

# **AMENDMENTS TO THE RULES AND REGULATIONS OF THE BACHELOR OF ARTS (EXTERNAL) GENERAL DEGREE PROGRAM**

## **1. Course Unit and Credit values**

All the course units offered are three (03) credit course units. One credit is equivalent to 15 lecture hours or 50 notional learning hours.

## **2. Program Structure and Credit requirements of the General Degree Program**

The General Degree Program consists of three (03) Levels as: 100, 200 and 300. Each Level carries thirty (30) credits adding up to a total of ninety (90) credits for the Degree program. A student is required to earn ninety (90) credits in order to complete the Degree program. This consists of nine (09) credits from Foundation course units (FNDE), fifty four (54) credits from **three** Core subject related course units and twenty seven (27) credits from Supplementary course units (SUPE).

The Core course units are formulated to develop knowledge and skills in specific disciplines. Foundation course units provide the basic knowledge and skills required to learn the Core course units prescribed for the Degree programme while the Supplementary course units are meant to ensure that the students acquire a sufficient breadth of knowledge and skills, which are recognized as important attributes of graduates.

## **3. Level Based Requirements of course units and credits for the Degree Program**

- I. 100 Level: A total of 30 credits: 09 credits from Foundation course units; 18 credits from three Core subject related course units (i.e., 06 credits from each Core subject related course units); and 03 credits from Supplementary course units.
- II. 200 Level: A total of 30 credits: 18 credits from the three Core subject related course units (i.e., 06 credits from each Core subject related course units) and 12 credits from Supplementary course units.
- III. 300 Level: A total of 30 credits: 18 credits from the three Core subject related course units (i.e., 06 credits from each Core subject related course units) and 12 from Supplementary course units.

The Level based requirements are summarized in Table 1.

**Table 1. Level Based Requirements for the BA General (External) Degree Program**

Level	Minimum Requirement of Credits & Course Units						Minimum number of Total credits & Course Units		Maximum number of Total credits & Course Units**	
	Core Course Units		Supplementary Course Units		Foundation Course Units					
	No. Credits	No. Course Units	No. Credits	No. Course Units	No. Credits	No. Course Units	No. Credit	No. Course Units	No. Credit	No. Course Units
100	18	06	03	01	09	03	30	10	36*	12*
200	18	06	12	04	00	00	30	10	48* <sup>1</sup>	16* <sup>1</sup>
300	18	06	12	04	00	00	30	10	42* <sup>2</sup>	14* <sup>2</sup>
Total	54	18	27	09	09	03	90	30		

\* Students can offer 06 credits (02 course units) extra from 200 or 300 Levels when they are available.

\*<sup>1</sup> Inclusive of retake course units of 100 Level and any course units from 200 and 300 Levels when they are available.

\*<sup>2</sup> Inclusive of retake course units of 100 and 200 Levels and any course units from 300 Level when they are available.

\*\* Exclusive of non-credit course units. Students can follow any number of non-credit course units at any Level when they are available. Results of non-credit courses are not counted for the Degree.

#### 4. Foundation Course units

The three Foundation course units are offered only at 100 Level. They are compulsory and account for 9 credits. They contribute to the credit requirement of the 100 Level. A student must secure a minimum of a 'C-' grade each for all three Foundation course units in order to qualify for the Degree of Bachelor of Arts (External). **A student may complete this requirement at a maximum of ten (10) attempts.**

#### 5. Supplementary Course Units

Supplementary course units are offered at all three (03) Levels (100 through 300). There are three baskets of Supplementary course units for the three Levels - 100, 200, and 300. Students should select one (01) course unit from 100 Level basket; four (04) course units from 200 Level basket; and four (04) course units from 300 Level basket.

100 Level		200 Level		300 Level	
Code	Course Unit Title	Code	Course Unit Title	Code	Course Unit Title
SUPE 101	Ayurveda, Society and Cultural Practice	SUPE 201	Academic Writing for Social Sciences	SUPE 301	Ancient Built Environment of Sri Lanka
SUPE 102	Basic Tamil	SUPE 202	Ancient Built Environment of India	SUPE 302	Arabic Short Stories and Narratives
SUPE 103	International Relations in Islam	SUPE 203	Applied Ethics	SUPE 303	Astrology (Jyotirvidya) and Sri Lanka Society
SUPE 104	Logic and Scientific Method	SUPE 204	Basic Concept of Social Psychology	SUPE 304	Buddhist Counseling Psychology
SUPE 105	Writing Skills and Academic Writing in Sinhala	SUPE 205	Buddhist Psychology	SUPE 305	Environmental Studies
SUPE 106	Writing Skills in Tamil	SUPE 206	Colloquial and Communicative Sinhala	SUPE 306	Heritage Tourism – Wreuxixpdr1 jHmdrh
SUPE 107	Introduction to Statistics	SUPE 207	Cultural Resource Management	SUPE 307	Introduction to Qualitative Research
		SUPE 208	Disaster Management	SUPE 308	Medical Sociology
		SUPE 209	Indian Poetics and Literary Criticism	SUPE 309	Philosophy of Science
		SUPE 210	Population and Society	SUPE 310	Project Formulation and Evaluation
		SUPE 211	Sociology of Sexuality and Reproductive Health	SUPE 311	Sanskrit Literature in Translation
		SUPE 212	Science for Life	SUPE 312	Sociology of Solid Waste Management

## 6. Core Subject related Course Units

The Core subject related course units are offered at all three (03) Levels (100 through 300). In order to complete the Degree program, a student must obtain a total of 18 credits from **three** Core subjects at each Level, i.e., six (06) credits from a single Core subject at each Level. A student should select the same Core subjects at all three Levels. Further, a student should select one Core subject from each basket. Several Core subjects are in more than one basket. Hence, a student should select three different Core subjects, one each from the following three baskets.

<u>Basket I</u>	<u>Basket II</u>	<u>Basket III</u>
Arabic English Hindu Culture Islamic Culture Philosophy Sinhala Tamil Political Science	Buddhist Culture Buddhist Philosophy Economics Geography Greek and Roman Studies Pali History Sociology	Philosophy History Political Science Sanskrit Sociology Economics Geography Tamil

## 7. Codes of Course Units

The course units are coded as follows:

100 level course units	101-199
200 level course units	201-299
300 level course units	301-399
Foundation Course units	FNDE
Supplementary Course Units	SUPE
Core Subject related Course Units	Please refer to the detailed syllabi for different codes of Core subjects.

## 8. Maximum and Minimum Requirement of Credits & Course Units per Level

The minimum credit requirement for each Level is 30 from 10 course units. The maximum number of credits and course units that could be completed in a given Level is as indicated in the Table 1 given above. Prerequisites, if any, will apply in order to be eligible to register for course units at higher Levels.

## 9. Adding and Dropping of Course Units

Course units may be added or dropped within three (03) months from the date of enrolment in the program.

## 10. Change of Core Subject related Course Units

The students are expected to continue with the three Core subject related course units they select at 100 Level throughout the programme. However, the provision is available for students to **change one Core subject at 200 Level. This provision is available once only**. In such event, the two 100 Level course units of the changed Core subject must be taken at 100 Level. The attempts of the changed Core subject related course units are considered as proper attempts.

**11. Attendance**

Attendance at seminars is strongly encouraged but is not compulsory

**12. Studentship**

Students should complete the degree within 10 consecutive academic years and the studentship will be canceled after such time from the date of registration. The minimum number of years to complete the degree is three. After a minimum number of years from the date of registration, students have to renew their registration at a fee.

**13. Withdrawal of Registration**

A withdrawal of registration within the first three-month period from the date of registration is eligible for a refund of 80% of the fees paid. No withdrawal after such period will be eligible for any refund.

**14. Credit Transfer**

Credit transfers from recognized universities that have an equivalent Degree program are allowed up to one third of the total requirement for awarding the Degree. The transferred credits will be considered for GPA calculation subject to the recommendation of the Board of Study in Arts and the approval of the Faculty Board of Arts. Students must produce original transcripts from such universities to be considered for credit transfers. Internal Degree students of recognized universities requesting to register as external students should go through the normal admission procedure of the external Degree program. Moreover, they should produce evidence of cancellation of the internal Degree program before registering for the external Degree program. The above conditions of credit transfer are applicable to these students as well.

**15. Completion of the Degree Program**

The Degree may be awarded either with an Ordinary Pass or with a Class. To obtain a Class, a student must complete all examinations at the first sitting in all three Levels: 100, 200, 300. A maximum of ten (10) attempts inclusive of the first attempt is allowed to complete the Degree programme **without a Class** as shown below. But these attempts must be consecutive ones, and are applicable only to Core subject related course units and Supplementary course units.

<b>Level</b>	<b>Maximum No. of Attempts</b>
100	10
200	09
300	08

**16. Financial Assistance**

A student who takes more than 3 years to complete the Degree will not be eligible for financial aid provided by the University.

### 17. **Incomplete Results**

A student who could not sit for the Level examinations for medical or other reasons should inform the Assistant Registrar of the CDCE in writing within one month from the date of the relevant examination along with documentary evidence giving reasons for absence at the examination. The number of extensions permitted is not restricted within the maximum duration of studentship.

Those candidates with medical or other reasons that are acceptable to the Board of Study in Arts will be given an 'Incomplete' ('I') result which is not a grade. Those candidates with medical or other reasons that are not acceptable to the Board of Study in Arts will be given a 'Fail' ('F') grade. Students hold an 'Incomplete' ('I') result, or want to upgrade the existing Grade can retake the course unit at the next available opportunity and the highest Grade obtained for such course unit will be regarded as the final Grade obtained for that course unit. The maximum Grade obtainable for a retake course unit for a student who fail a course unit is C+.

### 18. **Evaluation of student performance**

**18.1 Assessment:** The student assessment for each course unit will be conducted according to the guidelines set out in the course unit outline.

**18.2 Reporting of Assessment grades:** The results of assessments will be recorded with Grade Points ranging from 0.00 - 4.00 and corresponding letter Grades ranging from 'F' to 'A/A +' as shown in the table given below. In this scheme, D+ and D are considered weak passes. Minimum of a 'C-' Grade for all three Foundation course units is necessary to qualify for the Degree of Bachelor of Arts (External).

**The Course Unit Grade Guide**

A =4.00	B = 3.00	C = 2.00	D = 1.00
A- =3.70	B- = 2.70	C- = 1.70	F = 0.00
B+ = 3.30	C+ = 2.30	D+ =1.30	

### 18.3 **Standardization of Grades**

All course unit Grades will be standardized by the Board of Examiners Meeting.

### 19. **Calculation of GPA**

The GPA for each student is calculated using the formula  $GPA = \frac{\sum c_i g_i}{\sum c_i}$

Where,  $g_i$  = grade point of the  $i^{th}$  course unit

$c_i$  = number of credits of the  $i^{th}$  course unit

**20. Provisional Results**

Provisional results will be displayed on the official web site of the Center before they are finalized. All complaints from students regarding Grades must be inquired into and dealt with by the Scrutiny Board/s before finalizing the Grades.

**21. Examination Rules**

The University regulations on violations of examination rules shall be applicable to all components of assessments and examinations.

**22. Provision of Detailed Result Sheet to Students**

Students will be provided with an up to date detailed **result sheet** for every Level by the CDCE signed by the DR/SAR/AR on request. The detailed result sheet will include the course code, title of the course, Grade and the Grade Point. It will also have a legend that explains the Grades, GPA, the medium of instruction for each course unit, final GPA and other necessary details.

At the end of the Degree program, a full **transcript** will be provided with the above details, marks for each course unit, the final GPA and Class (if any). However, the transcript is treated as a confidential document and it will not be issued to the candidate but to the universities, institutes, or any other such offices on official request. A fee will be charged for issuing the detailed **result sheet** and the **transcript**.

**23. Award of Classes on Completion of the Degree Program**

A student who has fulfilled required CFGPA subject to other regulations shall be awarded a Class. In order to be eligible for a Class, a student must complete the program through proper attempts without breaks in all three Levels: 100, 200, 300 from the date of enrolment in the Degree program. This includes even those to whom medical/non-medical leaves/extensions with the eligibility for a class have been granted by the Board of Study in Arts as such leaves will not be treated as breaks.

<b>Class</b>	<b>CFGPA</b>
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First Class	$\geq 3.70$
Second Class (Upper)	3.30 – 3.69
Second Class (lower)	3.00 – 3.29
Pass	2.00 - 2.99