STUDENT HANDBOOK 2020

Faculty of Management

University of Peradeniya

Sri Lanka



Faculty of Management University of Peradeniya Sri Lanka

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Student Handbook - 2020

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Sandakada Pahana (Moonstone) depicts systematic advancement of wisdom (Pragna) that leads to the state of enlightment (Vimukthi). The Faculty of Management associates Sandakada Pahana as a symbolic path to wisdom.

About the Garden University

The University of Peradeniya, the successor to the University of Ceylon, established in Colombo on 1st of July 1942, is the oldest and largest University in the country. The Faculty of Arts of the University of Ceylon was moved to Peradeniya on 06th 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 1947 acres 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 78 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 three postgraduate institutes, Postgraduate Institute of Agriculture (PGIA), Postgraduate Institute of Science (PGIS) and Postgraduate Institute of Humanities and Social Sciences (PGIHS).

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 makes 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 programs 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 English Language Teaching Unit (ELTU). Several other Centers 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 one University in Sri Lanka in QS world ranking (2019), and Webometrics world ranking (position in world ranking 1981). Furthermore, the Times Higher Education World University Ranking in 2020 has placed University of Peradeniya as the first in Sri Lanka and in 401-500 band in World University Ranking which is the highest position that any Sri Lankan University has achieved in the recent history and what's more, University of Peradeniya has been recording the highest number of SCI research publications and Presidential Awardees for scientific research publications.

History of the Faculty

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

Currently, the Faculty operates with five Departments namely, Business Finance, Human Resource Management, Management Studies, Marketing Management and Operations Management. The Faculty was bestowed with Grade 'A' for the BBA Degree program in the recently concluded Quality Assurance and Accreditation Council (QAAC) Program Review Process by University Grants Commission (UGC). The Faculty is inherited with vibrant panel of lecturers in the spectrum of Management, and the newly established Postgraduate Unit will be enlightened with the academia within the Faculty together with industry experts.

Message from the Vice Chancellor



Dear Students,

It is with great pleasure that I forward this message at the time when you admit as a new batch of students to the Faculty of Management for the academic year 2019/2020. The Faculty of Management as the youngest Faculty of the University has shown an outstanding academic performance during the recent past.

I strongly believe that you are an extremely privileged group of students who had been able to secure a placement in this prestigious University, University of Peradeniya after facing the highly competitive advanced level examination. University of Peradeniya is the one and only establishment that offer the largest and the most comprehensive undergraduate and postgraduate courses/programs, within the Sri Lankan higher education system, in terms of qualified academic staff, diversity of degree programs, physical & infrastructure facilities, laboratories including research and development outputs and publications. Being a student of a reputed university of this calibre should itself be considered as an honor.

Therefore, I earnestly request you to make use of this opportunity to your maximum advantage. Finally, I wish you a very pleasant and a memorable stay in Peradeniya.

Prof. Upul B. Dissanayake Vice Chancellor, University of Peradeniya

Vision and Mission of the Faculty

Vision

Enriching potentials through management education

Mission

To achieve the highest standard in management education

through commitment in teaching, learning and research by building collaborative partnerships with academics,

professionals and the industry

Message from the Dean

Dear Students,



Congratulations on your admission to the Bachelor of Business Administration (BBA) program which is conducted by the Faculty of Management of the University of Peradeniya.

On behalf of staff and the students of the Faculty of Management, University of Peradeniya, as the Dean of the Faculty, it is my great privilege to welcome you for the 2019/2020 academic year.

For all of you, today is a special day in your life since you have chosen the right place in order to achieve your career goals. It is my responsibility to emphasize that students should use the available time at university prudently and diligently. Although you have a range of priorities to be attended to, you need to give foremost importance to learning.

As you are aware, the Faculty of Management has 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. All departments are fully equipped with highly competent and committed academic staff members. An effective learning environment is in place in the form of state-of-the-art facilities with adequate infrastructures. Moreover, we have friendly and supportive non-academic staff who provide a range of services throughout your degree program. Departments have their own societies that engage in both academic and curricular activities.

It is my sincere hope that you will enjoy your studies in the University of Peradeniya and mould yourself as a responsible future citizen of the country. On our part, we will try our best to provide an effective learning environment to meet the diverse learning styles.

I sincerely hope that you will fulfill the aspirations of your parents while being with us during the next four years.

I wish you great success in your future endeavors.

Dr. M. Alfred Dean, Faculty of Management

Organization Chart of the Faculty



Office of the Dean

The Dean is the academic and the administrative head of the Faculty and is assisted by the Assistant Registrar, the Assistant Bursar and a team of clerical, technical and other service staff members. The Office of the Dean, located in the ground floor of the Management Building, is the administrative centre of the Faculty. All student matters relating to course registration, student requests and examinations are handled by the Office of the Dean.



Dr. M. Alfred Dean T.P. 081-2394001 Email: deanmgt@pdn.ac.lk



Ms. B. M. S. S. Panditharathne Assistant Registrar T.P. 081-2394002 Email: armgt@pdn.ac.lk



Ms. A. W. R. R. M. M. M. Rathnayake Assistant Bursar T.P. 081- 2394005 Email: abmgtpdn@gmail.com





Degree Programs offered by the Faculty

Undergraduate Programs

Bachelor of Business Administration Honours (BBA) Degree Program is being offered since 2008/09 academic year and the students qualified in the GCE Advanced Level Commerce stream are admitted to the program. This honours degree program consists of five (05) specialization areas namely:

- BBA (Hons.) in Accounting & Finance
- BBA (Hons.) in Human Resource Management
- BBA (Hons.) in Marketing Management
- BBA (Hons.) in Operations Management
- BBA (Hons.) in Organizational Management

Bachelor of Business Administration (BBA) Online Degree Program

This bachelor degree program in distance education was initiated under the guidance of the Government's Distance Education Modernization Project (DEMP). This degree program is offered through the Centre for Distance and Continuing Education (CDCE) in online mode since 2008.

Degree Programs offered by other Faculties in collaboration with the Faculty

Bachelor of Commerce (B.Com) (Honours) Degree Program

The B.Com degree program, which commenced in the 1960s, is taught by the Faculty of Management for those who are admitted to the Faculty of Arts and fulfilled the qualifications in the first year studies to enter this degree program.

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

This degree program is offered since 2006 as a joint degree program in collaboration with the Faculty of Science. The students who get admitted to the Faculty of Science could follow this degree program.

Bachelor of Arts (BA) Degree Program

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

Postgraduate Programs

At present, the Postgraduate Unit of the Faculty of Management conducts several programs such as,

- Postgraduate Diploma in Management (SLQF Level 8),
- Postgraduate Diploma in Accounting & Finance (SLQF Level 8),
- Master of Business Administration (MBA) (SLQF Level 9),
- Master of Science (M.Sc.) in Management (SLQF Level 10),
- Master of Science in Accounting & Finance (SLQF Level 10).

Whilst the MBA program is more professional oriented whereas, the M.Sc. program is more research oriented.

In addition, the Doctorial program of the Faculty has already been commenced and candidates can register for the program through the Postgraduate Institute of Humanities and Social Sciences.

Certificate and Diploma Programs offered by the Faculty

Following six certificate programs and five diploma programs will commence in the year 2020.

Certificate Programs

Program	Department Offered	
Certificate Program in Accounting & Finance	Department of Business Finance	
Certificate Program in Human Resource Management	Department of Human Resource Management	
Certificate Program in Business Management	Department of Management Studies	
Certificate Program in Personal Selling Certificate Program in Hospitality & Tourism Management	Department of Marketing Management	
Certificate Program in Entrepreneurship & Venture Development	Department of Operations Management	

Diploma Programs

Program	Department Offered
Diploma Program in Accounting & Finance	Department of Business Finance
Diploma Program in Human Resource Management	Department of Human Resource Management
Diploma Program in Business Management	Department of Management Studies
Diploma Program in Marketing Management	Department of Marketing Management
Diploma Program in Project Management	Department of Operations Management

Diploma in Management & Development

This diploma program is offered through the Centre for Distance and Continuing Education (CDCE).

Registration Procedure 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 re-take 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 are as follows;

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-scrutinizin	g fee for the End Semester Examination	-	Rs. 500.00 per course







Department of Business Finance

Dear Students,



I, on behalf of the members of the Department of Business Finance, welcome all the new 2019/20 BBA entrants to the Faculty of Management. Our Department offers courses related to Accounting & Finance in the common program as well as in the specialization program of the BBA degree. We also conduct courses for B.Com and B.Sc. in Computation and Management degree programs offered.

It is needless to emphasis the significance of Accounting & Finance subjects discipline within the BBA degree in general. Also, the specialization degree offered by our Department, namely BBA in Accounting & Finance, attracts by many high performed students who will always get better opportunities in the industry.

Given the importance of Accounting & Finance subjects discipline for career success, we put every effort to impart subjectspecific knowledge coupled with an exposure for professional development of our students. Thus, we guarantee that our graduates will be in a strong position to elevate their respective organizations to new heights by applying the financial knowhow.

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. E. M. A. S. B. Ekanayake Head, Department of Business Finance

Academic Staff of the Department of Business Finance



Dr. M. Alfred B.Com (Pdn); M.Phil (Pdn); PhD (JNU) Senior Lecturer – Grade I



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



Ms. V. Jayakumar B.Sc (Accountancy)(SJP); B.B.Mat (Finance) (Kel); MBA ACMA(UK); CGMA; MBA(Pdn) PhD (RMIT,AUS) (Reading) Senior Lecturer – Grade II



Ms. M.N.F. Nuskiya BBA (Fin.Mgt)(Pdn);M.Sc. Mgt(SJP) (Reading) Lecturer(Probationary)



(Pdn)

Ms. P. Suwadika B.Sc. in Accounting (SJP) Temporary Lecturer



Ms. S. Kodithuwakku B.Com (Kel): M.Com (Kel) Senior Lecturer – Grade II



Ms. S. Yamuna B.Sc. (Fin.Mat) (SUSL); M.Sc. Mgt(SJP) (Reading) Lecturer (Probationary)



Dr. S.M.U.T.S. Subasinahe B.Com (Pdn): MBA (AIT) PhD (Mahachola, Thailand) Senior Lecturer – Grade II



Ms. H.M.N.K. Mudalige BBA (Fin. Mgt) (Pdn); MBA (Finance) (Col) Lecturer (Probationary)



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



Ms. P.T.M. Gunathilake BBA (Fin. Mgt) (Pdn); M.Sc. App Fin(SJP)(Reading) Lecturer (Probationary)





Mr. E.K.P.S. Epa BBA (Acc. & Fin.) (Pdn); CIMA(UK) Passed Finalist; ICASL Finalist Temporary Lecturer



Mr. M.V.R.U.K.B. Ariyarathna B.Sc. in Finance (SJP); Dip. In Mgt. Acc. CIMA(UK) Temporary Lecturer

Department of Human Resource Management



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 HR Guild is the society of human resource management for students to engage with skills development programs 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 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.

Dr. W.P.R. Wickramaratne

Head, Department of Human Resource Management

Academic Staff of the Department of Human Resource Management



Dr. W.P.R. Wickramaratne B.Com (Kel); M.Sc. (SJP); PhD in HRM (Murdoch) Senior Lecturer – Grade I



Mr. N. Agilan BBA (Jfn); MBS (HRM-Ire); MBA (UK); MCMI (UK);M. Sc (UOC);Graduate CIPD (UK) PhD(UK)(Reading)



Ms. U.W.G.Y.E. Jayawickrama BBA(Pdn); MBA(Kel)(Reading) Lecturer (Probationary)



Ms. W.A.Edirisooriya BBA (Pdn); MBA (Col); PQHRM (CIPM) Lecturer (Probationary)



Ms. P. R. W. M. S. C. Weerakotuwa BBA (HRM) (Special) (Col);MBA (Col): Cert.IR & Labor Law Lecturer (Probationary)



Ms. P.H.R.R.P.K. Munasinghe B.B.Mgt (Kel); MBA (Col) (Reading); Dip MA (CIMA) Lecturer (Probationary)



Ms. N.A.A.L. Nishshanka BBA(HRM)((Pdn); MBA (PIM, SJP)(Reading) Temporary Lecturer



Ms. M.F.F. Fasna BBA(HRM)((Pdn) Temporary Lecturer



Ms. H.M.R.D.Kularathne B.Sc.(HRM)(Special)(SJP) M.Sc. Mgt (SJP)(Reading) Temporary Lecturer

Department of Management Studies



Dear Students,

Congratulations on securing a place at the most glorious university in Sri Lanka, after succeeding a very tough hurdle. I welcome all of you with open arms to our 'Management Family'. The Department of Management Studies offers an array of wide-ranging management subjects to academic programs of the Faculty of Management as well as to joint programs with other faculties of the University of Peradeniya. Specialization program offered to you from the department is 'Organizational Management'. We make

continuous effort to create a distinctive and exciting educational atmosphere for you while at the university. Alongside our focus on the degree content, we are keen to organize activities that will help you naturally build your personal and interpersonal skills. Ultimately, the aim of the Department is to produce a quality graduate who is not only an academic expert but is also equipped with skills to be conquering the business world.

As the Head of the Department of Management Studies, I invite you to take maximum benefit of all facilities available at the Department, the Faculty, and the University to make your life at the university a fruitful and memorable one.

I wish you all the best for your studies at the university and the future beyond.

Mr. V. Tharmathasan

Head, Department of Management Studies

Academic Staff of the Department of Management Studies



Mr. V. Tharmathasan B.Com. (Pdn); M.Phil (Pdn) Senior Lecturer - Grade I



Ms. R.M.C. Kumari B.Com. (Pdn); M.Phil. (Kel) Senior Lecturer – Grade II



Ms. H.H.A.J. Gunatissa B.Com. (Pdn); PhD (QUT,AUS) (Reading) Lecturer (Probationary)



Ms. Y.M.A.H. Jayarathne B.Com. (Pdn); M.Sc. (Pdn) Lecturer (Probationary)



Mr. T.S.S. Fernando B.Sc.(Business Administration) (Sp)(SJP); MBA (Col) Lecturer (Probationary)



Ms. A.S. Shiromy B.Com. (Pdn) M.Sc. Mgt (SJP) (Reading) Lecturer (Probationary)



Mr. D.I.J. Samaranayake B.A. (Economics) (Pdn); M.Phil (Pdn) M.Sc (UK)(Reading) Lecturer (Probationary)



Ms. M.T.C.N.S. De Silva BBA(MKT) (Pdn) Temporary Lecturer



Ms. A. Dhanushka B.Com (Pdn) Temporary Lecturer



Ms. Y.Y. Senavirathne B.Com (Pdn) Temporary Lecturer

Department of Marketing Management



Dear Students,

I welcome you with great pleasure and honor to the Department of Marketing Management!

The Department of Marketing Management being one of the innovative Departments in the Faculty of Management offers courses relating to Marketing Management for several Degree programs including Bachelor of Business Administration, Bachelor of Commerce and Bachelor of Science in Computation

and Management.

Since the field of Marketing Management plays a critical role in the modern private sector as well as in the public and plural sector, the Department primarily focuses on producing competent graduates in Marketing Management to match with the needs of the modern world of work. Therefore, we adopt innovative student centered teaching and learning methods to enhance the knowledge and to create positive attitudes. Further, Department maintains a closer linkage with the industry through seminars, guest lectures and internships to update the students regarding the best practices and changes. Particularly, all our academic staff members in the Department are prepared to help you to realize your goals and enrich learning.

I would like to extend my warmest wishes to you on the beginning of the new academic life with us.

Dr. B.A.N. Eranda

Head, Department of Marketing Management

Academic Staff of the Department of Marketing Management



Ms. K.H.M.A.R. Kolongahapitiya B.Com. (Pdn); MA (Pdn); PhD(Pdn) (Reading) Senior Lecturer – Grade II



Dr. B.A.N. Eranda B.Sc. (Mkt.Mgt) (Special) (SJP); B.B.A(Apu.Japan), M.Sc (Apu. Japan) ACIM (UK), PhD (Col) Senior Lecture – Grade II



Ms. W.M.H.U.Wijethunga M.Sc. Mgt (SJP) B.Sc. (Mkt.Mgt) (Special)(SJP); AM SLIM PhD(UK)(Reading) Senior Lecturer – Grade II



Ms. B.S. Hettiarachchy B.Sc. (Mkt.Mgt) (Special)(SJP); CIMA Passed Finalist; MBA (Col) Lecturer (Probationary)



Ms. K.D.M.K. Weeratunge BBA (Mkt Mgt)(Special) (Pdn); Dip. MA (CIMA), (UK) M.Sc. Mgt (SJP)(Reading) Lecturer (Probationary)



Ms. R.M.U.R.K. Rathnayaka B.B. Mgt (Marketing) (Special) (Kel); CIM (UK)(Reading) AAT (Passed Finalist) MBA (Col) (Reading) Lecturer (Probationary)



Ms. K.M.S.P. Gannoruwa BBA (Mkt Mgt)(Special) (Pdn); M.Sc. Mgt (SJP)(Reading) Temporary Lecturer



Ms. H.W.R. Niwarthana BBA (Mkt Mgt)(Special) (Pdn); MBA (PIM;SJP)(Reading) Temporary Lecturer

Department of Operations Management

Dear Students,



First of all, I would like to welcome you all as a fresh batch of students to the Faculty of Management. The Department of Operations Management is one of the largest departments in the Faculty of Management. At Present, it offers a Bachelor of Business Administration (BBA) (Operations Management) (Honours) Degree and also courses for the B.Com and the B.Sc. (Computation and Management) Degree programs.

The Department of Operations Management delivers a multi-disciplinary knowledge with the analysis of the global demand created by focusing on the courses such as Operations Management, Operations Research, Supply Chain Management, Productivity Management, Management Information Systems, Material Management, Lean Manufacturing and many more. Such courses are designed to provide the students with knowledge and skills on how to manage operations in a business more effectively and efficiently. In addition, those courses are aimed to enhance knowledge, skills and attitudes that are important in an organizational environment, namely general business knowledge, technical knowledge, IT literacy, analytical and problem solving abilities, numeracy and negotiation skills.

The ultimate objective of the Department is to produce high quality graduates to meet the current day challenges. For this purpose, the students who undergo this specialization area will be exposed to a rigorous learning process through the coursework carried out with the combination of presentations, quizzes, debates, field visits, report writing, etc. Students will also enrich with an exposure to the industry during the Internship training in the final year, and will make the first step in their professional career. Meantime, research skills of the students will be strengthen via dissertation and project reports. By this way, the Department is making every attempt to make the time that students spend at the University more meaningful and productive.

I wish you all success for 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); M.Sc. (Wakayama); PhD(Osaka) Senior Professor



Mr. G.C.I. Gunarathne B.Sc. Mkt. Mgt (SJP); M.Sc. Mgt (SJP) Lecturer



Ms. S. Tharmila B.Com.(Pdn) Temporary Lecturer



Dr. R. H. Kuruppuge B.Com. (Pdn); MBA (Col); MA (KIn); PGDM (Pdn); PhD (Czech Republic) Senior Lecturer – Grade II



Ms. D.M.S.M. Dasanayake BBA (Operations Mgt) (Pdn); M.Sc. Mgt (SJP) (Reading) Lecturer (Probationary)



MS. S.M.M. Larmail B.Sc.(Statistics and Operations Research)(Pdn) M.Phill(Statistics)(Reading)) (Pdn) Temporary Lecturer



Dr. S. Maheswaran B.Com.(Pdn);MBA(Pdn); PGDDE(IGNOU,India); PhD (NTNU, Norway) Senior Lecturer – Grade II



Ms. S.P. Aryarathne B.Sc.Operations Mgt (SJP); CIMA (Passed Finalist); M.Sc.(PGIA) M.Sc. Mgt (SJP)(Reading) Lecturer (Probationary)



Mr. P.H. Abeysundera BBA(Pdn); MBA. (PIM - SJP) (Reading) Temporary Lecturer



Mr. A.M.A.S.M. Bandara B.Sc.(CM)(Pdn); M.Sc. (Mrt) M.Phil(Pdn) Senior Lecturer – Grade II



Ms. H.L.M. De Silva BBA (Marketing Mgt) (Col); M.Sc. Mgt (SJP); AM SLIM; MILT Lecturer



Ms. P.W. Tennekoon BBA (Operations Mgt) (Pdn); M.Sc. Mgt (SJP) (Reading) Lecturer (Probationary)



Ms. A.M.S.M.C.M. Aththanayake B.Sc.(Statistics and Operations Research)(Pdn) M.Sc.(Mrt) (Reading) Temparary Lecturer

English Language Teaching Unit, Faculty of Management



Dear Students,

It is with great pleasure that I warmly welcome you all to the English Language Teaching Unit of the Faculty of Management, University of Peradeniya. The English Language Teaching Unit of the faculty was established in 2015 and it offers meticulously designed courses to undergraduates of varying competencies. This course series, which is titled "English Language for Management (ELM)", is a compulsory component of the degree program.

The English Language program conducted by the ELTU of the faculty is pedagogically and epistemologically designed in line with progressive practices pertaining to English Language Teaching. Up-to-date student-centered learning, problem based learning and outcome-based teaching/learning methodologies are prioritized to ensure that the undergraduates get the maximum benefit out of the courses offered as well as extra-curricular activities and events conducted by the ELTU.

The ELM courses are designed to meet the demands of the global capital circuit as well as the needs of the academia. The objective of the ELT program is to enable undergraduates to acquire a high competency level in English within the shortest possible period of time and also to assist them to get accustomed to challenging and dynamic professional environments that they will encounter in the future. In the meantime, the ELTU ensures that even the weakest students are allowed sufficient time to gain a profound knowledge in English.

The performance-based credit-hour system, where the competence of students at the entry level will determine the number of courses required to attain the minimum competence to graduate from the total of 24 credit-hours required, is a novel introduction which ensures that negative reinforcement will be avoided when carrying out the ELT program. I sincerely hope that you will corporate with our unit to enhance your English language competencies in this journey of four years.

Ms. D. P. S. S. Wijerathne

Coordinator, English Language Teaching Unit

Academic Staff of the English Language Teaching Unit, Faculty of Management



Ms. D.P.S.S. Wijerathne B.A (Pdn) M.A. (Kel); PQHRM(IPM) in English Instructor (Permanent)



Ms. A.G.I.U. Alagalla B.A. (Pdn); M.A. (Economics) (Pdn) (Reading) Instructor (Temporary)



Ms. M.L.W.T. Karunaratne B.B.M. (Bangalore); M.Sc. (Pdn) Instructor (Temporary)



Ms. L. Herath B.A.Hons(Classics)(Special) (Pdn); M.A. (Linguistics) (Kel) (Reading) Instructor (Temporary)



Ms. P.G.S.L. Amaranayake (Pdn); M.A.(English) (Col) (Reading) Instructor (Temporary)



Ms. T.G.S.D. Gamagedara B.A. Hons (English) (Special) B.A.Hons (English) (Special) (Pdn); M.A. (Linguistics) (Kel) (Reading) Instructor (Temporary)





Structure of the BBA Degree Program

Common Structure of Year 1 for BBA (Hons.) Degree Program

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

Strucure of Year 2, Year 3 and Year 4 for BBA (Hons.) Degree Program

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

	Course Title	States (C/E)	Credits	Cumulative Credit
CT 1001	Information and Communication Technology*	С	2	-
GS 1101	Management Theory & Practice	С	3	3
GS 1102	Business Economics	С	4	7
PM 1101	Business Mathematics	С	3	10
GS 1103	Business Communication	С	2	12
CF 1101	Financial Accounting	С	3	15
PM 1201	Business Statistics	С	3	18
RM 1201	Human Resorce Management	С	3	21
PM 1202	Operations Management	С	3	24
KT 1201	Principles of Marketing Management	С	3	27
GS 1201	Fundamentals of Social Sciences	С	3	30
IC IC IC IC IC IC IC IC IC IC IC IC IC I	GS 1101 GS 1102 PM 1101 GS 1103 CF 1101 PM 1201 PM 1201 PM 1202 KT 1201	GS 1101Management Theory & PracticeGS 1102Business EconomicsGS 1102Business MathematicsGS 1103Business CommunicationGS 1103Business CommunicationCF 1101Financial AccountingPM 1201Business StatisticsM 1201Human Resorce ManagementPM 1202Operations ManagementPM 1203Principles of Marketing Management	GS 1101Management Theory & PracticeCGS 1102Business EconomicsCGS 1102Business MathematicsCGS 1103Business CommunicationCGS 1103Business CommunicationCCF 1101Financial AccountingCCM 1201Business StatisticsCPM 1201Human Resorce ManagementCPM 1202Operations ManagementCCT 1201Principles of Marketing ManagementC	GS 1101Management Theory & PracticeC3GS 1102Business EconomicsC4PM 1101Business MathematicsC3GS 1103Business CommunicationC2CF 1101Financial AccountingC3PM 1201Business StatisticsC3PM 1201Human Resorce ManagementC3PM 1202Operations ManagementC3CT 1201Principles of Marketing ManagementC3

*Non-Credit

Specialization in Accounting & Finance

Specialization in Accounting & Finance – Course Structure of Year 2

Semester	Course Code	Course Title	Status (C/E)	Credits	Cumulative Credit
	ACF 2101	Management Accounting	С	3	33
	HRM 2101	Organizational Behavior	С	3	36
1	ACF 2102	Corporate Finance	С	3	39
Ι	ACF 2103	Intermediate Financial Accounting	С	3	42
	ACF 2104	Banking	Е	3	45
	ACF 2105	Micro Finance	Е	3	45
	MGS 2201	Entrepreneurship	С	3	48
	OPM 2201	Operations Research	С	3	51
2	ACF 2201	Auditing & Assurance	С	3	54
	ACF 2202	Financial Mathematics	С	3	57
	ACF 2203	Financial Markets	Е	3	(0
	ACF 2204	Management Control Systems	Е	3	60

Semester	Course Code	Course Title	Status (C/E)	Credits	Cumulative Credit
	MGS 3101	Business Law	С	3	63
	ACF 3101	Accounting Information Systems	С	3	66
1	ACF 3102	Advanced Financial Accounting	С	3	69
I	ACF 3103	Taxation	С	3	72
	ACF 3104	Computer Based Accounting	E	3	75
	ACF 3105	Financial Econometrics	Е	3	75
	HRM 3201	Organizational Leadership	С	3	78
	ACF 3201	Advanced Corporate Finance	С	3	81
2	ACF 3202	Advanced Management Accounting	С	3	84
	ACF 3203	Advanced Auditing & Assurance	Е	3	87
	ACF 3204	Security Analysis & Portfolio Management	E	3	0/
	ACF 3299	Research Methodology in Accounting & Finance	С	3	90

Specialization in Accounting & Finance - Course Structure of Year 3

Semester	Course Code	Course Title	Status (C/E)	Credits	Cumulative Credit
	MGS 4101	Strategic Management	С	3	93
	ACF 4101	Corporate Governance	С	3	96
	ACF 4102	Public Sector Accounting	С	3	99
1	ACF 4103	Behavioral Finance	E	3	
	ACF 4104	Advanced Taxation	E	3	105
	ACF 4105	Financial Reporting	Е	3	
	ACF 4099	Independent Research Project in Accounting & Finance	С		
	ACF 4201	Financial Statement Analysis	С	3	108
	ACF 4202	Forensic & Investigative Accounting	Е	3	
2	ACF 4203	Risk Management	Е	3	114
	ACF 4298	Seminar in Accounting & Finance	E	3	114
	ACF 4299	Internship in Accounting & Finance*	Е	6	
	ACF 4099	Independent Research Project in Accounting & Finance	С	6	120

Specialization in Accounting & Finance - Course Structure of Year 4

* Alternatively Student can select Seminar in Accounting & Finance and one more elective course.

Specialization in Human Resource Management

Specialization in Human Resource Management - Course Structure of Year 2

Semester	Course Code	Course Title	Status (C/E)	Credits	Cumulative Credit
	ACF 2101	Management Accounting	С	3	33
	ACF 2102	Corporate Finance	С	3	36
	HRM 2101	Organizational Behavior	С	3	39
1	HRM 2102	Employee Resourcing	С	2	41
	HRM 2103	Human Resource Development	С	2	43
	HRM 2104	Performance Management	E	2	45
	HRM 2105	Ethics in Human Resource Management	E	2	45
	MGS 2201	Entrepreneurship	С	3	48
	OPM 2201	Operations Research	С	3	51
2	OPM 2202	Project Management	С	3	54
	HRM 2201	Negotiation and Human Resource Management	С	2	56
	HRM 2202	Compensation Management	С	2	58
	HRM 2203	Soft Skills Development	Е	2	10
	HRM 2204	Social Changes and Human Resource Management	Е	2	60

Semester	Course Code	Course Title	Status (C/E)	Credits	Cumulative Credit
	OPM 3101	Management Information Systems	С	3	63
	MGS 3101	Business Law	С	3	66
	HRM 3101	Employment Law	С	3	69
1	HRM 3102	Career Management	Е	2	
	HRM 3103	Human Resource Accounting	Е	2	75
	HRM 3104	Gender Issues in Organizations	Е	2	75
	HRM 3105	Employee Health and Safety	Е	2	
	HRM 3201	Organizational Leadership	С	3	78
	HRM 3299	Research Methodology in Human Resource Management	С	3	81
2	HRM 3202	Industrial Psychology	С	3	84
	HRM 3203	Industrial Relations	Е	2	
	HRM 3204	Conflict Management	Е	2	00
	HRM 3205	Human Resource Information Systems	Е	2	90
	HRM 3206	Talent Management	Е	2	

Specialization in Human Resource Management - Course Structure of Year 3

Semester	Course Code	Course Title	Status (C/E)	Credits	Cumulative Credit
	MGS 4101	Strategic Management	С	3	93
	HRM 4101	Strategic Human Resource Management	С	3	96
	HRM 4102	Organizational Development and Change	С	3	99
1	HRM 4103	Team Development	E	3	
	HRM 4104	Employee Counseling	E	3	105
	HRM 4105	Green Human Resource Management	E	3	
	HRM 4099	Independent Research Project in Human Resource Management	С		
	HRM 4201	Contemporary Human Resource Management	С	3	108
	HRM 4202	Knowledge Management	E	3	
2	HRM 4203	International Human Resource Management	E	3	
Z	HRM 4204	Total Quality Management in Human Resource Management	E	3	114
	HRM 4298	Seminar in Human Resource Management	E	3	
	HRM 4299	Internship in Human Resource Management*	E	6	
	HRM 4099	Independent Research Project in Human Resource Management	С	6	120

Specialization in Human Resource Management - Course Structure of Year 4

* Alternatively Student can select Seminar in Human Resource Management and one more elective course.

Specialization in Marketing Management

Specialization in Marketing Management - Course Structure of Year 2

Semester	Course Code	Course Title	Status (C/E)	Credits	Cumulative Credit
	ACF 2101	Management Accounting	С	3	33
	HRM 2101	Organizational Behavior	С	3	36
1	ACF 2102	Corporate Finance	С	3	39
I	MKT 2101	Advance Marketing Management	С	3	42
	MKT 2102	Marketing Communications I	Е	2	44
	MKT 2103	Relationship Marketing	Е	2	44
	OPM 2201	Operations Research	С	3	47
	MGS 2201	Entrepreneurship	С	3	50
2	OPM 2202	Project Management	С	3	53
	MKT 2201	Skills Development and Fine Arts	С	4	57
	MKT 2202	Events Management and Marketing	С	3	60
	MINT 2202	Events Management and Marketing	C	3	80

Specialization in Marketing Management - Course Structure of Year 3

Semester	Course Code	Course Title	Status (C/E)	Credits	Cumulative Credit
	OPM 3101	Management Information Systems	С	3	63
	MGS 3101	Business Law	С	3	66
1	MKT 3101	Services Marketing	С	3	69
I	MKT 3102	Product & Brand Management	С	3	72
	MKT 3103	Hospitality Marketing	E	3	75
	MKT 3104	E-Marketing	Е	3	/5
	HRM 3201	Organizational Leadership	С	3	78
	MKT 3201	Consumer Analysis	С	3	81
2	MKT 3202	Marketing Communications II	С	3	84
Z	MGS 3204	Managerial Economics	E	3	87
	MGS 3201	Total Quality Management	E	3	87
	MKT 3299	Marketing Research	С	3	90

Semester	Course Code	Course Title	Status (C/E)	Credits	Cumulative Credit
	MGS 4101	Strategic Management	С	3	93
	MKT 4101	International Marketing	С	3	96
	MKT 4102	Sales and Retail Management	С	3	99
1	MKT 4103	Analytical tools for Marketing Research	С	2	101
	MKT 4104	Sustainability Marketing	Е	3	104
	MKT 4105	Emerging Themes in Marketing	Е	3	104
	MKT 4099	Independent Research Project in Marketing Management	С		
	MKT 4201	Strategic Marketing and Case Analysis	С	4	108
	MKT 4202	Marketing Ethics	E	3	
	MKT 4203	Green Marketing	E	3	
2	MGS 4201	Development Economics	E	3	114
	MKT 4298	Seminar in Marketing Management	E	3	
	MKT 4299	Internship in Marketing Management *	Е	6	
	MKT 4099	Independent Research Project in Marketing Management	С	6	120

Specialization in Marketing Management - Course Structure of Year 4

* Alternatively Student can select Seminar in Marketing Management and one more elective course.

Specialization in Operations Management

Specialization in Operations Management - Course Structure of Year 2

Semester	Course Code	Course Title	Status (C/E)	Credits	Cumulative Credit
	ACF 2101	Management Accounting	С	3	33
	HRM 2101	Organizational Behavior	С	3	36
1	ACF 2102	Corporate Finance	С	3	39
	OPM 2101	Service Operations	С	3	42
	OPM 2102	Supply Chain Management	С	3	45
	MGS 2201	Entrepreneurship	С	3	48
	OPM 2201	Operations Research	С	3	51
2	OPM 2202	Project Management	С	3	54
	OPM 2203	Lean Manufacturing	С	3	57
	OPM 2204	Quality Management	С	3	60

OPM 3101Management Information SystemsC363MGS 3101Business LawC366OPM 3102Hospitality ManagementC369OPM 3103Operations SchedulingC372OPM 3104Advanced Operations ResearchE372OPM 3105Product DesigningE375OPM 3106Facility Layout DesignE375OPM 3107Industrial Location TheoryE375OPM 3108Events ManagementE378OPM 3201Business ForecastingC381OPM 3202Statistical Quality ControlC381OPM 3203Computer Integrated Manufacturing SystemE384OPM 3204Integrated ManagementE387OPM 3205Transport and Warehouse ManagementE387OPM 3206Procurement ManagementE3<	Semester	Course Code	Course Title	Status (C/E)	Credits	Cumulative Credit
OPM 3102Hospitality ManagementC369OPM 3103Operations SchedulingC372OPM 3104Advanced Operations ResearchE372OPM 3105Product DesigningE375OPM 3106Facility Layout DesignE375OPM 3107Industrial Location TheoryE375OPM 3108Events ManagementE378OPM 3201Organizational LeadershipC381OPM 3202Statistical Quality ControlC381OPM 3203Computer Integrated Manufacturing SystemE381OPM 3204Integrated Management SystemE381OPM 3205Transport and Warehouse ManagementE387OPM 3206Procurement ManagementE387		OPM 3101	Management Information Systems	С	3	63
OPM 3103Operations SchedulingC372OPM 3104Advanced Operations ResearchE372OPM 3105Product DesigningE375OPM 3106Facility Layout DesignE375OPM 3107Industrial Location TheoryE375OPM 3108Events ManagementE375OPM 3201Organizational LeadershipC378OPM 3201Business ForecastingC381OPM 3202Statistical Quality ControlC384OPM 3203Computer Integrated Manufacturing SystemE384OPM 3204Integrated Management SystemE387OPM 3205Transport and Warehouse ManagementE387OPM 3206Procurement ManagementE387		MGS 3101	Business Law	С	3	66
1OPM 3104Advanced Operations ResearchE3OPM 3105Product DesigningE3OPM 3106Facility Layout DesignE3OPM 3107Industrial Location TheoryE3OPM 3108Events ManagementE3OPM 3201Organizational LeadershipC3OPM 3201Business ForecastingC3OPM 3202Statistical Quality ControlC3OPM 3203Computer Integrated Manufacturing SystemE32OPM 3204Integrated Management SystemE3OPM 3205Transport and Warehouse ManagementE3OPM 3206Procurement ManagementE3		OPM 3102	Hospitality Management	С	3	69
OPM 3105Product DesigningE3OPM 3106Facility Layout DesignE375OPM 3107Industrial Location TheoryE33OPM 3108Events ManagementE33OPM 3201Organizational LeadershipC378OPM 3201Business ForecastingC381OPM 3202Statistical Quality ControlC384OPM 3203Computer Integrated Manufacturing SystemE384OPM 3204Integrated Management SystemE387OPM 3205Transport and Warehouse ManagementE387OPM 3206Procurement ManagementE387		OPM 3103	Operations Scheduling	С	3	72
OPM 3106Facility Layout DesignE375OPM 3107Industrial Location TheoryE3OPM 3108Events ManagementE3OPM 3201Organizational LeadershipC378OPM 3201Business ForecastingC381OPM 3202Statistical Quality ControlC384OPM 3203Computer Integrated Manufacturing SystemE384OPM 3204Integrated Management SystemE387OPM 3205Transport and Warehouse ManagementE387OPM 3206Procurement ManagementE387	1	OPM 3104	Advanced Operations Research	E	3	
OPM 3107Industrial Location TheoryE3OPM 3108Events ManagementE3HRM 3201Organizational LeadershipC378OPM 3201Business ForecastingC381OPM 3202Statistical Quality ControlC384OPM 3203Computer Integrated Manufacturing SystemE384OPM 3204Integrated Management SystemE387OPM 3205Transport and Warehouse ManagementE387OPM 3206Procurement ManagementE387		OPM 3105	Product Designing	E	3	
OPM 3108Events ManagementE3HRM 3201Organizational LeadershipC378OPM 3201Business ForecastingC381OPM 3202Statistical Quality ControlC384OPM 3203Computer Integrated Manufacturing SystemE384OPM 3204Integrated Management SystemE387OPM 3205Transport and Warehouse ManagementE387OPM 3206Procurement ManagementE387		OPM 3106	Facility Layout Design	E	3	75
HRM 3201Organizational LeadershipC378OPM 3201Business ForecastingC381OPM 3202Statistical Quality ControlC384OPM 3203Computer Integrated Manufacturing SystemE32OPM 3204Integrated Management SystemE3OPM 3205Transport and Warehouse ManagementE3OPM 3206Procurement ManagementE3		OPM 3107	Industrial Location Theory	E	3	
OPM 3201Business ForecastingC381OPM 3202Statistical Quality ControlC384OPM 3203Computer Integrated Manufacturing SystemE32OPM 3204Integrated Management SystemE3OPM 3205Transport and Warehouse ManagementE3OPM 3206Procurement ManagementE3		OPM 3108	Events Management	E	3	
OPM 3202Statistical Quality ControlC384OPM 3203Computer Integrated Manufacturing SystemE32OPM 3204Integrated Management SystemE3OPM 3205Transport and Warehouse ManagementE3OPM 3206Procurement ManagementE3		HRM 3201	Organizational Leadership	С	3	78
OPM 3203Computer Integrated Manufacturing SystemE32OPM 3204Integrated Management SystemE3OPM 3205Transport and Warehouse ManagementE3OPM 3206Procurement ManagementE3		OPM 3201	Business Forecasting	С	3	81
2OPM 3204Integrated Management SystemE3OPM 3205Transport and Warehouse ManagementE387OPM 3206Procurement ManagementE3		OPM 3202	Statistical Quality Control	С	3	84
OPM 3205Transport and Warehouse ManagementE387OPM 3206Procurement ManagementE3		OPM 3203	Computer Integrated Manufacturing System	E	3	
OPM 3206Procurement ManagementE3	2	OPM 3204	Integrated Management System	E	3	
		OPM 3205	Transport and Warehouse Management	E	3	87
		OPM 3206	Procurement Management	ement Management E 3		
OPM 3207 Business Process Outsourcing E 3		OPM 3207	Business Process Outsourcing	E	3	
OPM 3299Research Methodology in Operations ManagementC390		OPM 3299	Research Methodology in Operations Management	С	3	90

Semester	Course Code	Course Title	Status (C/E)	Credits	Cumulative Credit	
	MGS 4101	Strategic Management	С	3	93	
	OPM 4101	Business Process Analysis and Designing	С	3	96	
	OPM 4102	OPM 4102 Advanced Topics in Project Management		3	99	
	OPM 4103	Global Production and Supply Management	Е	3		
1	OPM 4104	IT for Operations Management	Е	3	105	
	OPM 4105	Commercial Law and Ethics	Е	3	105	
	OPM 4106	Case Studies in Operations Management	E	3		
	OPM 4099	Independent Research Project in Operations Management	С			
	OPM 4201	Industrial Engineering	С	3	108	
	OPM 4202	Information Management	Е	3		
	OPM 4203	Sustainable Operations Management	Е	3	114	
2	OPM 4298	Seminar in Operations Management	Е	3	114	
	OPM 4299	Internship in Operations Management *	Е	6		
	OPM 4099	Independent Research Project in Operations Management	С	6	120	

*Alternatively Student can select Seminar in Operations Management and one more elective course.

Specialization in Organizational Management

Specialization in Organizational Management - Course Structure of Year 2

HR		Management Accounting Organizational Behavior	С	3	33
	RM 2101	Organizational Behavior			
			С	3	36
AC	CF 2102	Corporate Finance	С	3	39
1 MC	GS 2101	Public Sector Management	С	3	42
MC	GS 2102	Managing Service Organizations	Е	3	
MC	GS 2103	Evolution of Management Thought	Е	3	45
HR	RM 2103	Human Resource Development	E	3	
MC	GS 2201	Entrepreneurship	С	3	48
OF	PM 2201	Operations Research	С	3	51
2 MC	GS 2202	Cross-cultural Management	С	3	54
	GS 2203	Banking and Insurance	Е	3	
MC	GS 2204	E-Commerce	E	3	60
OF	PM 2202	Project Management	E	3	

Specialization in Organizational Management - Course Structure of Year 3

Semester	Course Code	Course Title	Status (C/E)	Credits	Cumulative Credit
	MGS 3101	Business Law	С	3	63
	OPM 3101	Management Information Systems	С	3	66
	MGS 3102	AGS 3102 Small Business Management		3	69
1	MKT 3101	Service Marketing	Е	3	
Ι	ACF 3104	Computer Based Accounting	Е	3	
	MGS 3103	Innovations Management	Е	3	75
	MGS 3104	International Economics	Е	3	
	MGS 3105	Applied Industrial Economics	Е	3	
	HRM 3201	Organizational Leadership	С	3	78
	MGS 3201	Total Quality Management	С	3	81
	MGS 3202	Knowledge Management	Е	3	
2	MGS 3203	Business Ethics and Corporate Social Responsibility	Е	3	87
	MKT 3201	Consumer Analysis	E	3	07
	MGS 3204	Managerial Economics	Е	3	
	MGS 3299	Research Methodology in Organizational Management	С	3	90

Semester	Course Code	Course Title	Status (C/E)	Credits	Cumulative Credit
	MGS 4101	Strategic Management	С	3	93
	MGS 4102	Sustainability in Organizations		3	96
	MGS 4103 Group Dynamics and Performance		Е	3	
1	MGS 4104 Game Theory and Business Strategy		Е	3	
	MGS 4105	Contemporary Issues in Management	Е	3	105
	HRM 4102	Organizational Development and Change	Е	3	105
	MGS 4106	International Business	Е	3	
	MGS 4107	Basic Econometrics	Е	3	
	MGS 4099	Independent Research Project in Organizational Management	С		
	MGS 4201	Development Economics	С	3	108
	OPM 4202	Information Management	Е	3	
2	MGS 4202	Applied International Trade	Е	3	114
	MGS 4298	Seminar in Organizational Management	Е	3	114
	MGS 4299	Internship in Organizational Management*	Е	6	
	MGS 4099	Independent Research Project in Organizational Management	С	6	120

* Alternatively Student can select Seminar in Organizational Management and one more elective course.

Structure of the English Language for Management (ELM) 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	
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 &	
Performance-based Credit Hours Required	24 Credit Hours	16 Credit Hours	08 Credit Hours	ELM 302.	
No. of Required Courses 1 ELM 101 (Semester 1) ELM 102 (Semester 2)	Students whose performance in the Placement Test is achieving the Basic Level should take these courses in their	Students who have performed in the Placement Test achieving the Intermediate Level are exempted from	Students who have performed in the Placement Test achieving the Advanced Level are exempted from		
(Equivalent to UTEL Level 4)	first year.	taking these courses.	taking these courses.		

Structure of the English Language for Management (ELM) 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)	Passing ELM 101 & ELM 102 respectively are pre-requisites for sitting ELM 201 & ELM	Intermediate Level students will commence their English program with			
(Equivalent to UTEL Level 5)	202 (in second year).	these two courses (in the first year).	taking these courses.		
No. of Required Courses 3	Passing ELM 201 & ELM	1	Advanced Level students will	Passing ELM 301 and ELM 302 is required to obtain any undergraduate	
ELM 301 (Semester 1) ELM 302 (Semester 2)	202 respectively are pre-requisites for sitting 301 & 302 (in the third year).	are pre-requisites for sitting ELM 301 & ELM 302 (in the second year).	commence their English program with these two courses (in the first year).	degree in the Faculty of Management. This level is determined to be the fulfillment of	
(Equivalent to UTEL Level 6)				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	fail can complete these courses during	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	For students who complete their minimum degree eligibility requirements early, additional certificate courses can be	
	their fourth year.	their third or fourth years.	second, third or fourth years.	designed.	





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Graduate Profiles

Graduate Profile for BBA (Hons.) in Accounting & Finance:

A graduate of Bachelor of Business Administration, specialized in Accounting & Finance should be able to acquire,

- An education at level 6 of the Sri Lanka Qualifications Framework, including specialist knowledge within the subject discipline of Accounting & Finance.
- General knowledge in other business functions.
- Intellectual and life skills.
- Right attitudes, values and professionalism that equip them for employment and citizenship, and also lays the foundations for lifelong learning and personal development.

Graduate Profile for BBA (Hons.) in Human Resource Management:

A graduate of Bachelor of Business Administration specializing in Human Resource Management should be able to:

- Demonstrate both theoretical soundness in all HR functional areas coupled with competencies in change and business mastery in order to support organization's strategic initiatives in a dynamic and competitive business environment.
- Develop a career as a HR generalist, or specialist in areas like people resourcing, learning and development, employee relations, organizational development and change in a wide range of entities including domestic and international for profit and non-profit organizations.

Graduate Profile for BBA (Hons.) in Marketing Management:

A graduate of Bachelor of Business Administration specializing in Marketing Management should be,

- A creative thinker; who can think creatively and who thinks outside of the box and is not afraid to try out new things.
- An effective communicator with high interpersonal skills, who has proper verbal and written communication skills. They should be able to communicate Self-evaluation report for BBA (Honours) Degree Program in clear, concise and focused manner and should be able to tailor their message for the audience and should listen to the views of others.
- A person who is ready to work with others and ready to lead. Marketing graduate should be a good team player with the ability to manage and delegate to others and take on responsibility. This will enable them in building positive working relationships that help everyone to achieve goals and business objectives.
- Person with problem solving and critical thinking capability; who should display an ability to take a logical and analytical approach in solving problems and resolving issues by approaching problems from different angles.
- Ready to tackle a changing world with commercial awareness on how a business or industry operates and should have an understanding of what the organization wants to achieve through its products and how it competes in its marketplace in a dynamic business world.

Graduate Profile for BBA (Hons.) in Operations Management:

A graduate of Bachelor of Business Administration specializing in Operations Management are equipped and trained to have following attributes,

- Evaluate environmental factors that influence business operations and sustainable competitive edge of a business.
- Make tradeoff decisions to solve problems using appropriate tools and techniques that add value to the business.
- Ready to exercise initiative and identify situations they need to collaborate with others.
- Clearly communicate information, ideas, issues, problems and solutions to specialist and non-specialist audiences.
- Prepared to carry out further training and manage own learning.

Graduate Profile for BBA (Hons.) in Organizational Management:

A graduate of Bachelor of Business Administration, specialized in Organizational Management will be able to:

- Demonstrate a proficient understanding of bodies of knowledge on different functional areas of management and global business operations.
- Identify emerging changes in the local and global business environments in order to innovate, both within organizations and as new ventures.
- Assess organizational issues and engage in processes to reach appropriate solutions.
- Effectively use critical thinking, analytical skills, reasoning and judgment in organizational contexts.
- Apply transferable skills, including effective reporting and communication in the workplace.
- Demonstrate good understanding of ethical responsibilities for personal, organizational and societal wellbeing.
- Prepare to carry out self-directed learning and continue to acquire further training and knowledge for academic and professional development.



Program Regulations

- 1. **Academic year:** An academic year consists of two semesters. The semester timetable may be adjusted to compensate for the loss of week days due to public holidays by allocating additional days.
- 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 program 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 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 program. In addition, students must offer common courses offered in the years 2, 3 and 4 in the specialization area. Depending on the requirement of a specialization area, students may also be required to enroll 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 program.
- 7. **Non-credit Courses:** The option of non-credit (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 program 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 program. The final result obtained by a student shall be determined on the basis of the Grade Point Average for the whole degree program. 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 program. Course levels indicate the progressive years of the program. 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 19. 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 program and a grade of E will be awarded.
- 13. **Undergraduate degree programs offered by the Faculty:** The Faculty offers the Bachelor of Business Administration (BBA) Honours degree program 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 program during the year 1 whereas another 90 credits should be earned from the specialized program 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 of this document).
- 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. Dissertation and Internship

- 16.1 **Dissertation:** Completion of an independent research project offered in each specialization is a partial requirement to obtain the BBA Honours degree. The research project is worth of six credits in recognition of the high level of effort required for the successful completion of the same.
- 16.2 **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 lieu of the internship program.
- 17. **Completion of degree program:** Student must complete all the requirements for a degree within four year duration from the date of admission to be eligible for an honours 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 honours 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 program 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 program 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 programs of the University of Peradeniya shall be eligible for a class if the degree program 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. Leave of absence: If a student wishes, he/she may take leave of absence from the academic program, usually for a semester at one instance. The student must apply in writing using the appropriate form to the Dean of the Faculty, preferably before the commencement of the semester, but no later than the end of the second week. Where the

leave is granted, the student must complete the degree within the stipulated time period to obtain the degree and especially to qualify for a merit pass (refer to section 18). Leave of absence can be granted for a maximum of two semesters taken either together or separately.

- 20. **ELM (English Language for Management) program:** All students must offer 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 Intensive English course exit test shall be exempted from year 1 ELM courses while those who obtained marks between 70 to 100 at the Intensive English course exit test shall be exempted from year 1 and 2 ELM courses.
 - 20.1 A student who failed in a particular ELM course will be given another paper for the failed exam after undertaking and intensive revision program of one week. This attempt will not be considered as a repeat attempt.
 - 20.2 **Re-take of failed ELM courses:** Refer to Regulations No. 22.5 below.
- 21. Information and Communication Technology (ICT 1001): All students must offer 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 **Re-take of failed ICT course:** Refer to Regulations No. 22.5 below.

22. Evaluation of student performance on the degree program:

- 22.1 **Evaluation procedure:** The lecturer will be responsible for designing methods of student assessment for each course for the computation of the course grade with the approval of the department. All such methods shall be a combination of continuous assessment and an end-semester examination. A course with the approval of the Faculty Board and the Senate may be evaluated entirely through continuous assessments. The detailed methods of assessment and the lecture program, approved by the department should be made available to students at the beginning of the course in the prescribed form. The deadlines for submitting assignments and semester papers must be given 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/A+ according to the following table. In this scheme, D+ and D are considered weak passes. The grade E indicates failure. The course grade guide is given below.

Marks	Grade	GPA
80 - 100	A (or) A+	4.0
70 - 79	A-	3.7
65 - 69	B+	3.3
60 - 64	В	3.0
55 - 59	B-	2.7
50 - 54	C+	2.3

Marks	Grade	GPA
45 - 49	С	2.0
40 - 44	C-	1.7
35 - 39	D+	1.3
30 - 34	D	1.0
00 - 29	E	0.0

22.3 **GPA calculation:** The GPA for each student is calculated using the formula $GPA=\sum ci gi / \sum ci$, 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 concerned has the discretion to accept or decline the request. If accepted, the department shall arrange a make-up examination for the student/s concerned.
- 22.5 **Retaking of 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 of 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 appoint a Scrutiny Board at the department meeting if it deemed necessary. The Scrutiny Board shall 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 on 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 program, a Final Transcript shall be issued with above details plus Overall GPA and class (if applicable). An Authentic Transcript (for semester or full degree program) 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 section18 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.

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

Grade Point Requirement for Award of the Degree:
පාඨමාලා රෙගුලාසි

සැලකිය යුතුයිඃ

- (අ) මෙහි දැක්වෙන්නේ පාඨමාලා රෙගුලාසිවල පරිවර්තනයක් වන බැවින් අවසාන පරිශීලනය සඳහා අදාළ කරගත යුතු වන්නේ මේ පිළිබඳ වන ඉංගුීසි ලේඛනය යි.
- (ආ) මෙහි දැක්වෙන සියලු රෙගුලාසි ඒ ඒ ශිෂායා විසින් පුද්ගලිකව කියාකිරීම හෝ පිළිපැදීම හෝ පිණිස මිස ශිෂා කණ්ඩායම් පිණිස නොවේ.
- (ඇ) මෙහි දැක්වෙන පාඨමාලා රෙගුලාසි පේරාදෙණිය විශ්වවිදාහලයේ වෙනත් රෙගුලාසි සහ විශ්වවිදාහල පනතෙහි රෙගුලාසිවලට යටත් වේ.
- අධාායන වර්ෂය: අධාායන වර්ෂයක් සමාසික දෙකකින් සමන්විත වේ. සතියේ දිනවලට යෙදෙන රජයේ නිවාඩු හේතුවෙන් අහිමි වන දින සඳහා අතිරේක දින යොදා ගනිමින් සමාසික කාල සටහන සකස් කිරීමට ඉඩ ඇත.
- සමාසිකයං සමාසිකයක් යනුවෙන් අදහස් වන්නේ සති 15කින් සමන්විත වන අර්ධ වාර්ෂික කාල සීමාවකි. පළමු සමාසිකය සහ දෙවන සමාසිකය වශයෙන් අදාළ අධායන වර්ෂය තුළ සමාසික පොදුවේ හඳුන්වනු ලැබේ.
- 3. පාඨමාලාව, පාඨමාලා ඒකකය සහ පාඨමාලා කේතය: පාඨමාලාවක් යනු අධායයන වැඩසටහන තුළ පිරිනමනු ලබන පාඨමාලා නාමයක් මගින් හඳුනාගනු ලබන විෂයකි. පාඨමාලා ඒකකයක් යනු සාමානායෙන් සතියකට පැය තුන බැගින් සමාසිකයක් තුළ උගන්වනු ලබන සම්පූර්ණ පාඨමාලාවක් වේ. එහෙත් පාඨමාලා ඒකකයක් අවම වශයෙන් එක් සම්මුඛ පැයකින් හෝ උපරිම වශයෙන් සම්මුඛ පැය තුනකට වඩා වැඩි ගණනකින් සමන්විත වීමට ඉඩ ඇත. පාඨමාලා කේතය යනු සෑම පාඨමාලාවක් සඳහාම යොදා ගනු ලබන අක්ෂර තුනකින් සහ අංක හතරකින් සමන්විත වන උපසර්ගයකි.
- 4. සම්මුඛ පැය: සම්මුඛ පැය යනු විධිමත් දේශන, සාකච්ඡා, පුනරීඤණ, ප්‍රායෝගික පංති හෝ ශිෂායන් සමඟ කෙරෙන වෙනත් පිළිගත හැකි ශාස්ත්‍රීය අන්තර් ක්‍රියාකාරකම් වේ. විෂය නිර්දේශය මඟින් හඳුනා ගනු ලබන විවිධ අන්තර් ක්‍රියාකාරකම් අතුරින් සම්මුඛ පැය කෙසේ උපයෝජනය කරන්නේද යන්න දේශකවරයා/වරිය විසින් තීරණය කරනු ඇත. ප්‍රායෝගික වැඩ පැය දෙකක් එක සම්මුඛ පැයකට සමාන වේ. සතිපතා වන සම්මුඛ පැය පාඨමාලා අඝීවලට පරිවර්තනය කරනු ලබයි.

- 5. අස් සහ අස් අගය: පාඨමාලාවකට අදාළ අමූර්ත අගය සතියක සම්මුඛ පැය ගණන මත ගණනය කරනු ලබයි. ඒ අනුව සම්මුඛ පැය තුනක පාඨමාලාවක් අස් තුනක පාඨමාලාවක් ලෙස සැලකේ. එසේම එක් අස්යක් යනු සමාසිකයකට සම්මුඛ පැය 15කි. අස් තුනක පාඨමාලාවකට සතියකට සම්මුඛ පැය තුනක් සහ සමාසිකයකට සම්මුඛ පැය 45ක් ඇතුළත් වේ. පැය හයක කර්මාන්ත ආශිත ප්රෝහික පුහුණුව/ ශාස්ත්රීය නිඛන්ධනය/ පර්යේෂණය එක් සම්මුඛ පැයක් ලෙස සලකනු ලැබේ. පාඨමාලාවේ ස්වභාවය මත පදනම්ව දෙපාර්තමේන්තුවක් විසින් අස් එකේ සිට හතර දක්වා පරාසයක පාඨමාලා පිරිනමනු ලබනු ඇත. ශාස්ත්රීය නිඛන්ධනය සහ ආධුනිකත්ව පුහුණුව වානිරේක වේ.
- 6. පොදු සහ විශේෂවේදී පාඨමාලා: පළමු වසර තුල අධායනය කරනු ලබන පාඨමාලා පොදු පාඨමාලා ලෙස සැලකෙන අතර සියළුම ශිෂායන් කිසිදු තෝරාගැනීමකින් තොරව එම පාඨමාලා හැදැරිය යුතු වේ. විශේෂවේදී පාඨමාලා වසර 2,3 සහ 4 දී පිරිනමනු ලබන අතර ශිෂාන්ගේ කැමැත්ත මත සහ පළමු වසර ශිෂා කාර්ාසාධනය මත විශේෂවේදී විෂය කෝතුය තෝරාගැනීමට අවස්ථාව සලසා දෙනු ලැබේ. මීට අමතරව විශේෂවේදී විෂය කෝතුය නොසලකා වසර 2, 3 සහ 4 දී ශිෂායන් හට පොදු පාඨමාලාවන් පිරිනමනු ලබයි. විශේෂවේදී විෂය කෝතුය තෝරාගැනීමෙන් පසු එය වෙනස් කිරීමට ශිෂායන්ට ඉඩදෙනු නොලැබේ. විශේෂවේදී විෂය කෝතුය කෝරාගැනීමෙන් පසු එය වෙනස් කිරීමට ශිෂායන්ට ඉඩදෙනු නොලැබේ. විශේෂවේදී විෂය කෝතුයේ අවශ්‍යත් පසු එය වෙනස් කිරීමට ශිෂායන්ට ඉඩදෙනු නොලැබේ. විශේෂවේදී විෂය කෝතුයේ අවශ්‍යත් අනුව, වෙනත් විශේෂවේදී විෂය කෝතුයන්ගෙන් ලබාදෙන්නා වු පාඨමාලා හැදැරීම සඳහා ශිෂාන්ට අවස්ථාව ලබාදෙනු ලැබේ.

6.1 වරණීය හෝ වෛකල්පිත පාඨමාලා : සියලුම විශේෂවේදී විෂය කෝතුයන් වසර 2 සිට වසර 4 දක්වා වෛකල්පිත පාඨමාලා පිරිනමනු ලබන අතර සමාසිකයට අදාල අසී සපුරා ගැනීම සදහා හර පාඨමාලාවලට අතිරේකව ශිෂායන් විසින් වරණීය හෝ වෛකල්පිත පාඨමාලා හැදැරිය යුතුය. වරණීය හෝ වෛකල්පිත පාඨමාලා හර පාඨමාලා මෙන් අනිවාර්ය නොවන නමුත් ශිෂායන්ගේ විශේෂවේදී විෂය කෝතුයන් හා සම්බන්ධවිය යුතුය. එසේ නොවන පාඨමාලා ලබාගත හැක්කේ උපාධි පාඨමාලා වහුහය තුල එම විෂයයන් පිළිබඳව සඳහන් වන්නේ නම් පමණි.

7. අස් සාමානා රහිත පාඨමාලා: 3 සහ 4 වසරයන්හිදී ශිෂායන්ගේ කැමැත්ත පරිදි අස් සාමානා රහිත පාඨමාලා (GPA රහිත) තෝරා ගැනීමට අවස්ථාව සලසා දී ඇති අතර එවැනි ඉගෙනීම් අදාළ විශේෂවේදී විෂය කෝතුයට පරිබාහිර වශයෙන් පවතී. අධායන වැඩසටහන තුළදී ශිෂායන් හට පිරිනමනු ලබන උපරිම අස් රහිත පාඨමාලා ගණන හතරකට සීමා වේ. එනම්, සමාසිකයකට එක බැගිනි. ලියාපදිංචි වර්ෂයට අදාළ මට්ටමෙන් ඉහළ හෝ පහළ මට්ටම්වල පාඨමාලා හැදැරීමට ඉඩ දෙනු නොලැබේ. අස් රහිත පාඨමාලා තෝරා ගනු ලබන ශිෂායා එම පාඨමාලාවට අදාළ සියලුම අවශාතා අනිවාර්යයෙන්ම සම්පූර්ණ කළ යුතුය. අස් රහිත පාඨමාලා ශේණි අගු සාමානාය (GPA) ගණනයේ දී අදාළ කරගනු නොලැබේ. ඒවා අදාළ ශ්‍රේණියත් සමග ප්‍රතිඵල ලේඛනයේ ඇතුළත් කෙරේ.

- 8. නිරීක්ෂණ පාඨමාලා: දේශකවරුන්ගේ අවසරය මත ශිෂායෙකුට යම් පාඨමාලාවක් නිරීක්ෂණය කළ හැකි අතර දේශකවරයා/වරිය විසින් පාඨමාලාවේ අවශාතා නියම කරනු ලැබූ විට ශිෂායා විසින් ඒවා තෘප්ත කළ යුතු වේ. නිරීක්ෂණ පාඨමාලා ශේණි අගු සාමානා ගණනයේ දී අදාළ කර ගනු නොලබන අතර පුතිඵල ලේඛනයේ ද ඇතුළත් කරනු නොලැබේ. අදාළ දේශකවරයා/වරියගේ ඉල්ලීම සහ දෙපාර්තමේන්තු ප්‍රධානියාගේ නිර්දේශය මත ශිෂායා විසින් අදාළ පාඨමාලාව නිරීක්ෂණය කර ඇති බව සඳහන් කරමින් පීඨාධිපති කාර්යාලය විසින් සහතිකයක් නිකුත් කරනු ලබන්නේ එම පාඨමාලාවට අදාළව 80% පැමිණීමේ අවශාතාව සම්පූර්ණ කරන ශිෂායන්ට පමණි.
- 9. ශේණි අගු සහ ශේණි අගු සාමානතං ශේණි අගයක් යනු ශිෂායෙකු විසින් ලබා ගත් සැබෑ ලකුණු (0-100) කුමාංකනය කොට 0-4 පරාසයේ මිනුමකට ඇතුළත් කිරීමෙන් ලබා ගන්නා අගයකි. ශේණි අගු සාමානා යනු පාඨමාලා සඳහා ලබාගත් ශේණි අගුවල සාමානා අගයයි. මෙය සමාසිකය සඳහා හෝ සම්පූර්ණ උපාධි පාඨමාලාව සඳහා ගණනය කරනු ලබයි. ශිෂායා විසින් ලබා ගන්නා අවසන් පුතිඵලය සම්පූර්ණ උපාධි පාඨමාලාව සඳහා ලබා ගන්නා ශේණි අගු සාමානා මත පදනම් වේ. ශේණි අගු සාමානා දෙවන දශමස්ථානයට ගණනය කරනු ලබන අතර එමඟින් ශිෂායාගේ සමස්ථ ශාස්තීය කාර්යසාධනය පෙන්නුම් කරයි.
- 10. පාඨමාලා සහ වසර: පාඨමාලා වසර 1 සිට වසර 4 දක්වා වසර හතරකින් පිරිනමනු ලැබේ. ශිෂායා විසින් උපාධිය සම්පූර්ණ කිරීම සඳහා අධායන වැඩසටහනේ දක්වා ඇති පරිදි ඒ ඒ වසරෙ දී අපේක්ෂිත පාඨමාලා සංඛාාව හැදැරිය යුතුය. පාඨමාලා වසර මඟින් වැඩසටහනේ අනුකුමික වර්ෂය පෙන්නුම් කරයි. ඒ ඒ වසරට අදාළ පාඨමාලා බෙදී ගොස් ඇති ආකාරය දැක්වෙන්නේ වසර 1 (1000-1299), වසර 2 (2100-2299), වසර 3 (3100-3299) සහ වසර 4 (4000-4299) යන පාඨමාලා කේත මගිනි.
- 11. සමාසිකයක උපරිම අසී ගණන: සමාසිකයක් සඳහා ශිෂායෙකුට පළමු පෙනී සිටීමක දී ලබා ගත හැකි උපරිම අසී ගණන 19කි. නැවත පෙනී සිටීමේදී ලබාගත හැකි අසී පිළිබඳ සීමාවක් නැත.
- 12. පාඨමාලා සඳහා ලියාපදිංචිය: ශිෂායන් විසින් සමාසිකය ආරම්භ වූ දා සිට දින හතක් ඇතුළත නියමිත පරිදි සම්පූර්ණ කරන ලද ආකෘති පතුයක ආධාරයෙන් පාඨමාලා සඳහා ලියාපදිංචි විය යුතුය.
 - 12.1. පාඨමාලා එකතු කිරීම සහ අත්හැරීම: සමාසිකය ආරම්භ වූ දා පටන් සති දෙකක් (දින 14) දක්වා කාලය තුළ පාඨමාලා එකතු කිරීම හෝ අත්හැරීම කළ හැක. පාඨමාලාවක් එකතු කිරීමේදී ශිෂායා විසින් දේශකවරයා/වරියගෙන් සහ අදාළ දෙපාර්තමේන්තු ප්‍රධානියාගෙන් අවසර ලබා ගැනීම අනිවාර්ය වේ. අත්හරින ලද බවට සඳහන් නොවන පාඨමාලාවක් සම්පූර්ණ කිරීමට අපොහොසත් වීම පාඨමාලා ඉවත් කිරීමක් ලෙස නොසැලකෙන අතර එවැනි පාඨමාලාවක් සඳහා E ශ්‍රේණියක් ප්‍රදානය කරනු ලබයි.

- 13. පීඨය විසින් පිරිනමනු ලබන උපාධි වැඩසටහන්: පීඨය විසින් වාාපාර පරිපාලනවේදී ගෞරව උපාධි වැඩසටහන යටතේ විශේෂවේදී කෙෂ්තු පහක් පිරිනමනු ලබයි. ඒවා ගණකාධිකරණය සහ මුලා, මානව සම්පත් කළමනාකරණය, අලෙවි කළමනාකරණය, මෙහෙයුම් කළමනාකරණය සහ සංවිධාන කළමනාකරණය යනුවෙන් දැක්වේ (6 වන කොටස පරිශීලනය කරන්න). විශේෂවේදී පාඨමාලා වසර 2 හා 3 සහ 4 වසරයන්හිදී පිරිනමනු ලැබේ.
- 14. වාහාපාර පරිපාලනවේදී ගෞරව උපාධිය සඳහා අස් අවශාතාව: වාහපාර පරිපාලනවේදී ගෞරව උපාධි පුදානයට සුදුසුකම් ලැබීමට ශිෂායෙකු විසින් අස් 120ක් උපයා ගත යුතුය. ඒ අතුරින් අස් 30ක් වසර 1 දී පොදු පාඨමාලා ඔස්සේ උපයා ගත යුතු වන අතර තවත් අස් 90ක් වසර 2, 3 සහ 4 වල දී විශේෂවේදී පාඨමාලා ඔස්සේ (වර්ෂයකට අස් 30 බැගින්) උපයා ගත යුතුය. ඊට අමතරව ශිෂායන් විසින් අස් 24ක් අනිවාර්ය ELM (කළමනාකරණය සදහා ඉංගීුසිය භාෂාව) පාඨමාලා තුළින් උපයා ගත යුතු වන අතර අස් 2ක් අනිවාර්ය තොරතුරු සහ සන්නිවේදන තාක්ෂණ පාඨමාලාවෙන් ලබා ගත යුතුය. ශේණි අගු සාමානා (GPA) ගණනයේ දී මෙය අදාළ කර නොගැනේ (මෙම ලේඛනයේ 20වන කොටස පරිශීලනය කරන්න).
- 15. අස් පැවරීම: අස් පැවරීමට ඉඩ දෙනු ලබන්නේ සමාන සමාසික/පාඨමාලා ඒකක කුමයක් ඇති ජාතික සහ ජාතාන්තර විශ්වවිදාහල අතර පමණි. කෙසේ වුවත්, එසේ අස් පැවරීමට දෙපාර්තමේන්තු නිර්දේශය සහ පීඨ මණ්ඩල අනුමැතිය අවශා වේ. විශ්වවිදාහලයකින් ලබා ගත් සතා පුතිඵල ලේඛනයක් සමග ඉදිරිපත් කරනු ලබන ශිෂා අභියාචනයක් මත අස් පැවරීම සහ ශ්‍රේණි අක්ෂරය සහ ශ්‍රේණි අගු පුදානය කිරීම පීඨ මණ්ඩලය විසින් සලකා බලනු ලබයි.

16. ශාස්තීය නිබන්ධනය සහ පායෝගික පුහුණුවං

16.1 ශාස්තීය නිබන්ධනය: වාාපාර පරිපාලනවේදී ගෞරව උපාධිය ලබාගැනීම සදහා එක් එක් විශේෂවේදී විෂය කෙෂ්තුයට අදාළව ස්වාධීන ශාස්තීය නිබන්ධනය සම්පූර්ණ කිරීම ආංශික අවශාතාවය වේ. ඉහළ මට්ටමේ පරිශුමයක අවශාතාවය හඳුනාගැනීම පිණිස ශාස්තීය නිබන්ධනයට අසී 6 පුදනය කරනු ලැබේ.

16.2 පායෝගික පුහුණුව: අවසාන වර්ෂයේදී ශිෂායන්හට විශේෂවේදී විෂය කෙෂ්තුයට අදාළව අසී 6 කින් සමන්විත පායෝගික පුහුණුවක් ලබාගැනීම හෝ එම පායෝගික පුහුණුව නියෝජනය වන අසී 6 කට සමාන, කලින් නියම කරන ලද පාඨමාලා හැදෑරීම සදහා විකල්ප ලබාගත හැකි වේ.

17. උපාධි වැඩසටහන සම්පූර්ණ කිරීම: පන්ති සාමාර්ථයක් සහිතව උපාධියක් ලැබීමට සුදුසුකම් සපුරාලීම සඳහා ශිෂායන් ලියාපදිංචි වූ දින සිට වසර හතරක් ඇතුළත ඒ සඳහා වන සියලුම අවශාතා සම්පූර්ණ කර තිබිය යුතුය. වෛදා හෝ වෙනත් පිළිගත හැකි විශේෂ හේතුවක් නිසා කාලය තවත් වසර හතරකින් දීර්ඝ කෙරෙන අතර ඒ අනුව ලබා දෙන උපරිම කාල සීමාව වසර අටක් වනු ඇත. එවැනි අවස්ථාවක දී, ශිෂායෙකු පන්ති සාමාර්ථයක් සඳහා සුදුසුකම් ලබන්නේ ද යන්න පීඨ මණ්ඩලය විසින් මෙම ලේඛනයේ 18 වන කොටසේ සඳහන් රෙගුලාසි මත නිශ්චය කරනු ලබයි. උපාධි වැඩසටහන සම්පූර්ණ කළ යුතු උපරිම කාලය ඉක්මවා යන ශිෂායන්ගේ ශිෂාභාවය ස්වයංකීයව අහෝසි වේ.

18. ගෞරව සමාර්ථයක් සහිතව උපාධිය සම්පූර්ණ කිරීම සඳහා පවතින දීර්ඝ කිරීම්:

- 18.1. වෛදා හේතු මත දීර්ඝ කිරීම්: වෛදා සභාවේ හෝ විශ්වවිදාහලයේ සෞඛා මධාස්ථානයේ ප්‍රධාන වෛදා නිලධාරියා විසින් අනුමත කරන ලද වෛදා හේතූන් මත දීර්ඝ කිරීම් ලබා දෙනු ලැබේ. වෛදා හේතූ මත දීර්ඝ කිරීම් ලබන ශිෂායෙකු ගෞරව සාමාර්ථ සඳහා සුදුසුකම් ලැබීමට උපාධි වැඩසටහන වසර පහක් තුළ සම්පූර්ණ කළ යුතුය. කාලය දීර්ඝ කිරීමක් සඳහා විශ්වවිදාහල සෞඛා මධාස්ථානයේ ප්‍රධාන වෛදා නිලධාරියාගේ අනුමැතිය ලද වෛදා සහතිකයක් සහිතව ශිෂායො විසින් ඉල්ලීමක් ඉදිරිපත් කළ යුතුය. පීඨයේ ශිෂා ලියාපදිංචිය සහ ඉල්ලීම් කමිටුව විසින් එවැනි ඉල්ලීම් සලකා බලා පීඨ මණ්ඩලයට නිර්දේශයන් ඉදිරිපත් කළ යුතුය. පීඨයේ ශිෂා ලියාපදිංචිය සහ ඉල්ලීම් කමිටුව විසින් එවැනි ඉල්ලීම් සලකා බලා පීඨ මණ්ඩලයට නිර්දේශයන් ඉදිරිපත් කළ යුතුය. දීර්ඝ කිරීමේ එක් ඉල්ලීමක් වෙනුවෙන් උපරිම වසර දෙකක් දක්වා කාලය ලබා දෙනු ඇත (ගර්භනී සහ දරු උපත් සම්බන්ධ දීර්ඝ කිරීම වෛදා හේතූන් ලෙස සලකනු ලැබේ).
- 18.2. වෛදා නොවන හේතු මත දීර්ඝ කිරීම්: වෛදා නොවන හේතු මත වන දීර්ඝ කිරීම් සඳහා වන ඉල්ලීම් ලද විට පීඨයේ ශිෂා ලියාපදිංචිය සහ ඉල්ලීම් කමිටුව සහ පීඨ මණ්ඩලය විසින් ඒවායෙහි වලංගු භාවය සලකා බලා ශිෂායා ගෞරව සාමාර්ථ ලැබීම සඳහා සුදුසුකම් ලබන්නේද නැද්ද යන්න තීරණය කරනු ලැබේ. පේරාදෙණිය විශ්වවිදාහලය විසින් පිරිනමනු ලබන එක් අවුරුදු අධාහපන හුවමාරු වැඩසටහන් සඳහා විදේශ ගත වන ශිෂායන් ගෞරව සාමාර්ථ සඳහා සුදුසුකම් ලබන නමුදු ඔවුන් ඒ සඳහා උපාධි වැඩසටහන වසර පහක් ඇතුළත සම්පූර්ණ කළ යුතුය.
- 18.3. දීර්ඝ කිරීම් සඳහා වන සියලුම ඉල්ලීම් නියමිත ආකෘති පතුය පුරවා ඒ සමග අදාළ ලියකියවිලි, අනුමත කිරීම් සහ ආධාරක සාක්ෂි වෙතොත් ඒවා ද අමුණා ඉදිරිපත් කළ යුතුය.
- 18.4. පීඨ මණ්ඩලය විසින් දීර්ඝ කිරීම් අනුමත කර සිටින විටෙක සහ ශිෂායා ගෞරව සාමාර්ථ සඳහා සුදුසුකම් ලබන විටෙක පීඨයේ සහකාර ලේඛකාධිකාරී විසින් එම තීරණය නොපමාව අදාළ ශිෂායා වෙත ලිඛිතව දැනුම් දෙනු ලබයි.
- 19. නොපැමිණීමේ නිවාඩු: ශිෂායෙකු හට අධායන වැඩසටහන තුළ සාමානායෙන් එක් වරකට සමාසිකයක නොපැමිණීමේ නිවාඩු ලබාගත හැකිය. නිවාඩු ඉල්ලුම් කරන සමාසිකය ආරම්භ වීමට පෙර හෝ එම සමාසිකයේ දෙවන සතිය ඉක්මවීමට පෙර ශිෂායා විසින් සුදුසු ආකෘති පතයක් උපයෝගී කොට ගෙන ලිඛිතව පීඨාධිපතිතුමා වෙත අයදුම් කළ යුතු වේ. නිවාඩුව අනුමත වූ විටෙක උපාධිය ලබා ගැනීමට සහ පන්ති සාමාර්ථයක් ලබා ගැනීමට නම් ශිෂායා විසින් නියමිත කාලසීමාව තුළ දී උපාධිය සම්පූර්ණ කිරීම අතාවශා වේ (18 වන කොටස පරිශීලනය කරන්න). නොපැමිණීමේ නිවාඩු පිරිනමනු ලබන්නේ සමාසික දෙකක කාලයක් සඳහා වන අතර එය එක්කෝ එක් වරකට හෝ දෙවරකට එක සමාසිකය බැගින් ලබාගත හැක.

20. ELM (කළමනාකරණය සදහා ඉංගීුසිය භාෂාව) වැඩසටහන: උපාධිය ලබා ගැනීමේ ආංශික අවශාතාවක් ලෙස සියලුම ශිෂායන් විසින් නියමිත ELM පාඨමාලා සංඛාාවක් සමත් විය යුතුය. ELM පාඨමාලාවල ශේණි අගු GPA ගණනය කිරීමේ දී අදාළ කර නොගන්නා බැවින් සියලුම ELM පාඨමාලා අසී රහිත (GPA රහිත) පාඨමාලා ලෙස සලකනු ලබයි. ශිෂායන් විසින් මුළුමනින් අසී 24ක වටිනාකමින් යුත් ELM පාඨමාලා සම්පූර්ණ කිරීම අනිවාර්ය වේ. උපාධිය ලබා ගැනීම සඳහා සුදුසුකම් ලැබීමට නම් සියලුම ශිෂායන් විසින් වසර 1, 2 සහ 3 දී අනිවාර්ය ELM අසී 8 බැගින් ලබා ගත යුතුය. කෙසේ වෙතත් කඩිනම් ඉංගීුසි පාඨමාලාවෙන් පසුව පවත්වනු ලබන පරීකෂණයෙන් ලකුණු 40-69 ක් අතර ලබා ගන්නා සිසුන් ELM වසර 1 පාඨමාලා වලින්ද ලකුණු 70-100 ක් අතර ලබා ගන්නා සිසුන් ELM වසර 1 සහ 2 පාඨමාලා වලින්ද නිදහස් කරනු ලැබේ.

20.1. යම්කිසි ශිෂායෙක් ELM පාඨමාලාවක් අසමත් වන්නේ නම්, සතියක කඩිනම් පුනරීක්ෂණ වැඩසටහනකින් පසුව, එම අසමත් වූ පාඨමාලාව සඳහා වෙනත් පුශ්න පතුයක් පුදනය කරනු ලබයි. එම පුයත්නය පුනර් පුයත්නයක් ලෙස නොසලකයි.

20.2. අසමත් වූ ELM පාඨමාලා නැවත ගැනීම: පහත දැක්වෙන රෙගුලාසි අංක 22.5 පරිශීලනය කරන්න.

- 21. තොරතුරු සහ සන්නිවේදන තාක්ෂණය (ICT 1001): අසී 2කින් සමන්විත තොරතුරු සහ සන්නිවේදන තාක්ෂණ පාඨමාලා සියලුම සිසුන් වෙත පුදනය කරනු ලබන අතර, ආංශික අවශාතාවයක් ලෙස එම පාඨමාලාව සමත්විය යුතුය. මෙම පාඨමාලාවේ ශ්‍රේණී අසී, ශ්‍රේණී අසී සාමානා ගණනය කිරීමේදී එකතු කරනු නොලැබේ. එබැවින් මෙම පාඨමාලාව අසී රහිත (GPA රහිත) පාඨමාලාවක් ලෙස සලකනු ලබයි.
 - 21.1. අසමත්වූ ICT පාඨමාලාව නැවත ලබා ලැනීම: පහත දැක්වෙන රෙගුලාසි අංක 22.5 පරිශීලනය කරන්න.
- 22. උපාධි වැඩසටහන මත ශිෂා කාර්යසාධනය ඇගයීමං
 - 22.1. ඇගයීම් කාර්ය පටිපාටිය: පාඨමාලා ශේණිය ගණනය කිරීමේ දී එක් එක් පාඨමාලා සඳහා දෙපාර්තමේන්තුවේ අනුමැතිය ද සමග ශිෂා ඇගයීම් කුම නිර්මාණය කිරීමේ වගකීම කථිකාචාර්යවරයා/වරිය සතු වේ. සියලුම ඇගයීමේ කුම අඛණ්ඩ ඇගයීම් සහ අවසන් සමාසික පරීකෘණ යන ඒවායෙහි එකතුවක් වේ. පීඨ මණ්ඩලයේ සහ සනාථන සභාවේ අනුමැතිය ලද හොත් පාඨමාලාවක් සම්පූර්ණයෙන්ම අඛණ්ඩ ඇගයීම් කුම ඔස්සේ ඇගයිය හැකිය. දෙපාර්තමේන්තුවේ අනුමැතිය ලැබූ පසු ඇගයීම් කුම සහ දේශන වැඩසටහන විස්තරාත්මකව සුදුසු ආකෘතියක් (L-1) මගින් පාඨමාලාව ආරම්භයේ දී ශිෂායන් හට ලබා දිය යුතුය. පැවරුම් සහ තුළට ඇතුළත් විය යුතුය.

22.2. ඇගසීම් කුමවේදය: ශිෂායින් අගයනු ලබන්නේ පාඨමාලා ශේණි මාර්ගෝපදේශය මත වන අතර පහත වගුවට අනුව 0 සිට 4.00 දක්වා ශේණි අගු පරාසය සහ E සිට A/A+ දක්වා ඊට අනුරූප අක්ෂර ශේණි දක්වනු ලැබේ. මෙම කුමවේදයට අනුව D+ සහ D දුර්වල සාමාර්ථ ලෙස සලකනු ලබන අතර E ශේණිය අසාමාර්ථ ලෙස දැක්වේ. පාඨමාලා ශේණි මාර්ගෝපදේශය පහත දැක්වේ.

ලකුණ	ශේණිය	ශේණි අගු
		සාමානා
80 - 100	A (or) A+	4.0
70 - 79	A-	3.7
65 - 69	B+	3.3
60 - 64	В	3.0
55 - 59	В-	2.7
50 - 54	C+	2.3

ලකුණ	ශේණිය	ලේණි අගු
		ສ າමາ ສນິ
45 - 49	С	2.0
40 - 44	C-	1.7
35 - 39	D+	1.3
30 - 34	D	1.0
00 - 29	E	0.0

- 22.3. ශේණී අගු සාමානා (GPA) ගණනය: එක් එක් ශිෂායා සඳහා ශේණි අගු සාමානා ගණනය කරනුයේ GPA=∑ci.gi/∑ci යන සූතුය භාවිතා කරමින් වන අතර මෙහි ci සහ gi පිළිවෙලින් ith පාඨමාලාවේ අඝී සංඛාාව සහ ශේණි අගු වේ.
- 22.4. අසම්පූර්ණ ශේණී සහ ප්‍රතිසාධන (Make-up) පරීක්ෂණ: අවසන් සමාසික පරීක්ෂණ සඳහා පෙනී සිටීමට අසමත් වූ ශිෂායෙකු විසින් අදාළ දෙපාර්තමේන්තුවට පිළිගත හැකි වෛදා හෝ වෙනත් හේතූන් විභාග දිනයේ සිට දින 7ක් ඇතුළත දෙපාර්තමේන්තුවට දැනුම් දෙනු ලැබුව හොත් ඔහුට/ඇයට එම පාඨමාලාව සඳහා අසම්පූර්ණ ශේණියක් (I) ලබා දිය හැක. අසම්පූර්ණතා සඳහා වන ඉල්ලීම් ලිඛිතව ඔප්පු කළ හැකි විය යුතුයි. අසම්පූර්ණතාවක් සඳහා වන ඉල්ලීම් පිළිගැනීම හෝ බැහැරකිරීමේ අභිමතය අදාළ දෙපාර්තමේන්තුව සතු වේ. එසේ පිළිගත හොත් අවසන් වසරේ ශිෂායන් සඳහා 4 වන වසරේ අදාල සමාසිකය තුළ ප්‍රතිසාධන පරීක්ෂණ ලබා දෙනු ඇත. ප්‍රතිසාධන පරීක්ෂණ තියම පරීක්ෂණ දිනයේ සිට සති හතරක් ඇතුළත පැවැත්විය යුතු අතර එහි දී අදාළ ශිෂායන් විසින් අසම්පූර්ණ ශේණිය ඉවත් කර නියම ශේණියක් ප්‍රතිස්ධාපනය කර ගත යුතුය. අනෙකුත් සියලුම වසරවල ශිෂායින් විසින් එළඹෙන ඊළඟ වාරයේ විභාගය සඳහා පෙනී සිට එතෙක් රැගෙන ආ "I" ශේණිය ඉවත් කර ගත යුතුය. එළඹෙන ආසන්නතම වාරයේ අසම්පූර්ණ ශේණිය ඉවත් කර ගැනීමට ශිෂායාට නොහැකි වුවහොත් පරීක්ෂක මණ්ඩලය විසින් ඔහු/ඇය පළමු වතාවේ ලැබූ නියම ශේණිය සහතික කරනු ලබයි.

22.4.1. මධා සමාසික පුතිසාධන පරීකාණ: මධා සමාසික පරීකාණ සඳහා පෙනී සිටීමට නොහැකි වූ ශිෂායන් දෙපාර්තමේන්තුවට පිළිගත හැකි වෛදා හෝ වෙනත් හේතුවක් මත නිසි පරිදි ඉල්ලීමක් කළහොත් විභාගය පැවැත්වූ දින සිට දින 7ක් ඇතුළත පුතිසාධන පරීකාණ පැවැත්වීමට කියා කරනු ලැබේ. එවැනි ඉල්ලීමක් කථිකාචාර්යවරයා/වරියගේ උපදෙස් ද සැලකිල්ලට ගෙන පිළිගැනීමට හෝ බැහැර කිරීමට දෙපාර්තමේන්තුවට බලය තිබේ. එසේ පිළිගත හොත් දෙපාර්තමේන්තුව විසින් අදාළ ශිෂායන් හට පුතිසාධන පරීකාණ ලබා දීමට කියා කරනු ඇත.

- 22.5. පාඨමාලා නැවත ගැනීම: ශිෂායෙකු විසින් ඕනෑම සමාසිකයක දී පාඨමාලාවක් සඳහා E ශේණිය (අසමත්) ලැබුව හොත් එම පාඨමාලාව පිරිනමනු ලබන ඊළග අවස්ථාවේ එම පාඨමාලාව නැවත හැදැරිය යුතු වන අතර නැවත පරීඤාණ සඳහා පෙනී සිටීමෙන් ලබාගන්නා නව ශේණිය ඉන් පෙර ලබාගෙන සිටි ශේණියට (E) ආදේශ කරගත හැක. පාඨමාලාවක් නැවත ගැනීම් වාර තුනකට සීමාවන අතර නැවත ගැනීමක දී ලැබිය හැකි උපරිම ශේණිය C වේ. එසේම ශිෂායෙකුට ඔවුන්ගේ කාල සීමාව තුළ ලියාපදිංචි විය හැක්කේ එක් පළමු ගැනීමක් සහ නැවත ගැනීම් තුනක් සඳහා පමණි. ශිෂායෙකු ඔහුගේ/ඇයගේ අවසන් වසරේ පාඨමාලාවකින් අසමත් වුවහොත් එම පාඨමාලාව පිරිතමනු ලබන ඊළග අවස්ථාවේ සම්පූර්ණ පාඨමාලාවම හදාරා එහි සියලුම අවශාතා සම්පූර්ණ කළ යුතුය.
- 22.6. "C" සාමාර්ථයෙන් පහළ පාඨමාලා නැවත ගැනීම: ශිෂායෙකු විසින් ඕනෑම සමාසිකයක දී පාඨමාලාවක් සඳහා C-, D+ හෝ D ශේණි ලැබුව හොත් ඔහුට/ඇයට එම පාඨමාලාව පිරිනමනු ලබන ඊළඟ අවස්ථාවේ නැවත ගත හැකි වන අතර නැවත ගැනීමෙන් ලද ශේණිය මගින් ඉන් පෙර ලබා සිටි ශේණිය ආදේශ කළ හැක. ඕනෑම පාඨමාලාවක් සඳහා නැවත ගැනීම් වාර තුනක් පමණක් අනුමත කරන අතර නැවත ගැනීමක් සඳහා ලබා ගත හැකි උපරිම ශේණිය C වේ.
- 22.7. විභාග නීති: විභාග නීති කඩවීම් සම්බන්ධයෙන් දක්වා ඇති විශ්වවිදාහල රෙගුලාසි, අඛණ්ඩ ඇගයීම් සහ අවසන් සමාසික පරීඤාණවල සියලුම සංරචක සඳහා අදාළ වේ.
- 22.8. ප්‍රතිඵල නිකුත් කිරීම: දෙපාර්තමේන්තු රැස්වීමක දී අතාවශා බව හැඟී යන්නේ නම් දෙපාර්තමේන්තු ප්‍රධානියා විසින් සන්නිරීඤාණය කිරීමේ (Re-Scrutiny) මණ්ඩලයක් පත් කරනු ඇත. පරීක්ෂකවරයෙකු විසින් භාර දුන් ලකුණු පීඨ කාර්යාලයට භාර දීමට පෙර සන්නිරීඤාණය කිරීමේ මණ්ඩලය විසින් ප්‍රමිතිගත කළ හැකිය. ඊළඟ සමාසිකයේ ආරම්භයේ සිට සති හතරක් ඇතුළත පෙර සමාසිකයේ ප්‍රතිඵල නිකුත් කළ යුතුය. පීඨ විභාග මණ්ඩලයේ නිර්දේශය ලබා ගැනීමට යටත්ව දෙපාර්තමේන්තු ප්‍රධානියා විසින් ප්‍රධානියා විසින් ප්‍රධානියා විසින් සහ දේකය කරනු ඇත.

28.8.1. පුතිඵල පුදර්ශනය කිරීමං දෙපාර්තමේන්තු පුධානියාට අඛණ්ඩ ඇගයීම් ලකුණු පුදර්ශනය කළ හැක. විභාග මණ්ඩලයේ අනුමැතියට යටත්ව දෙපාර්තමේන්තු පුධානියාගේ අවසරය මත අවසන් පුතිඵලවල ශේණි පරීඤකවරයා විසින් දැන්වීම් පුවරුවේ පුදර්ශනය කරනු ඇත.

- 22.9. ශිෂායන්ගේ ඉල්ලීම් මත ශ්‍රේණි සන්නිරීක්ෂණය: ශ්‍රේණි සම්බන්ධයෙන් විමසීමට අදහස් කරනු ලබන ශිෂායන් විසින් නියමිත ආකෘති පත්‍රයක් මගින් අදාළ දෙපාර්තමේන්තුවෙන් සන්නිරීක්ෂණය සඳහා ඉල්ලුම් කළ හැක. සන්නිරීක්ෂණය සඳහා වන ඉල්ලුම් පත්‍ර විශ්වවිදාහල ප්‍රතිපාදන කොමිෂන් චක්‍රලේඛ අංක 978 ප්‍රකාරව අදාළ දෙපාර්තමේන්තුව විසින් භාරගනු ලැබේ. එවිට දෙපාර්තමේන්තු ප්‍රධානියා විසින් අදාළ පරීක්ෂකවරයා/වරිය ලවා ප්‍රතිඵල සන්නිරීක්ෂණය (Re-scrutiny) කොට තහවුරු කොට ගෙන දැනුම් දෙනු ලබයි. ශිෂා ඉල්ලීම් මත පිළිතුරු පත් නැවත පරීක්ෂණය (Re-examination) කරනු නොලැබේ.
- 22.10. ප්රී පේඛන නිකුත් කිරීම: පීඨ කාර්යාලය විසින් එක් එක් සමාසිකය සඳහා සියලුම ශිෂායින් වෙත ප්රී ප්රී පේඛනයක් නිකුත් කරනු ලැබේ. සමාසික ප්රී මේඛනය තුළ අසී සහිත හා අසී රහිත පාඨමාලාවල පාඨමාලා කේතය, පාඨමාලා නාමය, අඤර ශ්‍රේණිය සහ ශ්‍රේණි අගු ඇතුළත් වේ. තවද ප්රී මීට ලේඛනය තුළ ශ්‍රේණි, ශ්‍රේණි අගු සාමාන්‍යා (GPA) සහ අනෙකුත් අවශා තොරතුරු පැහැදිලි කරනු ලබන ආඛ්‍යානයක් ඇතුළත් වේ. උපාධි වැඩසටහන අවසානයේ දී ඉහත විස්තර සමඟ සමස්ත ශ්‍රේණි අගු සාමාන්‍ය සහ පන්ති සාමාර්ථය (අදාළ නම් පමණක්) සඳහන් අවසන් ප්රතිඵල ලේඛනයක් නිකුත් කරනු ලැබේ. නියමිත ගාස්තුවක් ගෙවීමෙන් සහතික කරන ලද අමතර සත්‍ය ප්රී මීට ලේඛන (සමාසිකයකට හෝ සම්පූර්ණ උපාධි වැඩසටහනට අදාළව) පීඨ කාර්යාලය වෙතින් ලබාගත හැක.
- 22.11. පැමිණීම: විශ්වවිදාහලයේ රෙගුලාසිවලට අනුව පාඨමාලාවේ සියලුම සංරචක සඳහා 80% ශිෂහ පැමිණීම පීඨය විසින් නියම කෙරේ. පාඨමාලාවේ අවසන් සතිය තුළදී කථිකාචාර්යවරයා විසින් නිර්දේශ කරනු ලබන ශිෂායන්ගේ සමාසිකාන්ත අයදුම් පතය පකාරව ශිෂායාට විභාගය සඳහා පෙනී සිටිය හැකි බව හෝ නොහැකි බව තීරණය වේ. කථිකාචාර්යවරයා විසින් දේශන සහ/හෝ සාකච්ඡා පන්ති පිළිබඳ පැමිණීමේ වාර්තා සහ ඇගයීම්, පන්ති ඇගයීම් යනාදියට අදාළ තොරතුරු පවත්වාගත යුතුය. (පේරාදෙණිය විශ්වවිදහාලය විසින් අනුමත කරන ලද වෛදා සහතික ඉදිරිපත් කිරීමේ කුමචේදයෙහි I වන සහ II වන කොටස් පරිශීලතය කරන්න).

- 23. වාහපාර පරිපාලනවේදී (BBA) ගෞරව උපාධිය සමත් වීමට තිබිය යුතු අවශාතා: විභාග මණ්ඩලය විසින් ප්රතිඵල සහතික කරනු ලැබේ. උපාධිය සමත් වීම සඳහා අපේක්ෂකයෙකු විසින් පහත දැක්වෙන අවශාතා සම්පූර්ණ කර තිබිය යුතුය:
 - i. අදාළ වර්ෂයන් මත සම්පූර්ණ කළ යුතු අවශාතා සමග අසී 120ක් ලබා තිබිය යුතුය.
 - ii. ELM පාඨමාලාවලින් අසී 24ක් ලබා තිබිය යුතුය. (මෙහි අංක 20 හි දැක්වෙන රෙගුලාසි කියවන්න)
 - iii. ICT පාඨමාලාවෙන් අසී 2ක් ලබා තිබිය යුතුය.
 - iv. සමස්ත ශෝණි අගු සාමානාය (OGPA) 2.00 හෝ ඊට වඩා වැඩි විය යුතුය.
 - v. ඉහත සඳහන් අවශාතා නියමිත කාල සීමාව ඇතුළත සම්පුර්ණ කළ යුතුය.
- 24. උපාධි පුදානය: 'වහාපාර පරිපාලනවේදීගෞරව උපාධිය සමත් වීමට තිබිය යුතු අවශාතා' වශයෙන් දැක්වෙන රෙගුලාසි අංක 23හි සඳහන් සියලුම අවශාතා සම්පූර්ණ කරනු ලැබූ ශිෂායන් උපාධි පුදානය සඳහා යෝජනා කරනු ලැබේ. පහත දැක්වෙන පරිදි නියමිත සමස්ත ශ්‍රේණි අගු සාමානා ලබා තිබෙන ශිෂායන් ගෞරවසාමාර්ථ සඳහා සුදුසුකම් ලබයි. පීඨ මණ්ඩලය විසින් දීර්ඝ කිරීම් පිරිනමා නැතොත් ගෞරවසාමාර්ථ සඳහා සුදුසුකම් ලැබීමට ශිෂායෙකු විසින් අවම කාල සීමාව තුළ දී උපාධිය සම්පූර්ණ කර තිබිය යුතුය. ගෞරවසාමාර්ථ පිරිනැමීම මෙහි 18වෙනි කොටසේ දැක්වෙන රෙගුලාසිවලට මෙන්ම පේරාදෙණිය විශ්වවිදාහලයේ වෙනත් රෙගුලාසිවලට යටත්ව සිදු කෙරේ. අවම සමස්ත ශ්‍රේණි අගු සාමානා (OGPA) නොලබන සිසුන් උපාධි පුදානයට සුදුසුකම් නොලබයි.

උපාධිය	සමස්ත ශේුණි අගු සාමාන යය (OGPA)
පුථම පන්තිය	3.70 - 4.00
දෙවන පන්තිය (ඉහළ)	3.30 - 3.69
දෙවන පන්තිය (පහළ)	3.00 - 3.29
සාමානප	2.00 - 2.99
අසමත්	0.00 - 1.99

උපාධි පුදානය සඳහා අවශා වන ශේණි අගු

குறிப்பு:

- அ. இது பாடநெறிப் பிரமாணங்களின் மொழிபெயர்ப்பாக மட்டுமே இருப்பதினால் ஆங்கில வடிவத்தையே இறுதிச் சான்றாதாரமாகக் கொள்ள வேண்டும்.
- ஆ. இப்பிரமாணங்கள் தனிப்பட்ட மாணவர்களினால் பின்பற்றப்பட வேண்டியதே ஒழிய மாணவக் குழுக்களுக்கு உரியதானதல்ல.
- இ. இங்கே குறிப்பிடப்பட்டுள்ள பிரமாணங்களானவை பேராதனைப் பல்கலைக்கழகத்தின் உபவிதிகள் மற்றும் பல்கலைக்கழக சட்டக் கோவைகளில் குறிப்பிடப்படும் பிரமாணங்களுக்கமைய மாற்றங்களுக்கு உள்ளாகலாம்.
- கல்வி ஆண்டு: கல்வி ஆண்டொன்றானது இரண்டு பருவங்களைக் கொண்டிருக்கும். பருவத்தின் நேர அட்டவணையானது பொது விடுமுறைகள் காரணமாக விடுபடும் வார நாட்களை ஈடுசெய்வதற்கு மேலதிக நாட்களை இணைத்துக் கொள்வதன் மூலம் சீராக்கம் செய்யப்படும்.
- பருவம்: பருவம் என்பது ஒவ்வொன்றும் 15 வாரங்கள் கொண்ட அரையாண்டுத் தவணையொன்றாகும். பொதுவாக பருவங்களானவை குறிப்பிட்ட கல்வி ஆண்டின் முதலாம் பருவம் மற்றும் இரண்டாம் பருவம் என வரையறுக்கப்படும்.
- 3. பாடநெறி (Course), பாடநெறி அலகு (Course Unit) மற்றும் பாடநெறிக் குறியீடு (Course Code): பாடநெறி என்பது பாடநெறித் தலைப்பினூடாக இனங்காணப்பட்டு கல்வி நிகழ்ச்சித்திட்டமொன்றில் வழங்கப்படும் ஒரு பாடமாகும். பாடநெறி அலகு என்பது பொதுவாக வாரம் ஒன்றிற்கு தொடர்பு கொள்ளும் மூன்று மணித்தியாலங்களுடன் பருவமொன்றினுள் கற்பிக்கப்படும் முழுப்பாடநெறி ஆகும். பாடநெறி அலகொன்று குறைந்தது தொடர்பு கொள்ளும் ஒரு மணித்தியாலம் கொண்டதாகவோ அல்லது தொடர்பு கொள்ளும் மூன்று மணித்தியாலங்களிற்கு அதிகமானதாகவோ வழங்கப்படலாம். பாடநெறிக் குறியீடானது ஒவ்வொரு பாடநெறியுடன் காணப்படும் மூன்று ஆங்கில எழுத்துக்கள் மற்றும் நான்கு இலக்கங்கள் ஆகும்.
- 4. தொடர்பு கொள்ளும் மணித்தியாலம் (Contact Hour): தொடர்பு கொள்ளும் மணித்தியாலமொன்றானது முறையான விரிவுரைகள், கட்டுரை வகுப்புக்கள், கலந்துரையாடல்கள், மீளாய்வு வகுப்புக்கள், செய்முறை வகுப்புக்கள் அல்லது மாணவர்களுடனான ஏதேனும் ஒரு வடிவத்திலான ஏற்றுக்கொள்ளக்கூடிய கல்வித்தொடர்புகளை உள்ளடக்கியதாக வரையறுக்கப்பட்டுள்ளது. விரிவுரையாளரானவர் பாடத்திட்டத்தில் குறிப்பிடப்பட்டுள்ள தொடர்பு கொள்ளும் மணித்தியாலங்களுக்கமைய பல்வேறு வகையான மாணவத் தொடர்புகளை எவ்வாறு பயன்படுத்துவது என்பதனைத் தீர்மானிப்பார். இரண்டு மணித்தியாலங்கள் கொண்ட செய்முறை பயிற்சியொன்றானது தொடர்பு கொள்ளும் ஒரு மணித்தியாலங்கள் கொண்ட செய்முறை பயிற்சியொன்றானது தொடர்பு கொள்ளும் ஒரு மணித்தியாலத்திற்கு சமமானதாகும். வாராந்தத் தொடர்பு கொள்ளும் கள்ளனும் மணித்தியாலங்களானவை பாடநெறிக்கான தகு மதிப்புகளாக (Course Credits) மாற்றப்படும்.

- 5. தகு மதிப்பு (Credit) மற்றும் தகு மதிப்புப் பெறுமதி (Credit Value): வாராந்தத் தொடர்பு கொள்ளும் மணித்தியாலங்களின் அடிப்படையில் பாடநெறி ஒன்றிற்கு வழங்கப்பட்டுள்ள சாராம்சப் பெறுமதியானது (Abstract Value) தகு மதிப்பு என இனம் காணப்படும். வாராந்தம் தொடர்பு கொள்ளும் மூன்று மணித்தியாலங்களினைக் கொண்ட பாடநெறியொன்றானது மூன்று தகு மதிப்பு கொண்ட பாடநெறி ஆகும். எனவே தகு மதிப்பு ஒன்றானது பருவமொன்றில் தொடர்பு கொள்ளும் 15 மணித்தியாலங்களினைக் கொண்டதாகும். மூன்று தகு மதிப்பானது வாராந்தம் தொடர்பு கொள்ளும் மூன்று மணித்தியாலங்களையும் பருவமொன்றிற்கு தொடர்பு கொள்ளும் 45 மணித்தியாலங்களையும் கொண்டிருக்கும். ஆறு மணித்தியாலங்கள் கொண்ட தொழில்சார் உள்ளகப் பயிற்சி/ ஆய்வுக் கட்டுரை/ ஆராய்ச்சி என்பவை, தொடர்பு கொள்ளும் ஒரு மணித்தியாலமாகக் கருதப்படும். துறைகளானவை பாடநெறிகளின் தன்மையின் அடிப்படையில் பருவமொன்றில் ஒன்று முதல் நான்கு வரையிலான தகு மதிப்பினைக் கொண்ட பாடநெறிகளை வழங்க முடியும். இவைகளுள் ஆய்வுக் கட்டுரை மற்றும் தொழில்சார் உள்ளகப் பயிற்சி ஆகியன விதிவிலக்கானவைகளாகும்.
- 6. பொது மற்றும் விசேட பாடப்பரப்பிற்கான பாடநெறிகள்: முதலாம் வருடத்தில் கற்பிக்கப்படும் சகல பாடநெறிகளும் பொதுப் பாடநெறிகளாக இருப்பதுடன் இப்பாடநெறிகளை எவ்விதத் தெரிவுகளுமின்றி சகல மாணவர்களும் கற்றல் வேண்டும். முதலாம் வருடத்தில் மாணவர்கள் பெற்ற பெறுபேறுகளுக்கும் மாணவர்களின் தெரிவிற்கும் அமைவாக இரண்டாம் வருட ஆரம்பத்தில் விசேட பாடப்பரப்பினை தேர்ந்தெடுக்க மாணவர்கள் அனுமதிக்கப்படுவர். பட்டப்படிப்பு நிகழ்ச்சித்திட்டத்தில் இரண்டாம், மூன்றாம் மற்றும் நான்காம் வருடங்களில் விசேட பாடப்பரப்பிறை தேர்ந்தெடுக்க மாணவர்கள் அனுமதிக்கப்படுவர். பட்டப்படிப்பு நிகழ்ச்சித்திட்டத்தில் இரண்டாம், மூன்றாம் மற்றும் நான்காம் வருடங்களில் விசேட பாடப்பரப்பிற்கான பாடநெறிகள் கற்பிக்கப்படும். இவற்றிற்கு மேலதிகமாக, விசேட பாடப்பரப்புகளைக் கருத்திற் கொள்ளாது மாணவர்களுக்கு இரண்டாம், மூன்றாம் மற்றும் நான்காம் வருடங்களில் பொதுப் பாடநெறிகளும் கற்பிக்கப்படும். குறித்த விசேட பாடப்பரப்பின் தேவைப்பாடுகளுக்கமைய, மாணவர்கள் ஏனைய விசேட பாடப்பரப்புகளினால் வழங்கப்படும் பாடநெறிகளைக் கற்கவும் வேண்டப்படுவர். மாணவர்கள் விசேட பாடப்பரப்பினைத் தெரிவு செய்த பின்னர் அதனை மாற்றுவதற்கு அனுமதிக்கப்பட மாட்டரர்கள்.
 - 6.1. தேர்ந்தெடுக்கப்பட்ட அல்லது விருப்பத்திற்குரிய பாடநெறிகள்: இரண்டாம் வருடம் முதல் நான்காம் வருடம் வரை, அடிப்படை பாடநெறிகளுக்கு மேலாக, ஒவ்வொரு விசேட பாடப்பரப்புகளிலும் தேர்ந்தெடுக்கப்பட்ட அல்லது விருப்பத்திற்குரிய பாடநெறிகள், ஒவ்வொரு பருவத்தினதும் தகு மதிப்புத் தேவைப்பாடுகளைப் பூர்த்தி செய்வதற்காக வழங்கப்படும். அடிப்படை பாடநெறிகளைப் போல் தேர்ந்தெடுக்கப்பட்ட அல்லது விருப்பத்திற்குரிய பாடநெறிகள் கட்டாயமில்லை எனும் போதிலும் பட்டப்படிப்பு நிகழ்ச்சித்திட்டத்தில் குறிப்பாக கூறப்படாவிடத்து அப்பாடநெறிகள் விசேட பாடப்பரப்புக்கு தொடர்புடையனவாக இருத்தல் வேண்டும்.
- 7. தகு மதிப்பற்ற பாடநெறிகள் (Non Credit Courses): தகு மதிப்பற்ற (சராசரி தரப்புள்ளியற்ற) பாடநெறிகளின் விருப்பத்தேர்வானது மூன்றாம் மற்றும் நான்காம் வருடங்களில் மாணவர்கள், தமது விருப்பத்திற்குரியதும் அந்தந்த விசேட பாடப்பரப்பிற்கு வேண்டப்படாத பாடநெறிகளைத் தமது விருப்பத்திற்குரிய மேலதிக பாடநெறிகளாக கற்பதற்கான வாய்ப்பினை வழங்குகின்றது. மாணவரொருவரால் கல்வி நிகழ்ச்சித்திட்ட காலத்தில் அதிகபட்சமாக கற்கக்கூடிய பாடநெறிகள் நான்கு என வரையறுக்கப்பட்டுள்ளது. அதாவது மாணவரோருவரால் கல்வி நிகழ்ச்சித்திட்ட காலத்தில் அதிகபட்சமாக கற்கக்கூடிய பாடநெறிகளாக கற்பதற்கான வாய்ப்பினை வழங்குகின்றது. மாணவரொருவரால் கல்வி நிகழ்ச்சித்திட்ட காலத்தில் அதிகபட்சமாக கற்கக்கூடிய பாடநெறிகள் நான்கு என வரையறுக்கப்பட்டுள்ளது. அதாவது மாணவர் சமமற்ற கற்கை மட்டங்களிற்கான பாடநெறிகளை தெரிவு செய்ய அனுமதிக்கப்படமாட்டார்கள். தகு மதிப்பற்ற பாடநெறிகளைக் கற்கும் மாணவர் அப்பாடநெறியுடன் தொடர்பான சகல தேவைப்பாடுகளையும் பூர்த்தி செய்தல் வேண்டும். தகு மதிப்பற்ற பாடநெறிகளானவை சராசரித் தரப்புள்ளியினைக் கணிப்பிடும் போது கவனத்தில் கொள்ளப்படுவதில்லை. அவ்வாறான பாடநெறிகள் விபரமான பெறுபேற்று அறிக்கையில் அவற்றின் தரப்புள்ளியுடன் பட்டியற்டடுத்தப்படும்.

- 8. செவிப்புல நுகர்வுக்கான பாடநெறிகள் (Audit Courses): மாணவரொருவர் குறிப்பிட்ட பாடநெறியொன்றினை விரிவுரையாளரின் சம்மதத்துடன் அப்பாடநெறிக்காக விரிவுரையாளரால் குறிப்பிடப்படும் ஏதாவது தேவைப்பாடுகள் இருப்பின் அதனை பூர்த்தி செய்து அப்பாடநெறி விரிவுரைகளில் கலந்து கொள்ள முடியும். செவிப்புல நுகர்வுக்கான பாடநெறிகளானவை சராசரி தரப்புள்ளி கணிப்பீட்டில் உள்ளடக்கப்படாததாகவும் விபரமான பெறுபேற்று அறிக்கையில் பட்டியல் படுத்தப்படாததாகவும் இருக்கும். மாணவர் ஒருவர் செவிப்புல நுகர்வுக்கான பாடநெறி விரிவுரைகளில் கலந்து கொண்டார் என்பதனை உறுதிப்படுத்த, அந்த விரிவுரையாளர் துறைத் தலைவரினூடாக அனுப்பும் கோரிக்கையின் பேரில் பீடாதிபதியின் காரியாலயத்தினால் கடிதமொன்று வழங்கப்படலாம். இக்கடிதமானது செவிப்புல நுகர்வுக்கான பாடநெறிகளில் 80% வருகை தேவைப்பாட்டினை பூர்த்தி செய்யும் மாணவர்களுக்கு மட்டுமே வழங்கப்படும்.
- 9. தரப்புள்ளி (Grade Point) மற்றும் சராசரித் தரப்புள்ளி (Grade Point Average): தரப்புள்ளியானது மாணவர் ஒருவர் பெற்ற உண்மையான புள்ளிகளை (1-100), 0-4 என்ற அளவுத்திட்டமாக மாற்றுவதன் மூலம் பெறப்படுகின்றது. சராசரி தரப்புள்ளியானது பாடநெறிகளிற்காகப் பெற்ற அனைத்து தரப்புள்ளிகளின் சராசரியினை குறிக்கின்றது. இச்சராசரி தரப்புள்ளியினை ஒரு பருவத்திற்காக அல்லது முழு கல்வி நிகழ்ச்சித்திட்டத்திற்காக கணிப்பிடலாம். மாணவரொருவரினால் பெறப்படும் இறுதிப் பெறுபேறானது, முழுப் பட்டப்படிப்பு நிகழ்ச்சிக்கான சராசரித் தரப்புள்ளியின் அடிப்படையில் தீர்மானிக்கப்படும். இச்சராசரித் தரப்புள்ளியானது இரண்டு தசமங்களில் கணிப்பிடப்படுவதோடு, இது மாணவரின் ஒட்டுமொத்த கல்வி ஆற்றுகையின் குறிகாட்டியாகவும் காணப்படும்.
- 10. பாடநெறிகள் (Courses) மற்றும் வருடங்கள் (Years): பாடநெறிகளானவை முதலாம் வருடம் முதல் நான்காம் வருடம் வரை கற்பிக்கப்படுகின்றன. மாணவர்கள் பட்டப்படிப்பினை நிறைவு செய்வதற்கு கல்வி நிகழ்ச்சித்திட்டத்தில் குறிப்பிடப்பட்டுள்ளவாறு ஒவ்வொரு வருடங்களிலிருந்தும் தேவையான எண்ணிக்கையான பாடநெறிகளை கற்றல் வேண்டும். பாடநெறிக் கற்கை மட்டங்களானவை கல்வி நிகழ்ச்சித்திட்டத்தின் வருடங்களிலிருந்தும் தேவையான எண்ணிக்கையான பாடநெறிகளை கற்றல் வேண்டும். பாடநெறிகளை அவற்றில் கற்கை மட்டங்களானவை கல்வி நிகழ்ச்சித்திட்டத்தின் வருடங்களிலிருந்தும் தேவையான என்ணிக்கையான பாடநெறிகளை கற்றல் வேண்டும். பாடநெறிக் கற்கை மட்டங்களானவை கல்வி நிகழ்ச்சித்திட்டத்தின் வருடங்களின் படிமுறை வளர்ச்சியைக் குறித்து நிற்கின்றன. வருட ரீதியான பாடநெறிகளை அவற்றின் குறியீடுகள் மூலம் முதலாம் வருட பாடநெறிகள் (1000-1299), இரண்டாம் வருட பாடநெறிகள் (3100-3299) மற்றும் நான்காம் வருட பாடநெறிகள் (4000-4299) என இனங்காணப்படும்.
- 11. பருவமொன்றிற்கான அதிகூடியதகு மதிப்பு எண்ணிக்கை: மாணவர் ஒருவர் பருவமொன்றிற்கு முதற் தடவையாக கற்கும் பாடநெறிகளுக்கான அதிகூடிய தகு மதிப்பு எண்ணிக்கையானது 19 ஆகும். குறிப்பிட்ட பருவமொன்றில் பாடநெறிகளை மீளத்தொடங்கும் மாணவர்களுக்கு தகு மதிப்புக் கட்டுப்பாடுகள் இல்லை.

- 12. பாடநெறிகளுக்குப் பதிவினை மேற்கொள்ளல்: மாணவர்கள் முறையாகப் பூர்த்தி செய்யப்பட்ட பொருத்தமான படிவத்தினைப் பயன்படுத்தி, பருவம் தொடங்கும் முதல் நாளிலிருந்து 7 நாட்களுக்குள் பாடநெறிகளுக்கு பதிவினை மேற்கொள்ளல் வேண்டும்.
 - 12.1 பாடநெறிகளைச் சேர்த்தலும் நீக்கலும்: பாடநெறியொன்றினை பருவம் தொடங்கும் முதல் நாளிலிருந்து 2 வாரங்களுக்குள் (14 நாட்கள்) சேர்த்துக் கொள்ளவோ அல்லது நீக்கிக் கொள்ளவோ (மீளப் பெறுதல்) முடியும். மாணவர் பாடநெறிகளைச் சேர்த்துக் கொள்ளும் போது அதற்குரிய துறையிடமிருந்தும் விரிவுரையாளரிடமிருந்தும் அனுமதி பெற வேண்டியது கட்டாயமாகும். நீக்கப்பட்டது (மீளப் பெற்றது) என பதிவு செய்யப்படாத பாடநெறியொன்றை மாணவரொருவர் பூர்த்தி செய்ய தவறுவாராயின் அப்பாடநெறியானது பட்டப்படிப்பு நிகழ்ச்சித்திட்டத்தில் உள்ளடக்கப்படுவதுடன் அப்பாடநெறிக்கு "E" தரமும் வழங்கப்படும்.
- 13. பீடத்தினால் வழங்கப்படும் இளமாணி பட்டப்படிப்பு நிகழ்ச்சித்திட்டம்: இப்பீடமானது வியாபார நிர்வாக இளமாணி (BBA) விசேட பட்டப்படிப்பினை ஐந்து விசேட பாடப்பரப்புக்களான, கணக்கீடும் நிதியியலும், மனித வள முகாமைத்துவம், சந்தைப்படுத்தல் முகாமைத்துவம், செயற்பாட்டு முகாமைத்துவம் மற்றும் நிறுவக முகாமைத்துவம் ஆகியவற்றில் வழங்குகின்றது. (விசேட பாடப்பரப்பினை தெரிவுசெய்தல் தொடர்பில் பிரிவு 6 இனை பார்க்கவும்). இரண்டாம், மூன்றாம் மற்றும் நான்காம் வருடங்களில் விசேட பாடப்பரப்பிற்கான பாடநெறிகள் கற்பிக்கப்படும்.
- 14. BBA விசேட பட்டப்படிப்பிற்கான தகு மதிப்பு தேவைப்பாடுகள்: BBA விசேட பட்டத்தினைப் பெறுவதற்கான தகுதியினைப் பெறுவதற்கு மாணவரொருவர் 120 தகு மதிப்பினைப் பெற வேண்டும். இவற்றுள் 30 தகு மதிப்பானது முதலாம் வருடத்தில் கற்பிக்கப்படும் பொதுப் பாடநெறிகளினூடாகப் பெற்றுக்கொள்ள வேண்டியுள்ளதுடன் மீதமுள்ள 90 தகு மதிப்பானது, இரண்டாம், மூன்றாம் மற்றும் நான்காம் வருடங்களில் கற்பிக்கப்படும் விசேட பாடநெறிகளினுாடாகப் பெற்றுக்கொள்ள வேண்டும் (வருடாந்தம் 30 தகு மதிப்பு). இவற்றிற்கு மேலதிகமாக கட்டாய ELM (முகாமைத்துவத்திற்கான ஆங்கில மொழி) பாடநெறிகளில் 24 தகு மதிப்பினையும் கட்டாய ICT (தகவல் மற்றும் தொடர்பாடல் தொழில்நுட்பம்) பாடநெறியில் 2 தகு மதிப்பினையும் பெற வேண்டும். மேற்கூறிய பாடநெறிகள் தகு மதிப்பு மற்றும் சராசரித் தரப்புள்ளியினைக் கணிப்பிடுவதற்குக் கருத்திற் கொள்ளப்படுவதில்லை. (பிரமாணங்கள் பிரிவு 20 இனைப் பார்க்க).
- 15. தகு மதிப்பு மாற்றல்கள் (Credit Transfers): தகு மதிப்பு மாற்றுதலானது சமமான பருவம்/ பாடநெறி அலகு முறைமையினைக் கொண்ட உள்நாட்டு மற்றும் வெளிநாட்டு பல்கலைக்கழகங்களிலிருந்து மட்டும் மாற்றுவதற்கு அனுமதிக்கப்பட்டுள்ளது. எவ்வாறாயினும் இவ்வாறான தகு மதிப்பு மாற்றல்களுக்கு துறையின் பரிந்துரை மற்றும் பீடச் சபையின் அனுமதி என்பன தேவைப்படும். மாணவர்களின் கோரிக்கையின் பேரிலும் மற்றும் மேற்கூறப்பட்ட பல்கலைக்கழகங்களிலிருந்து பெற்ற விபரமான பெறுபேற்று அறிக்கையின் மூலப் பிரதியினை சமர்ப்பிப்பதன் மூலமும் பீடச் சபையினால் தகு மதிப்பு மாற்றல், தரத்திற்கான ஆங்கில எழுத்து மற்றும் தரப்புள்ளியினை வழங்குதல் என்பன கருத்திற் கொள்ளப்படும்.

16. ஆய்வுக்கட்டுரை (Dissertation) மற்றும் தொழில்சார் உள்ளகப்பயிற்சி (Internship):

- 16.1 ஆய்வுக்கட்டுரை (Dissertation): ஒவ்வொரு விசேட பாடப்பரப்பிலும் ஆய்வுக்கட்டுரையைப் பூர்த்தி செய்தல் என்பது BBA விசேட பட்டத்தைப் பெறுவதற்கான பகுதித் தேவைப்பாடொன்றாகும். ஆய்வுக்கட்டுரையினைப் பூர்த்தி செய்வதற்கு உயர் மட்டத்திலான முயற்சி தேவைப்படுவதனை அங்கீகரிக்கும் வகையில் இது ஆறு தகு மதிப்பினைக் கொண்டதாக மதிப்பிடப்பட்டுள்ளது.
- 16.2 தொழில்சார் உள்ளகப்பயிற்சி (Internship): இறுதி வருடத்தில் ஆறு தகு மதிப்பினைக் கொண்ட விசேட பாடப்பரப்புடனும் தொடர்புடைய தொழில்சார் உள்ளகப்பயிற்சியினைத் தொடரவோ அல்லது அத்தகு மதிப்பிற்கு சமமான முன்நிர்ணயிக்கப்பட்ட பாடநெறிகளைக் கற்கவோ முடியும்.
- 17. பட்டப்படிப்பினைப் பூர்த்தி செய்தல்: மானவர்கள் விசேட சித்தியுடன் பட்டத்தினைப் பெறுவதற்கான தகுதி பெறுவதற்கு அவர்கள் பல்கலைக்கழகத்திற்கு அனுமதிக்கப்பட்ட தினத்திலிருந்து நான்கு வருட காலப்பகுதிக்குள் அப்பட்டப்படிப்பிற்கான அனைத்துத் தேவைப்பாடுகளையும் பூர்த்தி செய்தல் வேண்டும். இக்காலப்பகுதியானது மருத்துவ மற்றும் ஏற்றுக்கொள்ளப்பட்ட விதிவிலக்கான ஏனைய காரணங்களினால் மேலும் நான்கு வருடங்களால் நீடிக்கப்படக்கூடியதுடன் அதன் அதிகபட்ச நிர்ணயிக்கப்பட்ட காலம் எட்டு வருடங்களாக இருக்கும். அவ்வாறான சந்தர்ப்பத்தில் விசேட சித்தியுடன் நீடிக்கப்படக்கூடியதுடன் அதன் அதிகபட்ச நிர்ணயிக்கப்பட்ட காலம் எட்டு வருடங்களாக இருக்கும். அவ்வாறான சந்தர்ப்பத்தில் விசேட சித்தியுடன் பட்டத்தினைப் பெறுவதற்கான தகுதியானது இப்பிரமாணங்களின் 18 ஆம் பிரிவின் அடிப்படையில் பீடச் சபையினால் தீர்மானிக்கப்படும். பட்டப்படிப்பினைப் பூர்த்தி செய்வதற்காக விதந்துரைக்கப்பட்ட அதிகபட்ச காலப்பகுதியினை விட மேலதிக காலம் எடுப்போரின் பட்டதாரி மாணவர் எனும் நிலை தானாகவே ரத்துச் செய்யப்படும்.

18. பட்டப்படிப்பினை தரச்சித்தியுடன் பூர்த்தி செய்வதற்கான நீடிப்புகள்:

18.1 மருத்துவ அடிப்படையிலான நீடிப்புகள்: நீடிப்புகளானவை பல்கலைக்கழகச் சுகாதார நிலையத் தலைமை மருத்துவ அதிகாரியால் அல்லது மருத்துவச் சபையினால் அத்தாட்சிப்படுத்தப்பட்ட, ஏற்றுக்கொள்ளக்கூடிய மருத்துவக் காரணங்களுக்காக வழங்கப்படும். மருத்துவ அடிப்படையில் நீடிப்பு வழங்கப்பட்ட மாணவர்கள் ஐந்து வருடத்திற்குள் தமது பட்டப்படிப்பினை பூர்த்தி செய்வார்களாயின் தரச்சித்தியுடன் பட்டத்தினைப் பெறுவதற்கு தகுதி பெறுவர். இதற்காக மாணவர் நீடிப்பிற்கான கோரிக்கையுடன் பல்கலைக்கழகச் சுகாதார நிலையத் தலைமை மருத்துவ அடிப்படையில் மருத்துவதற்கு தகுதி பெறுவர். இதற்காக மாணவர் நீடிப்பிற்கான கோரிக்கையுடன் பல்கலைக்கழகச் சுகாதார நிலையத் தலைமை மருத்துவ அடிப்படையில் அதிகாரியால் அனுவற்கான மருத்துவ அடிப்படையில் கொரிக்கைக்கழகச் சுகாதார நிலையத் தலைமை மருத்துவ அதிகாரியால் அனுமதியளிக்கப்பட்ட மருத்துவச் சான்றிதழையும் இணைத்துக் கையளிக்க வேண்டும். பீடத்தின் மாணவர் அனுமதிகள் மற்றும் கோரிக்கைக் குழுவானது இவ்வாறான கோரிக்கைகளை ஆராய்ந்து பீடச் சபைக்கு பரிந்துரைகளைச் செய்யும். கோரிக்கை ஒன்றிற்கு அதிகபட்சமாக இரண்டு வருட நீடிப்பு வழங்கப்பட முடியும். (மகப்பேறு தொடர்பான மற்றும் குழந்தை பிரசவம் ஆகியவற்றிற்கான நீடிப்புகள் மருத்துவ காரணங்களுக்குரியனவையாகக் கருதப்படும்.)

- 18.2 மருத்துவம் தவிர்ந்த அடிப்படையில் நீடிப்புகள்: மருத்துவம் தவிர்ந்த அடிப்படையில் நீடிப்புகளுக்கான கோரிக்கைகளானவை பீடத்தின் மாணவர் அனுமதிகள் மற்றும் கோரிக்கைக் குழுவால் கருத்திற் கொள்ளப்படுவதுடன் பீடச் சபையானது, அவைகளை ஏற்றுக் கொள்ள முடியுமா என்பதையும், கோரிக்கைகள் ஏற்றுக்கொள்ளப்படக்கூடியதாய் இருப்பின் அம்மாணவர் தரச்சித்தியுடன் பட்டத்தினைப் பெற முடியுமா இல்லையா என்பதையும் தீர்மானிக்கும். பேராதனைப் பல்கலைக்கழகத்தின் கல்வி பரிமாற்றுத் திட்டங்களுக்காக வெளிநாடு செல்வதற்கு ஒரு வருடம் வரை விடுகை பெற்ற மாணவரொருவர் தமது பட்டப்படிப்பினை ஐந்து வருடங்களுக்குள் பூர்த்தி செய்வாராயின் அவர் தரச்சித்தி பெறுவதற்கு தகுதியுடையவராவார்.
- 18.3 நீடிப்புகளிற்கான அனைத்து கோரிக்கைகளும் பரிந்துரைக்கப்பட்ட படிவங்களுடன், தேவையான அனைத்து ஆவணங்களையும்,மற்றும் அத்தாட்சிப்படுத்தப்பட்ட ஆதாரங்களையும் துணைச் சான்றாதாரங்கள் இருப்பின் அவைகளையும் இணைத்துக் கையளிக்கப்படல் வேண்டும்.
- 18.4 பீடச் சபையினால் நீடிப்புகளுக்கான அனுமதியளிக்கப்பட்டு அவைகள் வழங்கப்படும் சந்தர்ப்பத்தில் மாணவர் தரச்சித்தியுடன் கூடிய பட்டத்தினைப் பெறுவதற்கான தகுதியுடையவரா என்பது தொடர்பில் தீர்மானத்தில் தெளிவாகக் குறிப்பிடப்படல் வேண்டும். மேலும் மேற்கொள்ளப்பட்ட தீர்மானம் தொடர்பில் விரைவாக மாணவர்களுக்கு பீடத்தின் உதவிப் பதிவாளரினால், எழுத்து மூலமாக அறிவிக்க வேண்டும்.
- 19. வருகை தரா விடுப்பு (Leave of absence): மாணவர் விரும்பின் பொதுவாக பருவமொன்றில் ஒரு தடவை கல்வி நிகழ்ச்சித்திட்டத்திலிருந்து விடுமுறை எடுக்கலாம். மாணவர்கள் பருவம் தொடங்கும் முன்னர் அல்லது பருவம் தொடங்கி இரண்டு வாரங்களுக்குள் பொருத்தமான படிவங்களைப் பயன்படுத்தி எழுத்து மூலம் பீடாதிபதிக்கு விண்ணப்பிக்க வேண்டும். விடுமுறை வழங்கப்படும் சந்தர்ப்பத்தில் பட்டத்தினைப் பெறுவதற்கும் விசேடமாக சிறப்புச் சித்தியினைப் பெறுவதற்கும் குறித்த காலப்பகுதிக்குள் பட்டப்படிப்பினைப் பூர்த்தி செய்ய வேண்டும் (பிரிவு 18 இனை பார்க்கவும்). வருகை தரா விடுப்பானது அதிகபட்சமாக இரண்டு பருவங்களைச் சேர்த்து ஒன்றாகவோ அல்லது தனித்தனியாகவோ அனுமதிக்கப்படலாம்.
- 20. ELM (முகாமைத்துவத்திற்கான ஆங்கில மொழி) நிகழ்ச்சித்திட்டம்: அனைத்து மாணவர்களும் பட்டத்தினைப் பெற்றுக் கொள்ளுவதற்கான பகுதித் தேவைப்பாடாக காணப்படும் ELM பாடநெறிகளின் தேவையான எண்ணிக்கைகளுக்கு தோற்றி சித்தி பெறல் வேண்டும். ELM பாடநெறிகளின் தரப்புள்ளிகள் சராசரி தரப்புள்ளிக் கணிப்பீட்டிற்கு சேர்த்துக் கொள்ளப்படுவதில்லை. எனவே அனைத்து ELM பாடநெறிகளும் தகு மதிப்பற்ற (சராசரி தரப்புள்ளியற்ற – Non GPA) பாடநெறிகளாகக் கருதப்படும். மாணவர்கள் இப்பாடநெறிகளில் மொத்தமாக 24 தகு மதிப்புக்களை பெற வேண்டும். அனைத்து மாணவர்களும் பட்டத்தினைப் பெறுவதற்கான தகுதியினை பெறுவதற்கு முதலாம், இரண்டாம் மற்றும் மூன்றாம் வருடங்களில் 8 கட்டாய ELM பாடநெறிகளுக்கு தோற்ற வேண்டியது அவசியமாகும். எனினும் துரித ஆங்கில பாடநெறிகளிலிருந்து வெளியேறல் பரீட்சையில் 40-69 வரையான புள்ளிகளை பெறும் மாணவர்களுக்கு முதலாம் வருட ELM பாடநெறிகளுக்கு விதிவிலக்கு அளிக்கப்படும். அதே நேரம், துரித ஆங்கில பாடநெறிகளிலிருந்து வெளியேறல் பரீட்சையில் 70-100 வரையான புள்ளிகளை பெறும் மாணவர்களுக்கு முதலாம் மற்றும் இரண்டாம் வருட ELM பாடநெறிகளுக்கு விதிவிலக்கு அளிக்கப்படும்.

- 20.1 குறித்தவொரு ELM பாடநெறியில் சித்தியடையத் தவறிய மாணவரொருவர், ஒரு வாரத்திற்கு துரித மீட்டல் நிகழ்ச்சித்திட்டத்தினில் பங்குபற்றிய பின்னர், சித்தியடையாத பாடநெறிக்காக மற்றுமொரு பரீட்சைக்குத் தோற்ற அனுமதிக்கப்படுவார். இது குறித்த பாடநெறியினை மீளத்தொடங்குவதாகக் கருதப்படமாட்டாது.
- 20.2 சித்தியடையாத ELM பாடநெறிகளை மீளத்தொடங்குதல் (Re-take): கீழ்காணப்படும் பிரமாணங்கள் இல. 22.5 இனைப் பார்க்கவும்.
- 21. தகவல் மற்றும் தொடர்பாடல் தொழில்நுட்பம் (ICT 1001): அனைத்து மாணவர்களும் பட்டத்தினைப் பெற்றுக் கொள்ளுவதற்கான பகுதித் தேவைப்பாடாக காணப்படும் இரண்டு தகு மதிப்புக்களைக் கொண்ட தகவல் மற்றும் தொடர்பாடல் தொழில்நுட்பம் (ICT) பாடநெறியினை தோற்றி சித்தி பெறல் வேண்டும். ICT பாடநெறியின் தரப்புள்ளிகள், சராசரி தரப்புள்ளிக் கணிப்பீட்டிற்கு சேர்த்துக் கொள்ளப்படுவதில்லை. எனவே ICT பாடநெறியும் தகு மதிப்பற்ற (சராசரி தரப்புள்ளியற்ற – Non GPA) பாடநெறியாகக் கருதப்படும்.
 - 21.1 சித்தியடையாத ICT பாடநெறியினை மீளத்தொடங்குதல் (Re-take): கீழ்காணப்படும் பிரமாணங்கள் இல. 22.5 இனைப் பார்க்கவும்.

22. பட்டப்படிப்பு நிகழ்ச்சித்திட்டத்தில் மாணவர்களின் ஆற்றுகைகளை மதிப்பீடு செய்தல்:

- 22.1 மதிப்பீட்டு நடைமுறை: விரிவுரையாளர் அவரின் துறையின் அனுமதியுடன் பாடநெறிக்கான தரத்தினைக் கணிப்பிடுவதற்கு ஏதுவாக ஒவ்வொரு பாடநெறிக்கும் மாணவர் மதிப்பீட்டு முறைகளை வடிவமைப்பதற்கு பொறுப்பானவராவார். அவ்வாறான மதிப்பீட்டு முறைகளானவை தொடர் மதிப்பீடுகள் மற்றும் இறுதிப் பருவத் தேர்வு இரண்டினையும் கொண்டதாக இருக்கலாம். எனினும் பாடநெறியொன்றானது பீடச் சபை மற்றும் முதவையின் (Senate) அனுமதியோடு முழுவதுமாகத் தொடர் மதிப்பீடுகள் மூலமாகவும் மதிப்பீடு செய்யப்பட முடியும். துறையினால் அனுமதி அளிக்கப்பட்ட விபரமான மதிப்பீட்டு முறைகள் மற்றும் விரிவுரை நிகழ்ச்சித்திட்டம் என்பன பாடநெறியானது தொடங்கும் போது உரிய வடிவத்தில் மாணவர்களுக்குத் தெரியப்படுத்தல் வேண்டும். ஒப்படைகள் மற்றும் கட்டுரைகள் ஆகியவற்றினை ஒப்படைப்பதற்கான இறுதித் திகதிகள் எழுத்து மூலம் பருவம் ஆரம்பிக்கும் போது தெரியப்படுத்தப்பட வேண்டியதுடன் அவை அக்குறிப்பிட்ட பருவத்திற்குள் இருப்பதாகவும் இருத்தல் வேண்டும்.
- 22.2 மதிப்பீட்டுத்திட்டம்: மாணவர்கள் பாடநெறித் தரப்புள்ளி வழிகாட்டியின் அடிப்படையில் பின்வரும் அட்டவணைக்கமைய 0-4.00 வரையான தரப்புள்ளி வீச்சினையும் அதனுடன் தொடர்பான E முதல் A/A+ வரையிலான ஆங்கில எழுத்துக்களையும் கொண்டு மதிப்பிடப்படுவர். இம்மதிப்பீட்டுத்திட்டத்தில் D+ மற்றும் D ஆகியன மிகக் குறைவான சித்திகளாகக் கருதப்படும். தரம் E ஆனது சித்தியின்மையைக் குறிக்கின்றது. பாடநெறித் தரப்புள்ளி வழிகாட்டி கீழே தரப்பட்டுள்ளது:

புள்ளிகள்	தரம்	தரப்புள்ளி
80 - 100	A (or) A+	4.0
70 - 79	A-	3.7
65 - 69	B+	3.3
60 - 64	В	3.0
55 - 59	В-	2.7
50 - 54	C+	2.3

புள்ளிகள்	தரம்	தரப்புள்ளி
45 - 49	С	2.0
40 - 44	C-	1.7
35 - 39	D+	1.3
30 - 34	D	1.0
00 - 29	E	0.0

22.3 சராசரித் தரப்புள்ளி (GPA) கணிப்பீடு: ஒவ்வொரு மாணவருக்குமான சராசரித் தரப்புள்ளியானது GPA=∑ci gi / ∑ci என்னும் சமன்பாட்டின் மூலம் கணிப்பிடப்படும். இங்கு ci மற்றும் gi என்பன முறையே தகு மதிப்புக்களின் எண்ணிக்கை மற்றும் அப்பாடநெறிக்கான தரப்புள்ளிகளைக் குறிக்கும்.

22.4 பூர்த்தியாகாத துரங்கள் (Incomplete grades) மற்றும் சீர்செய் பரீட்சைகள் (Make-up Examinations): மாணவரொருவர் இறுதிப் பருவத் தேர்விற்கு/ தேர்வுகளுக்கு, துறையினால் ஏற்றுக் கொள்ளப்பட்ட மருத்துவ அல்லது வேறு காரணங்களுக்காக, தோற்றத் தவறும் சந்தர்ப்பத்தில், இறுதிப் பருவத் தேர்வுத் தினத்திலிருந்து 7 நாட்களுக்குள் துறைக்கு அறிவிப்பாராயின் அப்பாடநெறிக்கு முழுமையற்ற தரம் (I) அவருக்கு வழங்கப்படலாம். முழுமையற்ற தரங்களிற்கான கோரிக்கைகளானவை ஆவணச் சான்றுகளால் நியாயப்படுத்தப்படல் வேண்டும். வலுவான காரணத்தின் அடிப்படையில் முழுமையற்ற தரங்களிற்கான கோரிக்கைகளானவை ஆவணச் சான்றுகளானி இறுதிக்கவோ துறைக்கு உரிமை உண்டு. கோரிக்கைகள் ஏற்றுக்கொள்ளப்படின் இறுதி வருட மாணவர்களுக்கு குறிப்பிட்ட பருவத்தில் சீர்செய் பரீட்சை நடாத்தப்படலாம். சீர்செய் உண்டு. கோரிக்கைகள் ஏற்றுக்கொள்ளப்படின் இறுதி வருட மாணவர்களுக்கு குறிப்பிட்ட பருவத்தில் சீர்செய் பரீட்சைந்தப்படலாம். சீர்செய் பரீட்சையானது குறிப்பிட்ட முறையான பரீட்சை முடிவடைந்து 4 வாரங்களுக்குள் நடாத்தப்படலாம். சேரைநேற் வரைனத்து வருட மாணவர்களுக்கு எற்றுக் கொள்ள வேண்டும். ஏனைய அனைத்து வருட மாணவர்களுக்கு எப்பாது அத்தேற்வில் தோற்றி அதுவரை காலமும் காணப்பட்ட முழுமையற்ற தரத்தினை நீக்கி அதற்கான உரிய தரப் புள்ளியினைப் பெற்றுக் தொற்றி அதுவரை காலமும் காணப்பட்ட முழுமையற்ற தரத்தினை நீக்கி கொள்ள வேண்டும். இவ்வாறு அடுத்து நடாத்தப்படும் அப்பாடநெறிகான தேர்வில் தோற்றி முழுமையற்ற தரத்தினை நீக்கி கொள்ள வேண்டும். இவ்வாறு அடுத்து நடாத்தப்படும் அப்பாடநெறிக்கான தேர்வில் தோற்றி முழுமையற்ற தரத்தினை நீக்கி கொள்ள வேண்டும். இவ்வாறு அடுத்து நடாத்தப்படும் அப்பாடநெறிக்கான தேர்வில் தோற்றி முழுமையற்ற தரத்தினை நீக்கி கொள்ள வேண்டும். இவ்வாறு அடுத்து நடாத்தப்படும் அப்பாடதைறிக்கான தேர்வில் தோற்றி முழுமையற்ற தரத்தில் காள்ள வேண்டும். இவ்வாறு அடுத்து நடாத்தப்படும் அப்பாடதைறிக்கான தேர்வில் தோற்றி முழுமையற்ற தரத்தினை நீக்கிக் கொள்ள வேண்டும். இவ்வாறு அடுத்து நடாத்தப்படும் அப்பட்டலாம்.

- 22.4.1 இடைப் பருவ சீர்செய் பரீட்சை: இடைப் பருவத் தேர்விற்கு நிரூபிக்கப்பட்ட மருத்துவக் காரணம் அல்லது துறையினால் ஏற்றுக் கொள்ளப்பட்ட வேறு காரணங்களினால் தோற்றத் தவறும் மாணவர்கள் அவ்வாறான தேர்வுத் தினத்திலிருந்து 7 நாட்களுக்குள் துறைக்கு கோரிக்கை செய்வாராயின் சீர்செய் பரீட்சை நடாத்தப்படலாம். துறையானது குறிப்பிட்ட விரிவுரையாளருடன் கலந்தாலோசித்து அவ்வாறான கோரிக்கைகளை ஏற்றுக்கொள்ளவோ அல்லது நிராகரிக்கவோ உரிமை உண்டு. கோரிக்கைகள் ஏற்றுக்கொள்ளப்படின் அத்துறையானது அந்த மாணவர்களுக்கான சீர்செய் பரீட்சைக்கான ஏற்றுக்கொள்ளப்படின் வர்களுக்கான சீர்சேய் பரீட்சைக்கான ஏற்றுக்கொள்ளப்படின் தல்லது திராகரிக்கவோ உரிமை உண்டு. கோரிக்கைகள் ஏற்றுக்கொள்ளப்படின் அத்துறையானது அந்த மாணவர்களுக்கான சீர்செய் பரீட்சைக்கான ஏற்பாடுகளைச் செய்யலாம்.
- 22.5 பாடநெறிகளை மீளத்தொடங்குதல்: மாணவரொருவர் ஏதேனுமொரு பருவத்தில் பாடநெறியொன்றிக்கு E (சித்தியின்மை) தரத்தினைப் பெறுவாராயின், அவர் அப்பாடநெறியானது அடுத்து நடாத்தப்படும் பொழுது அப்பாடநெறியினை மீளத்தொடங்கி ஆரம்பத்தில் அவர் பெற்ற தரத்தினை, மீளத்தொடங்குவதால் பெற்ற தரத்தினைக் கொண்டு பதிலீடு செய்ய முடியும். பாடநெறியொன்றினை மீளத்தொடங்குவதற்கு மூன்று வாய்ப்புக்கள் மட்டுமே வழங்கப்படுவதுடன் அவ்வாறு மீளத்தொடங்கும் பாடநெறிக்கு பெறக்கூடிய அதிகபட்ச தரம் C ஆகும். எனவே மாணவரொருவர் பட்டப்படிப்பு காலப்பகுதியில் பாடநெறியொன்றிற்கு முறையான பரீட்சைக்காக ஒரு தடவையும் மீளத்தொடங்கலுக்கு மூன்று தடவைகள் மட்டுமே பதிவு செய்ய முடியும். பல்கலைக்கழகத்தில் மாணவரொருவர் தனது இறுதி ஆண்டில் பாடநெறியொன்றில் சித்தியடையவில்லையெனில் அம்மாணவர் அப்பாடநெறியானது அடுத்து நடாத்தப்படும் பொழுது அப்பாடநெறியினை திரும்பவும் கற்க வேண்டியுள்ளதுடன் அப்பாடநெறி தொடர்பான அனைத்து தேவைப்பாடுகளையும் பூர்த்தி செய்தல் வேண்டும்.
- 22.6 "C" தரத்திற்கு கீழான தரங்களைப் பெற்ற பாடநெறிகளை மீளத்தொடங்குதல்: மாணவரோருவர் பாடநெறியொன்றில் C-, D+ அல்லது D தரத்தினைப் பெறுவாராயின், அவர் அப்பாடநெறியானது அடுத்து நடாத்தப்படும் பொழுது அப்பாடநெறியினை மீளத்தொடங்கி ஆரம்பத்தில் பெற்ற தரத்தினை, மீளத்தொடங்குவதால் பெற்ற தரத்தினைக் கொண்டு பதிலீடு செய்ய முடியும். பாடநெறியொன்றினை மீளத்தொடங்குவதற்கு மூன்று வாய்ப்புக்கள் மட்டுமே வழங்கப்படுவதுடன் மீளத்தொடங்கப்பட்ட பாடநெறிக்கு பெறக்கூடிய அதிகபட்ச தரம் C ஆகும்.
- 22.7 **பரீட்சை விதிமுறைகள்:** பல்கலைக்கழகத்தின் பரீட்சை விதி மீறுதல் தொடர்பான பிரமாணங்கள், தொடர் மதிப்பீடு மற்றும் இறுதிப் பரீட்சைகளுக்கும் பிரயோகிக்கக்கூடியதாகும்.
- 22.8 பரீட்சைப் பெறுபேறுகளை வெளியிடுதல்: துறைத் தலைவர் தேவையேற்படின் துறையின் கூட்டமொன்றில் மீளாய்வுச் சபையினை நியமிக்க முடியும். இம்மீளாய்வுச் சபையானது பீடாதிபதி அலுவலகத்திற்கு புள்ளிகளைக் கையளிக்க முன்னர், பரீட்சகரால் வழங்கப்பட்ட புள்ளிகளை ஆய்வு செய்து சரிப்படுத்த முடியும். பருவத்திற்கான பெறுபேறுகளானவை அதனை அடுத்துவரும் பருவம் தொடங்கி 4 வாரத்திற்குள் வெளியிடப்படும். துறைகளானவை பீடத்தின் பரீட்சகர் சபை பெறுபேறுகளை உறுதிப்படுத்த முன்னர் அத்துறைகளின் பாடநெறிகளுக்கான தரத்திற்கான ஆங்கில எழுத்தினைக் காட்சிப்படுத்தும்.

- 22.8 பரீட்சைப் பெறுபேறுகளை வெளியிடுதல்: துறைத் தலைவர் தேவையேற்படின் துறையின் கூட்டமொன்றில் மீளாய்வுச் சபையினை நியமிக்க முடியும். இம்மீளாய்வுச் சபையானது பீடாதிபதி அலுவலகத்திற்கு புள்ளிகளைக் கையளிக்க முன்னர், பரீட்சகரால் வழங்கப்பட்ட புள்ளிகளை ஆய்வு செய்து சரிப்படுத்த முடியும். பருவத்திற்கான பெறுபேறுகளானவை அதனை அடுத்துவரும் பருவம் தொடங்கி 4 வாரத்திற்குள் வெளியிடப்படும். துறைகளானவை பீடத்தின் பரீட்சகர் சபை பெறுபேறுகளை உறுதிப்படுத்த முன்னர் அத்துறைகளின் பாடநெறிகளுக்கான தரத்திற்கான ஆங்கில எழுத்தினைக் காட்சிப்படுத்தும்.
- 22.9 மாணவர்களின் கோரிக்கையின் பேரில் பெறுபேற்று தரங்களை மீளாய்வு செய்தல்: பெறுபேற்றுத் தரங்கள் தொடர்பில் விசாரணை செய்ய விரும்பும் மாணவர்கள் பொருத்தமான படிவத்தினைப் பூர்த்தி செய்து உரிய துறைக்கு கையளிப்பதன் மூலம் அதனைக் கோர முடியும். மீளாய்வு செய்வதற்கான கோரிக்கையானது அந்தந்த துறைகளால் பல்கலைக்கழக மானியங்கள் ஆணைக்குழுவின் சுற்றறிக்கை இல: 978 இற்கமைய மேற்கொள்ளப்படும். துறைத் தலைவரானவர் அதற்குரிய பரீட்சகரை பெறுபேறுகளை மீளாய்வு செய்து அவற்றை மீள் உறுதிப்படுத்துமாறு பணிப்பார். மாணவர்களின் கோரிக்கையின் பேரில் மறு பரீட்சை (Re-Examination) இடம்பெறுவதில்லை.
- 22.10 மாணவர்களுக்கு விபரமான பெறுபேற்று அறிக்கையினை வழங்குதல்: விபரமான பெறுபேற்று அறிக்கையானது (Transcript) ஒவ்வொரு மாணவருக்கும் பீடாதிபதி அலுவலகத்தினால் ஒவ்வொரு பருவத்திற்கும் வழங்கப்படலாம். பருவத்திற்கான விபரமான பெறுபேற்று அறிக்கையானது தகு மதிப்புள்ள பாடநெறிகள் மற்றும் தகு மதிப்பற்ற பாடநெறிகளுக்கான பாடநெறிக் குறியீடு, பாடநெறித் தலைப்பு, தரத்திற்குரிய ஆங்கில எழுத்து மற்றும் தரப்புள்ளிகளைக் உள்ளடக்கியிருக்கும். விபரமான பெறுபேற்று அறிக்கையானது தரங்கள், சராசரித் தரப்புள்ளி (GPA) மற்றும் ஏனைய தேவையான விபரமான பெறுபேற்று விளக்கக்கூடிய குறிப்பினையும் கொண்டிருக்கும். பட்டப்படிப்பு நிகழ்ச்சித்திட்டத்தின் இறுதியில் இறுதியான, விபரமான பெறுபேற்று அறிக்கையானது மேற்கூறிய விபரங்களுடன் ஒட்டுமொத்த சராசரித் தரப்புள்ளி (Overall GPA) மற்றும் தரச்சித்தி (ஏதாவது இருப்பின்) ஆகியவற்றுடன் வழங்கப்படும். அதிகாரபூர்வ விபரமான பெறுபேற்று அறிக்கையை (An Authentic Transcript) (பருவமொன்றிற்கு அல்லது முழுப் பட்டப்படிப்பிற்கு) பீடாதிபதி அலுவலகத்திடமிருந்து குறிப்பிட்ட கட்டணத்தினைச் செலுத்தி மாணவர்கள் கோர முடியும்.
- 22.11 வருகை: பல்கலைக்கழகத்தின் பிரமாணங்களுக்கேற்ப பீடமானது பாடநெறியொன்றின் அனைத்து விதமான கூறுகளிலும் 80% வருகையினை வேண்டி நிற்கின்றது. விரிவுரையாளர் மாணவர்களின் இறுதிப் பருவத் தேர்விற்கான விண்ணப்பத்தில் அவர்கள் பரீட்சைக்குத் தோற்ற முடியுமா இல்லையா என்பதனை பாடநெறியின் இறுதி வாரத்தில் உறுதி செய்து கையொப்பமிடுவார். விரிவுரையாளரானவர் விரிவுரைகள் மற்றும் கலந்துரையாடல் வகுப்புக்களில் மாணவர் வருகை மற்றும் ஒப்படைகள் மற்றும் வகுப்பறை பரீட்சைகள் முதலானவை தொடர்பான பதிவேடுகளையும் பராமரித்தல் வேண்டும். (மாணவர்களால் சமர்ப்பிக்கப்படும் மருத்துவச் சான்றிதழ்களை ஏற்றுக்கொள்வதற்காக பேராதனைப் பல்கலைக்கழகத்தினால் அனுமதியளிக்கப்பட்டுள்ள ஒழுங்குமுறைகளின் பிரிவு 1 மற்றும் 2 இனைப் பார்க்கவும்.)

- 23. **BBA விசேட பட்டப்படிப்பில் சித்தியடைவதற்கான தேவைப்பாடுகள்:** பரீட்சகர் சபையானது பரீட்சாத்திகளின் ஆற்றுகைகளை உறுதி செய்யும். BBA விசேட பட்டப்படிப்பில் சித்தியடைவதற்கு பரீட்சாத்தியொருவர் பின்வரும் தேவைப்பாடுகளைப் பூர்த்தி செய்திருத்தல் வேண்டும்.
 - i. அவசியமான வருடாந்த அடிப்படை தேவைப்பாடுகளுடன் கூடிய 120 தகு மதிப்புக்களைப் பெற்றிருத்தல்.
 - ii. ELM கற்கைநெறிகளில் 24 இற்கு சமனான தகு மதிப்புக்களைப் பெற்றிருத்தல். (பிரமாணங்கள் இல. 20 இனைப் பார்க்கவும்.)
 - iii. ICT கற்கைநெறியில் 2 இற்கு சமனான தகு மதிப்புக்களைப் பெற்றிருத்தல்.
 - iv. 2.00 அல்லது அதற்கு மேற்பட்ட சராசரித் தரப்புள்ளியினைப் பெற்றிருத்தல்.
 - ∨. மேற்கூறப்பட்டவற்றை நிர்ணயிக்கப்பட்ட அதிகூடிய காலப்பகுதிக்குள் பூர்த்தி செய்திருத்தல்.
- 24. பட்டத்தினை வழங்குதல்: பிரிவு 23 "BBA பட்டப்படிப்பில் சித்தியடைவதற்கான தேவைப்பாடுகள்" இன் கீழ் குறிப்பிடப்பட்டுள்ள அனைத்துத் தேவைப்பாடுகளையும் பூர்த்தி செய்யும் மாணவர் பட்டத்தினைப் பெறுவதற்கு பரிந்துரைக்கப்படுவார். கீழே குறிப்பிடப்பட்டுள்ள நிர்ணயிக்கப்பட்ட சராசரித் தரப்புள்ளி மட்டங்களைப் பெறும் மாணவர்கள் தரச்சித்தி பெற தகுதியுடையவர்களாவர். மாணவர்கள் தரச்சித்தி பெறுவதற்கான தகுதியினைப் பெறுவதற்கு (பீடச் சபையினால் விடுகை நீடிப்புகள் வழங்கப்பட்டால் ஒழிய) அவர்கள் ஆகக்குறைந்த காலப்பகுதிக்குள் பட்டப்படிப்பினை பூர்த்தி செய்தல் வேண்டும். தரச்சித்தியுடனான பட்டமானது இந்த ஆவணத்தின் 18 ஆம் பிரிவில் குறிப்பிடப்பட்டுள்ள அவை தொடர்பான பிரமாணங்கள் மற்றும் பேராதனைப் பல்கலைக்கழகத்தின் வேறு ஏதாவது உபவிதிகளுக்கமைய வழங்கப்படும். ஆகக்குறைந்த ஒட்டுமொத்த சராசரித் தரப்புள்ளி மட்டத்தினை அடைய தவறும் மாணவர்கள் பட்டத்தினை பெறுவதற்குத் தகுதி பெற மாட்டார்கள்.

பட்டத்தினை வழங்குவதற்கான தரப்புள்ளி தேவைப்பாடுகள்:

வழங்கப்படும் பட்டம்	ஒட்டுமொத்த சராசரித்தரப்புள்ளி (OGPA)
முதலாம் தரச்சித்தி First Class	3.70 - 4.00
இரண்டாம் தரச்சித்தி (மேல்நிலை) Second Class (Upper Division)	3.30 - 3.69
இரண்டாம் தரச்சித்தி (கீழ்நிலை) Second Class (Lower Division)	3.00 - 3.29
சாதாரண சித்தி Normal Pass	2.00 - 2.99
சித்தியின்மை Fail	0.00 - 1.99

Procedure approved by the University of Peradeniya for the acceptance of medical certificates submitted by students for 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 sessions 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 sessions 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 co- ordinate 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.

- 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.
- vii. **L-1 Form:** Course Plan Form Form to detail out course plan for a semester.
- viii. L-2 Form: Marks Submission Form Form to submit marks to the Dean's office.
- ix. A-1 Form: Examination Admissions Form Form to authorize sitting examinations.
- x. **A-2 Form:** Request for entry to the End Semester Examinations.



Examination Procedure, Offences & Punishments

pp: 96-107

Examination Procedure, 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 endsemester 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 Procedure

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 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, time-table, 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 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, Section 1; 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 or Assistant Registrar, cancelling his/ her candidature from the examination.

- 4.3 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.
- 4.4 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.
- 4.5 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.
- 4.6 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.







Bursaries and Scholarships for Students who Need Financial Assistance

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

Pahasaraniya Scholarship Fund & Social Welfare Program

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

The "Pahasaraniya Scholarship Fund & Social Welfare Program" was started to reach out 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 in order to help them better prepare for their examinations. The funds for these projects are raised by hosting "The Pahasarani Live in Concert" musical show annually.

Student Services and Registration Division

Student services branch provides a range of services for undergraduate students. It coordinates activities with all faculties and other service units of this University in order 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	:	Ms. P. H. Ariyarathne
Phone	:	081-239 2324 (Direct)
		2324 (Intercom)
		2325 (Intercom: Office)

Student Services Division (Mahapola & Bursaries)

Assistant Registrar	:	Ms. H.M.D.Y. Herath
Phone	:	081-239 2431 (Direct)
		2431 (Intercom)
		2322 (Intercom: Office)

Student Accommodation Division (Hostel Facilities)

Director	:	Mr. A.N. Siriwardana
Phone	:	081-239 2328 (Direct)
		2328 (Intercom)
		2328 (Intercom: Office)

Health Centre

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

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

Contact information :

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

Marshal's Division

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

Contact Information:

Mr. W.A.A. Werahera	-	Chief Marshal	077-599 6290/ 071-070 5689
Mr. R. Gajaweera	-	Marshal	071-439 5666
Mr. D.M.R.S. Dassanayaka	-	Marshal	071-447 2843
Mr. M. Abeywickrama	-	Marshal	071-831 4604
Mr. H.M.C.S.P. Wanniarachchi	-	Marshal	071-829 3887
Ms. S.M.D.N.K. Senavirathna	-	Marshal	071-343 2791 (for the Faculty of Management)
			076-396 3873 nilusenavirathna@gmail.com
Mr. S. Satheeshwaran	-	Marshal	077-433 2333
Special Operation room – Hotline (24 hours)	-	081-238 8471/081-239	9 0000

Security Office

The Security office of 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:

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

Student Accommodation Facilities

On Campus Accommodation Facilities for Female Undergraduates

Name of the Hall	Telephone	Address
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 2083	On Galaha Road
Sarasavi Medura Hall	081-313 0102	On Galaha Road
Sarasavi Uyana Hall	Intercom 2187	On Rajawatta Road
Ediriweera Sarathchandra Hall	081-382 0769	On Gampola Road near the Engineering Faculty
Gunapala Malalasekara Hall	081-382 0769	On Gampola Road near the Engineering Faculty
Lalith Athulathmudali Hall		On Udaperadeniya Road
Mahailluppallama Girls Hall	025-224 9137	On Mahaillupallama, Kekirawa

On Campus Accommodation Facilities for Male Undergraduates

Name of the Hall	Telephone	Address
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 Galaha 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
Marrs 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	081-376 1052	On Udaperadeniya Road
AQ 40 Hall		On Rajawatta Road
Mahailluppallama Boys Hall	025-224 9137	On Mahailupallama, Kekirawa
Senaka Bibile Hall	081-382 0780	On Sri Amarawansha Mawatha

Library Facilities

The library facility of the University of Peradeniya contains a library network comprising of the Main Library and seven other branch libraries from Faculties of Agriculture, Science, Medical, Engineering, Veterinary Medicine and Animal Scicence, Allied Health Science, and Dental. The ninth library is attached to the Faculty of Agriculture in 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. Reding materilas such as books, journals and magazines for reference and borrowing are available in the library network.

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 am to 6.30 pm (Weekdays)
		8.00 am to 4.15 pm (Saturday)
		(Opening hours may change during examination periods)

Information Technology Centre

The Information Technology Centre (IT Centre) 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 programs.

Contact Information:

Phone	:	2909 (Intercom - Reception Counter)
		2070, 2900, 2906 (Intercom – Office)
Opening Hours	:	7.30 am to 4.30 pm
Services and Facilities	s :	Computer facilities with Internet access. Students need to register and obtain their account passwords prior to using the facilities in the Centre.

Student Common Room

Student Common Room

Location:	Ground floor, new building of the Management Faculty
Opening Hours:	8.00 am to 4.00 pm

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 in close proximity to the Information Technology Centre.

Contact Information:

Phone	:	2164 (Intercom - Mr. Palitha Kumara/ Director)
		2162 (Intercom - Office)
		2163 (Intercom - Reservation Unit)
Opening Hours	:	7.00 am to 8.00 pm
Services and Facilitie	es:	Indoor sport facilities, swimming pool, fitness centre; organizes Faculty, University and
		Inter-university level sports tournaments.

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 the 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 host 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 that 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 climb Hanthana.



Clubs and Societies

Faculty Clubs and Societies

Accounting & Finance Students' Society HRM Students' Society Marketing Management Students' Society Operations Management Students' Society Organizational Management Students' Society Industrial Engineering and Operations Management Society B.Com Students' Society

University Cultural, Drama, Music and Recreational Societies

Arts Council English Drama Society Film Society Gandarwa Sabhawa Rotaract Club Sinhala Natya Mandalaya Sinhala Sangamaya Soba Sansadaya Tamil Society University Explorers' Club

Religious Societies

The University comprises a multi-religious population of Buddhist, Catholic, Christian, Hindu and Islamic people. A Buddhist Temple, a Roman Catholic Church, a Christian Church, a Hindu Kovil and a Mosque are located within the University campus to ensure freedom and facilities to practice any religious faith within the University.

There are five registered religious societies in the University which organize religious activities. These societies are as follows:

Buddhist Brotherhood

Newman Society (For Roman Catholics)

Student Christian Movement

Hindu Society

University Muslim Majlis

In addition, there are religious bodies organized by the employees of the University such as the University Buddhist Society.









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Other Important Information

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Deputy Proctor and Senior Student Counselors

Deputy Proctor



Mr. G. C. I. Gunarathne Department of Operations Management isurugune.jp@gmail.com T.p: 071 -647 1251

Senior Student Counselors



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Dr. M.G.P.D. Menike Department of Business Finance menikem@yahoo.com T.p: 077 - 368 9376



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Ms. P.L.W. Priyadarshani Department of Business Finance wathsala.bbaonline@yahoo.com T.p: 071–445 5795

Voluntary Deputy Proctors



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Ms. M.N.F. Nuskiya Department of Business Finance nuskiyanazim91@gmail.com T.p. 077-179 6537



Ms. K.D.M.K. Weeratunge Department of Marketing Management madhi1993@gmail.com T.p : 077-182 7929

Student Affairs Committee

Student Affairs Committee of the Faculty of Management is responsible for implementing appropriate programs to improve the welfare of the students and maintain discipline among students in accordance with the University rules and regulations. The specific objectives of the Student Affairs Committee are:

- to attend to student welfare and students' grievances,
- to obtain students feedback on student welfare and grievances and to report them to the Faculty Board,
- to initiate and facilitate student counseling program for students,
- to initiate and facilitate student mentoring program, and
- to facilitate recreational activities.

Under the Student Academic Mentoring Program formulated by the Student Affairs Committee, each student is assigned to a voluntary academic staff to assist the student throughout the University life. The Student Affairs Committee consists of academic staff members and students. The members of the Student Affairs Committee are given below:

Name	Position	Contact Details	
Mr. T.S.S. Fernando	Chairman	fernandotss28@gmail.com	070-271 6035
Ms. B.M.S.S. Panditharathna	Secretary /Assistant Registrar	armgt@pdn.ac.lk	076-910 7905
Dr. W.P.R. Wickramaratne	Senior Treasurer/Faculty Student Union	wp_richard@yahoo.com	071-445 5795
Dr. M.G.P.D. Menike	Senior Student Counselor	menikem@yahoo.com	077-368 9376
Ms. K.H.M.A.R. Kolongahapitiya	Senior Student Counselor	akolongahapitiya@yahoo.com	077-723 4486
Ms. R.M.C. Kumari	Senior Student Counselor	champi.bba221@yahoo.com	071-813 3479
Ms. P.L.W. Priyadarshani	Senior Student Counselor	Wathsala.bbaonline@yahoo.com	071-445 5795
Mr. G.C.I. Gunarathna	Deputy Proctor, Faculty of Management	isurugune.jp@gmail.com	071-64 71251
Mr. K.L.C. Mihirana	Student Representative (Year 4)	chaluka95@gmail.com	071-749 1031
Ms. K.H.C. Perera	Student Representative (Year 4)	pererah98@gmail.com	076-379 6919
Mr. H.D.M.S. Lakmal	Student Representative (Year 3)	malith.surendra01@gmail.com	077-561 9023
Ms. G.P.S.L. Pathirana	Student Representative (Year 3)	shashikalalakmali97@gmail.com	071-447 7017
Mr. K.A.T.W. Jayawardhane	Student Representative (Year 2)	thushan.w.jayawardhane@gmail.com	070-412 8057
Ms. K.A.H.L. Keragala	Student Representative (Year 2)	hkeragala7@gmail.com	077-572 6104

Voluntary Student Counselors

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Ms. B.S. Hettiarachchy	hsandamalie@gmail.com	773448373	Department of Marketing Management
Ms. U.W.G.Y.E. Jayawickrama	erandi4422@gmail.com	717280640	Department of Human Resource Management
Ms. H.M.N.K. Mudalige	nishanimudalige@gmail.com	771415387	Department of Business Finance
Ms. P.W. Tennekoon	pwtennakoon@gmail.com	759456028	Department of Operations Management
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Ms. W.A. Edirisooriya	aeshsooriya@gmail.com	776553142	Department of Human Resource Management
Mr. T. S. S. Fernando	fernandotss28@gmail.com	702716035	Department of Management Studies
Ms. R.M.U.R.K. Rathnayake	urkrathnayaka@gmail.com	714947057	Department of Marketing Management

Name	Contact Details		Department
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Ms. P. Suwadika	suwathika1993@gmail.com	766514324	Department of Business Finance
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Mr. M.V.R.U.K.B. Ariyarathna	uvin.ariyarathna@gmail.com	710736533	Department of Business Finance
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Ms. Y.Y. Senavirathne	yashu3887@gmail.com	711919135	Department of Management Studies
Ms. H.W.R. Niwarthana	wathsalaniwarthana@gmail.com	713509469	Department of Marketing Management
Ms. K.M.S.P. Gannoruwa	sachinigannoruw@gmail.com	771745703	Department of Marketing Management

Important Telephone Numbers

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

Within Kandy District	:	Add 239 before the extension number	
From outside Kandy District	:	Add 081-239 before the extension number	
Internationally	:	Add 009481239 before the extension number	
University Extensions		General	2000-2299
		Security	2133
		Health center	2022

Library

2470-2499

Direct line & Internal Telephone numbers of the Dean & Heads of the Department of the Faculty of Management

			Direct No.	Intercom
1.	The Dean	-	081 239 4001	4001
2.	Dept. of Marketing Management	-	081 239 4056	4056
3.	Dept. of Management Studies	-	081 239 4041	4041
4.	Dept. of Operations Management	-	081 239 4071	4071
5.	Dept. of Human Resource Management	-	081 239 4026	4026
6.	Dept. of Business Finance	-	081 239 4010	4010
7.	Office of the Dean	-	081 238 5407(Tel/Fax)	
8.	Pilot Number	-	081 239 4000	
9.	Virtual Numbers	-	081 239 4001	

Police Stations	Kandy	081-223 3333	
	Peradeniya	081-238 8222	
Fire Brigade	Kandy	081-224 4444	
Government Hospitals	Kandy	081-223 3337	
	Peradeniya	081-238 8001	

Layout of the Faculty Premises

MAIN BUILDING, FACULTY OF MANAGEMENT



Layout of the Faculty Premises

NEW BUILDING, FACULTY OF MANAGEMENT





GROUND FLOOR PLAN

FIRST FLOOR PLAN

NOTES





Faculty of Management University of Peradeniya Sri Lanka