing People for Service Advantage, Implementing Profitable Service Strategies: Managing Relationships and Building Loyalty, Complaint Handling and Service Recovery, Improving Service Quality and Productivity, Striving for Service Leadership.

MGT 6307: Human Resource Development (HRD)

Introduction to HRD: Learning, Learning Theories, Training, Development; Training Needs Analysis: Organization, Task, Person; Training Design; Training Delivery, Training Evaluation; Employee Development: Developmental Interventions, Aligning HRD Strategy and Business Strategy, Career Development; E-Learning; Learning Organization & Organizational Learning.

MGT 6308: Industrial Law and Employee Relations

Employee and Independent Contractor, The Contract of Employment, Termination of the Contract of Employment, Employees in Shop and Office, Employees in Factory and Industrial Undertaking, Legal Aspects of Different Types of Leave, Women Employment, Young Person and Children, Employee Provident Fund, Employee Trust Fund and Gratuities, Domestic Inquiry Procedure, Industrial Disputes, Industrial and Labor Courts, Employee Relations: Theories of Employee Relations, Trade Unions and Employee Relations, Collective Bargaining, Negotiation and Consultation; Role of the HR Manager in Employee Relations.

MGT 6309: Project Management

Introduction to Project Management; Project Life Cycle and its Classification; Project Feasibility Studies; Project Selection; Project Planning; Project Scheduling; Project Financing; Project Monitoring and Controlling; Human Aspects in Project Management; Managing Risks and Quality of a Project; Organizational Aspect of a Project; Project Review and Feedback; Impact Analysis; Introduction to Project Management Software.

MGT 6310: Quantitative Management Techniques

Introduction to Quantitative Management Techniques; Graphical and Mathematical Models; Linear Programming – Graphical Method; Linear Programming – Simplex Method; Linear Programming – Dual Problem; Decision Analysis; Linear Regression; Forecasting; Transportation Models; Network Analysis; Project Evaluation and Review Techniques; Waiting Line Models.

MGT 6311: Research Methodology for Business

Introduction to Research and Research Methods; Perspectives in Research Paradigms, Approaches, Methodologies & Methods; Identification of a Research Problem, Building Research Hypotheses; Evaluation of Significance of Research; Quantitative and Qualitative Research; Literature Review and Development of Theoretical Framework; Conceptual Model & Deducing Hypotheses, Defining Variables; Introduction to Sampling and Data Collection Techniques, Ensuring Validity and Reliability of Research, Data Analysis Tools and Techniques; Scientific Writing.

MGT 6312: Academic Writing

Introduction to Academic Writing; The Writing Process: Background to Writing, Writing Foundations, Reading and Note-Taking, Writing Stages; Elements of Writing: Argument, Cause and Effect, Cohesion, Comparison, Definitions; Plagiarism and Referencing; Accuracy in Writing: Articles, Conjunctions, Punctuations, Academic Vocabulary; Writing Models: Formal Letters, Reporting and Designing Surveys, Essay Writing.

MGT 6313: Financial Reporting

The Regulatory and Conceptual Frameworks for Preparing and Presenting Financial Statements; Principles of Disclosure: Provisions, Contingent Liabilities and Contingent Assets; Accounting Policies, Changes in Accounting Estimates and Errors; Events after the Reporting Period; Inventories; Property, Plant and Equipment; Impairment of Assets; Intangible Assets; Accounting for Income Taxes; Preparation and Presentation of Financial Statements; Statement of Cash Flows; Investments in Associates and Joint Ventures; Consolidated and Separate Financial Statements; Earnings Per Share; Interim Financial Reporting.

MGT 6314: Strategic Management Accounting

Introduction to Strategic Management Accounting: The implications of contextual influences on Management Accounting system design; Creating organizational value through strategic decisions: Value Chain Analysis: Project planning, selection and control: Competitor Accounting: Customer Profitability Analysis: Product Profitability Analysis: Life Cycle Costing; Strategic decisions for Performance improvement and Performance measurement; Balanced Score Card; Effect of cloud technology on Strategic Management Accounting

MGT 6315: Portfolio Management

Introduction and Valuation of Riskless Securities; Efficient Markets and Market Price; The Portfolio Selection Problem; Portfolio Analysis; Capital Asset Pricing Model (CAPM); Empirical Evidence of the CAPM, Factor Models and Arbitrage Pricing Theory (APT);

Fixed Income Securities, Bond Analysis and Bond Portfolio Management; Variable Income Securities, Financial Derivatives and Hedging the Risk of Portfolios; Portfolio Performance Evaluation.

MGT 6316: Corporate Governance

Historical Development of Corporate Governance; Agency Framework for Evaluation of Alternative Corporate Governance Systems; Corporate Governance Reports, Principles and Codes; Corporate Governance Mechanisms; Accounting and Corporate Governance; Auditing and Corporate Governance; The Regulatory and Institutional Framework Within Which Corporate Governance Operate in Sri Lanka; Corporate Governance Practices and Issues in The Sri Lankan Business Environment; Current Development of Corporate Governance Practices in Other Developing and Developed Nations.

MGT 6317: Accounting Theory

Introduction to Accounting Theory; Accounting from Past to Present; Theory Construction in Accounting; Applying Theory in Accounting Regulation; Conceptual Framework for Financial Accounting and Reporting; Measurement Theory; Accounting Measurement Systems; Issues in Conventional Financial Accounting and Reporting: Assets, Liabilities and Owners' Equity, Revenue, Expenses; Accounting and Research: Positive Theory of Accounting Policy and Disclosure, Capital Market Research, Behavioral Research in Accounting; Emerging Issues in Financial Accounting and Reporting.

MGT 6401: Entrepreneurship and Venture Creation

Importance and Types of Entrepreneurship, Characteristics and Responsibility of Entrepreneur; Entrepreneurial Environment & Business Opportunities; Creative Process; Innovation Process; Opportunities in Production; Characteristics & Technology; Product Development Process; Opportunities in Services; Characteristics & Uniqueness; Product & Service Protection Methods; Identification of Venture areas and Business Forms; Feasibility Planning; The Growth Management Process; Human Resource Need and Skills; Role of the Founder and the Board of Directors; Sources of Finance; Asset Management Methods; Financial Forecasting & Cash Flow Budgeting; Relevance of Marketing in New Venture; Market Research for Start-Ups; Developing and Implementing a Marketing Plan.

MGT 6402: Corporate Social Responsibility (CSR) and Ethics

Historical Development of CSR & Business Ethics; Introduction to CSR & Business Ethics; Importance of CSR & Business Ethics in the Business Disciplines; Owners' Concept and Stakeholders' Concept in the Business; Business Ethics in the Marketing, HRM, Operations and Accounting & Finance Activities; Agency Theory; Stewardship Theory; Traditional Theories; Ethical Theories and Approaches; Ethical Analysis and Applications; Corporate Ethical Leadership; Business Competition and Ethics; Government and Business Ethics; Personnel Key Success Factors and Ethics.

MGT 6403: Strategic Marketing

Introduction and Overview of Strategic Marketing, Strategic Analysis; Customers Analysis, Competitor Analysis, Market/Sub Market Analysis; Strategic Uncertainty, Environmental Analysis, Internal Analysis; Development of Business Strategy; Strategic Options; Strategic Positioning; Growth Strategies; Diversification; Implementation – Organizational Issues and Strategies in Declining and Hostile Markets.

MGT 6404: Consumer Behavior

Nature of Consumer Behavior; Consumer Research and Market Segmentation; Consumer Motivation, Personality, Consumer Perception, Consumer Learning, Consumer Attitude Formation, Change and Communication; Consumers in their Social and Cultural Settings, Cross Cultural Consumer Behavior; The Consumer's Decision Making Process, Models of Buyer Behavior; Consumerism.

MGT 6405: Strategic Human Resource Management

Introduction to Strategic Human Resource Management: Strategy, Human Resource Management, Strategic Human Resource Management; Strategic Job Analysis; Strategic Human Resource Planning (HRP): HRP Process, Demand Forecasting, Supply Forecasting, Techniques and Action Plan; Employee Recruitment and Selection; Career Management: Traditional Career Management, Career Stages, Modern Career, The Role of Employer and Employee in Career Management; Strategic Employee Development; Employee Performance Management;

Strategic Compensation; Employee Rights and Discipline; Strategic International Human Resource Management.

MGT 6406: Organizational Change and Development

Introduction to Organizational Development and Change; Organizational Development as a Process; Organizational Transformation and Renewal; Theoretical Underpinnings of Organizational Development: System Theory; Organizational Change and Change Agents; Individual Change; Team Development; Barriers to Change: External Factors and Internal Factors; Employee Resistance to Change: Causes and Strategies; Leadership and Change; The Learning Organization; Strategic Change; Emerging Issues in Change Management.

MGT 6407: Supply Chain Management

Introduction to Supply Chain Management; Supply Chain Performance; Designing the Distribution Network in a Supply Chain; Network Design in the Supply Chain in an Uncertain Environment; Demand Forecast in a Supply Chain; Aggregate Planning in the Supply Chain; Managing Uncertainty in the Supply Chain; Sourcing Decisions in Supply Chain; Information Technology and the Supply Chain; Coordination in the Supply Chain; Transportation in the Supply Chain; Pricing and Revenue Management in Supply Chain; Global Risks in Supply Chain Management and Managing Risks.

MGT 6408: International Business

An Overview and International Business History; Modes of International Business; Understanding the Multinational

Corporation; International Trade Theory; International Investment Theory; Foreign Exchange Rate Theory; The Theory of Internalization and Internationalization; Multinational Corporation and the Home Country Economy; International Business and Cultural Environment; International Business and Political Environment; International Business and Economic Environment; Country Evaluation and Selection of Multinationals; Government's Evaluation of Multinationals; The International Business Management Strategy; International Business and Economic Development.

MGT 6409: Residential Seminar

This course will be conducted outside the university, locally or internationally. Industry experts will conduct seminars and lectures on contemporary issues in the field of management. Students will be given the opportunity to discuss with managers on organizational management practices. Simulation exercises will be carried out. Each student is required to develop a learning journal, a collection of notes, observations, thoughts and other relevant materials built-up over a period of and make a final presentation on what they have learnt from the residential activities.

MGT 6410: Independent Study

Independent Study is designed for those who follow MBA/MAcc&Fin to provide them with an introductory level of knowledge in undertaking a research activity related to their area of specialization. It offers them the opportunity to apply the

knowledge that they have acquired during their study programme in practice.

MGT 6411:International Financial Management

International Financial Management and Monetary Environment; International Flow of Funds,; Foreign Exchange Rate Mechanism; Theories of Exchange Rate Determination, International Parity Conditions, Forecasting Exchange Rates; Foreign Direct Investment; International Capital Budgeting; International Financial Markets; International Working Capital Management; International Portfolio Investments, Risk Management: Marketability Risks, International Political Risk, Foreign Exchange Risk and Information Risk.

MGT 6412:Financial Statement Analysis

Introduction to Financial Statement Analysis; Overview of Financial Statement Analysis and Business Activities; Accrual Concept of Accounting; Business Analysis; Accounting Analysis; Financial Analysis; Prospective Analysis; Analysis Tools: Comparative Financial Statement Analysis, Common-Size Financial Statement Analysis, Ratio Analysis, Cash Flow Analysis, Valuation; Analyzing Financial Activities, Analyzing Investing Activities, Analyzing Operating Activities.

MGT 6413:Residential Seminar – Accounting & Finance

This course will be conducted outside the University locally or internationally in a unique setting that promotes creativity and teamwork. Professional experts will conduct seminars and lectures

on current issues in the field of Accounting & Finance. Candidates will also be provided with an opportunity to participate in simulated meetings of board of directors which discuss matters relating to the accounting & finance.

MGT 6499: M.Sc. Thesis

This is a course offered for those who are strongly interested in and committed to research. Writing the M.Sc. thesis involves researching and compiling a comprehensive studyphenomenon related to industry falling within their area of specialization. This exercise helps the candidates gain experience in selecting research problems, appropriate research methods, discussing and evaluating research findings and recommending solutions or policy implications. The M.Sc. thesis is meant for shedding light on concepts and methods applicable to different business models. The M.Sc. candidates are required to work closely with an assigned supervisor throughout the research process.



Postgraduate Orientation - 2019/2020











RULES & REGULATIONS GOVERNING THE POSTGRADUATE PROGRAMMES



1. Credit Requirements

- **Postgraduate Diplomas**

A total of 25 credits in the Postgraduate Diploma programme must be obtained by a candidate to successfully complete the programme (Refer Table 2 &3).

- **Master of Business Administration/ Master of Accounting & Finance Degree**

A total number of 50 credits must be obtained by a candidate to successfully complete the MBA/MAcc&Fin programme (Refer Table 4&5).

- **Master of Science Degree**

A total of 60 credits including a 21 credits for the research component must be obtained by a candidate to successfully complete the M.Sc.in Management/ M.Sc.in Accounting & Finance Degree programmes (Refer Table 6&7).

2. Credit Equivalence of Courses

The term "credit" used in this context defines course weight and specifies courses in credit equivalence. One credit equals to 15 contact hours.

3. Transfer of Credits and Exemption of Courses

- **Postgraduate Diplomas**

Credit transfers from the Postgraduate Diploma programme are allowed for those who wish to progress to a Postgraduate Degree programme (i.e., MBA, MAcc&Fin, or M.Sc.) When a candidate

registers for a Postgraduate Degree programme through transfer of credits earned at the postgraduate diploma level, he/she shall be deprived of the rights to claim the postgraduate diploma level qualification.

- **Master of Business Administration/Master of Accounting & Finance/ Master of Science**

The MBA/ MAcc&Fin /M.Sc. programme allows credit transfers from the Postgraduate Diploma in Management programme. The objective of granting credit transfer is to encourage candidates to progress to the Master's level. When a candidate registers for the MBA/ MAcc&Fin/M.Sc. Degree Programme through transfer of credits earned at the Postgraduate Diploma in Management, he/she shall be deprived of the rights to claim the postgraduate diploma level qualification. If the student decides to exit from the programme by obtaining the Postgraduate Diploma in Management qualification or Postgraduate Diploma in Accounting & Finance, such exit is considered as permanent, and he/she shall not be entitled to enroll in the MBA/MAcc&Fin, M.Sc. programme at a later stage.

Those who have graduated with a Postgraduate Diploma from the PGIHS, University of Peradeniya, or another University or a Higher Educational Institute recognized by the UGC shall apply to enroll in the MBA/ MAcc&Fin/M.Sc. Degree Programme within a five year period after obtaining such Postgraduate Diploma level qualification. Such enrollment is considered a fresh enrollment. Course exemption, on the request of candidates, shall be

considered for the courses of repetitive nature for which a candidate has obtained at least a 'C' pass in the Postgraduate Diploma level study. Tuition and examination fees shall be waived up to a maximum of 50 percent for the exempted courses. Such exemptions and waivers shall be granted by the Faculty Higher Degrees Committee subject to the approval of the Faculty Board.

4. Attendance and Examination Attempts

- i. A minimum of 80% attendance in classes is required for eligibility to sit the final examination in each course.
- ii. A candidate is required to complete his/her Postgraduate Diploma within a maximum of three (03) years.
- iii. The maximum number of attempts allowed for each course is three (03).
- iv. A candidate is required to complete his/her MBA/MAcc&Fin/M.SC.Degree within a maximum of five (05) years including the maximum of three (03) year period allowed for the Postgraduate Diploma.

5. Award of the Postgraduate Diploma / Degree and a Merit Pass

- **Postgraduate Diplomas**

The candidates who pass all the subjects at the postgraduate diploma level (i.e., 25 credits) with a minimum GPA of 2.00 within a maximum of three year period but do not wish to proceed to

master degree level (i.e., MBA,MAcc&Fin or M.Sc.) will be offered the Postgraduate Diploma in Management / Postgraduate Diploma in Accounting & Finance.

Candidates who pass all the subjects at the Postgraduate Diploma in Management / Postgraduate Diploma in Accounting & Finance in the first attempt, complete the programme within a maximum of one year period, and maintain a GPA of 3.70 or above shall be eligible for a merit pass.

- **Master of Business Administration /Master of Accounting & Finance/Master of Science**

Candidates who pass all the subjects at the Postgraduate Diploma and the Master level, and maintain a minimum GPA of 2.00 at the examinations within the given period are eligible for the MBA/ MAcc&Fin/ M.Sc. Degrees.

Candidates who pass all the subjects at the postgraduate diploma and master's levels in the first attempt, complete the degree within a maximum of two year period, and maintain a GPA of 3.70 or above shall be eligible for a merit pass.

6. Calculation of GPA

Assessment of student performance is carried out based on the Grade Point Average (GPA) scheme as shown in Table 8.

Table 08: Grade Point Averages (GPA)

Letter Grade	Grade Point
A+	4.00
A	4.00
A-	3.70
B+	3.30
B	3.00
B-	2.70
C+	2.30
C	2.00
F	0.00

The minimum grade for passing a course is 'C'. In giving a grade at a successful repeat examination, all previous unsatisfactory grades shall be eliminated. The maximum grade awarded in a repeat examination is 'B'.

If a candidate fails to complete the requirements of a course due to medical or any other valid reason supported by evidence acceptable to the Faculty Higher Degrees Committee, he/she shall obtain an 'I' (Incomplete) grade for that course. Such a candidate shall complete the requirements of that particular course on the first occasion the course is next offered. In such instance, unlike repeating a course, he/she will be offered the actual grade obtained by him/her for that course.

The Grade Point Average (GPA) is computed as follows:

$$\text{GPA} = \frac{\sum c_i g_i}{\sum c_i}$$

Where \mathbf{c}_i and \mathbf{g}_i are the credit units and grade point of the i^{th} course respectively. The **GPA** will be rounded to the second decimal place.

7. Registration Procedure

- i. The students are responsible for the completeness and accuracy of their application documents. The onus is on individual students to seek counsel when in doubt about their postgraduate programme requirements. It is the responsibility of the students to renew the registration as required in the each programme to keep their programme active.
- ii. To be eligible to register as a postgraduate student, an applicant must:
 - a. be officially admitted by the Postgraduate Unit or admitted with condition to be fulfilled by a specific date and
 - b. be in good academic standing to continue in his/her programme of study.
- iii. Newly accepted and continuing postgraduate students shall receive registration information. The information shall include instruction regarding when, where and how to register for their programme of study at the Faculty of Management of this University.

- iv. Each registration form shall be accompanied by an official receipt in support of the payment of fees prescribed by the Postgraduate Unit and any other documents specified in the registration form.
- v. Incomplete registration forms shall be rejected and such decision shall be intimated to the applicant.
- vi. Student registered for the postgraduate degree/ postgraduate diploma shall be sent a letter of registration, an identity card and information relating to the programme. The Postgraduate Unit shall also communicate to the students the names of the supervisor/supervisory committees and where necessary, the number of courses/subjects he/she should offer in fulfillment of the programme requirement.
 - a. Supervisors
 - b. A person registered as a candidate for a Master's Degree by Coursework plus Research shall generally be required to work under the guidance of one or more supervisors recommended by the DHDC and approved by the FHDC.
- viii. A candidate must satisfy all the requirements for registration for the postgraduate degree/ postgraduate diploma programme prior to his/her registration.

- a. Note:
- b. In certain programmes of study, candidates shall be required to satisfy additional requirements for registration indicated in the regulation for that programme of study after registration for the respective programme, but before sitting the respective Postgraduate Degree/ Postgraduate Diploma examination.

8. Registration Procedure

i. Registration for Master's Degree Programmes

- a. The students who have successfully completed the Postgraduate Diploma programme or whose academic background entitles them to consideration for lateral admission via transferring credits shall be registered for the Master's Degree programme.
- b. The students shall also be requested to sit for an aptitude test and/or an interview to assess the ability of the student to follow the programme successfully.
- c. These students shall be entitled to use the library and to attend lectures in the appropriate programme.

ii. Registration for Postgraduate Diploma Programmes

- a. The students whose academic background entitles them to consideration for admission to the Postgraduate Diploma programme in the subject area

they have chosen shall be registered for the Postgraduate Diploma programme.

- b. The students shall also be requested to sit for an aptitude test and/or an interview to assess the ability of the student to follow the programme successfully.
- c. These students shall be entitled to use the library and to attend lectures in the appropriate programme.

iii. Registration to Audit Course/Courses

Any graduate student:

- a. Shall be required the written approval of the Head of the relevant department of study to audit a course (i.e., attend undergraduate/graduate course in the Faculty, but not meet any assessment requirements). In order to register for a course as an auditor, students shall complete the prescribed form. This form must be signed by the Head of the relevant department of study and be submitted to the Chairman/Faculty Higher Degrees Committee for approval.
- b. Shall be required to pay the prescribed course fees, etc. to audit courses.

- c. Shall note that audited courses will not be counted in the course requirements of any postgraduate degree/ postgraduate diploma.

iv. Maintenance of Registration

- a. All students in the postgraduate programmes must renew the registration annually or as required in each programme to keep their programme active. This registration entitles students to the use of certain University facilities and to consult their supervision/supervisory committee for a 12-month period.
- b. Application for renewal of registration together with the prescribed fees shall be sent to the Postgraduate Unit during the period specified in each year.
- c. Students who are unable to meet the course requirements in any particular academic year shall maintain the registration by paying the appropriate fee.

v. Date and Year of Registration

- a. A person whose application for registration as a postgraduate student has been accepted shall be registered for the particular postgraduate programme for the current academic year.
- b. A person shall be deemed to have been registered as a Special/Exchange Postgraduate Student from the date on which his/her preliminary application for registration is accepted by the FHDC.

vi. Re-Admissions (Renewal of Registration)

- a. A student who fails to register at least once a year or as required in each programme shall be considered to have withdrawn from their programme. If they wish to resume work on the programme, they shall apply for re-admission in terms of the regulations in force at the time of re-application. There is no guarantee of re-admission.
- b. The procedure for re-registration is the same as for the initial registration.
- c. If a student is recommended for re-admission, he/she is required to pay the re-admission fees and other prescribed fees.
- d. A DHDC recommending the re-admission of a student to a postgraduate degree/ postgraduate diploma programme shall specify in writing any conditions for re-admission.
- e. The students are advised to check the deadlines for completion of programme requirements. The time limits are calculated from the time the student first registers in his/her programme.
- f. A student who is re-admitted shall be registered for one academic year from the date of re-admission and re-admission level shall be decided by the FHDC.

vii. Changes of Registration

- a. If students wish to make changes in their registration in any of the following cases, they must first consult their supervisor/supervisory committee and the DHDC. All changes in registration must receive the approval of the

supervisor/supervisory committee, DHDC and the FHDC. These changes include:

- I. addition/changes to courses for the written examination; and
- II. change of thesis topic.

Such changes of registration, once approved by the DHDC must be submitted to the FHDC for approval.

b. Changes in personal Information

Personal information such as name, address, citizenship status etc., is recorded at the time of initial application. It is the student's responsibility to inform the Postgraduate Unit of any change in this information.

viii. Cancellation of Registration

- a. The students who wish to withdraw from the postgraduate degree/ postgraduate diploma programme shall complete a "Notice of Withdrawal" form obtainable from the Postgraduate Unit. The reasons for the withdrawal and the effective date of the proposed withdrawal should be given in the form. This form must be approved by the DHDC and submitted to the FHDC for approval. The students who withdraw without completing such a form will be eligible neither for any refund of fees nor for exemption from payment.
- b. Authorization of fees adjustments and refund shall be made in accordance with the rules and regulations of the Postgraduate Unit. The date used for the purpose of calculating the refund is that on which the withdrawal was approved by the DHDC.

- c. After the withdrawal from a postgraduate programme, if a student wishes to re-apply for admission, his/her application shall be considered along with other applicants.

ix. Termination of a Programme

The FHDC shall consider the termination of a student's postgraduate degree or postgraduate diploma programmes. The reasons for termination can vary considerably, such as, failure to meet the registration requirements, expiry of programme limit, failure to pay prescribed fees, failure to maintain adequate academic standing and any other reason approved by the FHDC.

x. Time Limit for the Completion of a Degree/Diploma Programme

The time limit or the maximum period of time to complete the requirement for a Postgraduate Degree/ Postgraduate Diploma shall be calculated from the beginning of the academic year in which the student first registers for his/her programme.

xi. Programme Extensions

- a. In exceptional circumstances, a student who has failed to complete all the requirements for the postgraduate degree/ postgraduate diploma within the period specified in the regulations may be considered for an extension, provided that the

supervisors/supervisory committee and the relevant DHDC so recommend and the FHDC approves.

- b. To qualify for an extension, candidates shall present in writing to the relevant Head of the Department through his/her supervisors/supervisory committee the causes for the delay. They must also be able to demonstrate substantial progress in their academic work.
- c. Approval of the recommendations for extension shall be at the discretion of the FHDC.

9. Examinations and Evaluation

i. Applications for Entry to Examinations

- a. All candidates for postgraduate examinations shall be expected to acquaint themselves with the rules and regulations regarding the examination procedure, offence and punishments of the University.
- b. Applications for entry to a postgraduate examination shall be made only by those who have been duly registered for the respective programme, whose registration continues to be in force, and who are eligible to sit the examination in that year.

- c. Each application for entry to a postgraduate examination shall be made on the prescribed form obtainable from the Postgraduate Unit and should reach the Postgraduate Unit on or before the closing date of entry to the examination as specified in the examination entry form.
- d. Each examination entry form must be supported by a receipt for the prescribed examination fees and such other documents as mentioned in the examination entry form.
- e. Applications of persons who are not eligible to sit an examination and applications which have been received late or are incomplete shall be rejected and such decision shall be intimated to the candidates. When an examination entry form has been rejected, under no circumstances shall the Postgraduate Unit refund the examination entry fees paid by the applicant.
- f. Candidates who wish to obtain an acknowledgement of the receipt of the examination entry form shall be required to annex a self-addressed envelope to the examination entry form.
- g. Candidates whose entry forms have been accepted shall be sent an admission card and a copy of the time table for the relevant written examination at least fourteen (14) days before the commencement of such

examination. Candidates who have not received the above documents by the seventh (7th) day before the commencement of the examination that they have applied to take should immediately contact the Postgraduate Unit giving their names, registration numbers and the name of the examination to which they have sought entry.

- h. A candidate who wishes to withdraw from an examination after the receipt of the admission card shall annex the admission card to his/her application for withdrawal and send it to the Postgraduate Unit so as to reach at least three (3) days before the date of the commencement of that examination. No concession regarding fees shall be given to a candidate whose application for withdrawal is received after the deadline mentioned above.

Note:

Candidates who claim concession on fees at examinations on grounds of ill health shall inform the Postgraduate Unit within seven (7) days of the commencement of such examination. They are required to submit acceptable medical certificates. Each such case shall be considered by the FHDC on its merits.

ii. Evaluations

Assessment of student performance is carried out based on the Grade Point Average (GPA) scheme as shown in Table 8 above.

The minimum grade for passing a course is 'C'. In giving a grade at a successful repeat examination, all previous unsatisfactory grades shall be eliminated. The maximum grade awarded in a repeat examination is 'B'.

If a candidate fails to complete the requirements of a course due to medical or any other valid reason supported by evidence acceptable to the Faculty Higher Degrees Committee, he/she shall obtain an 'I' (Incomplete) grade for that course. Such a candidate shall complete the requirements of that particular course on the first occasion the course is next offered. In such instance, unlike repeating a course, he/she will be offered the actual grade obtained by him/her for that course.

The Grade Point Average (GPA) is computed as follows:

$$\text{GPA} = \frac{\sum \mathbf{c_i g_i}}{\sum \mathbf{c_i}}$$

Where $\mathbf{c_i}$ and $\mathbf{g_i}$ are the credit units and grade point of the $\mathbf{i^{th}}$ course. The **GPA** will be rounded to the second decimal place.

iii. Viva-Voce Examinations

All candidates in a research degree programme must pass a final oral examination following the submission of their thesis to the Postgraduate Unit. The Postgraduate Unit, in consultation with the Head of the relevant Department of study, shall make arrangements regarding the viva-voce examination.

iv. Medium of Examination

Candidates shall be entitled to be examined in the medium in which they have registered.

v. Dates of Examinations

The date/s for the final written examination in each course shall be decided upon by the Postgraduate Unit.

vi. Examiners

- a. Examiners for all postgraduate examinations shall be recommended by the DHDC through the FHDC to the Faculty Board and shall be approved by the Senate.
- b. There shall be at least two examiners to evaluate a thesis, one of whom shall be an external examiner (external to the University).

- c. A supervisor shall be an examiner to evaluate a thesis where it is difficult to obtain examiners conversant with the field of research work. Prior approval of the Senate shall be obtained in such cases.
- d. The members of staff of the University of Peradeniya shall not be appointed as examiners if the candidate is a teacher or an officer of this University.
- e. The Board of Examiners for any postgraduate examination shall consist of the Dean of the Faculty of Management, Head of the relevant Department, Coordinators of the DHDC, Examiners (or Supervisor/ Supervisory Committee of the candidates in the case of a thesis) and any other person/s recommended by the Faculty Board and approved by the Senate. The Dean shall chair the Board of Examiners' meeting. The results, once approved, shall be forwarded to the University Senate for approval.

vii. Results for Examinations

- a. All candidates shall be informed individually of their results. A candidate whose thesis fails to reach the standard required for a pass by the Board of Examiners shall be informed whether he/she has been permitted to re-submit his/her thesis in a

revised form, and/or whether he/she has to submit to a further viva-voce examination.

- b. Under no circumstances will the Postgraduate Unit entertain any correspondence regarding the performance of a candidate at an examination.

viii. Certificates

- a. A candidate who has been successful at the M.Sc./MAcc&Fin/MBA Examination or Postgraduate Diploma Examination shall obtain from the Postgraduate Unit a statement to that effect/provisional certificate on payment for the prescribed fee.
- b. The printed certificate awarded to all graduate students other than Postgraduate Diploma students shall be issued at the Convocation or after such other arrangement as may be recommended by the Senate and the Council of the University. The Postgraduate Diploma students should contact the Postgraduate Unit to obtain the printed Postgraduate Diploma Certificates.

Note:

All students who have satisfied the prescribed requirements for the M.Sc. /MBA/ MAcc&Fin Degree shall submit the application for the appropriate degree in the manner specified by the notice announcing the Convocation.

10.Fees

- I. The fees payable by students shall be determined in accordance with the decisions made by the Postgraduate Unit from time to time. The Postgraduate Unit reserves the right to change its fees from year to year without notice. The students who have not completed their programme when a change is made shall pay at the new rate for the balance of their programme.
- II. Except where otherwise stated, foreign students shall pay the prescribed fees in US Dollars.
- III. Non-citizens residents in Sri Lanka may pay the prescribed fees in local currency.
- IV. Fees payable for graduate studies are follows.
 - a. Application Fees
 - b. Registration Fees
 - c. Tuition Fess
 - d. Library Fees
 - e. Examination Fees
 - f. Other Fees, viz, to issue duplicate identity cards, etc.

V. Method of Payment

Fees shall be paid to the Account No. 057100160026737 of the University of Peradeniya at the People's Bank, Peradeniya, or at any other branch office of the People's Bank. Paying-in vouchers for crediting fees to the University Account shall be available at banks at which the University maintains accounts and at the Postgraduate Unit. The Postgraduate Unit shall not accept payment by any other method unless such payment had been made by arrangement with the University.

Note:

Foreign students shall send the prescribed fees by a Bank Draft/ Telegraphic Transfer drawn in favour of the Bursar, University of Peradeniya, Peradeniya, Sri Lanka.

Vi. Refund of Fees

Except as provided below, no fee shall be refunded.

- a. Where a fee is paid mistakenly on the part of the candidate or where it is paid in excess under such a mistake, the fee or the excess may be refunded less 10%.
- b. Where a fee is paid under protest that no fee due, or that an excess is being demanded, and it subsequently appears that the protest was

correct, the whole of the fee or of the excess may be refunded.

- c. Where a fee is paid for an examination and the candidate withdraws from the examination before the date of the commencement or withdraws from the examination on medical grounds, he/she shall pay one half of the prescribed fee on re-entering the examination. He/She shall avail himself/herself of this concession at the examination held in the year immediately following his/her withdrawal, except on approved reasons.

xi. Concessions to Teachers & Officers of the University Regarding Registration for Postgraduate Degree Programme

- I. An officer or a teacher who is in the service of the University or an affiliated Campus of this University may be a candidate for the Ph.D. degree examination provided that he/she possesses a Master of Science / Master of Business Administration Degree or its equivalent from a recognized University, provided that exceptional cases may be considered on their own merits.
- II. A teacher or an officer who intends applying for a Ph.D. Degree under Section 1 shall be required to give six months' notice of his/her intention to avail himself/herself of the facility mentioned in Section 1 through the Head of the Department of Study concerned to the Postgraduate Unit.

- III. a. Applications of lecturers (probationary) and similar grades for registration for a Postgraduate Degree shall be submitted through the Head of the Department to the Postgraduate Unit.
- b. All such applicants admitted to a Postgraduate Degree Programme other than that of the Ph.D. Degree shall be required to follow the respective programme for the prescribed number of years relevant to the programme.
- IV. Full or partial exemption from fees may be granted to those are admitted to Postgraduate Degree Programmes under Sections a,b and c as follows:
- a. A member of the staff, an officer or teacher of this University or an affiliated campus may be exempted from the payment of all prescribed fees in connection with their obtaining of postgraduate degree qualifications from this University where such qualifications are required for confirmation or promotion.
- b. A member of the staff, an officer or teacher of this University or an affiliated campus to whom obtaining of postgraduate degree qualifications is not a requirement for confirmation or promotion, but who is desirous of obtaining such qualifications, may be granted
Exemption from payment of prescribed registration fees; and
Exemption from payment of 50% of all other prescribed fees.
- c. A member of staff who has been granted exemption of fees shall enter into an agreement to serve this University for a period of at least seven years after obtaining the Postgraduate Degree. In the alternative, he/she shall

agree to refund the total cost of all fees from which he/she has been exempted.

- d. A member of academic staff of this University or affiliated campus who is serving in a temporary capacity and who is seeking registration for a Postgraduate Degree Programme is required to pay the registration fees prescribed for that programme of study but he/she shall be permitted to pay only 50% of all other prescribed fees, so long as he/she remains in service and sits for the respective examination.
- e. A member of staff/an officer or teacher of the University or an affiliated campus who has been granted exemption from fees under Section 4 should give his/her consent to the Postgraduate Unit to deduct the total cost of all fees from which he/she had been exempted from his/her provident fund, if he/she was leave the University or affiliated campus before sitting the respective examination.

In Section 4 the term “Member of Staff” means all the members of staff of the University or affiliated campus who are not teachers. “Member of Academic Staff” means the teachers of the University or affiliated campus. The term “Officer” means those enumerated in Sections 33 & 56 of the Universities Act No.16 of 1978 and the term teacher shall have the same meaning as interpreted in section 147 of the aforesaid act.

12. Other Rules and Regulations

The Postgraduate Programmes of the Faculty of Management shall also be governed by any other rules, regulations and by-laws

pertaining to examination affairs of the University of Peradeniya in addition to the regulation mentioned above.

13. Interpretation

In these regulations unless the context otherwise requires:

- a. "Senate" means the Senate of the University of Peradeniya constituted by the Universities Act No. 16 of 1978.
- b. "Faculty" means the Faculty of Management of the University.
- c. "Faculty Board" means the Faculty Board of the Faculty of Management.
- d. "Faculty Higher Degrees Committee" means the Higher Degrees Committee of the Faculty of Management appointed by the Faculty Board of Management.
- e. "Departmental Higher Degrees Committee" means the Higher Degrees Committee of each Department of Study of the Faculty of Management.





FACILITIES

Health Center

The Health Centre of the University of Peradeniya provides high quality health care for the benefit of both staff members and students. Health Center is a curative and preventive health care delivery unit, headed by the Chief Medical Officer. This service consists of an out-patient department (OPD), in-patient treatment facility, an infectious diseases ward and a public health section all of which are geared to serve resident and non-resident students. The preventive health section, under the supervision of public health inspectors, manages disinfection, cleaning, epidemiological work, vector control, food hygiene, waste disposal, environmental sanitation, water supply sanitation and health education.

Location: At the furthest end of the road running alongside and behind the Sangamitta Hall of Residence.

Contact Information :

Chief Medical Officer	:	Dr. P.M.A Samarakkody
Phone	:	081-238-8152(Direct) 2024 (Intercom)
Office	:	2028 (Intercom: Office/Lab) 2022, 2026 (Female Wards/Pharmacy)
Public Health Inspector (PHI)	:	2023
Opening Hours	:	Weekdays 8.30 a.m. – 4.30 p.m. Saturday 8.30 a.m. – 11.30 a.m.

Security Office

The Security Office of the University of Peradeniya is a permanent service comprising a Chief Security Officer, Deputy Chief Security Officer, Security Inspector and Security Guards.

The main duty of the Security Office is to provide security to the entire University. The students may contact the security office or security guards in case of an emergency or to make complaints.

Contact Information :

Deputy Chief Security Officer:	Mr. R.M.D. Rathnayaka
Phone :	081-238-9182 (Direct) 2134 (Intercom – Deputy Chief Security Officer) 2240 (Intercom - Security Inspector) 2133 (Intercom) 2226 (Intercom)
Opening Hours :	Open 24 hours a day, 7 days a week

Library Facilities

The library facility of the University of Peradeniya contains a library network comprising of the Main Library and seven other branch libraries from the Faculties of Agriculture, Science, Medical, Engineering, Veterinary, Allied Health Science, and Dental. The ninth library is attached to the Faculty of Agriculture in Mahailuppallama sub campus. The Peradeniya University library network is the oldest and the largest university library network in Sri Lanka. Reading materials such as books, journals and magazines for reference and borrowing are available in the library network.

Location: The Main Library is located between and adjacent to the Senate building and the main Arts building.

Contact Information :

Assistant Registrar - Library Services	:	2475
Phone	:	2480 (Intercom - Counter I, Ground Floor) 2481 (Intercom - First Floor)
Web	:	http://www.lib.pdn.ac.lk .
Opening hours	:	7.15 a.m. to 6.30 p.m. (Weekdays) 8.00 a.m. to 4.15 p.m. (Saturdays)

(Opening Hours may change during examination periods)

Information Technology Center

The Information Technology Centre (IT Centre) located in the new building of the Faculty. It provides opportunities for students of the Faculty to improve their ICT skills by offering part time and other regular training programmes.

Contact Information:

Phone : 4097 (Intercom)
Opening Hours : 8.00 am to 5.00 pm
Services and Facilities: Computer facilities with Internet access and access to special software packages for studies.

Students need to register and obtain their account passwords prior to using the facilities in the Centre.

Learning Management System

Learning Management system (LMS) is the e- learning platform of the Faculty which provides the virtual interaction between the lecturer and the students.

Sports and Recreation

The Department of Physical Education/Gymnasium

The Department of Physical Education offers a range of services to students by providing facilities for both indoor and outdoor games.

Location: Department of Physical Education is in close proximity to the Information Technology Centre.

Contact Information:

Phone : 2164 (Intercom - Mr. Palitha Kumara/ Director)
2162 (Intercom -Office)
2163 (Intercom – Reservation Unit)

Opening Hours : 7.30 am to 8.00 pm

Services and Facilities : Indoor sport facilities, swimming pool, fitness center; organize the faculty, University and Interuniversity level sports tournaments.

Important Telephone Numbers

All extensions listed below can be accessed from outside the university, without operator assistance. However, if you are calling

Within Kandy District : Add 239 before the extension number

From outside Kandy District : Add 081-239 before the extension number

Internationally : Add 009481239 before the extension number

University Extensions	General	2000-2299
	Security	2133
	Health center	2022
	Library	2470-2499

Direct line & Internal Telephone Numbers of the Dean & Heads of the Departments of the Faculty of Management

		Direct No.	Internal No.
1.	The Dean	- 081 239 4001	4001
2.	Dept. of Marketing Management	- 081 239 4056	4056
3.	Dept. of Management Studies	- 081 239 4041	4041
4.	Dept. of Operations Management	- 081 239 4071	4071
5.	Dept. of Human Resource Management	- 081 239 4026	4026
6.	Dept. of Business Finance	- 081 239 4010	4010
7.	Office of the Dean	- 081 238 5407 (Tel/Fax)	
8.	Pilot Number	- 081 239 4000	
9.	Virtual Numbers	- 081 239 4001	
Police Stations			
	Kandy	081-2233333	
	Peradeniya	081-2388222	
Fire Brigade			
	Kandy	081-2244444	
Government Hospitals			
	Kandy	081-2233337	
	Peradeniya	081-2388001	





RESOURCE PERSONS



**Table 9:Resource Persons Attached to the Faculty of
Management – University of Peradeniya**

	Name and Qualifications
1	Dr. M. Alfred <i>B.Com (Pdn); M.Phil (Pdn); PhD (JNU)</i>
2	Prof. E.M.A.S.B. Ekanayake <i>B.Sc. (SJP); MBA (Pdn); PhD (Maq); FCA (ICASL)</i>
3	Ms. S. Kodithuwakku <i>B.Com (Kel); M.Com (Kel)</i>
4	Dr. S.M.U.T.S. Subasinghe <i>B.Com (Pdn); MBA (AIT); PhD(Mahachulalongkornrajavidyalaya University, Thailand)</i>
5	Dr. M.G.P.D. Menike <i>B.Com (Pdn); MBA (Pdn); M.Sc. (Applied Finance) (SJP); PhD (DUFE); CBA; MAAT</i>
6	Ms. V. Jayakumar <i>B.Sc. (Accountancy) (SJP); MBA(Pdn); ACMA(UK); CGMA</i>
7	Ms. P.L.W.Priyadarshani <i>B.B.Mgt (Finance) (Kel); MBA (Pdn)</i>
8	Ms. H.M.N.K. Mudalige <i>BBA (Financial Management) (Pdn); MBA (Finance) (Col)</i>
9	Mr. V Tharmathasan <i>M.Phil (Pdn),B.Com. (Pdn)</i>
10	Ms. R.M.C. Kumari <i>M.Phil. (Kelaniya),B.Com. (Peradeniya)</i>
11	Ms. Y.M.A.H. Jayarathna <i>M.Sc. (Peradeniya) ,B.Com. (Peradeniya)</i>
12	Mr. T.S.S. Fernando <i>MBA (Col), B.Sc. (SJP)</i>
13	Dr. W.P.R. Wickramaratne <i>B.Com (Kel); M.Sc. (SJP); PhD in HRM (Murdoch)</i>
14	Mr. N. Agilan <i>BBA (Jfn); MBS (HRM-Ire); MBA (UK); MCMU (UK);M.Sc (UOC); Graduate CIPD (UK)</i>
15	Ms. W.A. Edirisooriya <i>BBA (Pdn); MBA (Col); PQHRM (IPM)</i>
16	Ms. P.R.W.M.S.C. Weerakotuwa <i>BBA (HRM) (Special) (Col); MBA (Col); Cert.IR & Labor Law (EFC)</i>
17	Dr. B.A.N. Eranda <i>PhD (Colombo), B.Sc. Mkt. Mgt.(Special)(SJP), B.B.A (Apu. Japan), M.Sc.(Apu. Japan), ACIM (UK)</i>
18	Ms. K.H.M.A.R. Kolongahapitiya

	<i>MA (Pdn), B.Com. (Hons) [Pdn], PhD (Pdn) (Reading)</i>
19	Ms. W.M.H.U. Wijethunga <i>M.Sc. Management (SJP), B.Sc. Mkt. Mgt.(Special)(SJP), AM SLIM, PhD (UK) (Reading)</i>
20	Prof. Milton Rajaratna <i>PhD(Osaka City, Japan) ; M.Sc(Wakayama) ; B.Com(Pdn)</i>
21	Dr. S. Maheswaran <i>PhD(NINU, Norway) ; PGDDE(IGNOU, India) ; MBA(Pdn) ; B.Com(Pdn)</i>
22	Dr. R.H. Kuruppuge <i>PhD(Czech Republic) ; MBA(Col) ; PGDM(Pdn) ; MA(Kln) ; B.Com(Pdn)</i>
23	Mr. A.M.A.S.M. Bandara <i>M.Phil.(Pdn) ; M.Sc(Mrt) ; B.Sc(CM)(Pdn)</i>
24	Ms. H.L.M. De Silva <i>M.Sc.(SJP) ; AM SLIM ; BBA(Marketing Mgt)(Col)</i>
25	Mr. G.C.I. Gunarathne <i>M.Sc.(SJP) ; B.Sc(Marketing Mgt)(SJP)</i>
26	Ms. S.P. Aryarathne <i>M.Sc.(Pdn) ; CIMA (Passed Finalist) ; B.Sc(Operations Mgt)(SJP)</i>

**Table 10:Resource Persons Attached to other Faculties
and Industries**

No.	Name and Qualifications
1	Mr. N.T. Amarasinghe <i>AIB-SL, CIM -UK-certified level, MBA(Peradeniya), PhD(MSU)-Reading)</i>
2	Mr.Nishantha Amarakoon <i>MBA (PIM-SJP), B.Sc. Business Administration (Special) , Completed Examinations of Chartered Institute of Management Accountants – UK</i>
3	Mr.Kushantha S. Jayasundara <i>MBA(Peradeniya)</i>
4	Senior Prof. (Ms) D. S. N. P. Senarathne <i>B.Sc. Accountancy(Special) (SJP); MBA (PIM); PhD (Finance) (Colombo)</i>
5	Prof. P. D. Nimal <i>B.Sc. Bus. Admin. (Special) (SJP); MBA (PIM – SJP); MBA (Shiga); PhD (Shiga, Japan)</i>
6	Senior Prof. D. B. P. H. Dissa Bandara <i>B.Sc. Mgt. (Public) (Special) (SJP); M.Sc. Management (SJP); PhD (Chukyo, Japan); APFDA; AITD (SL)</i>
7	Prof. (Ms) R.P.C. Ranjani <i>B.Com (Kel'ya), M.Com (Panjab), PhD (Panjab)</i>
8	Prof. K.G.A. Udayakumara <i>B.Sc. (Bus, Ad.) (SJP), PGDM (RUSL), M.Com (Kel), Ph.D(Xiamen, P.R.China)</i>
9	Prof. C. Pathirawasam <i>B.Sc. Bus. Admin. (Special) (SJP); PG Dip in Acc & Fin. Mgt(SJP); MBA (Finance) Shiga, Japan ; M. Sc. (Management)(SJP); PhD (Finance) Tomas Bata , Czech Republic ; Licentiate Part I, II and Professional Part I (ICASL)</i>
10	Prof. Tharusha N. Gooneratne <i>BBA (Col); MPhil (Col); PhD (La Trobe, Australia); CTHE (Col); Accreditation for Teaching in Higher Education (SEDA); ACMA</i>
11	Dr. A. S. P. G. Manawaduge <i>B.Sc. (Pub. Admn.) (SJP); M.A.(Acct. & Fin.)(Lancaster); PhD(Acc) (wolllongon); ACA(Chartered Accountant)</i>
12	Dr. A.R. Ajward <i>B.Sc. Accountancy Special (SJP), PhD (Japan), MBA (Japan), ACA (Chartered Accountant)</i>
13	Mr. M.A.N.R Herath <i>B.Sc. Accountancy Special (SJP); MBA –PIM (SJP), ICASL (Passed Finalist)</i>

14	Dr. K. G. M. Nanayakkara <i>B.B.Mgt (Accountancy) (Kel); MBA (Finance) (Col); FCA (ICASL); ACMA(UK);ACPM (ICPM)</i>
15	Prof. Nalin Abeysekera <i>Senior Lecturer Grade II, PhD(University of Colombo),B. Sc. Mkt. (Special) (University of Sri Jayewardenepura),MBA (University of Colombo),MCIM(UK),Chartered Marketer (UK),MSLIM,MAAT,Dip in CMA</i>
16	Prof. Nevil Warnakulasooriya <i>Senior Professor, PhD (Pune), MBA (Colombo), B.Com. (Special) (Colombo)</i>
17	Prof. Pradeep Randiwela <i>Associate Professor, M.Com (Marketing) [Col], B.Com. (Hons) [Pdn], MHRM (UK)]</i>
18	Dr. Bandara Wanninayake <i>Senior Lecturer Grade I, PhD (TBU-Czech Republic), B.Sc. Mkt. Mgt.(Special)(SJP), Dip.M.(UK), MBA(Colombo)</i>
19	Prof. Jayadeva Uyangoda <i>BA (Hons.), Ph.D. (Hawaii), Professor of Political Science and Public Policy</i>
20	Dr. Dushan Chaminda <i>Senior Lecturer, PhD(Australia), MSc(SJP), B.Sc. in Marketing (Special) (SJP)</i>
21	Dr. Lalith Weragoda <i>Assistant General Manager Human Resource & Head Human Resource Management Sampath Bank, Ph.D. in Human Resource Management (SJP), MBA (PIMA) (SJP), B. Sc. (Special), University of Ruhuna</i>
22	Mr. Dilshan Perera <i>MBA (PIM-Sri.J), B.B. Mgt. (Marketing) Spe. (Hons) (Kelaniya), ACIM (UK)</i>
23	Prof. H.H.D.N.P. Opatha <i>B.Sc.(Business Administration) (Sp) (USJP); M.Sc. (USJP); MBA (Birmingham); Dip PM&IR (CTC); Dip Eng (CPM); Doc HRM (IIU); HMIPM (SL); CDBA (OXIM-UK) DLit (SUSL); PhD (HRM) (UUM)</i>
24	Prof. Pavithra Kailasapathy <i>BBA (Col); Cr Cert in OD (New School); MSBA (UMass-Amherst); MS in HRM (New School); PhD (Melbourne, Aus)</i>
25	Prof. Prasadini N. Gamage <i>B.Sc. (Business Administration (USJP); M.Sc. (USJP); PhD</i>
26	Prof. Arosha S. Adikaram <i>BBA(Col); MA in Labour Studies (Col); PhD (Col)</i>
27	Professor KAS Dhammika <i>PhD, B.B.Mgt.(HRM) (Kelaniya), PGD in Bus. Statistic (Sri J.) Cert. in (PIM), M.Com.(Kelaniya)</i>
28	Dr. Rajitha De Silva <i>BBA (Col); PGDip – UK, MBA (CSU, Aus); PhD (Kel)</i>

ANNEXURES

CONTINUOUS ASSIGNMENTS PREPERATION AND SUBMISSION GUIDELINES

1. Paper: leaf size – A4 on good quality white paper (80g.cm⁻²)
2. The text should be in double space type (font 12 – Times New Roman for body text) with the following margins: Letter size for headings, sub heading etc., use of italics, bold type should be consistent within the thesis/research and follow correct scientific and language norms.
Space to be left:
Right side – 2 cm
Top and Bottom – 3 cm
Left side – 4 cm. (room for binding.)
3. List of references should be given immediately after the text of the assignment starting on a fresh page. References throughout the text of the assignment well as the list of references should follow the Harvard format.

Font 12 – Times New Roman, double spacing, bold letters only for titles. Italics only when indicating Latin words.
4. Appendices, if any, should follow this Section. Appendices should be titled, numbered and when necessary, have explanatory notes.
An electronic version of the assignment/term paper should be submitted to the Postgraduate Unit of the Faculty with the final copies.
5. Binding Policy
All assignments should be bound by a tape (Assignment binding) with a back cardboard and a white front paper
Do not use transparent sheets and Spiral binding
6. Front cover format (font 16 – Times New Roman, bold)

Title	
Subject Code	
Subject Lecturer	
By	
Candidate Name	
Registration Number	
PGD/ MBA / MAcc&Fin/M.Sc.	Date

7. The first and last leaf should be blank and of thick (230g.cm⁻²) quality paper.
8. A student who fails to submit his/her assignment on or before the due date and wishes to submit it on a later date will be imposed with a penalty mark proportionate to the number of dates taken since the due date. This penalty mark shall be calculated as follows:
 - i. A deduction of 25% of marks from the total marks, if the assignment is submitted within three dates from the due date; and
 - ii. A deduction of 50% of marks from the total marks, if the assignment is submitted within seven days from the due date.
9. Assignment will not be accepted after the lapse of seven days from the original due date.

However, if a student submits the take home assignment after this date, it shall be considered only on medical grounds and very exceptional reasons approved by the relevant Postgraduate Programme Coordinator. In such case, a medical certificate issued by a registered medical practitioner shall be produced by the student within seven days from the original due date to the Postgraduate Unit along with a written request.

10. All retake candidates shall be given a fresh assignment by the teacher concerned before the repeating semester examination. In this case, the teacher concerned shall make an announcement informing repeat candidates to work on a new assignment and submit it before the repeating semester examination.
11. Academic misconduct, cheating and plagiarism shall be penalized at the evaluation.

Annexure 2

FORMAT OF A RESEARCH / RESEARCH PROJECT PROPOSAL

- Tentative Title
- Background/ Justification/ Introduction (100-500 words)
- General Objective and Specific Objectives (in point form)
- Literature Review (briefly indicating the significant ones)
- Methodology (materials and methods)
 - Study Site/s
 - Design of Experiment / Survey
 - Collection of Data/ Information
 - Statistical Analysis Etc.
- Expected Outcome/ Results
- Time Scale Bar Chart (Gantt Chart)
- Certificate of Ethical Clearance if Applicable
- Source of Funding
- References

Annexure 3

FORMAT OF A PROGRESS REPORTS

All students registered for a research are required to submit progress reports every 6 months. The format for the Progress Report will be as follows.

- Progress Report Number :
- Students Registration Number :
- Date of the Registration :
- Time Covered by Project :
- Information Regarding Project :
- Name of Research Student :
- Name/S of Supervisor/S :
- Institute where Research is being Carried Out :
- The Degree Registered for :
-
1. Title of the Project :
 2. Executive Summary of the Project :
 3. Publications /Communication Arising from the Project During the Reporting Period :
 4. Objectives of the Project :
 5. Objective/S Achieved to Date :
 6. Brief Descriptions of Research Work Carried Out During the Reporting Period :
 7. Results/ Observations/ Outputs :
 8. Chart for Work Done for the Reporting Period :

Activity	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6

Were there any deviations in the work schedule compared to one originally proposed:

Was prior approval obtained for the deviations :

If No, why not :

9. Brief work plan for the next 6 months

Activity	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6

10. Comments regarding project implementation, if any:

11. Signature of student:

12. Comments, Name and Signature of Supervisor/s

13. Comments of the Head of the Department/ Signature:

.....

Signature,
Supervisor/s

Annexure 4:

SAMPLE OF A SUPERVISOR/ STUDENT LOG BOOK

A supervisor/ students log book will be provided at the registration of the research degrees to ensure that supervisor and student will have adequate contact hours which are important for the successful completion of the intended degree. It has pages with the following information and the student needs to submit the duly signed pages along with the 6 monthly progress report to the postgraduate unit. The pages of this log book will have the following information;

1. Date of meeting:
2. Supervisor(s) present: 1st Supervisor; 2nd Supervisor:
3. Review of actions from the last supervisory meeting:
4. Topics discussed:
5. Identification of any issues:
6. Actions set for the next meeting:

Confirmation from student and supervisor: _____ Date _____

Student

Supervisor

ROLES OF PRINCIPLE SUPERVISORS, CO-SUPERVISORS

Supervisor/s shall be responsible for providing guidance to the students under his/her care in the following areas:

- (a) Offering ideas and providing guidance and encouragement on the planning and progress of research, submission of the thesis and publication of the results;
- (b) Providing or arranging for instruction in research methodology, including the use of information technology; and
- (c) Guiding students in acquiring and improving appropriate generic skills, including written and oral communication, numeracy, decision-taking and organizational and management skills.
- (d) Ensuring that the students are aware of the manner in which research results are reported and that they understand the implications of plagiarism and other unbecoming academic practices.

Supervisor shall meet students regularly to review their progress. These meetings shall occur at least six times a year for full-time students. Meetings may be substituted by other means of communication. These records should be maintained in the student log book.

The supervisory role of Principle Supervisors, Co-supervisors shall cease when the thesis is submitted for examination. The role may be reassumed, on the advice of the Board of Examiners, in order to provide guidance to the students whose thesis is referred back for significant correction pending final acceptance.

Supervisors, Co-supervisors are not responsible for proof-reading theses. Neither is it their responsibility to ensure that theses do not contain plagiarized parts. The student is expected to check the level of plagiarism in the thesis and attach the report in the thesis duly signed by him/her.

If plagiarism is detected by a supervisor in drafts or in the final version of a thesis prior to the formal submission for examination, the Supervisor shall inform the student to take corrective action before the final submission. If Plagiarism is detected, disciplinary action will be taken against the student and will lead to the rejection of the thesis.

When co-supervisors and/ or advisers are appointed, the principle supervisor shall retain the ultimate responsibility of leadership in supervision.

Principle Supervisors shall be required to countersign the progress reports of their students before submitting to the Faculty of Graduate Studies.

GUIDELINES FOR PREPARATION OF A RESEARCH PROJECT REPORT

Guidelines of the formatting

Paper: Leaf Size – A4 on good quality white paper (80 g.cm⁻²)

The text should be in double space type (font 12 – Times New Roman for body text) with the following margins:

Right side	-	2 cm
Top and Bottom	-	3 cm
Left side	-	4 cm (room for binding)

Thesis topic (font 24, bold), name, Degree and the year (font 18, bold) – Times New Roman

Front cover format

Full Title
By
Full name of the candidate (Student Registration Number)
M.Sc. in Management/ M.Sc. in Accounting & Finance
Year & Month of submission

The first and last leaf should be blank and of thick (230 g.cm²) quality paper.

Spine of the thesis (Font 14, bold, Times New Roman)

Name of the Author (Left Side) and the Year (Right Side)

Inner cover format (Font – 16, Double Spacing, Times New Roman)

Full title

By

Full name of the candidate
(Student Registration Number)

Thesis submitted to the University of Peradeniya for the award of
the Degree of M.Sc. in Management/ M.Sc. in Accounting &
Finance

Declaration page should have the following text and font sizes;

The work described in this thesis was carried out by me under the supervision of and a report on this has not been submitted in whole or in part to any university or any other institution for another Degree/Diploma'.

Certificate of the supervisor

Should have a signed declaration with the date by the supervisor certifying the work of the candidate stating "I/ We certify that the date by the above statement made by the candidate is true and that this thesis is suitable for submission to the University for the purpose of evaluation'.

The following pages should be included in the table of contents in which the section of the text is numbered using Arabic numerals up to decimals. Further subsections should have Roman numerals.

The numbering of the page should start within the first page of the table of contents and simple Roman numerals should be up to end of the last page of the Abstract. Page numbers will appear at the bottom Centre of each page.

<i>1st Numeral</i>	-	<i>Bold Capital</i>	-	<i>Font 12</i>
<i>1st Numerals with decimal</i>	-	<i>Bold Simple</i>	-	<i>Font 12</i>
<i>1st Numerals with 2 decimals</i>	-	<i>Simple</i>	-	<i>Font 12</i>
<i>1st Numerals with 3 decimals</i>	-	<i>Simple</i>	-	<i>Font 12</i>

The references and appendices should not have page numbers.

Lists of tables, figures and plates where required should follow the table of contents. (Numbered in simple Roman numeral)

Acknowledgements should be in a fresh page and be limited to one page.

The abstract should follow on a fresh page. On this page, the title of the thesis should be given with the author's name below it and the word ABSTRACT printed below in capital letters. (Font – 14) Double space has to be left below the word ABSTRACT. Abstract should be written in Font – 12 – Times New Roman, Double Spacing, Bold letters are only for Title and full name. It should not exceed two pages.

The thesis should contain the following sections under specification. It should be written in Font – 12 – Times New Roman, Double Spacing, Bold letters are only for titles.

In sections and sub-sections, heading should be as follows:

Organization of the Thesis

- Outer Cover Page
- Inner Cover Page
- Declaration of the Candidate
- Certification by Supervisor/s
- Table of Contents
- List of Tables
- List of Figures
- Acknowledgement

Abstract

Chapter 1: Introduction

Chapter 2: Literature Review

Chapter 3: Materials and Methods

Chapter 4: Results

Chapter 5: Discussion
Chapter 6: Conclusions
References

Appendices

- **Note:** Results and Discussion can be two chapters or one chapter based on the type of the research study.
- Roman numerals will be used up to Abstract and then Arabic numerals will be used from Chapter 1. References and Appendices will not have page numbers.

However, page numbers in first and second pages will not be shown.

Numbering of pages starts from introduction and it should be Arabic numerals. (1,2,3, etc.)

List of references should be given immediately after the text of the thesis starting on a fresh page. References throughout the text of the thesis as well as a list of references should follow the standard Harvard method. Refer to annexure 9 for a sample reference.

Font 12 – Times New Roman, Double Spacing, Bold letters only for titles. Use Italics only when indicating Latin words.

Appendices, if any, should follow this section. Appendices should be titled, numbered and when necessary, have explanatory notes.

Final binding

Black Cover for M.Sc. All lettering in gold.

(Thesis topic (font 24), name, Degree and the Year (font 18) – Times New Roman)

Annexure 7

FORM FOR INTENSION TO SUBMIT THE THESIS

The students who intends to submit the thesis needs to fill the following form with signature and submit to Chairman/ Postgraduate Unit within 03 months prior to submission.

Name of the student		
Registration No.		
Possession of a valid registration	YES	NO
Publications in peer reviewed journals/ Accepted for publication		
Completion of research methodology and scientific writing course		
Whether minimum duration of the degree has been completed		
Whether all due payments had been done		
Whether ethical clearance has been received for the study (where appropriate)		

Signature of the students:

Date:

Annexure 8

PLAGIARISM INSPECTION REPROT

This is to certify that a plagiarism inspection was carried out on the thesis

.....

.....

..... (Name of the thesis) Submitted by

.....

..... (Name of the student) and the results are shown in the annexed plagiarism inspection report.

.....

Signature

Issued by:

Dean's office of the Faculty of

Date:

Registration number of the student:

Signature of the student:

Name of the Supervisor:

Signature of the supervisor:

REFERENCING

Harvard

Reference lists are created for readers to locate original sources themselves. Each citation in a reference list includes various pieces of information including the:

1. Name of the author(s)
2. Year published
3. Title
4. City published
5. Publisher
6. Pages used

Generally, Harvard Reference List citations follow this format:

Last name, First initial. (Year published). Title. City: Publisher, Page(s).

(Extracted from: <http://www.citethisforme.com/harvard-referencing>)

Annexure 10

EVALUATION CRITERIA AND MARKING SCHEME FOR THE THESIS

Index Number of the Candidate :

Name of the Candidate (optional) :

Criteria	Total Marks Possible	Your Marks
1. Contribution to knowledge innovative/ Creative Contribution	15%	
2. Literature Review: Reading Creation of a research space	20%	
3. Methodology	15%	
4. Analysis: Data analysis, Interpretation	30%	
5. Mechanics/ Format/ Language References	20%	
Total	100%	

NOTE: The candidate needs 40% in each category to be awarded the degree applied for.

Recommendation (Select one)

i. Recommended to accept the thesis as it is.		
ii. Recommended to accept the thesis with minor changes.		
iii. Recommended to accept the thesis with major changes and to resubmit.		
iv. Recommended to reject the thesis.		

Note: A narrative report should be attached in addition to this mark sheet

.....
Name of the Examiner

.....
Signature

Address:

.....
.....
.....
.....

Contact Number :

Date :

EVALUATION CRITERIA FOR THESIS DEFENSE (VIVA) OF M.Sc. in Management /M.Sc. in Accounting & Finance

Index Number of the Candidate :

Name of the Candidate (optional)

Evaluation Criteria for viva Voce Examination

Criteria	Total Marks Possible	Your Marks
1. Candidate's ability to discuss her/ his research with focus and clarity in the presentation	20%	
2. Candidate's ability to defend the findings, interpretations & conclusions	35%	
3. Presentation Skills ie. Eye contact, expression, posture	30%	
4. Candidate's use of data/ evidence to back claims	15%	
Total	100%	

NOTE: The candidate needs 40% in each category to be awarded the degree applied for. If the candidate does not pass the viva, she/ he will be given one more opportunity to face the viva.

Comments:

.....
 Name of the Examiner Signature Date

Annexure 12

INCORPORATION OF EXAMINERS COMMENTS TO THESIS AFTER VIVA VOCE

Postgraduate Unit, Faculty of Management, University of Peradeniya				
Incorporation of Examiners Comments to Thesis				
Name of the : Students				
Degree :				
Title of the Thesis :				
Names of 1..... the Supervisors 2..... :				
Comments of the Examiner and Action Taken				
Name of the Examiner:				
Examiners Comment	Page in Temporar y Binding	Correctio n carried Out	Page in Permanen t Binding	Verification/ Remarks
Name of the Examiner 2:				
Examiners Comment	Page in Temporar y Binding	Correctio n carried Out	Page in Permanen t Binding	Verification/ Remarks

(Add more rows as required)

Comments by the Chair of the Viva Voce Board

Signature of the Student :

Signature of the Supervisors :1.

2.

Name of the Verifying Officer:

Signature :

Date :

Notes



**Postgraduate Unit
Faculty of Management
University of Peradeniya
Sri Lanka**

