STUDENT HANDBOOK

Faculty of Management
University of Peradeniya

2025

Faculty of Management
University of Peradeniya
Sri Lanka

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Student Handbook - 2025

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Student Handbook - 2025

Faculty of Management
University of Peradeniya, Sri Lanka

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About the University

The University of Peradeniya, the successor to the University of Ceylon, established in Colombo on the 1st of July 1942, is the oldest, largest and one of the most progressive Universities in the country. The Faculty of Arts of the University of Ceylon was moved to Peradeniya on the 06th of October 1952 and marked the formal establishment of the University of Ceylon, Peradeniya. Located on a site of natural beauty about 8 kilometers from the city of Kandy in the Central Province, spread across 700 hectares of land and set in a breathtakingly beautiful location, the University of Peradeniya offers an experience unparalleled among Universities in Sri Lanka - be it education, residential life, sports or culture.

The University has expanded over the past 83 years, both quantitatively and qualitatively as a great center of learning, and acquired international recognition and a unique reputation in the country. The number of Faculties has increased from four in 1942, to nine at present: Agriculture, Allied Health Sciences, Arts, Dental Sciences, Engineering, Management, Medicine, Science and Veterinary Medicine & Animal Science. The University also comprises of four postgraduate institutes namely, Postgraduate Institute of Agriculture (PGIA), Postgraduate Institute of Science (PGIS), Postgraduate Institute of Humanities and Social Sciences (PGIHS) and Postgraduate School of Medical Sciences (PGSM).

The University of Peradeniya was designed as a residential University to provide facilities to the majority of internal students, academic and non-academic staff. Twenty-three halls of residence that provide residential facilities to over 75% of the internal undergraduate student population, a Health Center, places of worship along with activities ranging from sports to culture with a large number of societies catering to the interests of the different cross sections of its community make the University of Peradeniya the most attractive center for higher learning in the country among students as well as aspirants to the staff.

The academic programmes of the University of Peradeniya are supported by four important learning support services: University of Peradeniya Library Network, the Information Technology Centre (IT Center), the Career Guidance and Counseling Unit, and the Department of English Language Teaching (DELT). Several other Centres and Units are also established to perform specific training and service functions, and they design and offer Diploma and Certificate level courses and various technical and professional services primarily on a fee-levying basis.

Based on the overall performances, University of Peradeniya is ranked as the number two University in Sri Lanka in QS regional ranking (2024). Furthermore, the Times Higher Education World University Ranking in 2024 has placed University of Peradeniya as the second in Sri Lanka and in 1201-1400 band in World University Ranking. Furthermore, University of Peradeniya has been recording the highest number of SCI research publications and Presidential Awardees for scientific research publications.

Message from the Vice Chancellor

Dear Students,

Congratulations on your admission to the Faculty of Management at the University of Peradeniya. Embarking on this academic journey places you within a community dedicated to excellence in management education.

The Faculty of Management, inaugurated in 2014, is the youngest faculty within our university. Despite its recent establishment, it has rapidly distinguished itself through outstanding academic achievements and a commitment to fostering future leaders in the field of management. Beyond academics, we encourage you to engage in student societies and research initiatives, which are essential for your holistic development. I trust that the dedicated faculty staff will support and guide you in enhancing your knowledge, expanding your skills, and successfully competing in the job market.

The University of Peradeniya is renowned for its vibrant university life, offering a diverse range of cultural, recreational, and extracurricular activities. We encourage you to make the most of this rare opportunity by focusing on both academic and personal growth. Engaging in student societies, sports, and various university events will enrich your experience and help you become a well-rounded individual.

As you navigate this new chapter, remember that the faculty and university staff are here to support and guide you. Embrace the challenges and opportunities ahead, and strive to make the most of your time here.

Once again, congratulations on joining our esteemed community. I am confident that your time here will be both rewarding and transformative.

Professor Terrence Madhujith

Vice-Chancellor

University of Peradeniya

Message from the Dean

Dear Students,

Congratulations on your admission as the new intake of the Bachelor of Business Administration (BBA) Honours Degree Programme at Faculty of Management, University of Peradeniya. On behalf of the entire staff and student body of the Faculty, it is my absolute pleasure and privilege to extend a warm welcome to you for the 2025/2026 academic year. You have made a commendable decision at the right time by choosing to pursue your education with us.

The Faculty of Management, renowned for its excellence with its five distinguished departments: Department of Business Finance, Department of Human Resource Management, Department of Management Studies, Department of Marketing Management, and Department of Operations Management. Each of these departments is equipped with highly competent and dedicated academic staff members committed to providing you with a comprehensive education. In addition, we offer various facilities to enhance your soft skills and provide you with valuable industry exposure. These opportunities are designed to shape you into graduates with the caliber needed to excel in the dynamic world of business.

Our faculty is not just about academic excellence; we believe in nurturing well-rounded individuals. However, achieving this goal is not solely the responsibility of the Faculty. As an undergraduate, you play a pivotal role in shaping your educational journey. In addition, I encourage you to embrace the challenges and opportunities that lie ahead, make the most of the resources available to you, and foster a sense of community within the Faculty. Your commitment over the next four years will be crucial to your personal and professional development. Hence, consider your University admission as a turning point in your life and a golden opportunity to strive for excellence. While pursuing your academic goals, keep in mind that your ultimate objective should extend beyond personal success. Our hope is that you will actively engage in serving society and work towards achieving the dreams of your parents as well.

Once again, congratulations on joining the University of Peradeniya's Faculty of Management. We look forward to witnessing your growth, achievements, and contributions during your candidature with us. Wishing you a successful and fulfilling academic journey.

Prof. R.H. Kuruppuge

Dean, Faculty of Management

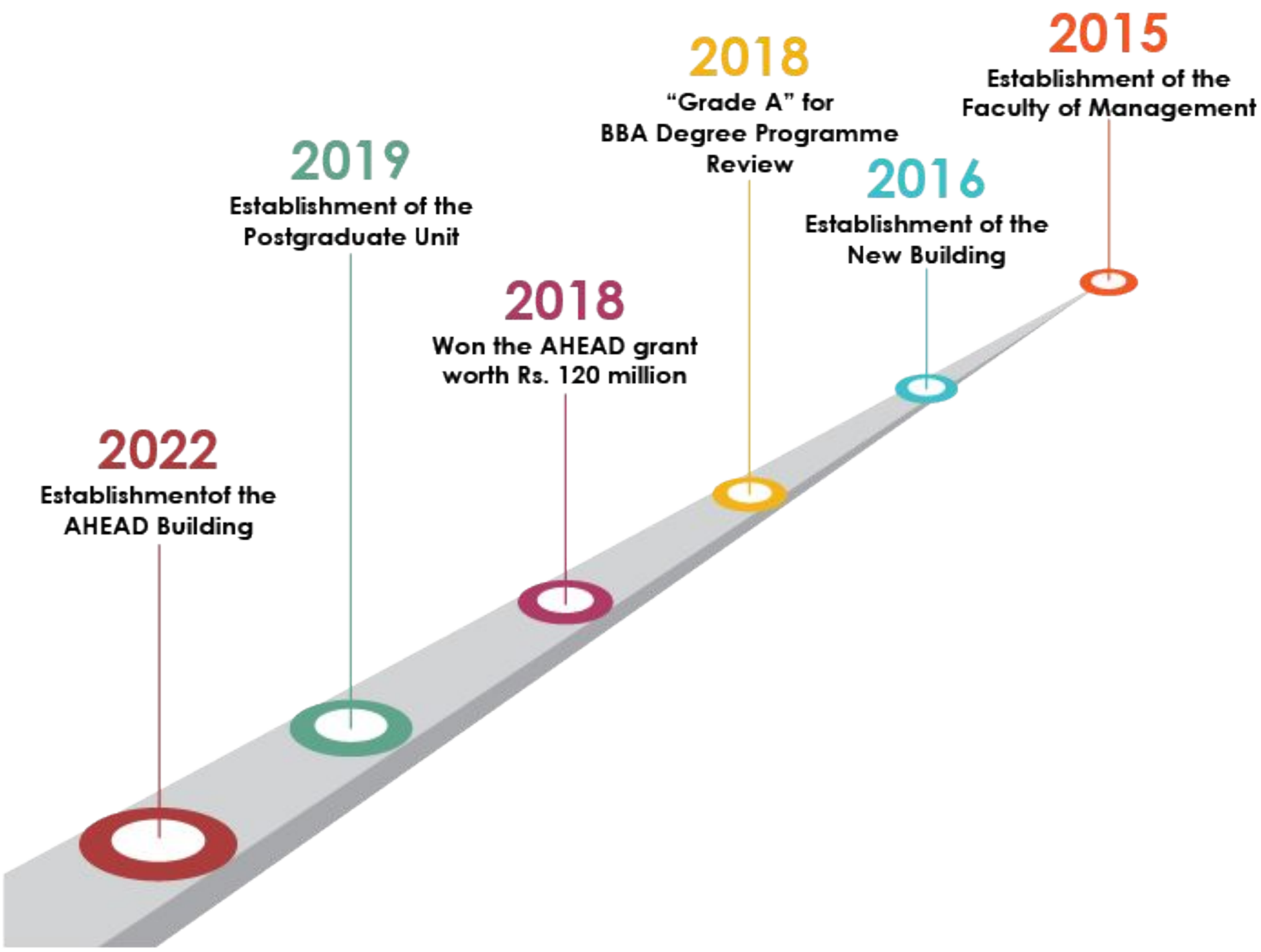
History of the Faculty

The University of Peradeniya has a long history when it comes to management education in Sri Lanka. The University commenced providing management education since 1962 under the purview of the Department of Economics, Commerce and Statistics in the Faculty of Arts. Then, the Department of Management Studies was established in 2002 in the Faculty of Arts. Later, the Department of Management Studies was upgraded to the status of a Faculty, namely, Faculty of Management.

The Faculty of Management is the newest addition to the University of Peradeniya, which was approved by the Government Notification dated 20th of October, 2014 commenced its academic activities on 28th of January, 2015 with the establishment of five Departments, namely, Department of Business Finance, Department of Human Resource Management, Department of Management Studies, Department of Marketing Management and Department of Operations Management. The Gazette Notification allowed the Faculty to create three more departments (Department of Accounting, Department of Business Economics, and Department of Business Information Technology) and they are to commence their operations when the Faculty develops its human resources and physical infrastructure facilities. Moreover, the Faculty commenced its postgraduate programmes with the establishment of the Postgraduate Unit in 2019.

The Faculty of Management offers a number of undergraduate degree programmes targeting 1300 students at a given time. The Bachelor of Business Administration (BBA) Honours degree programme is offered to students who enter the Faculty of Management directly after passing the G.C.E. Advanced Level Examination in the Commerce stream. A batch of 190 students is admitted to this programme annually for five areas of specializations offered by each department mentioned above. The Faculty was bestowed with Grade 'A' for the BBA degree Programme in the recently concluded Quality Assurance and Accreditation Council (QAAC) Programme Review Process by University Grants Commission (UGC). The Faculty is inherited with a qualified panel of lecturers in the field of Management together with industry experts.

Faculty Milestones



Vision, Mission and Values of the Faculty

Vision

"To enrich lives through the pursuit of management education and research towards sustainable future."

Mission

"To transform the lives of students and the broader Faculty community, while serving the public through research, innovation, and outreach programmes that are anchored in its founding principles and values of the Faculty"

Core Values

Social responsibility and inclusiveness

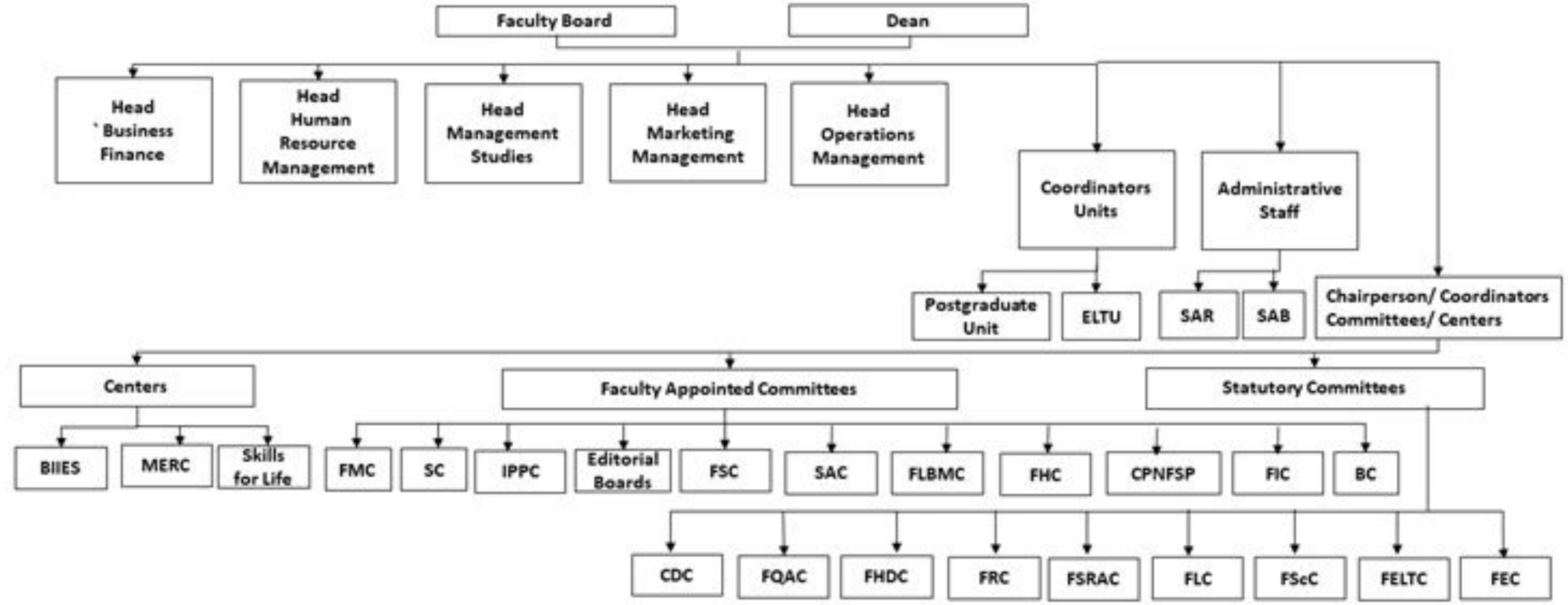
Freedom in thoughts and expressions

Collegiality and transparency

Collaborative partnerships

Scholastic and professionalism

Organizational Chart of the Faculty



BC - B.Com Committee
BIIES - Business Incubation and Innovation Ecosystem Services
CDC - Curriculum Development Committee
CPMFSP - Committee for Preparation and Monitoring Faculty Strategic Plan
ELTU - English Language Teaching Unit
FEC - Faculty Environmental Committee
FELTC - Faculty English Language Teaching Committee
FHC - Faculty Handbook Committee
FHDC - Faculty Higher Degrees Committee
FIC - Faculty Internship Committee
FLC - Faculty Library Committee
FLMBC - Faculty Land and Building Maintenance Committee
FMC - Faculty Media Committee
FQAC - Faculty Quality Assurance Cell
FRC - Faculty Research Committee
FSC - Faculty Safety Committee
FScC - Faculty Scholarships Committee
FSRAC - Faculty Student Requests & Admissions Committee
FURC - Faculty Undergraduate Research Committee
IPPC - International Partnership Programme Committee
MERC - Management Educational Resources Center
SAC - Student Affairs Committee
SC - Specialization Committee

Office of the Dean

The Office of the Dean comprises of Senior Assistant Registrar, Assistant Bursar and a team of clerical, technical and other service staff members. The office is located in the ground floor of the main Management building, which is the administrative center of the Faculty. All student matters relating to course registration, student requests and examinations are handled by the office of the Dean.

Prof. R.H. Kuruppuge

Dean

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Email: dean@mgt.pdn.ac.lk

Mr. W.V. Lakshman Kumara

Senior Assistant Registrar

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Email: sar@mgt.pdn.ac.lk

Mr. P.G.Y.B. Pahalage

Assistant Bursar

T.P. +94 81-239 4005

Email: abmgt@mgt.pdn.ac.lk

01. Academic Programmes

Degree Programmes Offered by the Faculty of Management

Undergraduate Programmes

Bachelor of Business Administration (BBA) Honours Degree Programme has been offered since 2008/09 academic year and the students qualified for University entrance from the GCE Advanced Level Commerce stream are admitted to the Programme. This Honours degree Programme consists of five (05) areas of specialization, namely,:

BBA Honours in Accounting & Finance

BBA Honours in Human Resource Management

BBA Honours in Marketing Management

BBA Honours in Operations Management

BBA Honours in Organizational Management

Bachelor of Business Administration (BBA) External Degree Programme

Distance education was initiated under the guidance of the Government's Distance Education Modernization Project (DEMP). This degree programme has been offered online through the Centre for Distance and Continuing Education (CDCE) since 2008.

Joint Degree Programmes Offered by the Faculty with Other Faculties

Bachelor of Commerce (B.Com) Honours Degree Programme

The B. Com Degree Programme is offered for the students who enroll at the Faculty of Arts, and fulfill the requirements in the first year studies to enter into this degree Programme.

Bachelor of Science (B.Sc.) Honours in Computation and Management Degree Programme

This Degree Programme has been offered as a joint degree Programme in collaboration with the Faculty of Science. The students who get admitted to the Faculty of Science under a separate window could follow this degree Programme.

Bachelor of Arts (BA) Degree Programme

The BA Degree Programme which is offered by the Faculty of Arts, is comprised of subjects pertaining to three disciplines determined by the students in their first year. Those who have followed subjects from the Faculty of Management in the first year are eligible to choose Management subjects in other subsequent years for the BA degree.

Registration Procedures for Courses

Students are required to register for courses within the first two weeks of each semester. The procedure is given below:

Procedure

1. The Office of the Dean announces dates for the registration and the students should register in person using the form available at the Office of the Dean.
2. The registration fee should be deposited to the bank account in the paying voucher issued by the Office of the Dean. Those who retake the subjects should also follow the same procedure.
3. Duly completed forms together with the bank slip should be handed over to the Office of the Dean at the time of registration.

Registration Fees

Fee for the current semester	-	Rs. 500.00
Registration fee for retake courses		
• Year 1	-	Rs. 25.00 per course
• Year 2	-	Rs. 40.00 per course
• Year 3 and 4	-	Rs. 50.00 per course
Re-scrutinizing Fee for the End Semester Examination	-	Rs. 500.00 per course

02. Departments and Units

Department of Business Finance

Department of Business Finance

Department of Business Finance aims to produce high-quality graduates to meet the demand of the accountants and finance managers in the local and global arena. In doing so, the Department intends to build up strong ties with professional organizations and the industry. In addition, the Department makes its utmost attempt to develop a strong research culture advancing the current knowledge in the fields of Accounting and Finance.

Head of the Department

Prof. S. Kodithuwakku

T.P: +94 81 - 238 4010

Email: headbf@mgt.pdn.ac.lk

Department Coordinators

Internship Coordinator: Mr. D.D.C. Kavinda - chalith@mgt.pdn.ac.lk

Research Coordinator: Ms. S. Yamuna - yamuna@mgt.pdn.ac.lk

Senior Treasurer, Students' Society: Mr. D.D.C Kavinda - chalith@mgt.pdn.ac.lk

Study Programme

Bachelor of Business Administration (BBA) Honours in Accounting & Finance

Student Society

Accounting & Finance Students' Society

Visit Us: Accounting and Finance Students Society Facebook Profile

Contact Office

T.P: +94 81 - 383 2616

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Email: headbf@mgt.pdn.ac.lk

Find More

https://mgt.pdn.ac.lk/departments/dbf/

Message from the Department Head

Dear Students,

It is with much pleasure that I welcome you to the Department of Business Finance, one of the most reputed Departments in the Faculty of Management in terms of the number of courses offered, the number of students enrolled, and the academic staff affiliated with the Department. The Department offers courses relating to Accounting and Finance for several degree Programmes within the Faculty of Management itself as well as the Faculty of Arts and the Faculty of Science, namely Bachelor of Business Administration, Bachelor of Commerce and Bachelor of Science in Computation and Management.

The BBA Degree Programme in Accounting & Finance may be regarded as the most reputed degree Programme in the Faculty of Management. This degree Programme is offered through the Department of Business Finance and continues to be the most preferred choice among university entrants from the Commerce stream at the G.C.E. Advanced Level Examination.

Since competence in Accounting and Finance is considered as a vital requirement for a career in business, the Department puts every effort to provide subject-specific knowledge, accounting & finance-based internship training, Information Technology skills and soft skills development activities in the area of Accounting and Finance coupled with avenues for professional development.

The primary aim of the Department is to produce highly competent graduates in Accounting and Finance with a holistic education with technical and behavioral dimensions, who would be a blessing to our society in these complex and competitive times.

Finally, we sincerely hope that you will maximally utilize the rare opportunity to get selected into one of the emerging Management Faculties in Sri Lanka to study for free and become a competent graduate through the four-year academic journey with us. This itself may be sufficient to fulfil your public accountability.

Prof. S. Kodithuwakku

Head, Department of Business Finance

Academic Staff of the Department of Business Finance

Prof. E.M.A.S.B. Ekanayake
B.Sc. Bus. Adm. (SJP);
MBA (Pdn);
PhD (Macquarie, AUS); FCA
Professor

Prof. S. Kodithuwakku
B.Com (Kel); M.Com (Kel);
PhD (SUSL)
Professor

Dr. M.G.P.D. Menike
B.Com (Pdn); MBA (Pdn);
M.Sc in App Fin (SJP);
PhD (DUFE, China); CBA; MAAT
Senior Lecturer – Grade I

Dr. S.M.U.T.S. Subasinghe
B.Com (Pdn); MBA (AIT);
PhD (Mahachola, Thailand)
Senior Lecturer – Grade I

Ms. P.L.W. Priyadarshani
B.B.Mgt (Finance)(Kel);
MBA (Pdn)
Senior Lecturer – Grade II

Ms. H.M.N.K. Mudalige
BBA (Fin. Mgt) (Pdn); MBA (Finance) (Col);
PhD(ACU, AUS)(Reading)
Senior Lecturer – Grade II

Ms. S. Yamuna
B.Sc. (Fin. Mgt) (SUSL);
M.Sc. in Mgt (SJP)
Senior Lecturer – Grade II

Ms. P.T.M. Gunathilake
BBA (Fin. Mgt) (Pdn);
M.Sc. in App Fin (SJP);
M.Sc. in App Stat (Pdn);
PhD (Edin., UK)(Reading)
Senior Lecturer – Grade II

Ms. M.N.F. Nuskiya
BBA (Fin.Mgt) (Pdn);
M.Sc. in Mgt (SJP)
Senior Lecturer – Grade II

Ms. T.M.R.T. Tennakoon

BBA (Acc & Fin) (Pdn);
MBA (Col)(Reading)
Lecturer (Probationary)

Ms. P. Suwathika

B.Sc. (Accounting) (SJP);
M.Sc. in Mgt (SJP) (Reading); ACA
Lecturer (Probationary)

Mr. D.D.C. Kavinda

B.B. Mgt (Finance) (Kel);
M.Sc. in App Fin (SJP); ACPM (SL);
DCSD (NIBM)
Lecturer (Probationary)

Ms. S. Nivetha

B.B. Mgt (Accountancy) (Kel);
CMA (Partly Qualified); CIMA-UK
(Partly Qualified)
Temporary Lecturer

UNIVERSITY OF PERADENIYA
FACULTY OF MANAGEMENT

wel come to you all

HR VERDANT VOYAGE
2024

Department of Human Resource Management

Department of Human Resource Management

The Department of Human Resource Management was formed in 2015 with the establishment of the Faculty of Management. Our department envisions of being the national leader in the sector of Human Resource Management education at undergraduate and postgraduate levels while incorporating a diverse range of modules including contemporary and emerging concepts and trends in Human Resource Management.

Head of the Department

Ms. U.W.J.Y.E. Jayawickrama

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Email: headhrm@mgt.pdn.ac.lk

Department Coordinators

Internship Coordinator: Ms. E.M.W.A. Edirisooriya - warunie@mgt.pdn.ac.lk

Research Coordinator: Ms. P.H.R.R.P.K Munasinghe - rakhitha@mgt.pdn.ac.lk

Senior Treasurer, Students' Society: Ms. R.A. Bartholomeusz - rochelle@mgt.pdn.ac.lk

Study Programme

Bachelor of Business Administration (BBA) Honours in Human Resource Management

Student Society

Human Resource Management Students' Society

Visit Us: LinkedIn Profile of Society of Human Resource Management

Contact Office

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Find More

https://mgt.pdn.ac.lk/departments/dhrm/

Message from the Department Head

Dear Students,

On behalf of the staff of the Department of Human Resource Management, I warmly welcome you to the Department of Human Resource Management. Our Department offers courses related to Human Resource Management to our undergraduate and postgraduate students whereas, we offer the module of Human Resource Management to cater the needs of other Faculties too such as Faculty of Arts, Science, and Allied Health Sciences. The Human Resource Management Students' Society of the department encourage students to engage with skill development programmes and community outreach activities which is a platform for our students for developing their soft and life skills. Developing the presentation and public speaking skills is a must for our students as future business leaders. The Department has recognized this need and established a toastmasters club to assist our students.

It is a privilege to work with well qualified academics, the brightest students, industry and other stakeholders, that make up the vibrant human resource community at the Department of Human Resource Management. We are committed to enhancing our research outcomes, expanding our curriculum and bolstering our connections with the industry to help shape the world of business in Sri Lanka and internationally. The global economy is becoming increasingly competitive and the human resource management education must be responsive to this dynamic environment. Our curriculum is continually informed by research and industry insights to produce industry ready HR graduates.

Finally, I wish you all for having a joyful university life and excellent academic achievements.

Ms. U.W.G.Y.E. Jayawickrama

Head, Department of Human Resource Management

Academic Staff of the Department of Human Resource Management

Prof. W.P.R. Wickramaratne

B.Com (Kel); M.Sc. (SJP);
PhD (Murdoch, AUS)
Professor

Dr. N. Agilan

BBA (Jfn); MBS (HRM-Ire);
MBA (UK); MCMI (UK);
M.Sc (UOC); Graduate CIPD (UK);
PhD (UOS, UK)
Senior Lecturer – Grade II

Ms. U.W.G.Y.E. Jayawickrama

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MBA (Kel); CAB II (ICASL)
Senior Lecturer – Grade II

Ms. E.M.W.A. Edirisooriya

BBA (HRM) (Special) (Pdn);
MBA (Col); PQHRM (CIPM)
Senior Lecturer– Grade II

Ms. P.R.W.M.S.C. Weerakotuwa

BBA (HRM) (Special)(Col);MBA (Col);
PhD(ANU, AUS)(Reading)
Senior Lecturer – Grade II

Ms. P.H.R.R.P.K.Munasinghe

B.B.Mgt (Kel); MBA (Col);
Dip MA (CIMA)
Senior Lecturer – Grade II

Ms. R.A. Bartholomeusz

BBA (HRM)(Special)(Pdn);
M.Sc. in Mgt (SJP);PQHRM (CIPM Sri Lanka)
Lecturer (Probationary)

Ms. G.R.D.C.D. Bandara

BBA(HRM)(Special)(Pdn);
MBA (PIM-SJP) (Reading); ABF;
DABF (Reading);
CMA (Reading)
Temporary Lecturer

Ms. P.M.I.V.K. Wickramathilaka

BBA(HRM)(Special)(Pdn)
Temporary Lecturer

Department of Management Studies

Department of Management Studies

The Department of Management Studies at the University of Peradeniya was established in 2002 and then became one of the five departments linked with the new Faculty when it was established in 2015. Currently, the department offers the degree of BBA Honours in Organizational Management. Also, the Department offers an array of wide-ranging management subjects to academic Programmes of the Faculty of Management as well as to joint degree programmes with other faculties of the University of Peradeniya.

Head of the Department

Mr. T.S.S. Fernando

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Email: headmgt@mgt.pdn.ac.lk

Department Coordinators

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Senior Treasurer, Students' Society: Ms. A.S. Shiromy - sherines@mgt.pdn.ac.lk

Study Programme

Bachelor of Business Administration (BBA) Honours in Organizational Management

Student Society

Organizational Management Students' Society

Visit Us: Organizational Management Students' Society Facebook Profile

Contact Office

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Find More

https://mgt.pdn.ac.lk/departments/dms/

Message from the Department Head

Dear Students,

On behalf of the Department of Management Studies, it is my pleasure to extend a warm welcome to all of you who have entered a place at our esteemed university after successfully overcoming rigorous challenges. As you embark on your academic journey, you are now part of our Management Family. Our department prides itself on offering a diverse range of management subjects, not only within the Faculty of Management but also through collaboration with other faculties, of the University of Peradeniya and the industry experts.

At the heart of our offerings is the specialization program in Organizational Management. We are dedicated to fostering a distinctive and dynamic educational environment for you. In addition to our rigorous academic curriculum, we are committed to organizing activities that will naturally enhance your personal and interpersonal skills. Our ultimate goal is to produce graduates who are not only experts in their chosen academic fields but also equipped with the skills necessary to excel in the competitive business world.

As the Head of the Department, I encourage each of you to make the most of the facilities and resources available within the Department, the Faculty, and the University as a whole. It is our collective aim to ensure that your time here is both enriching and memorable. I wish you all the very best for your studies at the university and all your future endeavors academia.

Warm regards,

Mr. T.S.S.Fernando

Head, Department of Management Studies

Academic Staff of the Department of Management Studies

Ms. R.M.C. Kumari

B.Com. (Pdn);
MPhil. (Kel); PhD (UoC, SL) (Reading)
Senior Lecturer – Grade II

Mr. T.S.S. Fernando

B.Sc.(Bus.Admin.) (Sp)(SJP);
MBA (CoI)
Senior Lecturer – Grade II

Ms. A.S. Shiromy

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M.Sc. in Mgt (SJP)
Senior Lecturer – Grade II

Mr. D.I.J. Samaranayake

B.A. (Economics) (Pdn);
MPhil (Pdn); M.Sc (UK);
PhD(UEA, UK) (Reading)
Senior Lecturer – Grade II

Dr. A.H. Heenipellage

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PhD (UoW, AUS)
Lecturer

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MBA (RUSL);
Lecturer

Ms. Y.Y. Senevirathne

B. Com (Pdn);
M.Sc. in Mgt (SJP)
Lecturer (Probationary)

Ms. K.K. Narmada

B.com (Special) (Kel); Dip Eng (BWEA);
Cert Eng (BC); Cert BA (CIMA)
Lecturer(Probationary)

Mr. A. Mithursan

BBA (Org. Mgt)(Special)(Pdn);
CA-SL (Corporate Level)
Temporary Lecturer

Ms. J.F.Safiyya

B.Sc. (CM)(Pdn)

Temporary Lecturer

Ms. W.V.S.Warnakulasooriya

B.Sc.(Bus.Admin.) (Sp) (SJP);
MBA (PIM-SJP)(Reading)
Temporary Lecturer

Department of Marketing Management

Department of Marketing Management

The Department of Marketing Management strives for excellence in the dissemination of knowledge in marketing with a practical approach. We always ensure that our degree programme is innovative and also it responds continuously to the ever-changing requirements of the corporate sector and strives to provide a top-notch learning experience and stimulating educational experience for our students. We always expect our students to be leading marketing professionals who play an important role in helping to create a better corporate world.

Head of the Department

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Department Coordinators

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Senior Treasurer, Students' Society: Ms. H.W.R. Niwarthana - wathsalaniwarthana@mgt.pdn.ac.lk

Study Programme

Bachelor of Business Administration (BBA) Honours in Marketing Management

Student Society

Marketing Management Students' Society
Visit Us: Marketing Management Facebook Profile

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Email: headmkt@pdn.ac.lk

Find More

https://mgt.pdn.ac.lk/departments/dmm/index.php

Message from the Department Head

Dear Students,

I warmly welcome you to the Department of Marketing Management. The Department of Marketing Management embraces a strong culture with positive vibes and creativity. The Department offers a spectrum of courses related to Marketing Management for several Degree Programmes including Bachelor of Business Administration, Bachelor of Commerce and Bachelor of Science in Computation and Management.

Marketing plays a pivotal role in any organizational setting to thrive in today's volatile business environment. Hence, the Department endeavors to mould our undergraduates to become fully-fledged marketing professionals with adequate knowledge, balanced set of skills, positive attitudes, and the right mind-set. The Department always prioritizes the needs of the students and is committed to deliver the best teaching and learning experience utilizing innovative methods. Furthermore, the Department maintains strong win-win ties with the private and public sector organizations to ensure the employability of the graduates at the end. The Department also promotes research and scholarly work, thereby solving real issues in the society.

The Department is devoted to continuously improve the quality and the standard of its courses to match the requirements of the modern world of work and to create a platform for the undergraduates to excel in their chosen paths.

I wish you all the best for your future endeavors and looking forward to create memorable experiences with you!

Ms R.M.U.R.K. Rathnayaka

Head, Department of Marketing Management

Academic Staff of the Department of Marketing Management

Dr. Nuresh Eranda

B.Sc. (Mkt. Mgt.) (Special)(SJP);
BBA(Apu, Japan);
M.Sc. (Apu, Japan);
PhD (Col, SL); ACIM (UK)
Senior Lecturer - Grade I

Dr. W.M.H.U. Wijethunga

B.Sc. (Mkt. Mgt.) (Special)(SJP);
M.Sc. in Mgt. (SJP);
PhD(UoN, UK); AM SLIM
Senior Lecturer - Grade I

Ms. R.M.U.R.K. Rathnayaka

B.B. Mgt (Mkt)(Special)(Kel);
MBA (Col); CIM (UK)
Senior Lecturer - Grade II

Ms. K.D.M.K. Weeratunge

BBA (Mkt. Mgt.)(Special)(Pdn);
M.Sc. in Mgt.(SJP); CIM (UK); CIMA (UK);
Dip. In Mgt. Acc.
Lecturer

Ms. H.W.R. Niwarthana

BBA (Mkt. Mgt) (Special)(Pdn);
MBA (PIM-SJP)
Lecturer

Mr. D.M.D. Bandara

B.B.Mgt(Mkt)(Special)(Kel);
MBA (PIM-SJP);
Lecturer (Probationary)

Ms. S. Samaradiwakara

B.B. Mgt (Mkt)(Special)(Kel);
Chartered Accountancy (Reading)
(ICASL)
Temporary Lecturer

Ms. K.M.M.N.K. Kangara

BBA (Mkt. Mgt) (Special) (Pdn);
Dip. Strategic Sales Mgt;
Temporary Lecturer

Department of Operations Management

Department of Operations Management

The Department of Operations Management is a unique Department with a strong focus on Operations Management, Innovations and Decision Sciences. We as a Department, tries our best to explore the interface between innovations and operations, and engages in enquiries on the core concepts of Operations Management. We deal with key techniques of Decision Sciences in the latter in order to evaluate alternatives and make recommendations on competitive priorities.

Head of the Department

Dr. S. Maheswaran

T.P: +94 81 238 4074

Email: headopm@mgt.pdn.ac.lk

Department Coordinators

Internship Coordinator: Ms. S.H.T. Kumudumali - thakshila@mgt.pdn.ac.lk

Research Coordinator: Ms. B.T.D.N. Senarath - dinukshi@mgt.pdn.ac.lk

Senior Treasurer, Students' Society: Mr. P.H. Abeysundera - praveen@mgt.pdn.ac.lk

Study Programme

Bachelor of Business Administration (BBA) Honours in Operations Management

Student Society

Operations Management Students' Society
Visit Us: Operation Management Facebook Profile

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Find More

https://mgt.pdn.ac.lk/departments/dom/index.php

Message from the Department Head

Dear Students,

On behalf of the members of the Department of Operations Management, I take this opportunity to welcome you all to the Faculty of Management, University of Peradeniya.

The Department of Operations Management is one of the largest Departments in terms of number of students and staff. Currently, the Department facilitates around 110 specialised students who are directly attached to the Department for its special degree programme in Bachelor of Business Administration in Operations Management. Moreover, the Department offers courses for the B. Com, the BA and the B.Sc. (Computation and Management) Degree Programmes.

Further for your information, the BBA in Operations Management degree Programme is designed in a way that it produces graduates who are capable of economizing the resources in the firm, digitalizing the organizational processes with the latest technological solutions and applying decision making tools to make trade-off decisions in day today operations of a company. The Department offers broad ranges of courses including Operations Research, Supply Chain Management, Management Information Systems, Product Designing, Project Management, Hospitality Management, Lean Manufacturing, Service Operations, Statistical Quality Control, Industrial Engineering and many more to provide the students with appropriate knowledge, skills and attitudes in operations excellence. In addition, these courses enable students to analyze the dynamic business environment and develop appropriate strategies to cope with business issues.

The foremost objective of the Department is to produce high quality graduates who are capable of making decisions to gain operations excellence in the business world. The specialised students in the Department are exposed to a precise learning process with coursework classroom teaching, industry training, and research project which would be able to produce fully competent operations professionals. I warmly request you to capitalize the opportunities available at one of the leading departments in the Faculty of Management, University of Peradeniya for the betterment of your future.

I wish you all the very success in your future endeavors.

Dr. S. Maheswaran

Head, Department of Operations Management

Academic Staff of the Department of Operations Management

Prof. E.P.M. Rajaratne

B.Com. (PDN); D.Econ (Swarthmore, USA); D.JLS (Osaka, JPN); M.Sc. (Wakayama, JPN); Ph.D. (Osaka, JPN)
Senior Professor

Prof. R. H. Kuruppuge

B.Com. (Pdn); MBA (Col); MA (Kln); PGDM (Pdn); PhD (TBU, CZEC)
Professor

Dr. S. Maheswaran

B.Com. (Pdn); MBA (Pdn); PGDDE (IGNOU, India); PhD (NTNU, Norway)
Senior Lecturer – Grade I

Mr. A.M.A.S.M. Bandara

B.Sc. (CM)(Pdn); M.Sc. in Bus. Stat. (Mrt); M.Phil (Pdn); PhD (Mrt, SL)(Reading)
Senior Lecturer – Grade II

Ms. H.L.M. De Silva

BBA (Mkt. Mgt)(Col); M.Sc. in Mgt (SJP); PhD (Massey,NZ)(Reading); AMSLIM; MILT;
Senior Lecturer – Grade II

Mr. G.C.I. Gunarathne

B.Sc. Mkt. Mgt (SJP); M.Sc. in Mgt (SJP) PhD (SUT, AUS) (Reading)
Senior Lecturer – Grade II

Ms. D.M.S.M. Dasanayake

BBA(OPM) (Pdn); M.Sc. in Mgt (SJP)
Senior Lecturer- Grade II

Ms. S.P. Aryarathne

B.Sc. OPM & Tech.Mgt (SJP); M.Sc.(PGIA); M.Sc. in Mgt (SJP) PhD (SUT, AUS) (Reading); CIMA (Passed Finalist);
Senior Lecturer- Grade II

Ms. P.W. Tennekoon

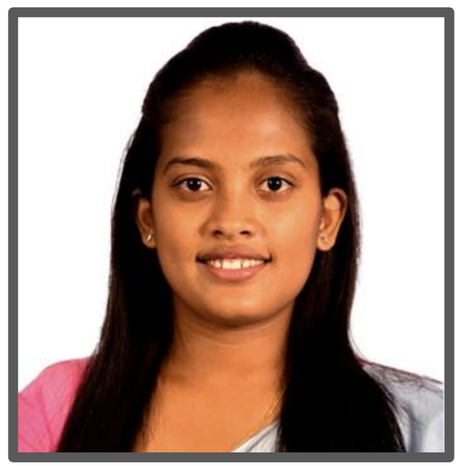
BBA(OPM) (Pdn); M.Sc. in Mgt (SJP) PhD (UOW, NZ) (Reading)
Senior Lecturer- Grade II

Mr. P.H. Abeysundera

BBA (OPM) (Pdn);
MBA (PIM - SJP); MILT;
CLSSBB
Lecturer

Ms. B.T.D.N. Senarath

BBA(OPM) (Pdn);
MBA (PIM - SJP)
Lecturer (Probationary)



Ms. S.H.T. Kumudumali

BBA(OPM) (Pdn);
MBA (PIM - SJP)
Lecturer (Probationary)

Ms. H.R.D.A. Priyantha

BBA (OPM) (Pdn);
Temporary Lecturer

Ms. J.K.M.S.G. Dissanayake

BBA (OPM) (Pdn);
Temporary Lecturer

English Language Teaching Unit

Message from the Coordinator

Dear Students,

On behalf of the English Language Teaching Unit (ELTU), I would like to welcome you to the Faculty of Management, University of Peradeniya. You will enjoy a privileged status as an undergraduate of the University of Peradeniya which, I believe, is one of the most illustrious academic institutions in South Asia.

The ELTU is affiliated with the Department of English Language Teaching (DELT) housed in the Faculty of Arts, University of Peradeniya. Our unit offers the Intensive English Course, Certificate Course in Business English as well as the ELM (English Language for Management) Programme. Over the years the members of the ELTU staff have made a contribution of considerable importance to the Faculty of Management in terms of teaching undergraduates, preparing lesson material, assessing student performance, organizing events, and supporting the academic and non-academic staff of the Faculty.

I hope you will make the most of your stay at Peradeniya and wish you all the very best in your future endeavors!

Mr. Nalaka S. Hewage

Coordinator, English Language Teaching Unit (ELTU)

Academic Staff of English Language Teaching Unit

Mr. N.S. Hewage

BA (Hons) in English (Pdn);
MA in TESL (USA)
Senior Lecturer - Grade II

Ms. S. Atapattu

BA (Pdn); MA in South Asian Studies (India);
PGDip in Psychology (Pdn)
Instructor (Temporary)

Ms. S. T. Delpachithra

BA (Hons) in English (SUSL);
MA in English and Education (SUSL)(Reading);
Diploma in IR (BCIS), DIPHRM(CIPM)(Reading)
Instructor (Temporary)

Ms. G. K. Neththipola

BA (Pdn);
MA in TESL (USJ)(Reading)
Instructor (Temporary)

Ms. N. Jameel

BA (Hons) in English (Pdn)
Instructor (Temporary)

03. Graduate Profile and Programme Learning Outcomes

Graduate Profile of the BBA Honours Graduate of the Faculty

Graduate Profile of the BBA Honours Degree Programme, Faculty of Management, University of Peradeniya

Description of BBA Honours Graduate Attributes

A Graduate of BBA Honours Degree Programme should be;

1. A **Knowledge Seeker** who has the passion for searching new knowledge philosophically and systematically. S/he is knowledgeable of contemporary management theories, concepts, and their practical implications.
2. A **Management Scholar** who is capable of planning, organizing, leading, and controlling to achieve set objectives of a business entity efficiently and effectively.
3. An **Effective Decision Maker** who is capable of making systematic fact-based decisions to optimize/sustain the use of resources.
4. An **Effective Communicator and Collaborator** who is a linguistic expert and influential of conflict resolution through negotiation, partnership, and networking.
5. A **Resilient Achiever** who is capable of quickly bounce back and forward after a crisis.
6. A **Team Player** who is capable of respecting diversity. S/he is an independent minded, optimist and empathetic.
7. A **Critical and Holistic Thinker** capable of sensing issues broadly.
8. A **Digitally Enable Business Analyst** who is capable of making data-driven decisions with the support of ICT.
9. A **Catalyst and an Entrepreneur** who capitalizes opportunities of a given context and be an agent for change through innovation.
10. A a **Visionary Leader** who is capable of an outcome-oriented transformative leadership.
11. A **Responsible Global Citizen** who is reliable and accountable. S/he is inclusive, pluralistic, emotionally intelligent, sensitive to nature and well-being of fellow citizen.
12. A **Lifelong Learner** who is curious, goal-oriented and congruence, achievement-focused and self-directed.

Graduate Profile of Accounting and Finance Graduate

Graduate Profile of the BBA Honours in Accounting and Finance Degree Programme

Graduate Attributes of the BBA Honours in Accounting and Finance Degree Programme

A graduate of BBA Honours in Accounting & Finance should be:

- A **Confident Communicator,** who possesses good interpersonal skills to articulate his/her ideas and knowledge effectively using oral, written, and non-verbal communication means.

- An **Ethical Leader**, who proves ethical leadership through effective decision making and self-management by understanding his/her own strengths and weaknesses.

- A **Knowledge Disseminator**, who synthesizes and reflects core knowledge & skills in Accounting & Finance to resolve a wide range of organizational issues.

- A **Lifelong Learner,** who is a self-initiated learner, where he/she obtains, retains, updates and transfers core knowledge & skills in Accounting & Finance to achieve organizational success.

- An **Optimist**, who holds right attitudes, values and professionalism that equips him/her for employment and citizenship.

- A **Resilient Learner**, who has the ability to adapt and adjust to misfortunes, overcome obstacles, and bounce back from perceived failure.

- A **Team Player**, who is able to work interdependently, with a variety of individuals, to achieve a goal while displaying flexibility and willingness to understand and articulate alternate points of view.

- A **Value Creator**, who is able to apply creative thinking skills to develop solutions that effectively address problems, challenges, or unmet needs.

- A **Tech-Savvy**, who is proficient in the use of modern technology, especially related to the computer-based Accounting & Finance applications.

- An **Associate**, who possesses adequate training to apply knowledge related to Accounting & Finance in the workplace.

- An **Analytical Thinker**, who is able to derive optimal business solutions after undertaking a proper scientific investigation of relevant data and information.

Programme Learning Outcomes (PLOs) of the BBA Honours in Accounting and Finance Degree Programme

At the successful completion of the BBA Honours in Accounting & Finance Degree, the qualification holders should be able to:

- Demonstrate thorough and systematic understanding of core aspects of management in general and particularly in Accounting and Finance study disciplines
- Analyze and foresee the environmental factors that influence the businesses in general and more specifically related to the accounting and finance functions.
- Evaluate business situations and alternatives related to accounting and finance functions, and make decisions to solve problems using appropriate tools, techniques and practices that add value to the business.
- Contribute to and collaborate in a team with diverse groups to achieve common targets.
- Communicate information, ideas, issues, problems and solutions to specialist and non-specialist audiences.
- Hold right attitudes, values and professionalism that equip them for employment and citizenship.
- Prepare to carry out further training in the accounting and finance study disciplines and manage own learning.

Graduate Profile of Human Resource Management Graduate

Graduate Profile of the BBA Honours in Human Resource Management Degree Programme

Graduate Attributes of the BBA Honours in Human Resource Management Degree Programme

A graduate of BBA Honours in Human Resource Management should be:

- An **HR Mastery**, who demonstrates theoretical and conceptual understanding in the field of HRM.
- A **Knowledge Disseminator**, who acquires, shares, and retains knowledge to understand the human behaviour and attitude towards the organization's strategic direction.
- A **Problem Solver**, who systematically identifies and implements solutions for complex and unexpected situations in dynamic business contexts.
- An **Effective Communicator**, who receives and transmits reliable and timely information to fulfil the interests of different stakeholders.
- A **HR Leader**, who helps to each strategic goals and objectives by utilizing sophisticated and innovative leadership techniques.
- A **Team worker**, who functions effectively to ensure shared goals, constant employee support, and interpersonal trust within the workplace.
- An **Ethical HR Professional**, who demonstrates moral responsibility and accountability through ethical conduct.
- A **Lifelong Learner**, who determines a vision for life and develops long-term goals and strategies accordingly.

Programme Learning Outcomes (PLOs) of the BBA Honours in Human Resource Management Degree Programme

At the successful completion of the BBA Honours in Human Resource Management Degree, the qualification holders should be able to:

- Demonstrate a thorough and systematic understanding of core aspects of management in general and human resource management study discipline in particular.
- Analyze and foresee the environmental factors that influence the businesses in general and more specifically related to the human resource management function.
- Evaluate business situations and alternatives related to a human resource management function, and make decisions to solve problems using appropriate tools, techniques, and practices that add value to the business.
- Contribute to and collaborate in a team with diverse groups to achieve common targets.
- Communicate information, ideas, issues, problems, and solutions to specialist and non-specialist audiences.
- Inculcate professionalism, such as business etiquette, positive attitude, and values to promote graduate employability.
- Prepare to carry out further training in human resource management the study discipline and manage own learning.

Graduate Profile of Organizational Management Graduate

Graduate Profile of the BBA Honours in Organizational Management Degree Programme

Graduate Attributes of the BBA Honours in Organizational Management Degree Programme

A graduate of BBA Honours in Organizational Management should be:

- **Polymathic Manager**, who excels in knowledge on general management, functional areas of management, Entrepreneurship and Economics.
- **Effective Communicator**, who exchanges information clearly, correctly, completely, concisely and compassionately to fulfil expectations of stakeholders.
- **Team Player**, who appreciates collaboration and diversity in striving for a common goal.
- **Empathetic Leader**, who is a human centered, sensible, insightful person with a focus on needs and feelings of followers.
- **Sustainable Decision Maker**, who prioritizes and operationalizes sustainability in business decisions.
- **Critical Thinker**, who possess the ability to produce rational, skeptical, and unbiased analysis and evaluation.
- **Ethical Problem Solver**, who produces solutions for ethical dilemmas
- **Resilient Innovator**, who explores opportunities to embark value creation creatively and originally in VUCA environment.
- **Digital Adapter**, who embraces appropriate digital transformations in business.
- **Lifelong Learner**, who is visionary and passionate on research and pursuits new knowledge.

Programme Learning Outcomes (PLOs) of the BBA Honours in Organizational Management Degree Programme

At the successful completion of the BBA Honours in Organizational Management Degree, the qualification holders should be able to:

- Demonstrate a proficient understanding of bodies of knowledge on general management, different functional areas of management, entrepreneurship and economics.
- Apply transferable skills, including effective reporting and communication in the workplace.
- Collaborate with diverse parties to achieve a shared goal.
- Act as an empathetic leader who care for people in achieving organizational goals.
- Formulate sustainable solutions for organizational issues and challenges.
- Produce rational, skeptical, and unbiased analysis and evaluation in questioning the status quo.
- Apply moral principles to address ethical dilemmas for personal, organizational and societal wellbeing.
- Create value through capitalizing the opportunities emerged in VUCA environment.
- Adopt to digital advancements to uplift the organizational growth and performance.
- Prepare to carry out self-directed learning and continue to acquire further training and knowledge for academic and professional development.

Graduate Profile of Marketing Management Graduate

Graduate Profile of the BBA Honours in Marketing Management Degree Programme

Graduate Attributes of the BBA Honours in Marketing Management Degree Programme

A graduate of BBA Honours in Marketing Management should be:

- A **Marketing Strategist**, who has comprehensive knowledge of Marketing Management and is capable of applying that in the real world.
- An **Agile trendsetter**, who can synthesize ideas, theories, and data in developing marketing opportunities/solutions by thinking outside of the box and adaptable to change and open to learning new concepts, tools, and technologies in the rapidly evolving marketing landscape.
- An **Effective Communicator & Networker**, who possesses excellent interpersonal and communication skills in order to address the needs of multiple stakeholders while having the capacity to successfully engage in collaborative activities.
- A **Responsible Marketing Leader** who works with others and is ready to lead with the ability to manage and delegate to others while adding value to society in a responsible manner.
- A **Marketing Orchestrator**, who coordinates and integrates various marketing channels and activities to deliver a unified and personalized customer experience
- and ultimately drives business growth.
- A **Digital Savvy Marketer,** who demonstrate competency in contemporary digital marketing solutions and keen on learning and applying them successfully in different marketing functions.
- A **Marketing Analyst** who demonstrates the ability to take a logical, analytical approach and evidence-based thinking in solving problems in order to conceive innovative responses to future challenges.
- An **Empathetic Professional** who recognizes the need for continuous growth to enhance knowledge, skills, and competencies while understanding a situation from another person's perspective and reacting with compassion.

Programme Learning Outcomes (PLOs) of the BBA Honours in Marketing Management Degree Programme

At the successful completion of the BBA Honours in Marketing Management Degree, the qualification holders should be able to:

- Demonstrate a versatile character with a broad understanding of Management and comprehensive knowledge of Marketing Management.
- Assess the dynamics in the environment to uncover new opportunities and design innovative and creative value-driven strategies to withstand the competition.
- Review the marketing functions and culture of the organization to the interest of the customers and solve the problems using critical thinking, digital expertise, analytical tools, and techniques.
- Build positive and healthy work relationships and drive towards organizational vision with a team spirit.
- Establish effective and constant communications with multiple internal and external stakeholders and maintain continuous engagement to enhance the competitive advantage.
- Demonstrate the role of an ethical and professional marketer guided by a unique value system to ensure organizational, social, and environmental sustainability.
- Demonstrate a positive mindset for continuous professional development and be open to adapt according to the requirements of the changing world.

Graduate Profile of Operations Management Graduate

Graduate Profile of the BBA Honours in Operations Management Degree Programme

Graduate Attributes of the BBA Honours in Operations Management Degree Programme

A graduate of BBA Honours in Operations Management should be:

- A **Knowledge Disseminator**, who acquires, retain and transfer knowledge about the organisation's operations to achieve the operational excellence of the organisation.
- A **Value Chain Analyst**, who provides technical assistance, value chain development advice and implementation support to value chain partners and the organisation in the development of market linkages so that the organisation become profitable, and self-sustaining in the long run.
- An **Operations System Designer**, who undertakes initiatives to fulfil people's requirements through shaping or configuring products, services, and processes by adopting and implementing innovations into processes.
- A **Lean Thinker**, who exercises initiatives to identify and eliminate non-value adding processes in organisation's operations systematically to achieve process improvement.
- A **Business Analyst**, who makes rational decisions to solve problems using appropriate tools and techniques that add value to the business.
- An **Entrepreneur**, who understands and captures opportunities for new initiatives.
- A **Strategic Thinker in Operations**, who aspires to serve their customers, and explains how operations can have an important strategic role through environmental analysis, planning and controlling the resources, and ensuring higher standards in quality to enhance sustainable practices and ensure long-term success.
- A **Lifelong Learner**, who is self-motivated to pursue new knowledge with a vision for life and individuals & competitiveness in long-term.

Programme Learning Outcomes (PLOs) of the BBA Honours in Operations Management Degree Programme

At the successful completion of the BBA Honours in Operations Management Degree, the qualification holders should be able to:

- Demonstrate a thorough and systematic understanding of the important role of operations management in today's business environment.
- Apply the current operations management theories, practices, and concepts utilising case problems and problem-based learning situations.
- Use and apply computer-based operations management tools used in today's business.
- Provide students with the knowledge and capability in formulating and analysing mathematical models in operations management for real life applications.
- Develop and utilize critical management skills such as negotiating, working effectively within a diverse business environment, ethical decision making.
- Demonstrate the use of effective written and oral communications, critical thinking, and team building and presentation skills.
- Explain the operations management as a whole, how to integrate and synchronise intra- and inter-organizational processes, and how to create customer value.
- Make decisions on both the operational and strategic levels in modern business management.

04. Curriculum Structure of the BBA Honours Degree Programme

Curriculum Structure of the BBA Honours Degree Programme

Common Structure of Year 1 for BBA Honours Degree Programme

All the students registered for the BBA Honours degree Programme are required to enroll in all the courses available in the first year as they comprise the common segment of the degree Programme.

Structure of Year 2, Year 3, and Year 4 for BBA Honours Degree Programme

Based on the student's specialization choice and performance in Year 1, they are allowed to select an area of specialization. The courses pertaining to a specialization field are compulsory once the field is selected. Following areas of specialisations are offered by the Faculty: Accounting & Finance, Human Resource Management, Marketing Management, Operations Management and Organizational Management.

Specialization Area Selection Criteria

The following table shows the selection criteria and the maximum number of students for each specialisation area.

Specialization Area	Maximum Number of Students	Selection Criteria*
Accounting & Finance	40	• The student must have followed Accounting subject for GCE A/L **AND** • Minimum "B-" for ACF 1101 - Financial Accounting **AND** • Overall GPA for 1st-year courses 2.7
Human Resource Management	40	• Minimum "B" for HRM 1201 – Fundamentals of Human Resource Management **OR** • Minimum "B" for MGS 1101 – Principles of Management

Marketing Management	40	• Minimum "B" for MKT 1201 – Principles of Marketing Management • For absentees of MKT 1201: CGPA 3.0 or above
Operations Management	40	• "C" for OPM 1101 - Business Mathematics and OPM 1201 - Business Statistics and "B" for OPM 1202 - Fundamentals of Operations Management **OR** • CGPA 2.7 or above for the above subjects
Organizational Management	40	• "B" for MGS 1101 - Principles of Management **OR** • "B-" for MGS 1102 - Microeconomics and MGS - 1201 Macroeconomics **AND** CGPA 2.7 or above

***Subject to change**

Specialization area selection process

1. The Faculty will arrange a mandatory awareness session on specialization selection immediately after the end of the second-semester examination for 1000-level students.
2. After the 1000-level academic programme, a Google form will be uploaded to the Faculty LMS under general announcements, and students should submit the duly completed application on or before the given deadline.
3. In the first round of the application screening process, Departments shall make their selection decisions based on the student's first preference and his/her fulfilment of the Department's eligibility criteria. Then a specialization selection meeting shall be arranged to consider the unsuccessful applications where the students shall be assigned to a Department based on his/her second preference. If the specialization area (Department) indicated as the student's second preference is already filled with the agreed student capacity, then the third preference shall be considered, and so on. Accordingly, this process shall continue until all the students are allocated to a specialization (Department) based on the student preference and agreed student capacity by each Department.
4. A list of the selected students for the specialization area of each Department will be uploaded to the Faculty LMS.
5. Subsequently, a student shall submit an appeal if he/she has any inquiry about the selection decision within two days after publishing the list of selected students for the specialization area of each Department. A Google form for appeals shall be made available in the Faculty LMS. However, the students are not allowed to change their initial preference given in the application form when they are submitting the appeals.
6. A final list of selected students for the specialization area of each Department will be uploaded to the Faculty LMS.

Common Structure of First Year

Semester	Course Code	Course Title	Status (C/O)	Credits	Cumulative Credit
1	ICT 1001	Information and Communication Technology*	C	2	-
	MGS 1101	Principles of Management	C	3	3
	MGS 1102	Microeconomics	C	3	6
	OPM 1101	Business Mathematics	C	3	9
	MGS 1103	Basics of Social Sciences	C	3	12
	ACF 1101	Financial Accounting	C	3	15
2	OPM 1201	Business Statistics	C	3	18
	HRM 1201	Fundamentals of Human Resource Management	C	3	21
	OPM 1202	Fundamentals of Operations Management	C	3	24
	MKT 1201	Principles of Marketing Management	C	3	27
	MGS 1201	Macroeconomics	C	3	30

***Non-GPA Courses**

Specialization in Accounting & Finance

Specialization in Accounting & Finance – Course Structure of Year 2

Semester	Course Code	Course Title	Status (C/O)	Credits	Cumulative Credit
1	ACF 2101	Management Accounting	C	3	33
	ACF 2102	Financial Management	C	3	36
	ACF 2103	Banking	C	3	39
	ACF 2104	Auditing and Assurance	C	3	42
	ACF 2105	Financial Mathematics	C	3	45
2	MGS 2201	Entrepreneurship	C	3	48
	HRM 2201	Organizational Behavior	C	3	51
	ACF 2201	Computerized Accounting	C	3	54
	ACF 2202	Taxation	C	3	57
	ACF 2203	Corporate Finance	C	3	60

Specialization in Accounting & Finance – Course Structure of Year 3

Semester	Course Code	Course Title	Status (C/O)	Credits	Cumulative Credit
1	MGS 3101	Business Law	C	3	63
	ACF 3101	Advanced Management Accounting	C	3	66
	ACF 3102	Advanced Financial Accounting	C	3	69
	ACF 3103	Financial Modeling & Forecasting	C	3	72
	OPM 3101	Project Management	O	3	75
	ACF 3104	Advanced Auditing & Assurance	O	3	
	ACF 3105	Forensic Accounting	O	3	
2	MGS 3201	Strategic Management	C	3	78
	HRM 3201	Organizational Leadership	C	3	81
	ACF 3201	Enterprise Resource Planning	C	3	84
	ACF 3202	Investment Analysis and Portfolio Management	O	3	87
	ACF 3203	Accounting Information Systems	O	3	
	ACF 3204	Advanced Taxation	O	3	
	ACF 3299	Research Methodology	C	3	90

Specialization in Accounting & Finance – Course Structure of Year 4

Semester	Course Code	Course Title	Status (C/O)	Credits	Cumulative Credit
1	ACF 4101	Econometrics for Accounting and Finance	C	3	93
	ACF 4102	Corporate Reporting	C	3	96
	ACF 4103	Financial Statement Analysis	C	3	99
	ACF 4104	Data Analytics in Accounting & Finance	C	3	102
	ACF 4105	Corporate Governance & Ethics	C	3	105
	ACF 4106	Behavioral Finance	O	3	108
	ACF 4107	Public Sector Accounting	O	3	
	ACF 4108	Risk Management & Insurance	O	3	
	ACF 4099	Independent Research Project	C	-	
2	ACF 4201	Practicum in Accounting & Finance**	O	3	114
	ACF 4202	Seminar**	O	3	
	ACF 4299	Management Internship**	O	6	
	ACF 4099	Independent Research Project	C	6	120

Student can select either Internship **OR Seminar and Practicum in Accounting & Finance courses.

The detailed course content can be obtained from
https://mgt.pdn.ac.lk/departments/dbf/revised_curriculum.php

Specialization in Human Resource Management

Specialization in Human Resource Management – Course Structure of Year 2

Semester	Course Code	Course Title	Status (C/O)	Credits	Cumulative Credit
1	ACF 2101	Management Accounting	C	3	33
	ACF 2102	Financial Management	C	3	36
	HRM 2101	Human Resource Development	C	3	39
	HRM 2102	Employee Resourcing	C	2	41
	HRM 2103	Performance Management	C	2	43
	HRM 2104	Soft Skills Development	O	2	45
	HRM 2105	Managing Conflicts and Negotiation	O	2	
2	MGS 2201	Entrepreneurship	C	3	48
	HRM 2201	Organizational Behavior	C	3	51
	HRM 2202	Occupational Health, Safety and Well-being	C	3	54
	HRM 2203	Compensation Management	C	3	57
	HRM 2204	Communication Skills for HR Professionals	O	3	60
	OPM 2202	Lean Manufacturing	O	3	

Specialization in Human Resource Management – Course Structure of Year 3

Semester	Course Code	Course Title	Status (C/O)	Credits	Cumulative Credit
1	MGS 3101	Business Law	C	3	63
	OPM 3101	Project Management	C	3	66
	HRM 3101	Technology in Human Resource Management	C	3	69
	HRM 3102	Economic, Environmental, and Social Governance in HRM	C	3	72
	HRM 3103	Team Management	O	3	75
	MKT 3104	Events Management and Marketing	O	3	
2	MGS 3201	Strategic Management	C	3	78
	HRM 3201	Organizational Leadership	C	3	81
	HRM 3299	Research Methodology	C	3	84
	HRM 3202	Employment Law and Industrial Relations	C	3	87
	HRM 3203	Human Resource Metrics and Analytics	O	3	90
	MGS 3203	Innovation Management	O	3	

Specialization in Human Resource Management – Course Structure of Year 4

Semester	Course Code	Course Title	Status (C/O)	Credits	Cumulative Credit
1	HRM 4101	Strategic Human Resource Management	C	3	93
	HRM 4102	Industrial Psychology	C	3	96
	HRM 4103	Global Human Resource Management	C	3	99
	HRM 4104	Organization Development and Change	C	3	102
	HRM 4105	Employee Counselling	C	3	105
	HRM 4106	Diversity, Inclusion, and Equity at the Workplace	C	3	108
	HRM 4099	Independent Research Project	C		
2	HRM 4201	Emerging Trends and Challenges in Human Resource Management**	O	3	114
	HRM 4298	Seminar in Human Resource Management**	O	3	
	HRM 4299	Management Internship**	O	6	
	HRM 4099	Independent Research Project	C	6	120

Student selects optional courses based on their preference.

**Student can select either Management Internship OR Emerging Trends and Challenges in Human Resource Management and Seminar in Human Resource Management.

The detailed course content can be obtained from
https://mgt.pdn.ac.lk/departments/dhrm/revised_curriculum.php

Specialization in Marketing Management

Specialization in Marketing Management – Course Structure of Year 2

Semester	Course Code	Course Title	Status (C/O)	Credits	Cumulative Credit
1	ACF 2101	Management Accounting	C	3	33
	ACF 2102	Financial Management	C	3	36
	MKT 2101	Communication Skills for Marketers	C	3	39
	MKT 2102	Advanced Marketing Management	C	3	42
	MKT 2103	Introduction to Tourism Management & Marketing	C	3	45
2	HRM 2201	Organizational Behavior	C	3	48
	MGS 2201	Entrepreneurship	C	3	51
	MKT 2201	Skills Development and Fine Arts	C	3	54
	MKT 2202	Digital Marketing	C	3	57
	MKT 2203	Relationship Marketing	O	3	60
	MKT 2204	Advanced Tourism Management & Marketing	O	3	

Specialization in Marketing Management – Course Structure of Year 3

Semester	Course Code	Course Title	Status (C/O)	Credits	Cumulative Credit
1	MGS 3101	Business Law	C	3	63
	OPM 3101	Project Management	C	3	66
	MKT 3101	Services Marketing	C	3	69
	MKT 3102	Integrated Marketing Communications	C	3	72
	MKT 3103	Marketing Ethics	O	3	75
	MKT 3104	Events Management and Marketing	O	3	
2	MGS 3201	Strategic Management	C	3	78
	HRM 3201	Organizational Leadership	C	3	81
	MKT 3201	Consumer Behaviour	C	3	84
	MKT 3202	Product & Brand Management	C	3	87
	MKT 3203	Research Methodology	C	3	90

Specialization in Marketing Management – Course Structure of Year 4

Semester	Course Code	Course Title	Status (C/O)	Credits	Cumulative Credit
1	MKT 4101	Strategic Marketing & Case Analysis	C	4	94
	MKT 4102	International Marketing	C	3	97
	MKT 4103	Sales and Retail Management	C	3	100
	MKT 4104	Marketing Research & Analytical Tools	C	3	103
	MKT 4105	Emerging Themes in Marketing	C	3	106
	MKT 4106	Entrepreneurial Marketing & Innovations	O	2	108
	MKT 4107	Marketing Analytics	O	2	
	MKT 4099	Independent Research Project	C	-	
2	MKT 4201	Sustainability Marketing	O	3	114
	MKT 4298	Seminar in Marketing Management**	O	3	
	MKT 4299	Management Internship**	O	6	
	MKT 4099	Independent Research Project	C	6	120

**Students can select either Internship OR Seminar or Sustainability Marketing course.

The detailed course content can be obtained from
https://mgt.pdn.ac.lk/departments/dmm/revised_curriculum.php

Specialization in Operations Management

Specialization in Operations Management – Course Structure of Year 2

Semester	Course Code	Course Title	Status (C/O)	Credits	Cumulative Credit
1	ACF 2101	Management Accounting	C	3	33
	ACF 2102	Financial Management	C	3	36
	OPM 2101	Operations Research	C	3	39
	OPM 2102	Supply Chain Management	C	3	42
	OPM 2103	Product Designing and Ideation	C	3	45
2	HRM 2201	Organizational Behaviour	C	3	48
	MGS 2201	Entrepreneurship	C	3	51
	OPM 2201	Industrial Location and Layout Design	C	3	54
	OPM 2202	Lean Manufacturing	C	3	57
	OPM 2203	Quality Management	C	3	60

Specialization in Operations Management – Course Structure of Year 3

Semester	Course Code	Course Title	Status (C/O)	Credits	Cumulative Credit
1	MGS 3101	Business Law	C	3	63
	OPM 3101	Project Management	C	3	66
	OPM 3102	Management of Technology	C	3	69
	OPM 3103	Business Analytics and Forecasting	C	3	72
	OPM 3104	Sourcing and Procurement Management	O	3	75
	OPM 3105	World Economy	O	3	
2	MGS 3201	Strategic Management	C	3	78
	OPM 3201	Business Simulation and Stochastic Modelling	C	3	81
	OPM 3202	Operations Planning and Scheduling	C	3	84
	HRM 3201	Organizational Leadership	O	3	87
	MKT 3202	Product and Brand Management	O	3	
	OPM 3203	Hospitality Management	O	3	
	OPM 3204	Business Process Analysis	C	2	89
	OPM 3299	Research Methodology	C	3	92

Specialization in Operations Management – Course Structure of Year 4

Semester	Course Code	Course Title	Status (C/O)	Credits	Cumulative Credit
1	OPM 4101	Transport and Logistics Management	C	3	95
	OPM 4102	Industrial Engineering	C	3	98
	OPM 4103	Operations Automation	C	2	100
	OPM 4104	Global Production and Value Chains	C	3	103
	OPM 4105	Sustainable Operations and Cleaner Production	C	2	105
	OPM 4106	Innovation and Venture Creation	O	2	107
	OPM 4107	Artificial Intelligence and Operations Management	O	2	
	OPM 4108	Project in Operations Management	C	1	108
	OPM 4099	Independent Research Project	C	-	-
2	OPM 4201	Humanitarian Logistics**	O	3	114
	OPM 4202	Agile Manufacturing**	O	3	
	OPM 4203	Seminar in Operations Management**	O	3	
	OPM 4299	Management Internship**	O	6	
	OPM 4099	Independent Research Project*	C	6	120

* OPM 3299 is the prerequisite for OPM 4099

**Student can select either Management Internship OR Seminar and Humanitarian Logistics or Agile Manufacturing.

The detailed course content can be obtained from
https://mgt.pdn.ac.lk/departments/dom/revised_curriculum.php

Specialization in Organizational Management

Specialization in Organizational Management – Course Structure of Year 2

Semester	Course Code	Course Title	Status (C/O)	Credits	Cumulative Credit
1	ACF 2101	Management Accounting	C	3	33
	ACF 2102	Financial Management	C	3	36
	MGS 2101	Public Sector Management	C	3	39
	MGS 2102	Business Communication	C	3	42
	MGS 2103	Managing Plural Sector Organizations	O	3	45
	OPM 2101	Operations Research	O	3	
	OPM 2102	Supply Chain Management	O	3	
2	MGS 2201	Entrepreneurship	C	3	48
	HRM 2201	Organizational Behavior	C	3	51
	MGS 2202	Cross-cultural Management	C	3	54
	MGS 2203	E-Commerce	C	3	57
	OPM 2203	Quality Management	O	3	60
	ACF 2201	Computerized Accounting	O	3	

Specialization in Organizational Management – Course Structure of Year 3

Semester	Course Code	Course Title	Status (C/O)	Credits	Cumulative Credit
1	MGS 3101	Business Law	C	3	63
	MGS 3102	Small Business Management	C	3	66
	OPM 3101	Project Management	C	3	69
	OPM 3102	Management of Technology	C	3	72
	MGS 3103	Business Ethics and Corporate Social Responsibility	O	3	75
	MGS 3104	Applied Industrial Economics	O	3	
2	HRM 3201	Organizational Leadership	C	3	78
	MGS 3201	Strategic Management	C	3	81
	MGS 3202	Knowledge Management	C	3	84
	MGS 3203	Innovations Management	O	3	87
	MGS 3204	Managerial Economics	O	3	
	MGS 3299	Research Methodology	C	3	90

Specialization in Organizational Management – Course Structure of Year 4

Semester	Course Code	Course Title	Status (C/O)	Credits	Cumulative Credit
1	MGS 4101	Sustainability in Organizations	C	3	93
	MGS 4102	International Business Management	C	3	96
	MGS 4103	Contemporary Issues in Management	C	3	99
	MGS 4104	Development Economics	C	3	102
	MGS 4105	Basic Econometrics	O	3	108
	MGS 4106	Self-Management	O	3	
	MGS 4107	Group Dynamics and Performance	O	3	
	MGS 4099	Independent Research Project	C		
2	MGS 4201	Critical Thinking**	O	3	114
	MGS 4202	Business Capstone**	O	3	
	MGS 4299	Management Internship**	O	6	
	MGS 4099	Independent Research Project	C	6	120

**Student can select either Internship OR Business Capstone & Critical Thinking course.

The detailed course content can be obtained from
https://mgt.pdn.ac.lk/departments/dms/revised_curriculum.php

Structure of the English Language for Management (ELM) Courses

Courses offered by the English Language Teaching Unit

The English Language Teaching Unit (ELTU) strives to improve the English language skills of the students while helping them overcome their inhibitions related to the use of English. Hence, the ELTU offers an Intensive Course in English and a Certificate Course in Business English to the new entrants before the commencement of their BBA (Honors) degree programme and an English Language for Management (ELM) programme during the said degree programme.

Intensive Course in English

The ELTU conducts a Placement Test in English to the new entrants of the Faculty to determine their placement (Basic/Intermediate/Advanced) in the Intensive Course in English. During the Intensive Course in English, the students are given the opportunity to develop their English language skills and obtain a general understanding of the university education system. At the end of the Intensive Course in English, an Achievement Test is administered which serves as the qualifying examination for the students to determine their placement in the ELM programme and to obtain exemptions in the ELM programme depending on their performance at the exam (The eligibility criteria for exemptions is illustrated in the table below).

Certificate Course in Business English

The AHEAD Certificate Course in Business English is offered to the new entrants of the Faculty of Management prior to the commencement of their academic programme. Funded by the AHEAD grant, the primary objective of this arrangement is to enhance the English language skills of fresh undergraduates, especially with exclusive reference to the key concepts, terms, and applications in the field of business. This course is administered under the Accelerating Higher Education Expansion and Development (AHEAD) project, as part of the collaborative efforts of the Government of Sri Lanka and the World Bank, with the aim of supporting the higher education sector of the country. The course has been designed incorporating advanced learning strategies, inspiring students to learn the language at their own pace in a flexible online platform. The duration of the course is eight weeks, and following the successful completion of all the modules in due time, the students are qualified to obtain a certificate. Faculty Moodle has been updated with the course modules which also consist of a range of interactive teaching-learning features including quizzes, forums, chat features, etc.

English Language for Management (ELM) Programme

The six ELM courses are offered in three levels: 100 level (ELM 101 and ELM 102), 200 level (ELM 201 and ELM 202), and 300 level (ELM 301 and ELM 302). The students who do not obtain any exemptions in the Achievement Test are offered all ELM courses, one course per semester in a span of three years. The students who obtain exemptions for 100-level courses are offered only the 200 and 300 level ELM courses and they can complete their ELM Programme within 2 years. Likewise, the students who obtain exemptions for both 100 and 200-level ELM courses are offered only 300-level ELM courses and thus, they can complete the ELM Programme in one year. (The time span specified for the ELM courses is a general one and it may vary for each student depending on their performance).

Course Requirements & Performance-based Credits	Basic Competence Level in English	Intermediate Competence Level in English	Advanced Competence Level in English	Minimum Requirement to Graduate
Performance at Placement Test (held at end of Intensive Course)	Placement Test Mark Range: 00% - 39%	Placement Test Mark Range: 40% - 69%	Placement Test Mark Range: 70% - 100%	--
Performance-based Credit Hours Exempted	00 Credit Hours (Must take all 8 courses)	08 Credit Hours (Exempt from two courses)	16 Credit Hours (Exempt from four courses)	The equivalent of 24 credit hours (06 four-credit hour courses) should be completed, and this is measured by the passing of ELM 301 & ELM 302.
Performance-based Credit Hours Required	24 Credit Hours	16 Credit Hours	08 Credit Hours	
No. of Required Courses 1 **ELM 101 (Semester 1)** **ELM 102 (Semester 2)** **(Equivalent to UTEL Level 4)**	Students whose performance in the Placement Test is achieving the Basic Level should take these courses in their first year.	Students who have performed in the Placement Test achieving the Intermediate Level are exempted from taking these courses.	Students who have performed in the Placement Test achieving the Advanced Level are exempted from taking these courses.	--

Course Requirements & Performance-based Credits	Basic Competence Level in English	Intermediate Competence Level in English	Advanced Competence Level in English	Minimum Requirement to Graduate
No. of Required Courses 2 **ELM 201 (Semester 1)** **ELM 202 (Semester 2)** **(Equivalent to UTEL Level 5)**	Passing ELM 101 & ELM 102 respectively are prerequisites for sitting ELM 201 & ELM 202 (in second year).	Intermediate Level students will commence their English Programme with these two courses (in the first year).	Advanced Level students are exempted from taking these courses.	--
No. of Required Courses 3 **ELM 301 (Semester 1)** **ELM 302 (Semester 2)** **(Equivalent to UTEL Level 6)**	Passing ELM 201 & ELM 202 respectively are prerequisites for sitting 301 & 302 (in the third year).	Passing in ELM 201 & ELM 202 respectively are prerequisites for sitting ELM 301 & ELM 302 (in the second year).	Advanced Level students will commence their English Programme with these two courses (in the first year)	Passing ELM 301 and ELM 302 is required to obtain any undergraduate degree in the Faculty of Management. This level is determined to be the fulfillment of 24 credit hours of studying English.
TOTAL COURSE-LOAD	06 four-credit hour courses to be taken two per academic year (for the first three years). Students who fail can complete these courses during their fourth year.	04 four-credit hour courses to be taken; two per academic year (for the first two years). Students who fail can complete these courses during their third or fourth years.	02 four-credit hour courses to be taken; two per academic year (in the first year). Students who fail can complete these courses during their second, third or fourth years.	For students who complete their minimum degree eligibility requirements early, additional certificate courses can be designed.

05. Programme Regulations

Programme Regulations

1. **Academic Year:** An academic year consists of two semesters, and a semester consists of 20 weeks, including the time for the teaching programme, study leave and all examinations work.
2. **Semester:** Semester is a half-year term lasting 15 weeks each. Usually, semesters are defined as the first semester and the second semester of a particular academic year.
3. **Course, Course Unit and Course Code:** Course is a subject offered in an academic Programme identified by a course title. A course unit is a complete course taught within a semester generally with three contact hours per week. Course unit can also be offered with a minimum of one contact hour or more than three contact hours. Course code is a three letter and four-digit prefix to each course.
4. **Contact Hour:** A contact hour is defined to include formal lectures, tutorials, discussion and review classes, practical classes or any other form of acceptable academic interaction with the students. The lecturer-in-charge shall decide how to utilize contact hours among various forms of interactions subject to contact hour specifications given in the syllabus. Two hours of practical work is equivalent to one contact hour. Weekly contact hours are converted into course credits.
5. **Credit & Credit Value:** The abstract value assigned to a course on the basis of contact hours per week is identified as a credit. A course that has three contact hours is a three-credit course. Thus, one credit is 15 contact hours per semester. A three-credit course shall have three contact hours per week and thus 45 contact hours per semester. Six hours of industrial training/ dissertation/ research are considered as one contact hour. Departments may offer courses in the range of one to four credits in a semester based on the nature of a course. Dissertation and Internship are exceptions.
6. **Common and Specialization Courses:** All the courses offered in the year 1 are common courses and students must offer such courses without any option. Students shall be allowed to select a field of specialization at the beginning of year 2 based on the specialization choice and performance in the year 1. Specialization courses are offered in the years 2, 3 and 4 in the degree Programme. In addition, students must offer common courses offered in the years 2, 3 and 4 regardless of the specialization area. Depending on the requirement of a specialization area, students may also be required to enrol for the courses offered in other specialization areas. Students shall not be allowed to change the field of specialization once selected.

6.1. **Elective or Optional Courses:** Elective or optional courses are offered in each specialization area from years 2 to 4 and students will have to offer such courses on top of the core courses to earn the credits requirements in each semester. Unlike core courses elective or optional courses are not mandatory but they must be related to the specialization of the students unless otherwise specified in the structure of the degree Programme.

7. **Non GPA Courses:** The option of non-GPA courses provides an opportunity for the years 3 and 4 students to take additional courses of their interest, which are not required for the respective fields of specialization. The maximum number of non-credit courses that a student may offer during the academic Programme shall be limited to four i.e. one per semester. Offering courses of one level up or down is not allowed. A student who is offering a non-credit course must fulfill all the requirements of that course. Non-credit courses will not be counted for calculating the Grade Point Average (GPA). They will be listed in the transcripts with their relevant grade point.

8. **Audit Courses:** A student can audit a particular course with the consent of the lecturer, who shall prescribe what course requirements, if any, should be satisfied by the student. Audit courses will not be counted for calculating the GPA nor listed in the transcripts. A standard letter shall be issued by the Office of the Dean on the request of the relevant lecturer through the Head of the department to indicate that the student has audited the course in consultation with the lecturer. A letter shall be issued only to those students who have fulfilled the 80% attendance requirement in the audited courses.

9. **Grade Point and Grade Point Average:** The grade point is obtained after calibrating the actual marks (0-100) obtained by a student into the scale of 0-4. Grade Point Average (GPA) indicates the average of all the grade points obtained for courses. This can be calculated for a semester or for the entire academic Programme. The final result obtained by a student shall be determined on the basis of the Grade Point Average for the whole degree Programme. The GPA shall be calculated to the second decimal place and it is an indicator of the overall academic performance of the student.

10. **Courses and Years:** Courses are offered from year 1 to year 4. In order to complete the degree, students must offer the required number of courses from each year as specified in the academic Programme. Course levels indicate the progressive years of the Programme. The year-wise course distribution is identified by the course code as year 1 courses (1000-1299), year 2 courses (2100-2299), year 3 courses (3100-3299) and year 4 courses (4000-4299).

11. **Maximum Number of Credits per Semester:** The maximum number of credits that may be offered by a student as proper per semester is 18. There shall be no limit for those who retake courses for the relevant semester.

12. **Registration for Courses:** Students must register for courses within 7 days from the first day of the semester by using the duly completed appropriate form.

    12.1. **Adding and Dropping of Courses:** A course can be added or dropped (withdrawal) within two weeks (14 days) from the first day of the semester. When adding a course, the student must obtain authorization from the lecturer and the relevant department. If a student fails to complete a course which has not been recorded as dropped (withdrawal), it will be counted for the degree Programme and a grade of E will be awarded.

13. **Undergraduate Degree Programmes offered by the Faculty:** The Faculty offers the Bachelor of Business Administration (BBA) Honours degree Programme with five specialization areas, namely Accounting & Finance, Human Resource Management, Marketing Management, Operations Management and Organizational Management (refer to section 6 for selecting a specialization area).

The specialization courses shall be offered during the year 2, 3 and 4.

14. **Credit Requirements for the BBA Honours Degree:** To be qualified for award of the BBA Honours degree, a student should have earned 120 credits. Out of which 30 credits should be earned from the common Programme during the year 1 whereas another 90 credits should be earned from the specialized Programme during the year 2, 3 and 4 (30 credits per year). In addition, the students must earn 24 credits from the compulsory ELM (English Language for Management) courses and 2 credits from the compulsory ICT (Information and Communication Technology) course which are not considered in calculation of credits and GPA (refer to Section 20 and 21 of this document).

    *Note: A student, who is entitled for the Student Mobility Programme (SMP), must adhere to the Policy of Credit Transfer of the Faculty of Management and the Policy on Credit Transfer of University of Peradeniya (UoP- P018)

15. **Credit Transfers:** Credit transfers are allowed only from the national and international universities that have an equivalent semester/course unit system. However, departmental recommendation and Faculty Board approval is required for such credit transfers. Upon student's request and submission of the original transcripts from such universities, the credit transfer and award of a letter grade and grade point shall be considered at the Faculty Board.
16. **Independent Research Project and Management Internship**
    16.1. **Independent Research Project:** Completion of an independent research project offered in each specialization is a compulsory requirement to obtain the BBA Honours degree. Students are required to complete all the components of the independent research project to satisfy this requirement. Independent Research Project shall be conducted and evaluated according to the Independent Research Project Guidelines of the Faculty
    16.2. **Management Internship:** In the final year, students are provided with the option of following an internship carrying six credits related to their field of specialization or to offer predetermined courses for same number of credits in liue of the internship Programme.
17. **Completion of Degree Programme:** Student must complete all the requirements for a degree within four-year duration from the date of admission to be eligible for an honors degree. For medical or other acceptable exceptional reasons, the duration could be extended by another four years and the maximum stipulated period shall be eight years. In such case, the eligibility for honors shall be determined by the Faculty Board based on the regulations specified under the Section 18 of this document. The candidacy of students who have exceeded the maximum time period to complete the degree Programme shall be automatically cancelled.
18. **Extensions for the Completion of the Degree with a Class.**
    18.1. **Extensions on Medical Grounds:** Extensions are granted on acceptable medical reasons certified by the Chief Medical Officer of the University Health Center or the Medical Board. Students granted extensions on medical grounds shall be eligible for a class if he/she completes the degree Programme within five years. A student must submit a medical certificate approved by the Chief Medical Officer of the University Health Center with the request for extension. The Faculty Student Admissions and Request Committee shall study all such requests and make recommendations to the Faculty Board. Extensions can be granted for up to two years maximum per request. (Extensions on child birth and maternity reasons shall be considered as medical reasons.)

18.2 **Extensions on Non-medical Grounds:** Requests for extensions on non-medical grounds shall be considered by the Faculty Student Admissions and Request Committee and the Faculty Board shall determine their acceptability, and if acceptable, whether or not the student is eligible for a class. A student granted overseas leave up to one year for studies on exchange Programmes of the University of Peradeniya shall be eligible for a class if the degree Programme is completed within five years.

18.3 All requests for extensions must be submitted on the prescribed form with the relevant documentation, authorization and supporting evidence, if any, attached.

18.4 When extensions are approved and granted by the Faculty Board, eligibility for a class shall be clearly stated in the decision and the student shall be informed of the decision in writing by the Assistant Registrar of the Faculty as early as possible.

19. **Deferment and Leave of Absence:**

A student may request for 'Deferment' or 'Leave of Absence' from the Degree Programme, with valid reasons, as per the University Policy on "Deferment of Registration" and "Leave of Absence". The request shall be made in writing to the Dean of the Faculty of Management, and it shall be processed as per the said University policies.

19.1. It is mandatory for all full time students of the University to register for their academic Programme on time and attend regularly to the prescribed work of their academic Programme without discontinuity, to the satisfaction of the Dean of the Faculty, barring compelling circumstances.

19.2. All registered students should renew their registration within the period specified by the Faculty at the beginning of each academic year. If a student fails to renew his/her registration, he/she should make a written request to the Dean of the Faculty for permission for late registration by giving a reason/s for not renewing the registration on time. The Dean reserves the right to accept or reject the reason/s stated.

19.3. Whenever a registered student fails or is unable to attend an academic Programme for an unspecified period of time, the student or his/her parent/ guardian should inform the respective Dean of the Faculty immediately when such inability is recognized. However, within 02 weeks of such notice, the student should ensure to send a written communiqué to this effect to the Dean or the Senior Assistant Registrar/Assistant Registrar of the Faculty.

19.4. Deferments are considered only if the student is registered for the respective degree Programme and has not taken any examination. However, after sitting for an examination, a student may request for "leave of absence" during the academic Programme as detailed under No. 19.7 below.

19.5. If any student wishes to get his/her registration deferred at the time of registration, he/she should.

I. register with the University of Peradeniya,
II. register for the academic Programme in the respective Faculty,
III. make a written request to the Faculty for a deferment (*only requests with reason acceptable to the Faculty Board will be entertained)*.

19.6 When the deferment is granted;

I. the period of deferment shall not exceed one academic year except on approved medical grounds*,

I. the total period of deferment granted shall not exceed two academic years including the period granted on medical grounds*,

II. the period of such deferment recommended by the respective Faculty Board and approved by the Faculty Student Admissions and Request Committee will be excluded from the stipulated time period specified for the respective degree Programme.

19.7. A student may request for "leave of absence" for medical* or any other acceptable reason (eg: to accept a foreign scholarship/training etc.) while following the academic Programme and after sitting for one or more examinations. Such leave as recommended by the respective Faculty Board and approved by the Faculty Student Admissions and Request Committee will be excluded from the stipulated time period specified for the respective degree Programme. Absence with a reason/s not acceptable to the Faculty Board may also be considered provided that the period of absence is not excluded from the stipulated time period specified for the respective degree Programme.

19.8. After obtaining "leave of absence", the student is still eligible to earn a Class, if he/she completes the degree within the stipulated time period.

19.9. The maximum period of registration of a student at the University will be a period equivalent to double the stipulated time period for his/her respective degree Programme.

20. **English Language for Management(ELM) Programme:** All students must attend and pass the required number of courses in ELM as a partial requirement to obtain the degree. The grade points of ELM courses will not be added in calculation of the GPA and hence all ELM courses are considered as non-credit (non-GPA) courses. Students must earn a total of 24 credit equivalent. All students must take 8 compulsory ELM credit equivalents at year 1, 2 and 3 to qualify to obtain the degree. However, those who obtained marks between 40 to 69 at the English Placement Test conducted prior to the start of the Intensive English course shall be exempted from year 1 ELM courses while those who obtained marks between 70 to 100 at the said English Placement Test shall be exempted from year 1 and 2 ELM courses.

    20.1. **Retaking failed ELM Courses:** Refer to Regulations No. 22.5 below.

21. **Information and Communication Technology (ICT 1001):** All students must attend and pass the course in Information and Communication Technology (ICT) worth of two credits as a partial requirement to obtain the degree. The grade points of ICT course will not be added in calculation of the GPA and hence this course is considered as a non-credit (non-GPA) course.

    21.1. **Retaking the failed ICT Course:** Refer to Regulations No. 22.5 below.

* Medical Certificates submitted should be acceptable by the Chief Medical Officer of the University of Peradeniya.

22. **Evaluation of Student Performance on the Degree Programme**:

22.1. **Evaluation Procedure:** The lecturer-in- charge shall be responsible for designing methods of student assessment for each course for the computation of the course grade in line with the approval curriculum. The detailed methods of assessment and the lecture schedule, approved by the department in the prescribed form should be made available to students at the beginning of the course. The deadlines for submitting continuous assessments must be notified in writing at the beginning of the semester and should fall within the semester.

22.2. **Assessment Scheme:** The students are assessed based on the course grade guide, the Grade Point ranging from 0-4.00 and corresponding letter grades of E to A according to the following table.

Marks	Grade	GPA	Marks	Grade	GPA
80 - 100	A	4.0	45 - 49	C	2.0
70 - 79	A-	3.7	40 - 44	C-	1.7
65 - 69	B+	3.3	35 - 39	D+	1.3
60 - 64	B	3.0	30 - 34	D	1.0
55 - 59	B-	2.7	00 - 29	E	0.0
50 - 54	C+	2.3			

22.3. **GPA Calculation:** The GPA for each student is calculated using the formula **GPA=∑ci gi / ∑ci,** where ci and gi are respectively the number of credits and the grade point for the ith course.

22.4. **Incomplete Grades and Make-up Examinations:** A student who failed to sit the end semester examination/s for medical or other reasons acceptable to the Department can be given an incomplete grade (I) for the course if the student informs the Department within 7 days from the date of examination. Requests for incompletes have to be justified with documentary proof. The Department has the discretion to accept or decline the request for an incomplete based on valid reasons. If accepted, the final year student/s shall be given make-up examination in the relevant semester of the year 4. The make-up examinations shall be held within four weeks from the day of the particular proper examination and the students concerned should remove the incomplete grade and obtain a grade point. The students of all other years should sit the examination at the next available attempt and remove the letter grade 'I' that is carried until such time. In a circumstance that a student was unable to get the incomplete grade removed at the next available attempt, the actual grade obtained at the first attempt shall be confirmed by the Board of Examiners.

22.4.1. **Mid-semester Make-up Examination:** A student who failed to sit the mid-semester examination for proven medical or other reasons acceptable to the Department may be given a make-up examination on the student's request to the Department within 7 days from the date of such examination. The Department with consultation of the lecturer-in-charge has the discretion to accept or decline the request.

22.5. **Retaking Courses:** If a student obtains a grade of E (i.e. fail) for a course in any semester, he/she shall retake the course when it is offered next time with the grade of the retake replacing the original grade (E). Only three retake attempts are allowed for any single course, and the maximum grade obtainable on a retake is C. Thus a student can register only for one proper take and three retakes during their tenure. If a student fails in a course in his/her final year in the University, the student still has to follow the entire course and fulfill all the requirements when it is offered next.

22.6. **Retaking Courses below "C" pass:** If a student obtains a grade of C-, D+ or D for a course in any semester, she/he may retake the course when it is offered next time with the grade of the retake replacing the original grade. Only three retake attempts are allowed for any course, and the maximum grade obtainable on a retake is C.

22.7. **Examination Rules:** The university regulations on violations of examination rules shall be applicable to all components of continuous assessment and final examinations.

22.8. **Release of Results:** Head of the Department may call a department examination board to review and standardize raw marks submitted by an examiner before they are submitted to the Dean's office. Semester results shall be released within four weeks of the beginning of the following semester. Departments shall display their course grades in advance subject to confirmation of the Board of Examiners of the Faculty.

22.8.1. **Display of Results:** The Head of Department shall display raw marks of continuous assessments. The letter grade of the final results shall be displayed on the notice board by the examiner with the permission of the relevant Head subject to approval of the board of examiners.

22.9. **Re-scrutiny of Grades upon Student Request:** Students who wish to inquire about their grades could request so by filling and submitting appropriate form to relevant department. Request for a re-scrutiny shall be entertained by relevant department according to the UGC Circular No: 978. The Head shall direct the relevant examiner to carry out re-scrutiny and re-confirm the results. Re-examination shall not take place for student requests.

22.10. **Issuance of Transcripts to Students:** A transcript to every student shall be issued by the Office of the Dean for each semester. The Semester Transcript shall include the course code, title of the course, letter grade and the grade points for credit and non-credit courses. The transcript shall also have a legend that

explains the grades, GPA and other necessary details. At the end of the degree Programme, a Final Transcript shall be issued with above details plus overall GPA and class (if applicable). An Authentic Transcript (for semester or full degree Programme) can be requested from the Dean's office at a stipulated fee.

22.11. **Attendance:** In line with university regulations, the Faculty requires 80% attendance for all components of a course. The lecturer shall sign the semester end examination application of students during the last week of the course authorizing the student to sit or not to sit the examination. The lecturer must maintain records of attendance at lectures and/or discussion classes and information regarding assignments, class quizzes etc. (Refer to section 1 and 2 of Procedure approved by the University of Peradeniya for the acceptance of Medical Certificates submitted by students for work and examinations).

23. **Requirements to Pass the BBA Honours Degree:** The Board of Examiners will confirm the performance of candidates. To pass the BBA Honours degree, a candidate must have fulfilled the following requirements:

    i. obtained 120 credits with the necessary year-based requirements,
    ii. obtained 24 credits equivalents in ELM courses, (Refer to regulation No.20)
    iii. obtained 2 credits equivalent in ICT course,
    iv. obtained a GPA of 2.00 or above,
    v. completed the above within the stipulated maximum time period.

24. **Award of the Degree:** A student who has fulfilled all the requirements under section 23 in the "Requirements to pass the BBA Honours degree" shall be nominated for award of the degree. Those who meet stipulated levels of GPA, specified below, shall qualify for a degree with a class. In order to be eligible for degree with a class, a student must complete the degree within the minimum time period unless extensions had been granted by the Faculty Board. The award of the degree with a class is subject to the relevant regulations given in section 18 of this document and any other by-laws of the University of Peradeniya. Those who fail to achieve the minimum level of overall GPA shall not qualify for award of the degree.

25. **Effective Date of Degree**: The effective date of the degree of a candidate shall be the last date of examination he/she has completed to fulfil the requirements to be eligible for the award of the qualification. For the final year students who have to complete the independent research project report, the effective date shall be the date specified by the Faculty for the candidate to submit the final research project report to the DR/SAR/AR. However, to be eligible for this effective date, a candidate shall submit the completed independent research project report on before this date specified by the Faculty.For referred candidates, the effective date shall be the date of completing all the requirements to be eligible for the award of the qualification

Grade Point Requirement for Award of Degree

Degree Awarded	Overall GPA
First Class	3.70 - 4.00
Second Class (Upper Division)	3.30 - 3.69
Second Class (Lower Division)	3.00 - 3.29
Normal Pass	2.00 - 2.99
Fail	0.00 -1.99

Procedure for the Acceptance of Medical Certificates

The following are the procedures approved by the University of Peradeniya for the acceptance of medical certificates submitted by students for course work and examinations:

1. Students are requested to support the absence from course work or examination due to illness by a valid medical certificate conforming to the format of a medical certificate issued by a government hospital. Such medical certificate should be obtained from the following persons;
    - University Medical Officer (UMO)
    - District Medical Officer
    - Consultant Specialist in the particular field
    - Head of a Government Base Hospital
    - Medical Superintendent of a Provincial Ayurvedic Government Hospital
    - Ayurvedic Physician registered in the Council

    Under exceptional circumstances, medical certificates issued by private hospitals or registered private practitioners could be considered by the University Medical Board.

2. Students who fall ill during lectures or examination time should contact the University Medical Officer at the University Health Centre immediately.

    If a student falls sick at home or elsewhere during lectures or examination time he/she or his/her guardian should inform the Dean of the respective Faculty within seven (7) days by telegram/fax/e-mail followed by a letter indicating the nature of the illness and the name of the attending doctor etc. Medical certificate supporting the illness of the student also should be sent to the Dean. Under exceptional circumstances if a student was not able to meet the deadline mentioned above, he/she could send his/her appeal to the relevant Faculty Board.The Dean on receipt of such medical certificate/s should follow the following procedure:

I. In case of Western Medical Certificates submitted by students to cover absence from course work or examination:
    a. The medical certificate should be referred to the Chief Medical Officer (CMO) of the University for his/her observations and recommendations.
    b. The CMO in turn examines the certificate and if he/she wishes could summon the student for examination and thereafter send his/her observations, recommendations to the Dean.
    c. In cases where the CMO wishes to convene the Western Medical Board he/she may make arrangements to convene the Western Medical Board and refer the recommendations of the Board to the Dean.
    d. The Dean on receipt of such recommendations from the CMO or Western Medical Board should send it to the Faculty Board for ratification.

II. In the case of Ayurvedic Medical Certificates submitted by students to cover absence from course work or examinations the following procedure should be followed:

a. Ayurvedic medical certificates submitted by student in respect of absence from examinations or course work should be circulated among the members of the Ayurvedic Medical Board for their observations by the Senior Assistant Registrar/ Assistant Registrar in charge of student registration of each Faculty in consultation with the Deans of the respective Faculties.

b. Each member of the Ayurvedic Medical Board may send his/her observations and recommendations on the face of the medical certificate to the Dean of the respective Faculty through the Senior Assistant Registrar/ Assistant Registrar of the Faculty.

c. In case where the opinion of the members of the Ayurvedic Medical Board vary the Senior Assistant Registrar/ Assistant Registrar of the Faculty in consultation with the Dean of the Faculty may take steps to convene a meeting of the Ayurvedic Medical Board.

d. If the members of the Ayurvedic Medical Board think that the medical certificates should be examined at a meeting of the Board, the Dean of the Faculty should be informed accordingly.

e. If the members wish to examine students concerned, they could be summoned before the Medical Board through the Senior Assistant Registrar/ Assistant Registrar of the Faculty.

f. The recommendation of the Ayurvedic Medical Board should be sent to the Faculty Board through the Dean of the Faculty for ratification.

g. The original copies of the Ayurvedic Medical Certificate submitted by students should be kept in the files of the students concerned and copies of such certificates should be sent to the Chief Medical Officer for purposes of record.

3. There shall be two Medical Boards in the University, viz. Western Medical Board and Ayurvedic Medical Board.

i. **Western Medical Board**

Terms of Reference

a. The Western Medical Board shall consider cases where the Chief Medical Officer of the University has doubt about the validity of the grounds (including medical certificate) upon which the request of students to be excused for absence from course work of examinations.
b. The Chief Medical Officer of the University shall convene the Western Medical Board if and when necessary.
c. The Board has the right to call students before the Board when necessary for purposes of interview, examination and investigations.
d. Recommendations of the Medical Board should be sent to the Faculty Board through the Dean of the respective Faculty.
e. The Western Medical Board should consist of the Heads of the Departments of Medicine, Surgery and Psychiatry of the Faculty of Medicine or their nominees and the CMO of the University.

ii. Ayurvedic Medical Board

Composition

The Ayurvedic Medical Board shall consist of three (3) persons appointed by the senate of the University.

Terms of Reference

a. The Ayurvedic Medical Board shall consider Ayurvedic Medical Certificates submitted by students requesting exemption from examinations or course work and make recommendations to the Senate through the Deans of the respective Faculties.

b. The Board shall meet at least once within a semester. The Senior Assistant Registrar/ Assistant Registrar in charge of student registration in consultation with the Dean of the respective Faculty shall convene meetings of the Ayurvedic Medical Board whenever necessary and coordinate the work between the Faculty and the Ayurvedic Medical Board.

c. The board has the right to call students before the Board when necessary for purposes of interviews, examination and investigations. Such requests should be sent to the students through the Senior Assistant Registrar/ Assistant Registrar in charge of student registration of each Faculty.

Guidelines for the Functioning of the Ayurvedic Medical Board

a. When accepting Ayurvedic Medical Certificates, caution is to be exercised by accepting from only those who are registered in the Ayurvedic Medical Council.

b. General or Special registered Ayurvedic Medical Practitioners could recommend on anyone occasion leave up to 14 days at a stretch. Those with more than the above amount should get an endorsement from the Medical Officer in charge of the closest Government Ayurvedic Hospital or Government Ayurvedic Dispensary.

c. The decision on leave stipulated in Medical Certificates from Ayurvedic Hospitals, Government Dispensaries or Local Government Ayurvedic Dispensaries rests with the Board.

d. This Board possesses the right to question the validity of any Ayurvedic Medical Certificate.

e. The Board possesses the right to summon before them any student submitting an Ayurvedic Medical Certificate, if necessary.

4. When students request exemption from examinations of course work upon the basis of illness, the ultimate decision on question of exemption, repetition of course and of eligibility for honours, shall be the functions of the relevant Faculty Board upon the recommendation of the Medical Board or the Chief Medical Officer.

Important Forms

A set of standard forms shall be used for the efficient management of the Course Unit System. These forms, both printed and electronic versions, shall be available at the Office of the Dean and in the Departments for the use of the students and the lecturers.

For more information, please visit https://mgt.pdn.ac.lk/services/downloads_new.php

i. **S-1 Form:** Student Enrollment Form – Form to request for enrolment as a student at the Faculty.
ii. **S-2 Form:** Student Course Registration/ Withdrawal Form – Form to register or withdraw courses.
iii. **S-3 Form:** Make-up/Re-scrutiny Form – Form to request make-up examinations or re-scrutiny.
iv. **S-4 Form:** Student Leave Form – Form to request for leave or extensions of all sorts.
v. **S-5 Form:** Student Performance Form – Form to request authentication of performance.
vi. **S-6 Form:** Course Evaluation Form – Form to evaluate a course.
vii. **S-7 Form:** Student Request (General) – Form to request for any other reason.
viii. **L-1 Form:** Course Plan Form – Form to detail out course plan for a semester.
ix. **A-1 Form:** Examination Admissions Form - Form to authorize sitting examinations.
x. **A-2 Form:** Request for entry to the End Semester Examinations

06. Examination Procedures, Offences and Punishments

Examination Procedures, Offences & Punishments for Examinations Conducted Under the Semester Based Course Unit System

Regulations made by the Senate of the University of Peradeniya and approved by the Council under Section 136 read with Sections 29, 45 of the Universities (Amendment) Act No.7 of 1985.

Examination of a course/course unit may consist of several assessment components (quizzes, within semester and end-semester examinations, term papers, assignments, etc.)

Regulations

These Regulations may be cited as the Examination Procedure, Offences & Punishment Regulation No.1 of 2008, effective from 23.01.2008.

Part I - Examination Procedures

A candidate is expected to be outside the examination hall at least 15 minutes before the commencement of each paper but shall not enter the hall until he/she is requested to do so by the supervisor.

1. On admission to the hall a candidate shall occupy the seat allotted to him/her and shall not change it except on the specific instruction of the Supervisor.
2. For examinations which have duration of one or more hours, a candidate shall not be admitted to the examination hall after the expiry of half an hour from the commencement of the examination. A candidate shall not be allowed to leave the hall until half an hour has elapsed from the commencement of the examination or during the last 15 minutes of the paper.
3. However, under exceptional circumstances or in cases where examinations have duration of less than one hour, the supervisor in consultation with the Dean of the Faculty concerned may use his discretion in the enforcement of Rule 3.
4. A candidate shall have his/her student record book/student identity card/admission card with him/her in the examination hall on every occasion he/she presents himself/herself for a paper. His/her candidature is liable to be cancelled if he/she does not produce the student record book/student identity card/admission card, he/she shall sign a declaration in respect of the paper for which he/she had not produced the student record book/student identity card/admission card in the form provided for it, and produce the student record book/student identity card/admission card to the Registrar or the relevant senior Assistant Registrar/Assistant Registrar within the next three working days. If a candidate loses his/her student record book/student identity card/admission card during the examination period, he/she shall obtain a duplicate of student record book/student identity card/admission card as the case may be from the Registrar or relevant Senior Assistant Registrar/Assistant Registrar for production at the examination hall.

5. A candidate shall not have on his/her person or in his/her clothes or on the admission card, timetable, student record book/student identity card, any notes, signs or formulae etc., except those items that are permitted. All unauthorized items which a candidate has brought with him/her should be kept at a place indicated by the Supervisor/invigilator.
6. A candidate may be required by the supervisor to declare any item in his/her possession or person.
7. No candidate shall copy or attempt to copy from any book or paper or notes or similar material or from the scripts of another candidate. A candidate shall neither help another candidate nor obtain help from another candidate or any other person. A candidate shall not conduct himself/herself so negligently that an opportunity is given to any other candidate to read anything written by him/her or to watch any practical examination performed by him/her. No candidate shall use any other unfair means or obtain or render improper assistance at the examination.
8. If any candidate was found to have copied from another candidate by an examiner at the time of marking, he/she would be treated as having committed a punishable offence.
9. No candidate shall submit a practical book or field book or dissertation/thesis or project study or answer script or assignment which has been prepared wholly or partly by anyone other than the candidate himself/herself.
10. A candidate shall bring his/her own pens, ink, mathematical instruments, erasers, pencils or any other approved equipment or stationery which he/she has been instructed to bring. The use of a calculator will be permitted only for papers that contain a rubric to that effect.
11. Examination stationery (i.e. writing paper, graph paper, drawing paper, ledger paper, précis paper etc.) will be supplied at the examination hall as and when necessary. No sheet of paper or answer book supplied to a candidate may be torn, crumbled, folded or otherwise mutilated. No papers other than those supplied to him/her by the Supervisor/invigilator shall be used by candidates. All material supplied, whether used or unused, shall be left behind on the desk and not removed from the examination hall.
12. Every candidate shall enter his/her Index Number/Registration Number on each answer book and on every continuation paper. He/She shall also enter all necessary particulars as required. A candidate who inserts on scripts an index Number/Registration Number other than his/her own is liable to be considered as having attempted to cheat.

    A script that bears no Index Number/Registration Number or has an Index Number /Registration Number which cannot be identified, is liable to rejected. No candidate shall write his/her name or any other identifying mark on the answer script unless otherwise authorized.
13. All calculators and rough work shall be done only on paper supplied for the examination and shall be cancelled and attached to the answer script. Such work should not be done on any other material. Any candidate who disregards these instructions runs the risk of being considered as having written notes or outline of answers with the intention of copying.

14. Any answer or part of an answer, which is not to be considered for the purpose of assessment, shall be neatly crossed out. If the same question has been attempted in more than one place the answer or answers that are not to be considered shall be neatly crossed out.
15. Candidates are under the authority of the supervisor and shall assist him/her by carrying out his/her instructions and those of the Invigilator during the examination and immediately before and after it.
16. Every candidate shall conduct himself/herself as quietly as possible. A candidate is liable to be excluded from the examination hall for disorderly conduct.
17. Candidates shall stop work promptly when ordered by the Supervisor / invigilator to do so.
18. Absolute silence shall be maintained in the examination hall and its precincts. A candidate is not permitted for any reason whatsoever to communicate or to have any dealing with any person other than the Supervisor /Invigilator. The attention of the Supervisor/invigilator shall be drawn by the candidate by raising his/her hand from where he/she is seated be drawn by the candidate by raising his/her hand from where he/she is seated.
19. During the course of answering a question paper no candidate shall be permitted to leave the examination hall temporarily. In case of an emergency, the Supervisor /invigilator may grant him/her permission to do so but the candidate will be under his/her surveillance.
20. No person shall impersonate a candidate at the examination, nor shall any candidate allow himself/herself to be impersonated by another person.
21. Any candidate receiving unauthorized assistance from any person shall be deemed to have committed an examination offence.
22. If circumstances arise which in the opinion of the supervisor render the cancellation of postponement of the examination necessary, he/she shall stop the examination, collect the scripts already written and then report the matter as soon as possible to the Dean of the relevant faculty.
23. The Supervisor/invigilator is empowered to require any candidate to make a statement in writing on any matter which may have arisen during the course of the examination and such statement shall be signed by the candidate. No candidate shall refuse to make such a statement or to sign it. If such a candidate refuses to make such a statement or refuses to sign it, the Supervisor/invigilator shall make his own statement and report the matter to the Dean of the faculty.
24. No candidate shall contact any person other than the Vice-Chancellor, Dean, and Head of the Department, the Registrar or the relevant Senior Assistant Registrar regarding any matter concerning the examination.
25. Every candidate shall hand over the answer script personally to the Supervisor /invigilator or remain in his/her seat until it is collected. On no account shall a candidate hand over his/ her answer script to an attendant a minor employee, or another candidate.
26. Every candidate who registers for a course/course unit shall be deemed to have sat the examination of that course/course unit unless he/she withdraws from the course /course unit within the prescribed period for dropping courses/

course units. He/She should submit a medical certificate in support of his/her absence, prior to the commencement of the examination. If such a document cannot be submitted before the commencement of the examination. A candidate shall inform of his/her inability to attend the examination to the Dean of the Faculty within a week after the commencement of the examination. The medical certificate shall conform to the Senate Regulations.

27. When a candidate is unable to present himself/herself for any part/section of an examination of a course/course unit, he/she shall notify or cause to be notified this fact to the Dean of the Faculty and relevant Senior Assistant Registrar or Assistant Registrar immediately. This should be confirmed in writing with supporting documents by registered post within two weeks.
28. A student will be eligible for honours if all requirements for the award of honours are met within the prescribed period for the degree. However, candidates found guilty of an examination offence shall not be eligible for honours.
29. No student shall sit an examination of a course/course unit, if he/she has exhausted the number of attempts that he/she is allowed to sit that particular examination, unless he/she has been granted special permission to do so by the Dean of the relevant faculty.

29.1. Students are prohibited from carrying cellular phones during the course of written, oral or practical examinations.

Part II - Examination Offences and Punishments

1. Offences

1.1. Any candidate who violates Examination Rule 6 shall be deemed guilty of the offence of possession of unauthorized documents/items and his/her candidature for the examinations of that semester shall be cancelled and he/she shall be prohibited from sitting any examination of this university for a period varying from 1- 5 semesters.

1.2. Any candidate who violates Examination Rule 8 or 9 shall be deemed guilty of the offence of copying and therefore his/her candidature shall be cancelled from the examinations of that semester and he/she, shall be prohibited from sitting any examination of this university for a period of five semesters.

1.3. Any candidate who violates Examination Rule 10 shall be deemed guilty of the offence of having cheated at the examination and his/her candidature for the examinations of that semester shall be cancelled and he/she shall be prohibited from sitting any examination of this university for period varying from 1 - 9 semesters.

1.4. Any candidate who is detected removing examination stationery and other material provided for the examination (Rule 12) shall deemed guilty of an examination offence and his/her candidature for the examinations of that semester shall cancelled and he/she shall be liable to be prohibited from sitting any examination of university for a period of three semesters.

1.5. Any candidate who violates anyone or more of the rules in 7, 16, 17, 18, 19 and 20 shall be deemed guilty of the offence of disorderly conduct and his/her candidature shall cancelled from the examinations of that semester and he/she shall be prohibited from sitting any examination of this university for a period of

three semesters.

1.6 Any candidate who violates Examination Rule 21 shall be guilty of the offence of impersonation and his/her candidature for the examinations of that semester shall be cancelled and he/she shall be prohibited from sitting any examination of this university. Impersonator/s may also be liable to any punishment under the Penal Code/Criminal Law. In the event the impersonator is found to be a graduate of this university, his/her degree shall be withdrawn.

1.7 Any candidate who violates Examination Rule 22 shall be guilty of an examination offence and his/her candidature for from the examinations of that semester shall be cancelled and he/she shall be prohibited from sitting any examination of this university for a period of 1- 5 semesters.

1.8 Any candidate found aiding and abetting in the commission of any of the above examination offences shall be deemed to have committed that offence and shall be punished in respect of the offence in accordance with the provisions of the relevant section.

1.9 Any other offence which is not covered in the above sections alleged to have been committed by a candidate and reported to the relevant authority by a supervisor or Examiner shall be inquired into and appropriate action taken.

Part III - Procedure Regarding Examination Offences Committed by Candidates

1. There shall be an Examination Disciplinary Committee of not less than 3 members of whom at least one member is from outside the Faculty, appointed for each case by the Dean of the relevant faculty to inquire into and make recommendations (including punishments) on examination offences referred to it. Member(s) outside the Faculty shall be selected from a panel of members appointed for this purpose by the Vice Chancellor.
2. **Classification of Examination Offences**

Examination offences may be broadly classified as follows:

2.1 Possession of unauthorized documents/items
2.2 Copying
2.3 Cheating
2.4 Removal of stationery
2.5 Disorderly conduct
2.6 Impersonation
2.7 Unauthorized assistance
2.8 Aiding and abetting in the commission of above offences
2.9 Other offences

3. **Punishments**

(As specified in Part 11, Section1; 1.1 to 1.9)

4. **Procedure**

4.1. In all cases of violation of examination rules detected, the supervisor shall take action as outlined below and forward his/her report to the relevant Dean/Senior Assistant Registrar or Assistant Registrar.

4.2. In case of disorderly conduct the supervisor shall in the first instance warn the candidate to be of good behavior. Disorderly conduct shall be considered grave, only if such conduct in the opinion of the supervisor is considered as

causing a disturbance in the conduct of the examination. Where the candidate persists in unruly or disorderly conduct the supervisor may exclude the candidate from the examination hall and issue him a letter with a copy to the relevant Dean/Senior Assistant Registrar/Assistant Registrar, cancelling his/her candidature from the examination.

1.3. In all cases of examination offences detected, the supervisor shall send a report to the relevant Dean along with any material taken into custody. Material taken into custody should be authenticated by placing the signatures of the candidate and the Supervisor /invigilator and the date, time and place of detection. A supervisor should give particulars of any incriminating material of which he/she cannot take possession. The Supervisor's report should be countersigned by one of the Invigilators.

1.4. The Dean after preliminary inquiry shall place all reports of examination offences submitted by supervisors for action of the relevant Examination Disciplinary Committee for further action.

1.5. Supervisor, Examiner, Head of Department or any other official of the University who detects an examination offence shall report the matter in writing to the relevant Dean, who shall after preliminary inquiry submit his findings to the relevant Examination Disciplinary Committee for further action.

1.6. Any allegations regarding the commission of examination offences from whomsoever received shall be submitted by the Dean after preliminary inquiry to the relevant Examination Disciplinary Committee for further action.

5. The Decision

5.1. The punishment recommended by the Examination Disciplinary Committee shall be submitted to the relevant Faculty Board for a decision and the decision will be reported to the Senate. Senior Assistant Registrar/Assistant Registrar of the relevant Faculty shall be the Convener/Secretary of the inquiring committee on examination offences.

6. Appeals Board

6.1. There shall be an Appeals Board, consisting of three members, appointed by the Vice Chancellor to consider appeals regarding the decision referred to in 5.1 above. Any student on whom a punishment has been imposed may, within a period of two weeks from the date of communication to him/her of such punishment, appeal against such punishment to the Vice Chancellor.

Student Code of Conduct

The Faculty of Management of the University of Peradeniya engages in teaching, research, and other academic activities and expects you to conduct yourself in a manner that contributes positively to the learning environment in which professionalism, respect, diversity, opportunity, and inclusiveness are valued. This Student Code of Conduct sets out the standards of behaviors that you are expected to follow within the University and in representing the University elsewhere. Furthermore, it ensures to promote a professional, supportive, and conducive learning environment through proactivity. As the students of the Faculty of Management of the University of Peradeniya, you are expected to have a thorough understanding of the code and adhere to it. This Code shall provide a set of guidelines in addition to the rules and regulations already imposed explicitly and implicitly by the University and the Faculty. The **10 Ps** given below enable to enrich your potential to prepare you for the world of work.

As students of the Faculty of Management of the University of Peradeniya, you shall adhere to the following:

Passion
Explore areas that stimulate your interest, develop your skills in a specific area, and use your skills to make your passion a habit, turning practice into instinctive behavior.

Proactivity
Be proactive in terms of utilizing the resources of the Faculty and the University and the sources for exploring learning and development opportunities.

Parity
Treat each other in a transparent, non-discriminatory manner on grounds such as gender, sexuality, race, ability, cultural and social background, religion, and age with all parties while maintaining harmony.

Placidity
Not engage in conduct that may objectively be considered as harassment or bullying, vilifying or abusive.

Politeness
Be well-mannered and respectful of the rights and opinions of others.

Purposefulness and Self-discipline
Be self-disciplined to promote your self-esteem and personal branding.

Positive Attitudes
Develop positive attitudes and inculcate positive attitudes in your colleagues to create a conducive learning environment.

Personality
Develop and maintain a strong personality to support your career aspiration/s.

Personal Grooming
Be well-groomed and dressed appropriately to suit the learning environment.

Proper Virtual Identity
Maintain a proper virtual identity to shape your identity in cyberspace.

Student Discipline and the Prevention of Ragging

The Faculty of Management strongly supports a policy of zero tolerance towards ragging and thus, the Faculty strictly adheres to the country level and the University level by laws relating to student disciplines and the prevention of all forms of harassments in order to ensure conducive learning environment for all students.

Prohibition of Ragging and Other Forms of Violence in Educational Institutions Act, No. 20 of 1998

Prohibition of Ragging and Other Forms of Violence in Educational Institutions Act No. 20 of 1998 has been ratified by the Parliament of Sri Lanka. The broader scope of this act assumes to totally abolish ragging and other forms of violence such as insults and cruel acts. This law makes ragging a distinct and punishable offense. Any of your act which causes or is likely to cause physical or psychological injury, fear or mental pain in an undergraduate or a member of staff is called ragging.

All students are required to read the act given below and strictly adhere to it during your candidature.

Visit: https://www.ugc.ac.lk/downloads/Policy/CGEE/Act_No_20_EN.pdf

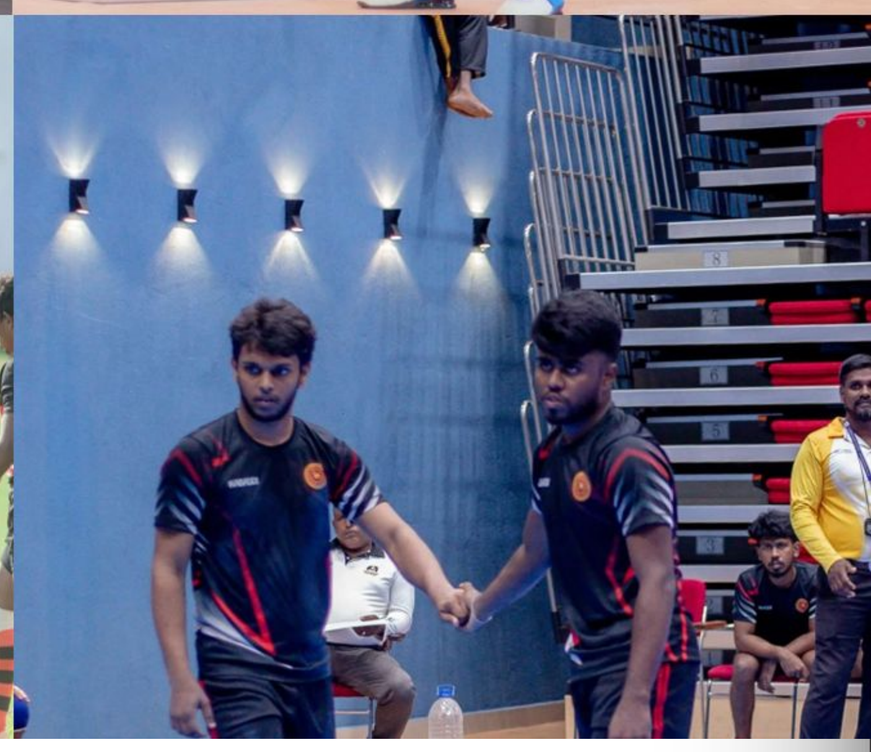
University By Laws related to students' discipline:

In additions, the Council of the University of Peradeniya made by – laws under section 29(n) read with Section 135(1) (d) of the Universities Act No.16 of 1978 with regard to the students responsibilities and their rights.

All students are required to read the by laws given below and strictly adhere to it during your candidature.

Visit: https://arts.pdn.ac.lk/academic/BY-LAWS%20RELATING%20TO%20STUDENTS.pdf

07. Facilities and Amenities



Scholarships and Bursaries for Students

Endowed Academic Awards

The following awards are available to the students of the Faculty of Management. Meritocracy is the only criterion for the award of Medals, Prizes and Scholarships. The criteria to select the most suitable student for each award may be revised to suit the course unit system and the changes in the syllabi.

1. **Peradeniya University Gold Medal for Scholastic and Extra-Mural Excellence** endowed by the University of Peradeniya is awarded annually to the student who has recorded the best performance in academic, extra - curricular activities and research.
2. **BOC Gold Medal for Excellence in Business Administration** endowed by Bank of Ceylon, Peradeniya Super Grade Branch is awarded to the student who has recorded the best performance at the Bachelor of Business Administration Honours Degree Programme as determined by the Faculty of Management.
3. **Brandix Gold Medal for Excellence in Accounting and Finance** endowed by Brandix Group is awarded annually to the student who has recorded the best performance at the BBA Honours Degree Programme in Accounting and Finance.
4. **Dr. Mikel J. Harry Six Sigma Management Institute Asia Gold Medal** for Academic Excellence in Operations Management endowed by Dr. Mikel J. Harry Six Sigma Management Institute, Asia is awarded annually to the student who has recorded the best academic performance in the BBA Honours in Operations Management degree programme.
5. **CIMA Scholarship for Excellence in Management Accounting** endowed by the Chartered Institute of Management Accountant (CIMA) Sri Lanka is awarded annually to the student who has completed third year in the BBA Honours in Accounting and Finance and recorded the best performance at the examination/s of the courses related to the Management Accounting Discipline and also passed all subjects at the first available attempt in the relevant examination/s.
6. **University Prize for Academic Excellence** is awarded annually to students who have achieved first-class honors.

Faculty Awards and Dean's List

Faculty Awards shall be awarded to the overall best performing students of each academic programme in the faculty, at the end of each academic year. The best five outstanding students of each academic programme shall be selected based on the guidelines described below:

Dean's List shall be compiled of students of any programme in the faculty, at the end of each semester.

Both awards shall be administered by the Office of the Dean of the Faculty of Management with the assistance of Examinations and Students Affairs branches.

Eligibility for Faculty Awards

A student will be eligible to get a Faculty Award:

- The applicant should be an undergraduate of the Faculty of Management registered to follow any degree programme offered by the faculty.
- The applicant shall have completed all the academic requirements of the considered year, including all the compulsory courses.
- The applicant shall have a GPA of 3.30 or above in each semester.

Eligibility for Dean's List

A student should meet the following eligibility to be included in the Dean's list:

- A student of any programme in the Faculty of Management could be admitted to the Dean's List each semester if the student achieves a GPA equal to or more than 3.70.

Mahapola Scholarships

Management students can apply for Mahapola Scholarships awarded by the Mahapola Scholarship Trust Fund. The Mahapola Trust Fund offers two categories of scholarships. Mahapola Higher Education Merit Scholarships awarded on the basis of merit. The selection for the scholarship is based on the GCE Advanced Level Examination. Mahapola Higher Education scholarships are awarded to needy students with financial difficulties in the form of bursaries.

University Bursaries

Management Students who need financial assistance can apply for these bursaries of Rs. 40,000 or Rs. 39,000 per year. This will be granted in ten installments depending on the degree of financial need.

Department of Business Finance Scholarship

Students who are specializing in Accounting & Finance can apply for this scholarship if financial assistance is required. The scholarship is sponsored by the academic staff of the Department of Business Finance. The applications will be evaluated based on the academic merit and the financial need.

Department of Human Resource Management Scholarship

The staff of the Department of Human Resource Management offers a scholarship in the form of financial assistance to BBA undergraduates of Faculty of Management. Undergraduates from second year and third year are awarded scholarships. The reason for initiating such an initiative is that the Department wants to ensure the financial constraints should not impede academic performance of undergraduates.

Department of Management Studies Financial Assistance Programme

Financial aid is available for needy students who specialize in Organizational Management. Applications are requested annually, and those will be evaluated based on the students' academic performance and the financial necessity. The financial aid will be given to the selected students monthly and the academic staff of the Department of Management Studies sponsored for this financial assistance programme.

Department of Marketing Management 'SAFE' Scholarship Programme

The SAFE (Student Aid for Excellence) Scholarship is the financial assistance programme initiated by the Department of Marketing Management to extend financial support to the needy undergraduates of the Department. The academic staff of the Department of Marketing Management, Faculty of Management will screen students of the Department to identify the most financially vulnerable undergraduates with a true determination to continue their studies. The financial aid will be given to the selected students monthly and the academic staff of the Department of Marketing Management sponsor for this financial assistance programme.

Pahasaraniya Scholarship Fund & Social Welfare Programme

Pahasaraniya is a social welfare project undertaken by the Management Students' Union, University of Peradeniya annually to reach out & lend a helping hand to needy people as a social responsibility to the nation. The "Pahasaraniya Scholarship Fund" was initiated to provide financial assistance for undergraduates in the Faculty of Management who face financial difficulties in their studies.

The "Pahasaraniya Scholarship Fund & Social Welfare Programme" was started to reach out to destitute schools to enhance & provide facilities that would help students in their education. Also, as another service, G.C.E. Ordinary Level examination seminars are conducted for students to help them better prepare for their examinations. The funds for these projects are raised by hosting "The Pahasaraniya Live in Concert" musical show or stage drama annually.

Technical Officers and Management Assistants Involved in Student Matters

Mr. G.H.D.T.M. Perera

Technical Officer & Moodle Administrator

T.P: +94 81- 238 5707, +94 81 - 239 4097

Mobile: +94 76 - 716 0599

Email: tmadumalperera@mgt.pdn.ac.lk

Mr. E.A.W.B. Ekanayake

Student registration
Inquiries and student requests
Mahapola and bursary matters
Issuing student record book, Student ID card, Admissions for examinations
Semester examination result sheets, Academic transcripts and Students confirmation letters

T.P. +94 81 - 238 5707, +94 71 - 551 7850

Email: wajira@mgt.pdn.ac.lk

Learning Management System (LMS)

Students of the Faculty of Management are provided with access to LMS, based on the Moodle platform. The Moodle-powered LMS is primarily used to upload the learning materials (course guides, lessons, additional readings) and assessment components as per the requirement of the lecturer-in-charge. Students are expected to maintain the confidentiality of the logging information once the Faculty provided it and they will be accountable for any misuse of such information.

Contact Person: Ms. S.H.T Kumudumali, Academic Moodle Coordinator

Mr. G.H.D.T.M. Perera, Moodle Administrator

Web Link: https://mgtmoodle1.pdn.ac.lk

Student Services and Registration Division

Student services branch provides a range of services for undergraduate students. It coordinates activities with all the faculties and other service units of this University to provide various types of services for students. This Division assigns hostel facilities to students and coordinates the payment of Mahapola scholarship and bursaries on time.

Student Registration Division

Deputy Registrar	:	Mr. P.H. Ariyarathne
Phone	:	+94 81 - 239 2324 (Direct)
		2324 (Intercom)
		2325 (Intercom: Office)

Student Services Division (Mahapola & Bursaries)

Assistant Registrar	:	Ms. C.C.K. Rathnayake
Phone	:	+94 81 - 239 2431 (Direct)
		2431 (Intercom)
		2322 (Intercom: Office)

Student Accommodation Division (Hostel Facilities)

Acting Director	:	Mrs. S.M.S. Kanthi
Phone	:	+94 81 - 239 2328 (Direct)
		2328 (Intercom)
		2328 (Intercom: Office)

Health Centre

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 healthcare delivery unit, headed by Chief Medical Officer. This service consists of an outpatient department (OPD), an inpatient treatment facility, an infectious disease 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:

Acting Chief Medical Officer	:	Dr. H.M.C.L. Herath
Phone	:	+94 81 - 238 8152(Direct)
		2024 (CMO Intercom)
		2028 (Intercom: Office/Matron)
		2022(Reception)
		2026 (Pharmacy/ Male & Female Wards)
Email	:	cmohc@gs.pdn.ac.lk
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

Counseling and Psychological Support Unit (CaPSU)

The on-campus counselling service established at the Health Centre has a dedicated phone line +94 70 - 1 343 444 to contact the counsellors. Students seeking help can use the phone line to talk in an emergency or make an appointment with the counsellors. The students seeking help have access to two professionally qualified, experienced Mental Health Counselors on two days of the week from 12-2 pm and 4-6 pm. Walk-in counselling sessions are encouraged as much as possible. As the counselors are not available 24 hours, at other times, The Chief Medical Officer or the other medical officer at the Health Centre and after 4 pm, the nurse on call will attend to those seeking help.

Visit: https://site.pdn.ac.lk/centers/capsu/

Marshal's Division

The Marshal's Division consists of a Chief Marshal and other six members. The main function of the Marshal's division is to maintain the discipline of students by keeping vigilance on their activities and behavior at Faculties, Centres, Gymnasium, Playground and Halls of Residence under the direction of the Deputy Vice-Chancellor.

Contact Information:

Marshal Division : +94 81 - 239 2423

Email : marshaldivision@gs.pdn.ac.lk

Mr. W.A.A. Werahera : Chief Marshal +94 77 - 192 4595

Mr. R. Gajaweera : Deputy Chief Marshal 071-439 5666

Ms. S.M.D.N.K. Senavirathna (for the Faculty of Management)

: Marshal +94 71 - 343 2791, +94 76 - 6974665

senavirathnan@gs.pdn.ac.lk

Mr. D.M.R.S. Dassanayaka : Marshal +94 71 - 447 2843

Mr. M. Abeywickrama : Marshal +94 71 - 831 4604

Mr. H.M.C.S.P. Wanniarachchi : Marshal +94 71 - 829 3887

Mr. S. Satheeshwaran : Marshal +94 77 - 433 2333

Mr. S.P.L.P. Senanayake : Marshal +94 76 - 690 1577

Mr. K.G.S.L. Chandra : Marshal +94 71 - 00826883

Mr. R.M.J.J.B. Ranasinghe : Marshal +94 77 - 477 8107

Special Operation Room – Hotline (24 hours) +94 81 - 238 8471/+94 81 - 239 0000

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. Students may contact the security office or security guards in case of an emergency or to make complaints.

Contact Information:

Chief Security Officer. (Actg.):		LCdr. Yenuka Pahalage
Phone	:	+94 81 - 238-9182 (Direct)
		2134 (Intercom – Chief Security Officer)
		2240 (Intercom - Security Inspector)
		2133 (Intercom)
		2226 (Intercom)
Opening Hours	:	Open 24 hours a day, 7 days a week

Students Accommodation Facilities

On Campus Accommodation Facilities for Female Undergraduates

Name of the Hall	Telephone	Location
Wijayawardhana Hall	Intercom 2131	On Galaha Road
Hilda Obeyesekera Hall	Intercom 2066	On Galaha Road
Ramanathan Hall	Intercom 2129	On Galaha Road
Sangamitta Hall	Intercom 2117	On Galaha Road
Sarasavi Medura Hall	081-313 0102	On Galaha Road
Sarasavi Uyana Hall	Intercom 2187	On Rajawatta Road
Ediriweera Sarathchandra Hall	+94 81 - 382 0769	On Gampola Road near the Engineering Faculty
Gunapala Malalasekara Hall	+94 81 - 382 0770	On Gampola Road near the Engineering Faculty
Lalith Athulathmudali Hall		On Udaperadeniya Road
Mahailluppallama Girls Hall	+94 25 - 224 9137	On Mahaillupallama, Kekirawa

On Campus Accommodation Facilities for Male Undergraduates

Name of the Hall	Telephone	Location
Akbar-Nell Hall	Intercom 2144	On Gampola Road near the Engineering Faculty
Arunachalam Hall	Intercom 2108	On Galaha Road
Bhikku Hostel-Kehelpannala Hall	081-383 2038	On Gampola Road
Bhikku Hostel-Lake House Hall	Intercom 2033	On Gampola Road
Hindagala Hall	Intercom 2089	On Hindagala Road
James Peiris Hall	Intercom 2125	On Galaha Road
Jayathilake Hall	Intercom 2095	On Galaha Road
Marcus Fernando Hall	Intercom 2128	On the hill above the Buddhist Temple
Mars Hall	Intercom 2127	On the road on the left at the junction in front of Wijayawardhana Hall
New Akbar Hall	Intercom 2105	On Gampola Road near the Engineering Faculty
Sir Ivor Jennings Hall	+94 81 - 376 1052	On Udaperadeniya Road
AQ 40 Hall	Intercom 2089	On Rajawatta Road
Mahailluppallama Boys Hall	+94 25 - 224 9137	On Mahailupallama, Kekirawa
Senaka Bibile Hall	+94 81 - 382 0780	On Sri Amarawansha Mawatha
Mahakanda Hall		On Galaha Road

Library Facilities

The library facility of the University of Peradeniya contains a library network comprising the Main Library and seven other branch libraries from the Faculties of Agriculture, Science, Medical, Engineering, Veterinary Medicine and Animal Science, Allied Health Science, and Dental. The ninth library is attached to the Faculty of Agriculture in the Mahailuppallama sub-campus. The Main Library is located between and adjacent to the Senate building and the Main Arts building. 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 borrowings are available in the library network.

Further, under the AHEAD project, the Faculty established an e-library that contains more than 200 e-books related to management discipline.

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 (Saturday)

(Opening hours may change during examination periods)

Information Technology Centre

The Information Technology Centre (IT Centre) is located behind the WUS Building Complex, near the Gymnasium. It provides opportunities for undergraduates of the University to improve their ICT skills by offering part-time and other regular training Programmes.

Contact Information:

Phone	:	2070 (Intercom - Reception Counter)
Email	:	info@ceit.pdn.ac.lk
Opening Hours	:	7.30 a.m to 4.30 p.m
Services and Facilities	:	Computer facilities with Internet access. Students need to register and obtain their account passwords before using the facilities in the Centre.

Student Common Room

Location	:	Ground floor, New Building of the Faculty of Management
Opening Hours	:	8.00 a.m to 4.00 p.m

Working Student Assistantship Programme

The Working Student Assistantship Programme (WSAP) is a short-term placement of undergraduates as trainees with externship providers within the University. This programme aims to assist students financially while developing their career skills toward a successful and self-led future. We firmly believe that creating a culture of being responsible and accountable while earning will positively impact the student rather than giving free money in the form of scholarships/bursaries. This programme is funded by Alumni members of the University of Peradeniya and other donors.

The overall goal of this programme is to empower students toward a successful and self-directed life.

Find more details: https://site.pdn.ac.lk/cgu/wsap.php

Sports and Recreation

Physical Education Division / Gymnasium

The Physical Education Division offers a range of services to students by providing facilities for both indoor and outdoor games. The location of the Physical Education Division is near the Information Technology Centre.

Contact Information:

Phone	:	2164 (Intercom - Director) 2162 (Intercom - Office) 2163 (Intercom - Reservation Unit)
Email	:	dirphy@gs.pdn.ac.lk
Opening Hours	:	7.00 a.m to 8.00 p.m
Visit	:	https://sites.google.com/gs.pdn.ac.lk/phyedu

Services and Facilities : Indoor sport facilities, swimming pool, fitness centre; organizes Faculty, University and Inter-university level sports tournaments.

Faculty Centres

Management Educational Resources Centre (MERC)

The MERC is established under the AHEAD Faculty Development Grant, aiming at improving the E-learning facilities of the Faculty of Management to ensure uninterrupted academic delivery. It provides access to a pool of educational resources such as E-Books, Journal Databases, and Analytical Software to engage in learning to facilitate high impact research for the students and the staff of the Faculty. Moreover, the MERC will be a hub for the Faculty to serve a wider audience by providing management education through various study programmes such as Certificate Course in Advanced Microsoft Office Software Applications and Business Data Analysis. The center's knowledge dissemination process will not be limited to the university community as these certificate courses will also be offered to external candidates enabling the Faculty to build a generation of competent managers.

Contact person: Ms. D.M.S.M. Dasanayake, Chairperson

Centre for Skills for Life

Centre for Skills for Life is established under the AHEAD project which aims at assisting undergraduates in identifying and developing their career goals through a series of career advancement and development programmes by fully exploring their inner strengths and competencies. This Centre consists of three pillars namely, Career Support Services, Internship Unit, and Events Hub. Career Support Service pillar will contribute to enhancing the career orientation of the students via interviews, coaching, career counseling, job hunting, mentoring and on-campus recruitment programmes. The Internship Unit is aimed at providing internship opportunities for students to capture the nature of the modern world of work before stepping the corporate society. This programme is divided into interim and final internships. Events Hub is responsible for conducting seminars, workshops, exposure programmes, and field visits relevant to students' career orientation and enhancement.

Contact Person: Dr. N. Agilan, Chairperson

Faculty Centres

Business Incubation and Innovation Ecosystem Services (BIIES) Centre

The BIIES is established under the AHEAD Faculty Development Grant, aiming at facilitating students' start-up and entrepreneurship in the Faculty of Management. The BIIES ensures that the productive outcomes of research at the Faculty of Management reach society as products and services or any form of new initiatives, which will enhance the quality of lives of the citizen. The center is a Faculty level entity of the University-Business Linkage Cell (also known as BLII-TTO), which connects various entrepreneurship ecosystem players within and outside the university such as BLI-TTO, Innovation Co-creation Cell of the Dept. of Operations Management, Talent Co-creation Cell, Career Guidance Unit, other Business Incubation Units in the University, National Enterprise Development Board and Chamber of Commerce etc. The center also arranges various entrepreneurship training programmes, annual innovation day, business plan competitions, mentoring and coaching. Moreover, the BIIES will commence shortly a certificate programme on Business Creation and Entrepreneurial Management for undergraduate students to promote entrepreneurship in the Faculty.

Contact Person: Y.Y. Senevirathne, Chairperson

International Partnership Programme Committee (IPPC)

The International Partnership Programme Committee (IPPC) of the Faculty of Management, University of Peradeniya was formed by the Faculty Board of Management in 2018 to collaborate with International Universities/Higher Educational Institutes to provide global opportunities for academic staff members and undergraduates of the Faculty. Further, it is dedicated to enhancing international relations, promoting multidisciplinary collaborative programmes, and facilitating academic staff members and undergraduates by providing resources, platforms, and scholarly exchanges in the Faculty of Management, University of Peradeniya.

Student Mobility Programmes (SMP)

Determining credit to be granted

Credit transfers are allowed only from foreign universities that have an equivalent semester/course unit system. However, Departmental recommendation and the Faculty Board approval are required for such credit transfers. Upon the student's request (i.e., Credit Transfer Request Form) and submission of the original academic transcripts from such universities, etc. the credit transfer and award of a letter grade and grade point shall be considered at the Faculty Board. However, credit is granted based on equivalence which is determined by evaluating the extent to which there is equivalence between the completed components of a qualification and the qualification applied at the Faculty in terms of; Intended Learning Outcomes, Course Content, Learning and Assessment Process, level of qualification, etc.

Credit transfer application process

a) A request for credit transfer must normally be submitted immediately after the SMP and before the commencement of the courses at the Faculty.

b) It is the responsibility of the student to apply for credit transfer with a duly filled Credit Transfer Application Form and supporting documents as follows:

- An original transcript of their past academic records indicating the course/ subject(s) completed, year completed and grade obtained (including details of the grading system/ Grading Scheme Explanation(s)), and weighting of the course/subject as a portion of the total program.
- A copy of the course/subject description, including the syllabus or handbook outline and the specified course/ subject learning objectives.
- Any other information required by the Faculty and any other information considered relevant by the student.

Contact Person: Prof. W.P.R. Wickramaratne, Chairperson

Student Affairs Committee

The Student Affairs Committee (SAC) of the Faculty of Management, University of Peradeniya, a sub-committee appointed by the Faculty Board of the Faculty of Management is formed to provide broad oversight and policy guidance to promote a safe and supportive learning environment that encourages students' academic success, growth, and personal development.

Aims and objectives

The purpose of this committee is to facilitate the smooth functioning of the academic programmes while enhancing a safe and supportive learning environment with rapport building between the student and the academic staff members. The objectives of the committee are;

- To conduct academic mentoring programmes of the Faculty.
- To conduct the preparatory programme for new student intakes before the commencement of the academic programme.
- To facilitate the smooth learning process and environment.
- To encourage the recreational and student activities of the Faculty.

Contact Person: Ms. E.M.W.A. Edirisooriya, Chairperson

Pillars of the Committee

I. Academic mentoring

This pillar will focus on building a rapport between the mentor and the mentee on counseling and mentoring. Each Academic staff member will assign a set of students from the 1000 -3000 levels. This pillar will support the students;

- To adapt to the changes from the secondary school setup to the university setting.
- To help students to understand the significance of completing the degree programme successfully.
- To share experiences and views of the difficulties faced by the student during the academic programme.
- To assist students in achieving their goals by providing information, opportunities, guidance, and suggestions.
- To support to solve individual student grievances through mentors.

Contact Person: Ms. P.L.W. Priyadarshani, Chairperson

Student Affairs Committee

II. Preparatory programme

The well-planned preparatory programme will be conducted each year by the Faculty of Management for the new intake of students, facilitating them to achieve the Programme Learning Outcomes (PLOs) of the BBA Honors degree programme at the highest level. This programme will enable the newly admitted students to have a better understanding of the learning process and help them to equip themselves with the required skills to be more comfortable and confident in achieving the highest academic performance possible. Furthermore, the programme will help students to acquire skills, inculcate positive attitudes, and possess the right mindset thereby transforming themselves to competent professionals and stepping into a professional environment. This pillar will support the students;

- To familiarize themselves with the Faculty of Management and the University of Peradeniya before the commencement of their degree programme.
- To adapt to the Outcome Based Learning environment of the Faculty via Student-Centered Learning and Independent Learning/ Self Directed Learning.
- To prepare for the transition from Sinhala/Tamil Medium Instruction to English Medium Instruction.
- To apply knowledge and skills of Information Technology to engage in academic activities successfully.
- To demonstrate talents and capabilities to excel in extra-curricular activities.
- To develop physical, mental, and emotional wellbeing to maintain a healthy balance between life and academic activities.

Contact Persons: Mr. P.H. Abeysundara, Chairperson

Student Affairs Committee

III. Recreational Activities and Student Social Responsibilities (SSR)

Students are motivated to organize recreational and SSR activities under this pillar. This pillar will support students;

- To provide an opportunity to plan and organize different recreational and SSR activities.
- To provide a balance in academic and extracurricular activities in the degree programme.
- To build a socially responsible person in the community.
- To conduct outreach activities promoting the Faculty.

Contact Person: Ms. Rochelle Bartholomeusz, Chairperson

IV. Facilitate the Learning Process and Environment

This pillar encourages student-centered learning while enabling the smooth functioning of the learning process of the students. This pillar will support students;

- To troubleshoot the issues prevailing in the academic delivery and to report them to the Faculty Board.
- To engage students as active learners of the academic programme.
- To enhance the student-staff relationship while maintaining a collaborative learning atmosphere.
- To assist the Dean's Office in running the academic programme (academic delivery and assessments) under extreme situations.

Contact Person: Ms. H.W.R. Niwarthana, Chairperson

Clubs and Societies

Societies Common to All University Undergraduates

- "VIBHAVA" Literacy Association
- “Ape Urumaya” Student Union
- “Gandarwa Sabhawa”
- “Sinhala Natya Mandalaya”
- “Sinhala Sangamaya”
- “Soba Sansadaya”
- AIESEC in University of Peradeniya
- Arts Council
- Astronomical Society of Peradeniya
- Ceylon University Dramatic Society
- Computer Society University of Peradeniya
- Dancing Society Peradeniya Students' Union
- English Drama Society
- Film Society
- Gavel Club
- General Buddhist Brotherhood Association
- Hanthana Conservation Society
- Hindu Students’ Union
- International Interaction Club
- Knowledge Without Borders (KWB)
- Music Society
- Muslim Majlis
- Pera Student’s Badminton Society
- Perabeats
- Peradeniya University Student Christian Movement
- Revolutionary Student Union
- Robarosiya
- Rotaract Club of University of Peradeniya
- Samuhika Bhikku Sangamaya
- Sarasavi Sanwada Kendraya
- Sobha Sansadaya
- Society for Green Vision (SGV)
- Students for Exploration and Development of the Space
- Students Society of FamiAnnites
- Tamil Society
- The Newman Society
- University Explorers' Club
- University of Peradeniya Student Inventors Club

Risk and Hazards

Thieves, River, and Infectious Diseases

Students of the campus are vulnerable to many risks and hazards. Knowing these risks would be useful to be safe throughout university life. Ragging is the main misfortune that students may face first and foremost. However, over the past few years, there has been a dramatic reduction in instances of ragging. Ragging is prohibited in the University. Students are expected to report incidents of ragging to the appropriate personnel (student counselor, staff members). This will enable the University to take necessary action against the culprit.

Occasionally, instances of robbery are reported within the campus, especially in residential halls. There is a 24-hour security service for every residential hall that helps minimize these occurrences. It is advisable to lock the room when away and while sleeping.

Spread of infectious diseases occurs sporadically as the University hosts a large number of students from all parts of Sri Lanka. The risk is minimal when compared to other universities of the country due to adequate space. In the event of sickness, residential treatment may be obtained through the Health Centre which offers a 24-hour service for emergencies.

Some incidents of drowning have been reported in the Mahaweli River. Therefore, it is necessary to take adequate precautions. It is advisable to refrain from bathing in the Mahaweli River. Students are urged to take sufficient care when and if they choose to climb Hanthana.

08. Other Important Information

Deputy Proctor

Dr. Heshani Wijethunga

Department of Marketing Management

heshani114@mgt.pdn.ac.lk

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Assistant Deputy Proctors

Dr. N. Agilan

Department of Human Resource Management

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Ms. E.M.W.A. Edirisooriya

Department of Human Resource Management

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+94 77 - 655 3142

Ms. S. Yamuna

Department of Business Finance

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+94 77 - 039 5792

Senior Student Counselors

Ms. P.L.W. Priyadarshani

Chairperson

Department of Business Finance

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+94 77 - 733 4725

Mr. T.S.S. Fernando

Department of
Management Studies

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+94 76 - 839 8082

Ms. P.H.R.R.P.K.Munasinghe

Department of Human
Resource Management

rakhitha@mgt.pdn.ac.lk

+94 76 - 882 3671

Mr. P.H. Abeysundera

Department of Operations Management

praveen@mgt.pdn.ac.lk

+94 77 - 524 8126

Voluntary Student Counselors

Name	Contact Details	Department
Ms. Y.Y. Senavirathne	yashodhas@mgt.pdn.ac.lk +94 71 - 191 9135	Department of Management Studies
Ms. R.A. Bartholomeusz	rochelle@mgt.pdn.ac.lk +94 76 - 365 7112	Department of Human Resource Management
Ms. S.H.T. Kumudumali	thakshila@mgt.pdn.ac.lk +94 70 - 207 3588	Department of Operations Management
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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

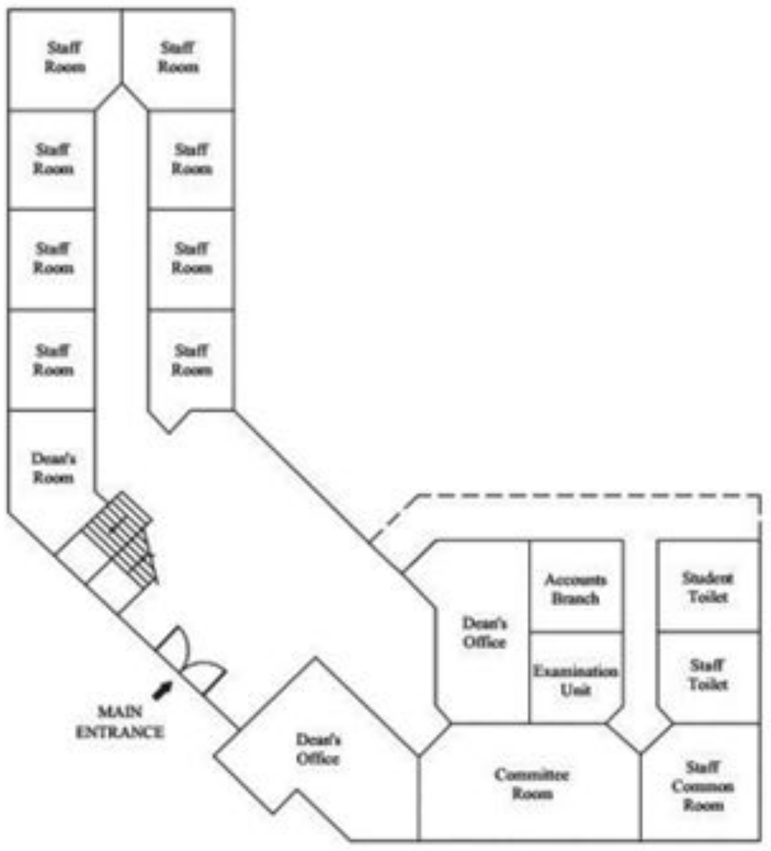
Direct line & Internal Telephone numbers of the Dean of the Faculty & Heads of the Departments.

		Direct No.	**Internal No**
1.	The Dean	+94 81 239 4001	4001
2.	Dept. of Business Finance	+94 81 239 4010	4010
3.	Dept. of Human Resource Management	+94 81 239 4026	4026
4.	Dept. of Management Studies	+94 81 239 4041	4041
5.	Dept. of Marketing Management	+94 81 239 4056	4056
6.	Dept. of Operations Management	+94 81 239 4071	4071
7.	Office of the Dean	+94 81 238 5407 (Tel/Fax)	
8.	Pilot Number	+94 81 239 4000	
9.	Virtual Numbers	+94 81 239 4001	

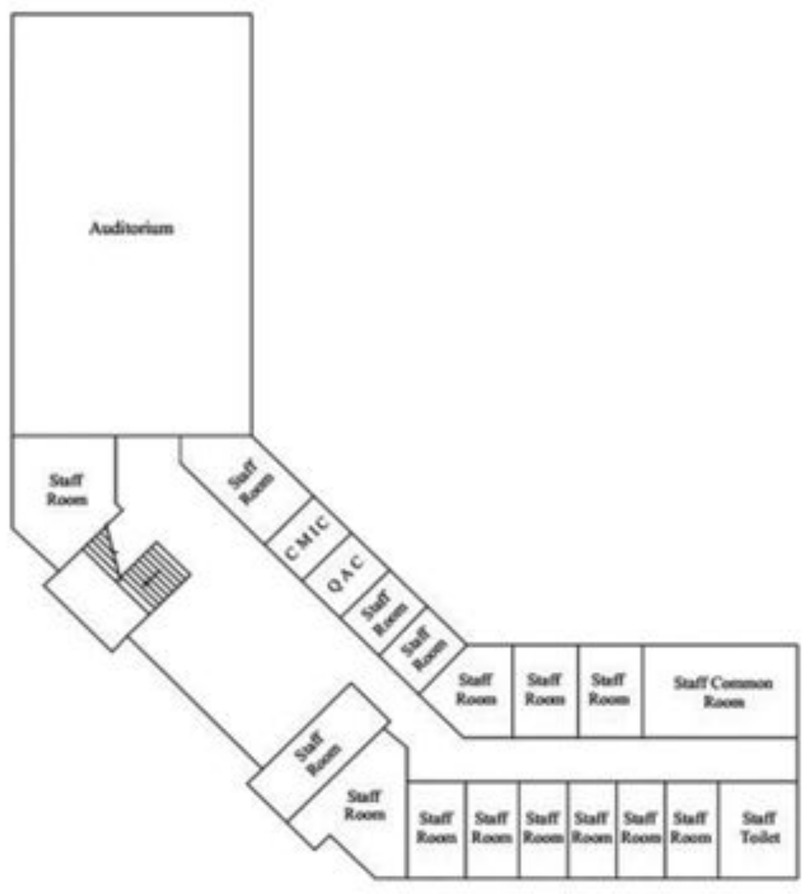
Police Stations	Kandy	+94 81 223 3333
	Peradeniya	+94 81 238 8222
Fire Brigade	Kandy	+94 81 224 4444
Government Hospitals	Kandy	+94 81 223 3337
	Peradeniya	+94 81 238 8001

Map and Layout of the Faculty

MAIN BUILDING , FACULTY OF MANAGEMENT

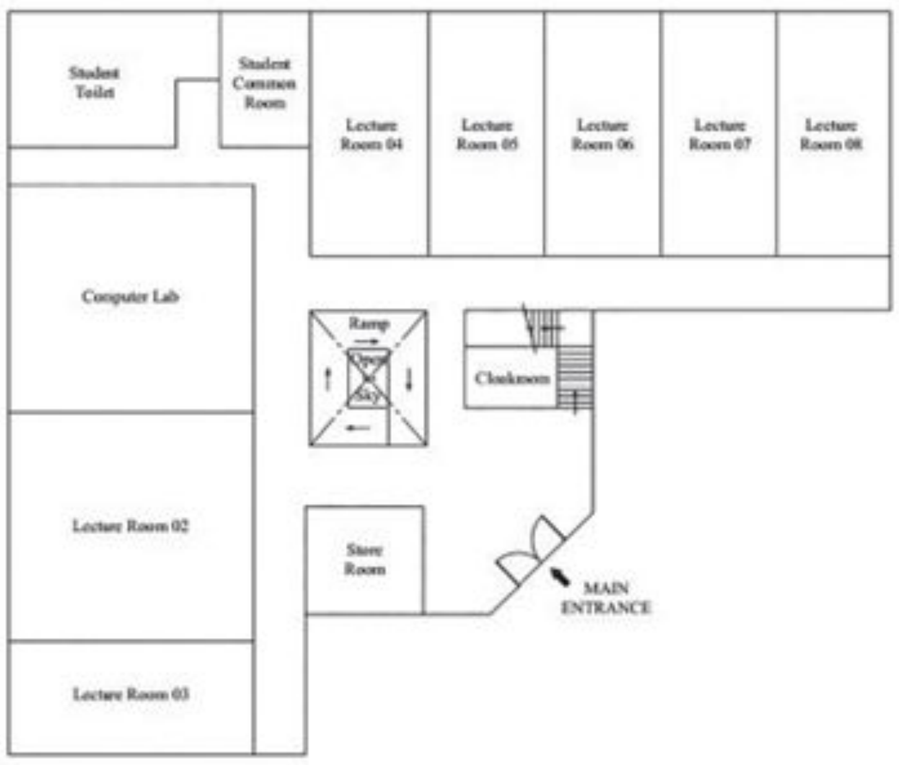


GROUND FLOOR PLAN



FIRST FLOOR PLAN

NEW BUILDING , FACULTY OF MANAGEMENT



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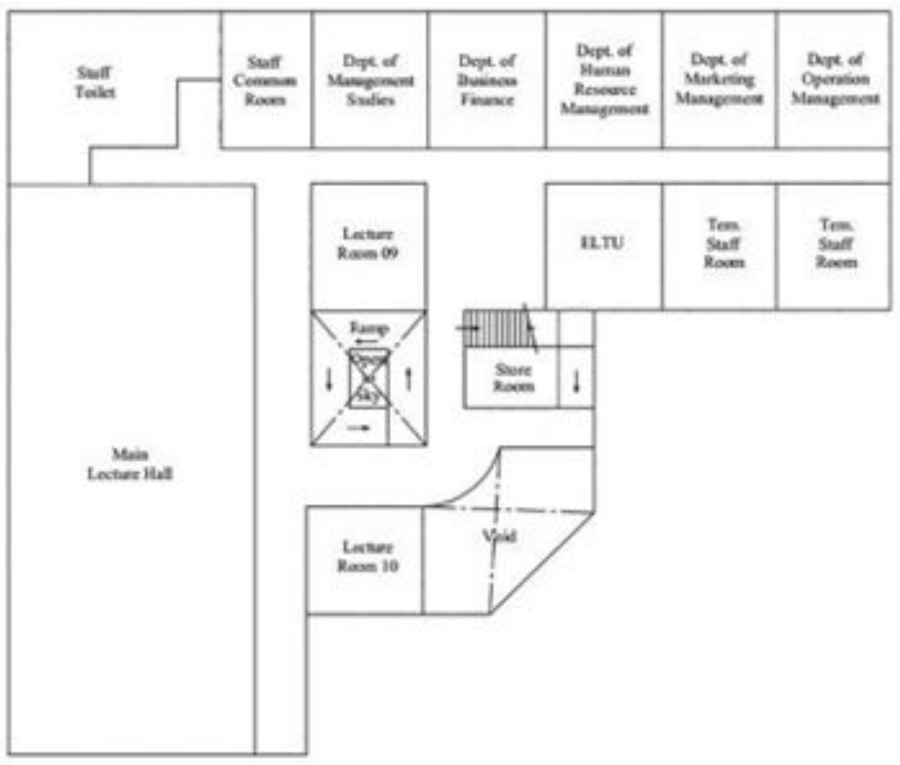
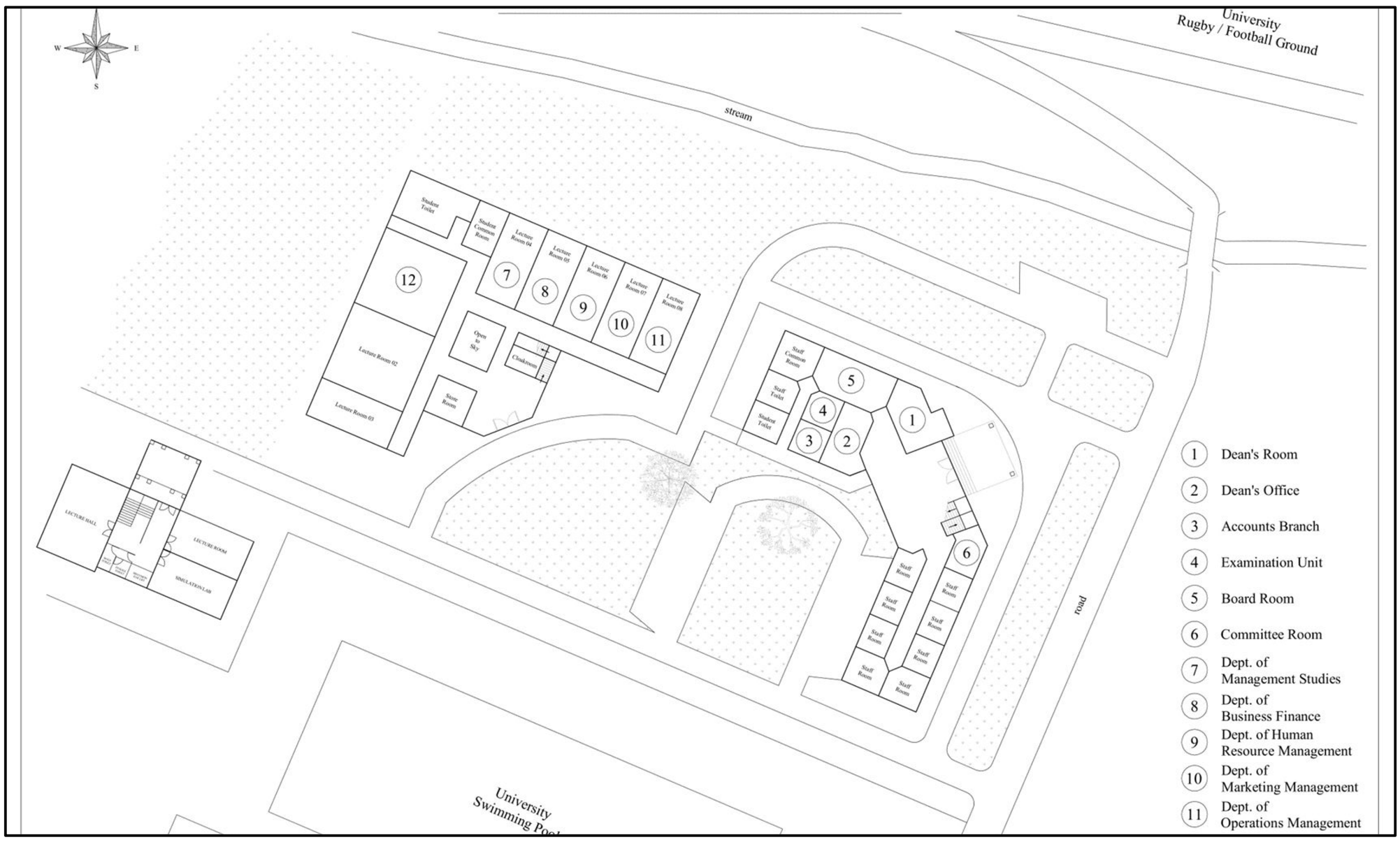
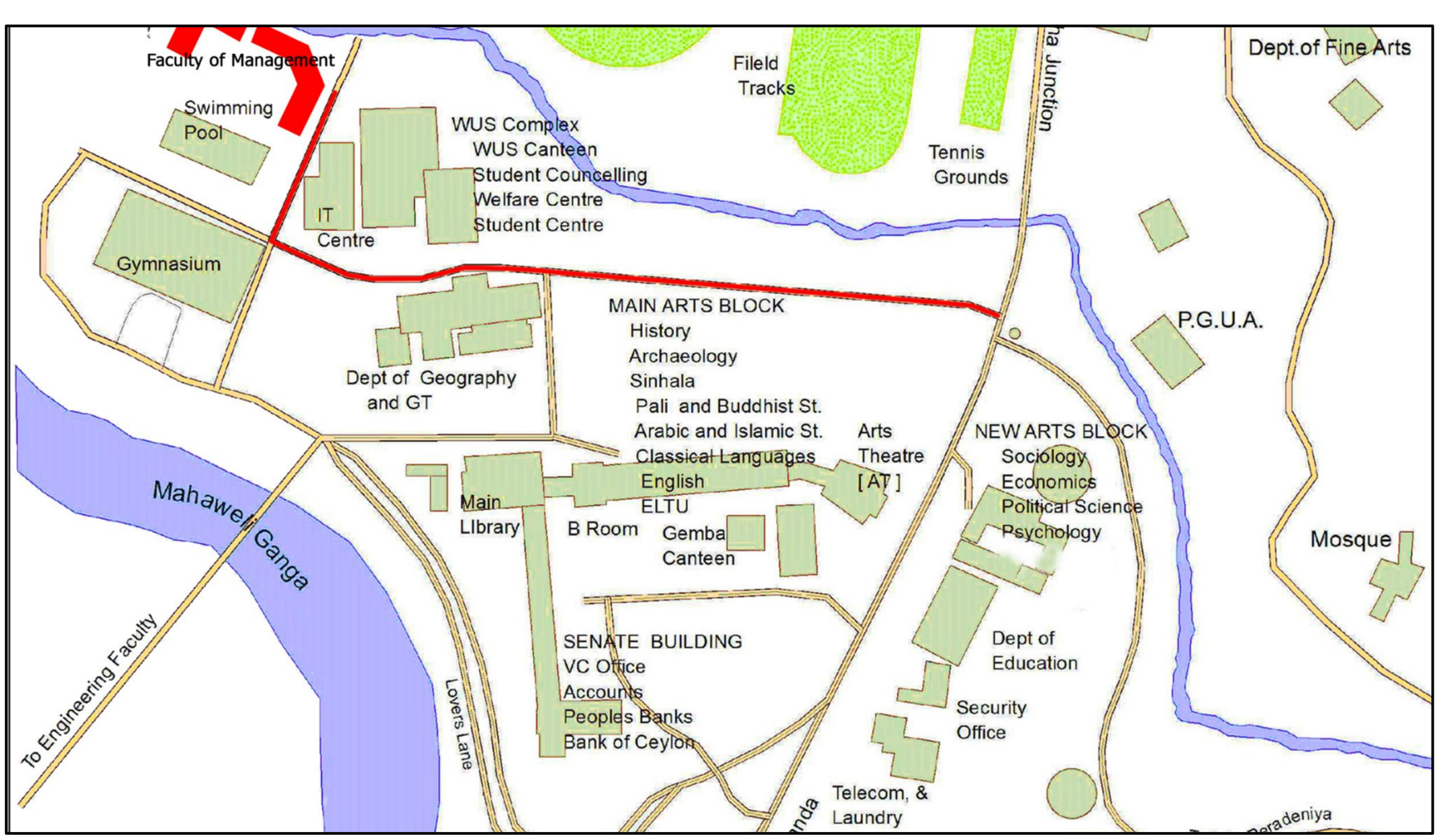


FIRST FLOOR PLAN

Map and Layout of the Faculty





Faculty of Management
University of Peradeniya