

**RULES FOR THE CONDUCT OF UNDERGRADUATE DEGREE PROGRAMMES OF KDU  
2024**



**GENERAL SIR JOHN KOTELAWALA DEFENCE UNIVERSITY  
RATMALANA  
SRI LANKA**

## **RULES FOR THE CONDUCT OF UNDERGRADUATE DEGREE PROGRAMMES OF KDU**

Rules made under and in terms of the provisions of section 19 of the General Sir John Kotelawala Defence University Act No. 68 of 1981, as amended.

These Rules may be cited as the Rules for the Conduct of Undergraduate Degree Programmes of General Sir John Kotelawala Defence University, and shall come into force from 01.01.2024, and shall be applicable to students enlisted to and from Intake 41 onwards, to the university.

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## **1. INTRODUCTION**

These Rules shall provide criteria and conditions related to examinations leading to the award of Bachelor's Degrees conducted by the General Sir John Kotelawala Defence University (KDU) as mentioned below and such other degree programmes approved by the Board of Management, KDU.

### **Faculty of Defence and Strategic Studies**

Bachelor of Science in Strategic Studies and International Relations -BSc (SS & IR)

### **Faculty of Medicine**

Bachelor of Medicine and Bachelor of Surgery -MBBS  
Bachelor of Science in Health Sciences -BSc (Heal Sc)

### **Faculty of Engineering**

Bachelor of the Science of Engineering Honours in: -BScEngHons  
I. Aeronautical Engineering (AE)  
II. Biomedical Engineering (BM)  
III. Building Services Engineering (BS)  
IV. Civil Engineering (CE)  
V. Electrical and Electronic Engineering (EE)  
VI. Electronic and Telecommunication Engineering (ET)  
VII. Marine Engineering (MR)  
VIII. Mechanical Engineering (ME)  
IX. Mechatronics Engineering (MC)  
X. Naval Architecture and Marine Engineering (NA)  
Bachelor of Science in Aircraft Maintenance Honours -BSc (AM) Hons

### **Faculty of Law**

Bachelor of Laws -LLB

### **Faculty of Management, Social Sciences and Humanities**

Bachelor of Science in Management and Technical Sciences -BSc (MTS)  
Bachelor of Science in Logistics Management -BSc (LM)  
a. Finance  
b. Supply Chain Management  
c. Transportation Management  
Bachelor of Science in Social Sciences -BSc (SS)  
Bachelor of Arts in Teaching English for Speakers of Other Languages -BA (TESOL)  
Bachelor of Science in Applied Data Science Communication -BSc (ADSC)  
Bachelor of Science in Management -BSc (Mgt)

### **Faculty of Allied Health Sciences**

Bachelor of Science Honours in Medical Laboratory Sciences -BScHons (MLS)  
Bachelor of Science Honours in Nursing -BScHons (N)  
Bachelor of Science Honours in Physiotherapy -BScHons (PST)

Bachelor of Pharmacy Honours	-BPharmHons
Bachelor of Science Honours in Radiography	-BSchHons (RadGraphy)
Bachelor of Science Honours in Radiotherapy	-BSchHons (RadThrapy)

### **Faculty of Built Environment and Spatial Sciences**

Bachelor of Architecture Honours	-BArchHons
Bachelor of Science in Built Environment	-BSc (BE)
Bachelor of Science Honours in Quantity Surveying	-BSchHons (QS)
Bachelor of Science Honours in Surveying Sciences	-BSchHons (SurvSc)
Bachelor of Science Honours in Industrial and Service Quality Management	-BSchHons (ISQM)
Bachelor of Science Honours in Property and Investment Management	-BSchHons (PIM)

### **Faculty of Computing**

Bachelor of Science Honours in Information Technology	-BSchHons (IT)
Bachelor of Science Honours in Information Systems	-BSchHons (IS)
Bachelor of Science Honours in Computer Science	-BSchHons (CS)
Bachelor of Science Honours in Computer Engineering	-BSchHons (CE)
Bachelor of Science Honours in Software Engineering	-BSchHons (SE)
Bachelor of Science Honours in Data Science and Business Analytics	-BSchHons (DS& BA)

### **Faculty of Technology**

Bachelor of Engineering Technology Honours in Building Services Technology -	
	BETHons (BldgServTech)
Bachelor of Engineering Technology Honours in Construction Technology -	
	BETHons (ConstTech)
Bachelor of Engineering Technology Honours in Biomedical Instrumentation Technology -	
	BETHons (BiomedInstrumTech)
Bachelor of Technology Honours in Information and Communication Technology -	
	BTechHons (ICT)
Bachelor of Biosystems Technology Honours in Applied Biotechnology -	
	BBSTHons (AppBiotech)

### **Faculty of Criminal Justice**

Bachelor of Science in Criminology and Criminal Justice	-BSc (CCJ)
Bachelor of Science in Police Science	-BSc (Police Sc.)

### **Affiliated Institutes**

Bachelor of Science in Military Studies	- BSc (Mil St)
Bachelor of Science in Naval Studies	- BSc (NS)
Bachelor of Science in Naval and Maritime Studies	- BSc (NMS)
Bachelor of Science in Naval Logistics Management	- BSc (NLM)
Bachelor of Science in Aviation Studies	- BSc (Avn St)

## **2. STRUCTURE OF THE DEGREE PROGRAMMES**

- i. The degree programmes, specified in Rule 1 are fulltime, and are conducted in a semester-based system, unless otherwise specifically provided.
- ii. Officer Cadets enlisted to follow the degree programmes shall, in addition, complete a compulsory period of Advanced Military Training in the respective Military Academies, as prescribed.
- iii. Each semester of each academic year includes generally minimum of fifteen (15) weeks for teaching, followed by minimum one (01) week for study leave prior to the End Semester Examination.
- iv. After enlisting the students, prior to the commencement of academic studies, an Orientation Programme shall be conducted to prepare the students for effective learning in academic and military subject modules.
- v. The duration of a degree programme shall be calculated from the date of the commencement of the academic activities of such degree programme.
- vi. The academic year shall commence from January in each Calendar Year except under special circumstances.

### **2.1 Maximum Allowed Duration of Study**

**2.1.1** The maximum duration in which a Degree Programme can normally be completed shall be two times the minimum prescribed duration for such degree programme.

**2.1.2** A student shall complete the degree programme within the allowed maximum duration, provided that a candidate shall complete each End Semester Examination in no more than four (04) scheduled attempts counted consecutively. Any period of deferment granted by the BoM may be excluded when computing the maximum duration.

**2.1.3** A student who has been unsuccessful in an End Semester Examination within the maximum allowed duration of study in four (04) scheduled attempts shall be deemed to have discontinued from the degree programme.

Clarification: When there is a deeming provision in Law no further approvals shall be required.

### **2.2 Description of Modules**

The Programmes of Study consist of a combination of GPA, NGPA, MGPA and PGPA Modules, defined as follows:

**2.2.1 GPA Modules:** GPA Modules are those that have GPA credits. Such Modules are considered in the calculation of Semester GPA (SGPA), Year GPA (YGPA) and Final GPA (FGPA).

**2.2.2 NGPA Modules:** NGPA Modules are those Modules that have Non GPA credits. Such Modules are not considered in the calculation of SGPA, YGPA and FGPA.

**2.2.3 MGPA Modules:** MGPA Modules are those Modules that have GPA credits for Military subject modules. MGPA Modules shall be considered, only for Officer Cadets, in the calculation of SGPA, YGPA and FGPA.

**2.2.4 PGPA Modules:** PGPA Modules are those Modules that have GPA credits for Student Police Officers following degree programme in Police Science. PGPA Modules shall be considered, only for Student Police Officers, in the calculation of SGPA, YGPA and FGPA.

**2.2.5 Core Modules:** Core Modules are those Modules that are the core of a degree programme and shall be successfully completed by a student to graduate.

**2.2.6 Elective Modules:** Elective Modules are those Modules that need to be selected from a basket of modules and need to be successfully completed by a student to graduate.

**2.2.7 Optional Modules:** Optional Modules are those Modules that may be selected from modules offered, either to complete the minimum requirement of credits and/or to proceed further.

**2.2.8 Compulsory Modules:** Compulsory Modules are those mandatory modules required for a student to graduate.

**2.2.9 Prescribed Course Units (PCU):** Prescribed Course Units are compulsory Course Units which shall be completed with the minimum final pass mark of 50% (C+).

**2.2.10 Prerequisite Course Units (PRCU):** Prerequisite Course Units are mandatory requirements that a student shall complete before proceeding to the subsequent academic year.

### **3. PAYMENT OF COURSE FEES AND EXAMINATION FEES**

**3.1** Any student who had not paid course fee installments as and when due, shall not be permitted to enter the university premises, attend lectures or to participate in any examination, and such other academic activities related to the degree programme to which such student was registered.

**3.2** Any Candidate who had not paid Examination Fees due for Supplementary Examinations or Repeat Examinations, as the case may be, shall not be permitted to attend such an examination.

**3.3** Any concession for wavering or delaying for the payment of course fees and/ or Examination Fees, shall only be approved by the Vice Chancellor.

**3.4** Any member of the staff of the university who acts in violation of the above Rules shall be guilty of committing an offence punishable for breach of discipline.

#### **4. ASSESSMENT PROCEDURE**

The performance of each student in each Course Unit shall be evaluated by Continuous Assessments (CA) and /or End Semester (ES) Examinations.

##### **4.1 Eligibility to Sit an End Semester Examination**

**4.1.1** The eligibility requirement to sit an End Semester Examination in a Course Unit, relevant to the field of study in a particular semester, as a first time candidate, shall be an attendance record of not less than 80%. However, an attendance record of not less than 60% may be considered on valid medical grounds and/or due to any other valid reason approved by the Faculty Board for the purpose of calculating the required attendance.

**4.1.2** A student who is eligible to sit for each and every examination pertaining to a particular subject or Course Unit shall sit for such examination at the first scheduled occasion.

**4.1.3** A student who shall not meet the eligibility requirement stipulated in 4.1.1, shall be considered as a repeat candidate, and the maximum grade that can be earned in a subsequent sitting for the relevant subject or Course Unit shall be limited to a 'C' grade.

##### **4.2 Leave from Academic Activities**

**4.2.1** Deferment: A student may be granted a deferment with the approval of the Vice Chancellor, generally not exceeding a duration of one (01) year when he has to be away from academic work for a long period due to medical reasons, getting selected for an international programme, studying in another university through a student exchange programme, overseas industrial training or other exceptional circumstances.

**4.2.2** Leave: A student may be given a leave with the approval of the Vice Chancellor, not exceeding a duration of three (03) months when he has to be away from academic work for a short period for compelling reasons, including but not limited to conferences, competitions, sports, special military training, clinical training, summer programmes in another university, short training or such other work. The student shall consult the relevant Head of the Department to make arrangements to cover the required attendance for academic activities, Continuous Assessments and End Semester Examinations.

**4.2.3** The duration of a deferment or a leave shall be added to the minimum and maximum prescribed durations of study respectively, of the relevant degree programme.

**4.2.4** A Deferment or a Leave may be granted on the recommendation of the respective Faculty Board and with the approval of the Vice Chancellor.

**4.2.5** A student who intends travelling to a foreign country, shall follow the prescribed procedure.

**4.2.6** The minimum stipulated period of a degree programme shall be adjusted in the case of a Deferment or a Leave considering such period and in such instances a student shall be eligible for classes and awards, if he finishes the degree programme with his registered Intake only.

##### **4.3 Credit Recognition and Transfer**

**4.3.1** Credit recognition and transferring of a student following a course in another recognized Local or Foreign University, shall be done in accordance with the "Credit Recognition and Transfer Policy of the university". Such a student shall be eligible for the classes and awards for the relevant degree.

**4.3.2** Recognition and transferring of credits for studies undertaken in a recognized local or foreign university by a student joining a degree programme offered by KDU through lateral entry pathway shall be done in accordance with the "Credit Recognition and Transfer Policy of the university". Such a student shall be eligible for the classes and awards for the relevant degree.

#### **4.4 Valid Excuses for Absence from Lectures/Examinations**

##### **4.4.1 Grounds for Valid Excuses**

- i. Ill health
- ii. Official assignments
- iii. Death of an immediate family member
- iv. Important family event
- v. Any such other ground

##### **4.4.2 Notice of Absence for Valid Excuses**

- i. A student absenting himself from lectures/laboratory classes shall obtain permission from the relevant Head of the Department within seven (07) days from the date of absence, to be counted as a valid excuse, as follows:
  - a. In the case of sudden illness, permission shall be sought through a letter, tele-mail or an e-mail on or before the date of the lecture/laboratory class followed by a valid medical certificate issued by a Government Medical Officer or a Consultant Specialist and certified by University Medical Officer (UMO).
  - b. In the case of an official assignment of KDU, a letter of request shall be submitted to the Faculty Board through the Head of the Department on the recommendation of the lecturer concerned and permission obtained.
  - c. In the case of important family events and other grounds, permission shall be obtained prior from the Faculty Board through the Head of the Department on the recommendation of the lecturer concerned.
- ii. A student absenting himself from a Continuous Assessment or an End Semester Examination and wanting it to be counted as a valid excuse shall obtain permission from the Faculty Board through the Head of the Department through a letter, tele-mail or an email, with supporting evidence.

##### **4.4.3 Valid Excuses for Absence from Examinations/ Viva-voce/ Progress Review**

The following will be accepted as valid excuses for absence from sitting an examination:

- i. Excuses on medical reasons obtained following the procedure stipulated in section 4.5.
- ii. A copy of the Death Notification Certificate/Death Certificate of an immediate family member or guardian of the candidate who has passed away during the period of examination or within one week prior to the date of commencement of the particular examination.
- iii. Any other valid excuse, with strong supporting evidence, as may be acceptable to the Faculty Board.

##### **4.4.4 Absence for Continuous Assessments with a Valid Excuse**

- i. If a student is absent only for a part of CA on an excuse acceptable to the Examiner of the Course Unit (or on his unavailability, the relevant Head of the Department), he may be given (an) additional assessment(s) or (a) makeup test(s) to cover up the missed assessment(s) prior to the commencement of the End Semester Examination.
- ii. Under exceptional circumstances, the Examiner of the Course Unit (or in the case of his unavailability the relevant Head of the Department) may consider the average marks of the assessments the student has completed as the full CA component without the

missed assessment(s). Excuses shall be submitted to the relevant Head of the Department for approval.

#### **4.4.5 Absence for Continuous Assessment without a Valid Excuse**

- i. If a student is absent for CA of a particular Course Unit or a part thereof without an acceptable excuse, the marks allocated for such CA or the particular part is considered as "Zero" (0), other than in Project-Based Course Units where the student shall complete such component as a repeat candidate.
- ii. However, he may be allowed to take up the missed CA(s) at the discretion of the Faculty Board prior to the End Semester examination as a repeat candidate.

#### **4.4.6 Absence from Industrial Training/Clinical Training/Internship**

- i. If a student is absent from Industrial Training /Clinical Training /Internship, or a part thereof, an additional period of training shall be arranged, to cover up the missed period, on the request of the student and at a time period so as not to interfere with the academic studies of the student.
- ii. If the absence is on reasons acceptable to the Faculty Board, the student shall be treated as a first attempt candidate.
- iii. If the reasons for absence are not acceptable to the Faculty Board, the student shall be treated as a repeat candidate and the maximum grade allocated shall be "C".

#### **4.4.7 Absence for End-Semester Examinations with a Valid Excuse**

- i. A student who does not sit any examination/s of a particular Course Unit(s) at the time of the End Semester Examination, shall be deemed to have failed the ES component of such Course Unit(s) unless a valid excuse has been submitted by the student acceptable to the Faculty Board.
- ii. A student absent for an End Semester Examination with a valid excuse shall sit for such examination of the relevant Course Unit(s) at the next immediate scheduled examination and that attempt shall be considered as the first attempt.

#### **4.4.8 Absence for End Semester Examinations without a Valid Excuse.**

- i. A student absent for an End Semester Examination without a valid excuse shall be considered as failed in ES examination component of the particular Course Unit.
- ii. Such a student shall re-sit the ES component of the particular Course Unit at the subsequent immediate scheduled examination.
- iii. The maximum grade obtainable by such a student shall be the grade C for GPA Course Unit, and shall be unrestricted for NGPA Course Units.

### **4.5 Reporting of Sickness and Submission of Medical Certificates**

#### **4.5.1 During Term**

- i. The student shall present himself to the U.M.O. as soon as possible. If the student himself is unable to see the U.M.O., the student or a parent or the guardian shall inform the Assistant Registrar of the respective Faculty and the Dean of the Faculty of Defence and Strategic Studies, of the illness simultaneously in writing.
- ii. Any student who has had an infectious disease shall obtain permission from the U.M.O. before he resumes academic activities.

#### **4.5.2 During and on the Eve of Examinations**

- i. If a student falls ill just before or during any examination, he shall present himself to the U.M.O. or if admitted to hospital, the U.M.O. and the Assistant Registrar of the respective Faculty shall be informed simultaneously within the shortest possible time.
- ii. If a candidate falls ill at an Examination Hall, the Supervisor shall send the candidate accompanied by an Invigilator to the U.M.O. who will examine the candidate, prescribe treatment and decide whether the candidate should continue with the examination or whether the candidate should withdraw from the examination. The U.M.O. shall submit a report on every such case.
- iii. Where the U.M.O. in consultation with the Dean of the Faculty deems it necessary, he shall arrange for the candidate to present himself before a Medical Board on a prescribed date and a time.

#### **4.5.3 Submission of Medical Certificates**

- i. Medical Certificates other than those issued by the U.M.O., or a Consultant Specialist and certified by the U.M.O shall not be accepted as valid.
- ii. a. Any candidate who is unable to attend academic activities or present himself for an examination, owing to illness shall obtain a Medical Certificate from the U.M.O. and submit the same to the Assistant Registrar of the relevant faculty within seven (07) days of his sickness.  
b. If the candidate is able to call over at the Medical Centre of the University, he shall do so. If he is unable to do so, depending on the circumstances he shall inform the University Medical Centre through a telephone call and obtain a Registration Number for further reference. The U.M.O. shall make appropriate arrangements to verify the illness.  
c. Where a candidate is unable to call over at the Medical Centre of the University or where a candidate has gone home and fallen ill, the candidate shall report to the nearest Government Hospital and obtain a Medical Certificate, or obtain a Medical Certificate from a Consultant Specialist which he shall forward to the U.M.O. through the Assistant Registrar of the relevant faculty within seven (07) days of his sickness.  
d. The Registration Number assigned by the Medical Centre of the University in such an instance shall be referred to by the candidate in correspondence in respect of the sickness.  
e. No student or a candidate shall be compelled to be present himself to the U.M.O, if such student or candidate is unable to do so under his particular circumstances, but he shall be issued with a Registration Number when his illness is informed by Telephone to the University Medical Centre.

#### **4.5.4 Eligibility for Honours and Classes**

- i. A student who fails to submit a Medical Certificate from the U.M.O. as stipulated above to the effect that he was unable to sit an examination or to continue with an examination from a particular date, may not be eligible to receive a Class at the next scheduled examination.

#### **4.5.5 Discontinuation from Study Programme**

- i. If a student absents himself from any examination on medical grounds without submitting a Medical Certificate from the U.M.O. as stipulated above, he may not be allowed to continue with the degree programme for which he is registered, and he may not be permitted to sit the examination again, if the circumstances so warrant.

#### **4.6 Releasing of Examination Results**

**4.6.1** The marked Answer Scripts shall be shown to the students by the relevant examiner before finalizing the marks, unless answer scripts have been subject to double marking by two (02) independent examiners, as applicable only to MBBS Degree Programme.

**4.6.2** The marked Answer Scripts with Detailed Mark Sheet, Marks Return Sheet and the Comments Sheet shall be submitted to the Examination Division within eight (08) weeks of the last date of an examination.

**4.6.3** The guidelines for conducting examinations and releasing results shall be provided in the Manual of Procedure for Conducting Examinations.

#### **4.7 Continuous Assessments (CA)**

All Course Units shall be assessed on a continuous basis to provide an opportunity for a student to receive feedback on performance during the course.

**4.7.1** The CA component of a Course Unit may consist of one or more classroom tests, take home assignments, laboratory work, tutorials, quizzes, presentations, field visits, field work, term papers, research projects or such other forms of assessments as approved by the Faculty Board.

**4.7.2** Every Course Unit shall have a CA component/s conducted at critical stages of learning.

**4.7.3** Appropriate mode and percentage of marks allocated for each assessment shall be approved by the Faculty Board before the commencement of a particular semester.

**4.7.4** The stage and nature of the assessment shall be informed to the students at the commencement of the Course Unit.

**4.7.5** CA marks obtained for each Course Unit may be carried over for repeat attempts depending on the nature of the relevant degree programme.

#### **4.8 Passing in a Course Unit**

**4.8.1** The grades "D+" or "C-" in GPA Course Units are Conditional Passes, and only one Conditional Pass per semester is allowed for the award of a degree.

**4.8.2** The Grade obtained for any Course Unit shall be Grade "C" or above for passing such Course Unit, other than for the limited number of Conditional Passes as permitted in clause 4.8.1.

**4.8.3** A student shall obtain the Grade specified in the clause 4.8.2 and shall not obtain less than 35% marks for either the ES or the CA component to pass a Course Unit, unless otherwise provided specifically.

**4.8.4** A minimum of a grade "C" shall be obtained for each NGPA Course Unit.

**4.8.5** A student shall be successful at the viva-voce which shall include the evaluation of the Daily Diary and Training Report to be successful in Industrial Training.

**4.8.6** Minimum grade and pass mark for MGPA Course Units shall be as prescribed.

#### **4.9 Upgrading a Conditional Pass or Passing a Failed Grade**

**4.9.1** Students who have Conditional Passes or incomplete grades, may repeat the CA and/or ES component to obtain a higher grade not exceeding a "C", prior to completing all academic requirements for the degree, unless otherwise provided specifically.

**4.9.2** Students who have a Grade "Ie/Ia/Ib" for a Course Unit shall repeat the CA/ES component to obtain a higher grade. The highest grade that could be obtained shall be a "C" irrespective of the mark obtained.

**4.9.3** Marks for a Grade "C" or above obtained for any GPA Course Unit at a subsequent examination shall be considered to be a "C" grade, unless approved to sit as the first attempt by the

Faculty Board. The GPV of the new grade shall be considered and GPA shall be recalculated accordingly.

**4.9.4** If a student opts to re-sit an NGPA Course Unit to upgrade the current grade, any higher grade achieved shall be considered without restricting it to a "C" grade.

**4.9.5** A failure grade obtained for the Viva Voce and /or Project Report component/s of Industrial Training can be upgraded by completing such component/s at a subsequent evaluation.

**4.9.6** A student obtaining a lower grade while attempting to obtain a higher grade in any Course Unit, shall be entitled to retain the earlier higher grade.

#### **4.10 Grades and Grade Point Values of Course Units**

**4.10.1** Student performance is graded on a scale ranging from "A+" to "D+".

**4.10.2** Grades in respect of Course Units, other than those of such degree programmes as provided herein, shall be determined as follows:

<b>Marks</b>	<b>Grade</b>	<b>GPV</b>
<b>85-100</b>	<b>A+</b>	<b>4.00</b>
<b>75-84</b>	<b>A</b>	<b>4.00</b>
<b>70-74</b>	<b>A-</b>	<b>3.70</b>
<b>65-69</b>	<b>B+</b>	<b>3.30</b>
<b>60-64</b>	<b>B</b>	<b>3.00</b>
<b>55-59</b>	<b>B-</b>	<b>2.70</b>
<b>50-54</b>	<b>C+</b>	<b>2.30</b>
<b>45-49</b>	<b>C</b>	<b>2.00</b>
<b>40-44</b>	<b>C-</b>	<b>1.70</b>
<b>35-39</b>	<b>D+</b>	<b>1.30</b>
<b>ES &lt;35</b>	<b>Ie</b>	<b>0.00</b>
<b>CA &lt; 35</b>	<b>Ia</b>	<b>0.00</b>
<b>Both ES &amp; CA &lt; 35</b>	<b>Ib</b>	<b>0.00</b>
<b>Ne</b>	<b>Ne</b>	<b>0.00</b>
<b>Ex</b>	<b>Ex</b>	<b>0.00</b>
<b>Ab</b>	<b>Ab</b>	<b>0.00</b>

Notes to Table:

- a. Grade "C" and above are pass grades. They require, in addition to achieving the overall mark indicated, a mark of 35% or above in the ES component, and 35% or above in the CA component.
- b. Grade "C–" and "D+" are Conditional Pass grades and require, in addition to achieving the overall mark indicated, a mark of 35% or above in the ES component, and 35% or above in the CA component.
- c. Grade "Ia" and "Ie" are incomplete grades given for failing to reach 35% in the CA and ES components respectively.
- d. Grade "Ib" is a fail grade given for failing to reach 35% for both ES and CA components.
- e. "Ne" is indicative of "not eligible" and is recorded when the eligibility criteria to sit for the ES examination have not been satisfied.
- f. "ab" is recorded for being absent at an ES examination. The CA mark will be carried over to a subsequent sitting as a repeat candidate.
- g. "Ex" is recorded for being absent for the ES examination for a valid excuse accepted by the Faculty Board. The CA mark will be carried over to a subsequent sitting as a first attempt candidate at the next scheduled ES examination.
- h. The highest grade obtainable at a repeat attempt, including to upgrade a result, is the grade "C", other than for NGPA Course Units.

#### **4.11 Grade Point Average (GPA)**

**4.11.1** The GPA is the credit weighted average of the Grade Points Value of all Course Units, except NGPA Course Units taken in the degree programme.

**4.11.2** GPA is calculated for each semester (SGPA), for each year (YGPA) and for the entire degree programme (FGPA), as follows:

$$GPA = \sum \frac{XiYi}{Yi}$$

where  $X_i$ = Grade Point Value of the  $i^{\text{th}}$ Course Unit

$Y_i$ = Number of credits in the  $i^{\text{th}}$ Course Unit

#### **4.11.3 Semester Grade Point Average (SGPA)**

The Semester Grade Point Average (SGPA) is the Cumulative GPA for a semester, and ascertains the performance of a student in the particular semester. It is calculated on a weighted basis as follows:

$$SGPA = \frac{\sum [\text{Grade Point scored for Course Unit} \times \text{Credit Value of Course Unit}]}{\text{Cumulative Credit Value of all GPA Course Units of the Semester}}$$

#### **4.11.4 Year Grade Point Average (YGPA)**

The Year Grade Point Average (YGPA) is the Cumulative GPA for a year, and ascertains the performance of a student and whether the student can proceed to the following year. It is calculated on a weighted basis as follows:

$$YGPA = \frac{\sum [\text{Grade Point scored for Course Unit} \times \text{Credit Value of Course Unit}]}{\text{Cumulative Credit Value of all GPA Course Units of the Year}}$$

#### **4.11.5 Final Grade Point Average (FGPA)**

The Final Grade Point Average (FGPA) is the Cumulative GPA for the entire period of a degree programme, and ascertains the overall performance of a student in the degree programme. It is used in the award of a Class or a Pass in the degree. It is calculated to the second decimal place on the completion of all requirements for such programme as follows:

$$\text{FGPA} = \frac{\sum [\text{Grade Point scored for Course Unit} \times \text{Credit Value of Course Unit}]}{\text{Cumulative Credit Value of all GPA Course Units of the Degree Programme}}$$

**4.11.6** Non-GPA Credit Course Units (NGPA Course Units) shall not be considered for determining the Semester Grade Point Average (SGPA), Year Grade Point Average (YGPA) or Final Grade Point Average (FGPA).

#### **4.12 Recognition of Sports Activities**

- 4.12.1** Sports activities are encouraged among students as persons who have engaged in sports have a demonstrable ability to work under pressure and leadership and teamwork skills.
- 4.12.2** Sports activities may be granted extra marks by the BOE on the recommendations of the Dean- FDSS and the relevant Faculty Board, as prescribed in Rules applicable to the Officer Cadets. (5.1 to 5.5)

#### **4.13 Inclusion in the Vice Chancellor's and Dean's List**

- 4.13.1 Vice Chancellor's List:** Any student who achieves a YGPA of 3.80 or above in the Order of Merit shall be eligible to be in the Vice Chancellor's List.
- 4.13.2 Dean's List:** Any student who achieves a YGPA of between 3.60 and 3.79 in the Order of Merit, shall be eligible to be in the Dean's List.
- 4.13.3** For inclusion in the VC's List or in the Dean's List, a student shall have not been subjected to punishment for commission of examination offence/s or on disciplinary grounds or have not been found guilty of violation of the Code of Conduct prescribed by the university.

#### **4.14 Board of Examinations**

- 4.14.1** BoE shall consider the performance and results of each student at the end of each Semester, and approve such results, and authorize their publication.
- 4.14.2** BoE shall have authority to standardize the marks given for any Course Unit/s as and when it deems necessary. When and if such standardization is done the GPV of the amended grade shall be considered.
- 4.14.3** BoE shall consider the performance and final results of each student at the end of final Semester, and make recommendations to the BoM.

## **5. EXAMINATIONS**

### **5.1 Examination Rules**

**5.1.1** Candidates shall be in attendance outside the relevant examination hall at least thirty (30) minutes before the commencement of an examination but shall not enter the hall until they are directed to do so by the supervisor.

**5.1.2** A candidate shall occupy the seat allocated to him and shall not change it without special permission of the supervisor.

**5.1.3** No candidate shall be admitted to the examination hall after the commencement of the examination, provided that a candidate may be allowed to enter the examination hall within thirty (30) minutes from the commencement of the examination under exceptional circumstances. No candidate shall be allowed to leave the examination hall until the lapse of thirty (30) minutes from the commencement of the examination or during the last thirty (30) minutes of the examination.

**5.1.4** a. A candidate shall have his Student Identity Card and the Admission Card with him when he presents himself for an examination. The candidature is liable to be cancelled if a candidate fails to produce the Student Identity Card and the Admission Card.

b. If a candidate fails to bring his Student Identity Card and the Admission Card for an examination, he shall sign a declaration in the form provided and produce the identification at a time specified by the supervisor.

c. If a candidate loses his identification documents at the time of an examination, he shall obtain a duplicate identity card from the relevant officials.

**5.1.5** a. No candidate shall have on his body or in his clothes, or on the Admission Card, Student Identity Card, Time Table or Record Book, any notes, signs, formulae and any such other material.

b. No candidate is permitted to use mobile phones, smart watches, electronic diaries and electronic dictionaries or other unauthorized devices during examinations.

c. Books, notes, parcels, handbags, mobile phones, electronic devices, pencil cases, wallets, purses and any such other material which a candidate has brought with him should be kept at a place indicated by the Supervisor/Invigilator, outside the Examination Hall.

**5.1.6** Students are allowed to bring materials specified by the examiner only for authorized examinations and open book examinations.

**5.1.7** The supervisor/invigilator may require any candidate to disclose any item in his possession.

**5.1.8** No candidate shall:

i. copy or attempt to copy from any book or paper or notes or similar material or from the scripts of another candidate.

ii. help another candidate or obtain assistance from another candidate or any other person.

iii. conduct himself in a manner that enables any other candidate to read anything written by him or to watch any practical test performed by him.

iv. use any other unfair means to obtain or render improper assistance at an examination.

**5.1.9** No candidate shall submit an answer script, project report, assignment, dissertation, thesis, field book or practical work which has been done wholly or partly by anyone other than the candidate himself, or generated through any other mechanism including Artificial Intelligence (AI), except where it is specifically permitted.

**5.1.10** Candidates shall bring their own pens, pencils, erasers, mathematical instruments, or any other approved items for examinations.

- 5.1.11** a. Examination stationery (i.e. writing paper, graph paper, drawing paper, ledger paper, précis paper etc.) will be supplied as and when necessary. No paper other than those stamped and signed by the supervisor/invigilator shall be used by candidates.
- b. No sheet of paper or answer book supplied to a candidate may be torn, crumpled, folded or otherwise mutilated. Log tables or any other material provided shall be used with due care and left behind on the desk.
- c. All the material supplied, whether used or unused, shall be left behind on the desk and not removed from the Examination Hall.
- 5.1.12** a. Every candidate shall enter his Index Number on the Answer Book and on every continuation paper. He shall also provide other particulars as indicated in the Cover of the Answer Book.
- b. A script that bears no index number or an index number which cannot be identified, is liable to be rejected.
- c. No candidate shall write his name or any other identifying mark on the Answer Scripts.
- d. A candidate who inserts a different Index Number on the Answer Book other than his own is liable to be considered as having attempted to cheat.
- 5.1.13** All calculations 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 Admission Cards, Time Tables, Question Papers, and Record Books or on any other paper. Any candidate who disregards these instructions is liable to be considered as having written notes or outline of answers with the intention of copying.
- 5.1.14** Any answer or part of an answer which shall not 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 shall not be counted shall be neatly crossed out.
- 5.1.15** Candidates shall be under the authority of the supervisor and shall assist him by carrying out his instructions and those of the invigilators during, immediately before and after the examination.
- 5.1.16** a. Every candidate shall conduct himself in the Examination Hall and its precincts so as not to cause disturbance or inconvenience to the supervisor or his staff or to other candidates. He shall conduct himself as quietly as possible in entering and leaving the hall.
- b. A candidate is liable to be removed from the Examination Hall for disorderly conduct.
- 5.1.17** Candidates shall stop work promptly when ordered by the supervisor/invigilator to do so.
- 5.1.18** 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 dealings with any person other than the supervisor/invigilator.
- 5.1.19** a. No candidate shall be permitted to leave the Examination Hall temporarily during an examination.
- b. In case of an emergency, the supervisor may grant him permission to do so under his surveillance.
- 5.1.20** No person shall impersonate a candidate at an examination or no candidate shall allow himself to be impersonated by another person.
- 5.1.21** Any improper assistance obtained by a candidate from any other person shall be considered as an examination offence.
- 5.1.22** If circumstances arise, which in the opinion of the supervisor render the cancellation or postponement of an examination necessary, he shall stop the examination, collect the Answer Scripts already written and report the matter immediately to SAR who shall in turn bring the matter to the notice of the Vice Chancellor without delay.

**5.1.23** The supervisor/invigilator may require a candidate to make a statement in writing on any relevant matter which may have arisen during an examination and such statement shall be signed by the candidate. No candidate shall refuse to make or to sign such a statement.

**5.1.24** No candidate shall contact any person other than the Vice Chancellor, Deputy Vice Chancellors, Dean of relevant Faculty, Head of relevant Department or SAR regarding any matter concerning the conduct of an examination.

**5.1.25** Every candidate shall hand over his Answer Script personally to the supervisor/invigilator or remain in his seat until Answer Scripts are collected. A candidate shall never hand over his Answer Script to a hall attendant, a minor employee or another candidate.

**5.1.26** a. Every candidate who registers himself for an examination shall be deemed to have sat the examination unless he submits a valid Medical Certificate or obtains leave of absence on a valid ground.

b. The Medical Certificate shall be from the University Medical Officer. If it is not possible under the circumstances, a Medical Certificate shall be obtained from a Government Medical Officer or a Consultant Specialist, and submitted to the University Medical Officer within the stipulated period.

**5.1.27** When a candidate is unable to present himself for any part/section of an examination, he shall notify or cause to be notified the matter to the Senior Assistant Registrar/ Assistant Registrar of the relevant Faculty immediately, which shall be confirmed in writing with supporting evidence within 72 hours.

**5.1.28** A candidate who absents himself for an examination without a valid and approved reason shall not be eligible to receive classes at the next attempt for the said examination.

**5.1.29** No candidate shall sit an examination more than the number of attempts he is allowed to sit the particular examination, unless special permission is granted by the university on the recommendation of the relevant Faculty Board.

## **5.2 Mode of Examination**

**5.2.1** Examinations shall be held on site with the physical attendance of the candidates.

**5.2.2** Online examinations may be conducted under exceptional circumstances as may be decided by the university or on a request by a candidate.

**5.2.3** Procedure for conducting online examinations shall be prescribed by additional Rules.

## **5.3 Examination Fee**

**5.3.1** An Examination Fee will not be charged for the first attempt in an examination.

**5.3.2** An Examination Fee as prescribed by the University will be charged for repeat examinations from candidates.

**5.3.3** Candidates who repeat the examinations shall register themselves by making the payment at least two (02) weeks prior to the last date of the current semester. Candidates who fail to register as aforesaid shall not be allowed to sit the repeat examination.

Clarification: A Repeat Examination include Supplementary Examinations.

## **5.4 Examination Offences**

Examination Offences may be classified as any one or more of the following:

**5.4.1** Possession of Unauthorized Materials.

Any candidate who violates Examination Rule 5.1.5 shall be deemed guilty of the offence of the possession of unauthorized materials, and shall be liable for cancellation of his candidature in the examination and to be prohibited from sitting any examination of the University for a prescribed period of time, and to any other punishment as may be prescribed.

#### **5.4.2 Copying**

Any candidate who violates Examination Rule 5.1.8 shall be deemed guilty of the offence of copying, and shall be liable for cancellation of his candidature in the examination and to be prohibited from sitting any examination of the University for a prescribed period of time, and to any other punishment as may be prescribed.

#### **5.4.3 Cheating**

Any candidate who violates Examination Rule 5.1.9 shall be deemed guilty of the offence of cheating and shall be liable for cancellation of his candidature in the examination and to be prohibited from sitting any examination of the University for a prescribed period of time and to any other punishment as may be prescribed.

Where a candidate is found cheating in an examination, before he is approached, the invigilator must summon the supervisor or another invigilator to assist and act as a witness.

The supervisor shall mark on the candidate's Answer Script that an act of cheating is suspected to have taken place.

Action shall be taken in such a way as to minimize disturbance to other candidates, and it should be consistent with the need to avoid undue distress for the candidate facing further examinations.

Normally, the candidate concerned shall be allowed to continue with the examination once the supervisor has taken appropriate action.

#### **5.4.4 Removal of Stationery**

Any candidate who is detected removing examination stationery and other materials provided for the examination (Examination Rule 5.1.11) shall be deemed guilty of an examination offence and shall be liable for cancellation of his candidature in the examination and to be prohibited from sitting any examination of the University for a prescribed period of time, and to any other punishment as may be prescribed.

#### **5.4.5 Disorderly Conduct**

Any candidate who violates any one or more of the Examination Rules 5.1.7, 5.1.15, 5.1.16, 5.1.17, 5.1.18 and 5.1.19, shall be deemed guilty of the offence of disorderly conduct and shall be liable for cancellation of his candidature in the examination and to be prohibited from sitting any examination of the University for a prescribed period of time, and to any other punishment as may be prescribed.

#### **5.4.6 Impersonation**

Any candidate who violates Examination Rule 5.1.20 shall be guilty of the offence of impersonation and shall be liable for cancellation of his candidature in the examination and to be prohibited from sitting any examination of the University for a prescribed period of time, and to any other punishment as may be prescribed.

#### **5.4.7 Improper Knowledge**

Any candidate who violates Examination Rule 5.1.21 shall be guilty of an examination offence and shall be liable for cancellation of his candidature in the examination and to be prohibited from sitting any examination of the University for a prescribed period of time, and to any other punishment as may be prescribed.

#### **5.4.8 Aiding and Abetting**

Any candidate found aiding and/or abetting in the commission of any of the above examination offences shall be deemed to have committed such offence and shall be liable for the same punishment/s.

### **5.5 Procedure Regarding Examination Offences Committed by Candidates**

**5.5.1** There shall be an Examination Offences Committee comprising five (05) members appointed by the Vice Chancellor to inquire into and report on the examination offences referred to such committee with recommendations for punishments.

The Examination Offences Committee shall consist of the following:

- Deputy Vice Chancellor (Academic)- Chairman
- Dean of the Faculty of Defence and Strategic Studies- Member
- Dean of the relevant Faculty - Member
- Deputy Registrar- Member
- HOD of the relevant Department - Member
- Assistant Registrar (Legal and Documentation) - Secretary/Convener

**5.5.2** In case of violation of Examination Rules (Rule 5.1), the supervisor shall take action as provided in this section and forward his report to the SAR.

**5.5.3** In case of disorderly conduct, the supervisor shall in the first instance warn the candidate to be of good behaviour. Where the candidate persists in disorderly conduct the supervisor may expel the candidate from the Examination Hall and issue him a letter cancelling his candidature in the examination.

**5.5.4** In other cases of examination offences (Rule 5.4), the supervisor shall take possession of unauthorized materials, if any, obtain a statement from the candidate and write his report.

**5.5.5** SAR shall place all reports of examination offences submitted by supervisors to the Examination Offences Committee for consideration.

**5.5.6** Any examiner, Head of a Department, Dean of a Faculty or any other official of the University who detects an examination offence, shall report the matter in writing to the SAR, who shall submit the same to the Examinations Offences Committee.

**5.5.7** Any allegation regarding the commission of examination offences received from any other person shall be submitted by the SAR to the Examination Offences Committee.

**5.5.8** Examination Offences Committee shall submit its report on the examination offences alleged to have been committed with its observations and recommendations to the Vice Chancellor for a final decision.

## **5.6 Punishments for Examination Offences**

**5.6.1** Punishments for the examination offences shall be as follows. The Vice Chancellor may impose any one or more of the following punishments, deemed appropriate, depending on the degree of severity of the offence/s committed by a candidate.

- i. Warning /Severe Warning
- ii. Cancellation of results of the relevant subject module and/ or the whole examination
- iii. Suspension from attending lectures and other activities at the University for a prescribed duration
- iv. Cancellation of Candidature for a prescribed duration of not less than one (01) academic semester
- v. Relegation to a junior Intake
- vi. Termination of studentship at the University

Clarification: Results of any Continuous Assessment/s may be allowed to be kept, irrespective of the cancellation of candidature, at the discretion of the Examination Offences Committee.

**5.6.2** No appeal lies against the decision of the Vice Chancellor on imposition of such punishment for the commission of an examination offence /s by a candidate, under any circumstances.

**5.6.3** A student who had been found guilty for committing an examination offence/s and had been subject to punishment, shall not be eligible to be considered for an appointment to a post in the Academic Staff of the University, after the completion of the relevant degree programme or after his graduation.

Clarification: When a student is suspended or his candidature is cancelled, as a punishment for an examination offence, any Examination held during such suspension or cancellation shall not be accounted for determining maximum number of permitted attempts at such Examination, other than the Examination of the Subject Module in which such Examination Offence was committed.

However, the maximum grade shall be limited to a “C” or “C+”, as the case may be, irrespective of a higher mark that may have been obtained by such candidate at such Examination.

## **5.7 Examination Offences by Persons Other Than Candidates**

The following acts and/or actions shall be considered to be offences.

### **5.7.1 Unauthorized Communication**

- i. Divulging the contents of a confidential document or part thereof.
- ii. Delivery or transmission of any answer script, mark sheet, mark book or other document related to an examination to any unauthorized person who is not a person to whom he is authorized to deliver or transmit such document.

### **5.7.2 Unauthorized Divulging of Marks**

- i. Divulging any information relating to the answer scripts or mark sheets or mark books to any unauthorized person by an examiner or a person entrusted with filling up of mark sheets, mark books etc. or by any other person involved in the examination process.
- ii. Disclosure of marks or results of a course unit or an Examination by an Examiner or by any other person involved in the Examination process to any unauthorized person.

### **5.7.3 Dishonest Marking**

Marking an answer script/s by an unauthorized person.

### **5.7.4 Dishonest Alteration**

Erasure, interpolation or any other alteration in a mark book, mark sheet or answer script, done by an unauthorized person.

### **5.7.5 Dishonest Disposal and Disclosure of Confidential Examination Document**

Fraudulent or dishonest removal or disposal of a confidential examination document or part thereof or making a copy of such confidential examination document or part thereof, by any person involved in the examination process.

### **5.7.6 Theft or Dishonest Breaking of Receptacle Containing Confidential Examination Documents**

Fraudulently or dishonestly breaking open or destroying of any sealed packet, safe or other receptacle containing any confidential examination documents.

### **5.7.7 Fraudulent Introduction of Answer Scripts**

Inclusion, insertion or exchange of another script in place of a candidate's Answer Script.

**5.7.8 Dishonesty by Commission or Omission**

Commission or Omission of any act relating to the conduct of an examination which is deemed by the Examination Offences Committee to be of a fraudulent or dishonest nature.

**5.7.9 Assistance or Connivance**

Abetment, assistance or connivance with another person in the commission or omission of one or more of the above acts.

**5.8 Procedure for Disciplinary Action**

**5.8.1** Disciplinary action shall be taken against those who are alleged to have committed one or more of the above listed offences as follows;

In the case of employees of the University, action shall be taken in accordance with the Disciplinary Procedure of the University, including the institution of Criminal Proceedings.

In the case of others who are not employees of the University, appropriate action may be taken by the Vice Chancellor in terms of the Law.

**5.9 Maintenance of Secrecy**

**5.9.1** No employee of the University engaged in any type of work connected with Examinations or any other person whose services are utilized for work related to Examinations shall disclose any confidential information gained directly or indirectly in the performance of his duties.

**5.9.2** Every Question Paper prepared for an Examination of the University, or any other document declared as confidential shall be considered as a confidential document from the time the Question Paper is prepared until the lapse of thirty (30) minutes from the time of commencement of the answering of such Question Paper by candidates at that Examination.

**5.9.3** Any employee of the University engaged in any type of work connected with Examinations shall bring in writing to the notice of the respective Head of the Department, if any of his close relation is sitting a particular Examination. A close relation includes but not limited to a child, spouse or sibling.

**5.9.4** No such relation shall participate in setting, moderation, scrutiny, marking and in any such activity related to examinations.

**5.9.5** No student, employee or any other person shall influence staff involved in marking, preparing results, issuing results, supervision, and invigilation or on any other activity related to the conduct of Examination. If such an influence is reported, the University shall take appropriate action.

## **6. CRITERIA FOR COMPLETING A SEMESTER**

### **6.1 Passing a Semester**

A student shall satisfy the following minimum requirements to successfully complete a semester;

**6.1.1** Obtaining a “C” grade or above for all Course Units, other than as specified in 6.1.2

**6.1.2** Obtaining not more than one (01) Conditional Pass grade for a GPA Course Unit per semester.

**6.1.3** Obtaining a SGPA of 2.0 or above for the whole End Semester Examination.

### **6.2 Re-sitting a Course Unit**

**6.2.1** Re-sitting a Course Unit for which an excuse has been granted shall be considered as the first attempt of a candidate.

**6.2.2** A student shall sit for a repeat examination of a Course Unit/s at the next immediate available examination, except upon approval granted by the Vice Chancellor under exceptional circumstances.

**6.2.3** A fee shall be levied as prescribed for re-sitting a Course Unit.

**6.2.4** Course Units having grade “Ie” shall be completed by re-sitting the ES component, unless otherwise provided.

**6.2.5** Course Units having grade “Ia” shall be completed by re-sitting the CA/PBCA component, unless otherwise provided.

**6.2.6** Course Units having grade “Ib” shall be completed by re-sitting both ES and CA components, unless otherwise provided.

**6.2.7** NGPA Course Units having a grade less than “C” shall be repeated to obtain a pass.

**6.2.8** GPA Course Units having a grade less than “C”, except the Conditional Passes permitted under section 4.8.1, shall be repeated to obtain a pass.

**6.2.9** Any GPA Course Unit with a “Conditional Pass” may be repeated at the next immediate available attempt subject to the maximum allowed number of attempts, if a student is desirous of upgrading the grade up to a maximum of grade “C”.

### **6.3 Supplementary Examinations**

**6.3.1** A Supplementary Examination for each degree programme shall be held for last two semesters as may be determined by the relevant Faculty Board.

**6.3.2** Supplementary Examination for the 5<sup>th</sup> Semester shall be held before the end of the 6<sup>th</sup> Semester, Supplementary Examination for the 7<sup>th</sup> Semester shall be held before the end of the 8<sup>th</sup> Semester and the Supplementary Examination for the 9<sup>th</sup> Semester shall be held before the end of the 10<sup>th</sup> Semester.

## **7. DISCONTINUING A STUDENT**

### **7.1 Discontinuation from the Degree Programme**

**7.1.1** A student shall be deemed to have discontinued from a degree programme under any one of the following conditions;

- i. When a student has been unable to complete the degree programme within the maximum period stipulated in Rule 2.1.
- ii. When a student has been determined to be unfit to continue his studies by a competent Medical Board on account of an illness.
- iii. When a student has been given the punishment of expulsion from the University for an examination offence or an act of indiscipline.
- iv. When a student has been absent for two consecutive semesters without approval.
- v. When a student has not paid the relevant course fee installment within two (02) months of the specified period.

Clarification: When there is a deeming provision in Law no further approvals are required for the implementation of such legal provision.

### **7.2 Poor Performance of Students**

**7.2.1** A student shall be allowed to progress through the Semesters, being in the original batch whilst completing low performed academic Course Units through subsequent examinations, during the maximum duration specified in Rule 2.1, subject to the provision contained in Rule 7.2.3.

**7.2.2** The students who had failed to obtain a minimum SGPA of 2.0 at any stage in a degree programme shall be submitted to academic counselling.

**7.2.3** A student who had failed to obtain a minimum YGPA prescribed by the relevant Programme Specific Rules in an academic year shall not be able to proceed to the next academic year.

**7.2.4** Relegation of Officer-Cadets for poor performance in military subject modules shall be as prescribed.

## **8. AWARD OF THE DEGREES**

### **8.1 Criteria for Award**

- 8.1.1** Satisfactory completion of the academic requirements of all semesters of the relevant Degree Programme.
- 8.1.2** Completion of the Degree Programme in the specified field of study within the maximum stipulated period of time.
- 8.1.3** Obtaining a minimum of GPA credits and a minimum of NGPA credits, as stipulated in the respective Degree Programme Curriculum.
- 8.1.4** Earning a GPA of not less than 2.00 in each semester of the Degree Programme.
- 8.1.5** Not having more than one (01) Conditional Grade per semester in the Degree Programme.

### **8.2 Award of Classes**

- 8.2.1** Award of classes shall be determined at the completion of all requirements for graduation within the minimum time period stipulated for the relevant degree programme, except upon approval granted by the BoM on the recommendation of the BOE for a valid reason specified in 4.4.1.
- 8.2.2** The highest eligible class shall be awarded based on the FGPA rounded off to the second decimal as given in the table below and on the following descriptions:

<b><i>FGPA</i></b>	<b><i>Final Result</i></b>
3.70 – 4.00	First Class
3.30 – 3.69	Second Class (Upper Division)
3.00 – 3.29	Second Class (Lower Division)
2.00 – 2.99	Pass

**8.2.3** i. For the award of a Class (1<sup>st</sup> Class, 2<sup>nd</sup> Upper and 2<sup>nd</sup> Lower), a student shall have completed all the requirements within the minimum prescribed period applicable to each degree programme (prescribed in Annexure 01), except upon approval granted by the Vice Chancellor on the recommendation of the BOE under exceptional circumstances.

ii. Notwithstanding such minimum prescribed period for a degree programme, the Examination Results of the Supplementary Examination of the last semester (6<sup>th</sup>, 8<sup>th</sup> or 10<sup>th</sup>, as the case may be) shall be taken in to account for the award of a class.

**8.2.4** If the Advanced Military Training component falls outside the academic programme, Officer Cadets shall successfully complete such component within the minimum prescribed period for such component, in addition to academic components stated in Rule 8.2.3, for the award of classes.

#### **8.2.5 First Class**

For the award of a First Class, a student shall:

- i. have completed all the requirements within the stipulated period as specified in clause 8.2.3. and 8.2.4.

and

- ii. have received a FGPA of not less than 3.70 for the entire Degree Programme.

and

- iii. have earned a cumulative MGPA of 3.0 in the Final Examination in Advanced Military Training at respective Military Academies (for Officer Cadets only).

### **8.2.6 Second Class (Upper Division)**

For the award of a Second Class (Upper Division), a student shall:

- i. have completed all the requirements within the stipulated period as specified in clause 8.2.3. and 8.2.4.  
and
- ii. have earned a GPA of not less than 3.30 for the entire Degree Programme.  
and
- iii. have earned a cumulative MGPA of 3.0 in the Final Examination in Advanced Military Training at respective Military Academies (for Officer Cadets only).

### **8.2.7 Second Class (Lower Division)**

For the award of a Second Class (Lower Division), a student shall:

- i. have completed all the requirements within the stipulated period as specified in clause 8.2.3. and 8.2.4.  
and
- ii. have earned a GPA of not less than 3.00 for the entire Degree Programme.  
and
- iii. have earned a cumulative MGPA of 3.0 in the Final Examination in Advanced Military Training at respective Military Academies (for Officer Cadets only).

## **8.3 Merit Awards**

### **8.3.1 Criteria for Merit Awards**

Students obtaining the highest FGPA in Military Studies and/or Academic Studies shall be entitled for the respective Awards or Trophies of merit.

- i. The minimum of a Second Class Upper Division Degree shall be required to receive an award.
- ii. An awardee shall not have been subjected to punishments for the commission of Examination Offences and /or on disciplinary grounds.

### **8.3.2 Awards/Trophies and Gold Medals**

The Awards/Trophies to which students may be eligible on the recommendation of relevant authorities and the approval of the Board of Management are:

#### **Faculty of Defence and Strategic Studies**

- i. Sword of Honour
- ii. Trophy for the First Student Officer in Order of Merit awarded by Gen. SC Ranatunga VSV, USP, psc.
- iii. Trophy for the First Day Scholar in Order of Merit
- iv. Trophy for the best Student Officer from the Sri Lanka Army awarded by Lt. Gen. GDGN Senevirathne VSV.
- v. Trophy for the best Student Officer from the Sri Lanka Navy awarded by Rear Admiral R Kadirgamar MVO.
- vi. Trophy for the best Student Officer from the Sri Lanka Air Force awarded by Air Marshal MJT de S Gunawardena VSV.
- vii. Trophy for the best Student Officer in Military Studies awarded by the KDU.
- viii. Trophy for the best Student Officer in Leadership and Management Studies awarded by Air Vice Marshal PM Fernando VSV, psc.

- ix. Trophy for the best Student Officer in Strategic and Defence Studies awarded by Maj. Gen. CAMN Silva VSV, USP, USAWC.
- x. Trophy for the best overall performance in Academic Studies in International Relations Stream awarded by Cmde. ML Mendis VSV.

**Gold Medals**

- i. Gold medal for the best overall performance in Strategic Studies and International Relations awarded by the KDU.
- ii. Gold medal for the best Research in Strategic Studies and International Relations awarded by the KDU.

**Faculty of Medicine**

- i. Trophy for Overall Best Cadet in MBBS Degree Programme awarded by Major General Milinda Peiris RWP RSP VSV USP psc ndc

**Gold Medals**

- i. Snr. Prof. Tilak Weerasooriya Memorial Gold Medal for Anatomy awarded by the KDU
- ii. Gold Medal for Biochemistry awarded by the KDU
- iii. Gold Medal for Physiology awarded by the KDU
- iv. Gold Medal for Overall Best Performance at the Second MBBS Examination (Academic) awarded by the KDU
- v. Gold Medal for Overall Best Performance at the Second MBBS Examination (Cumulative) awarded by the KDU
- vi. Gold Medal for Parasitology awarded by the KDU
- vii. Gold Medal for Microbiology awarded by the KDU
- viii. Gold Medal for Pathology awarded by the KDU
- ix. Gold Medal for Pharmacology awarded by the KDU
- x. Gold Medal for Forensic Medicine awarded by the KDU
- xi. Gold Medal for Public Health & Family Medicine awarded by the KDU
- xii. Gold Medal for Overall Best Performance at the Third MBBS Examination awarded by the KDU
- xiii. Gold Medal for Medicine awarded by Prof. Namal Wijesinghe in memory of his late parents Dr. Thejasiri Wijesinghe and Mrs. Kamala Wijesinghe
- xiv. Brigadier (Dr) MH De Zoysa Memorial Gold Medal for Surgery awarded by Dr. Nandran S. De Zoysa
- xv. Gold Medal for Paediatrics awarded by the KDU
- xvi. Gold Medal for Obstetrics & Gynaecology awarded by the KDU
- xvii. Gold Medal for Psychiatry awarded by the KDU
- xviii. Gold Medal for Overall Best Performance at the Final MBBS Examination (Academic) awarded by the KDU
- xix. Gold Medal for Overall Best Performance at the Final MBBS Examination (Cumulative) awarded by Prof. MHJ Ariyaratne in memory of his late parents Mr. MH Henry Ariyaratne JP, and Mrs. NA Leela Ariyaratne
- xx. Gold Medal for Overall Best Performance in MBBS Degree Programme (Academic) awarded by the KDU
- xxi. Gold Medal for Overall Best Performance in MBBS Degree Programme (Cumulative) awarded by Snr. Prof. Rezvi Sheriff in memory of his late parents AL HAJ MIM Sheriff and Hajani NH Sheriff

### **Faculty of Engineering**

- i. Trophy for the best Overall Performance in Academic Studies in the Faculty of Engineering
- ii. Trophy for the best Graduand in Aeronautical Engineering awarded by Air Vice Marshal U Wanasinghe BSc (Ceyl.), USP, psc.
- iii. Trophy for the best Graduand in Aircraft Maintenance Engineering
- iv. Trophy for the best Graduand in Biomedical Engineering
- v. Trophy for the best Graduand in Civil Engineering
- vi. Trophy for the best Graduand in Electrical and Electronics Engineering awarded by Mrs. Nilanthi Fernando in memory of her late husband Cmde. EMK Fernando, SLN, MSc (DS), CEng, psc.
- vii. Trophy for the best Graduand in Electronics and Telecommunication Engineering
- viii. Trophy for the best Graduand in Marine Engineering
- ix. Trophy for the best Graduand in Mechanical Engineering
- x. Trophy for the best Graduand in Mechatronics Engineering
- xi. Trophy for the best Graduand in Building Services Engineering Degree Programme
- xii. Trophy for the best Graduand in Naval Architecture and Marine Engineering Degree Programme
- xiii. Trophy for the best Graduand in Aircraft Maintenance Degree Programme

### **Faculty of Law**

- i. Trophy for the Best Overall Performance in Academic Studies in LLB Degree awarded by the KDU

### **Gold Medals**

- i. Gold Medal for the Best Undergraduate Research in LLB Degree awarded by the KDU
- ii. Gold Medal for the Best Performance in Criminal Law in LLB Degree awarded by the KDU
- iii. Gold Medal for the Best Performance in Commercial Law in LLB Degree awarded by the KDU
- iv. Gold Medal for the Best Performance in Constitutional and Administrative Law in LLB Degree awarded by the KDU
- v. Gold Medal for the Best Performance in International Law in LLB Degree awarded by the KDU
- vi. Gold Medal for the Best Performance in Jurisprudence in LLB Degree awarded by the KDU
- vii. Gold Medal for the Best Performance in Military Law in LLB Degree awarded by the KDU
- viii. Gold Medal for the Best Performance in International Humanitarian Law in LLB Degree awarded by the KDU
- ix. Gold Medal for the Best Performance in Human Rights Law in LLB Degree awarded by the KDU

### **Faculty of Management Social Sciences and Humanities**

- i. Trophy for the best Overall Performance in Academic Studies – Logistics Management Stream
- ii. Trophy for the best Overall Performance in Academic Studies – Management and Technical Sciences Stream
- iii. Trophy for the best Overall Performance in Academic Studies – Social Sciences Stream
- iv. Trophy for the best Overall Performance in Academic Studies – Teaching English to Speakers of Other Languages (TESOL) Stream
- v. Trophy for the best Overall Performance in Academic Studies – Applied Data Science Communication (ADSC) Stream

### **Gold Medals**

- i. Gold medal for the best performance in Logistics Management Degree (Supply Chain Management) awarded by the KDU.
- ii. Gold medal for the best performance in Logistics Management Degree (Transportation Management) awarded by the KDU.
- iii. Gold medal for the best performance in Logistics Management Degree (Finance) awarded by the KDU.
- iv. Gold medal for the best performance in Management and Technical Sciences Degree (Technical Sciences) awarded by the KDU.
- v. Gold medal for the best performance in Management and Technical Sciences Degree (Management Studies) awarded by the KDU.
- vi. Gold medal for the best performance in Social Sciences Degree (Economics) awarded by the KDU.
- vii. Gold medal for the best performance in Social Sciences Degree (Management) awarded by the KDU.
- viii. Gold medal for the best performance in Social Sciences Degree (Media and Communication Studies) awarded by the KDU.
- ix. Gold Medal for the Best Performance in English Language Teaching Practicum awarded by the KDU.
- x. Gold Medal for the Best Performance in Applied Data Science Practical Project awarded by the KDU.

### **Faculty of Allied Health Sciences**

- i. Trophy for the best Overall Performance in Academic Studies in Medical Laboratory Sciences Stream
- ii. Trophy for the best Overall Performance in Academic Studies in Physiotherapy Stream
- iii. Trophy for the best Overall Performance in Academic Studies in Radiography Stream
- iv. Trophy for the best Overall Performance in Academic Studies in Nursing Stream
- v. Trophy for the best Overall Performance in Academic Studies in BPharm Stream
- vi. Trophy for the best Overall Performance in Academic Studies in Radiotherapy Stream

### **Gold Medals**

- i. Gold Medal for the best performance in Biochemistry in Medical Laboratory Sciences Degree awarded by the KDU.
- ii. Gold Medal for the best performance in Nursing Skills Practice in Nursing Degree awarded by the KDU.
- iii. Gold Medal for the best performance in Pharmaceutics in BPharm Degree awarded by the KDU.
- iv. Gold Medal for the best performance in Musculoskeletal Physiotherapy in Physiotherapy Degree awarded by the KDU.

- v. Gold Medal for the best performance in Magnetic Resonance Imaging (MRI) in Radiography Degree awarded by the KDU.
- vi. Gold Medal for the best performance in Practice in Radiotherapy in Radiotherapy Degree awarded by the KDU.

#### **Faculty of Built Environment and Spatial Sciences**

- i. Trophy for the best Overall Performance in Academic Studies in Architecture Stream
- ii. Trophy for the best Overall Performance in Academic Studies in Quantity Surveying Stream
- iii. Trophy for the best Overall Performance in Academic Studies in Surveying Sciences Stream

#### **Gold Medals**

- i. Gold Medal for the best Performance in Bachelor of Architecture Degree (Design Excellence in Architecture) awarded by the KDU.
- ii. Gold Medal for the best Undergraduate Research in Bachelor of Architecture Degree awarded by the KDU.
- iii. Gold Medal for the best Undergraduate Research in Quantity Surveying Degree awarded by the KDU.
- iv. Gold Medal for the best performance in Quantity Surveying Degree (Measurements and Contract Administration) awarded by the KDU.
- v. Gold Medal for the best performance in Surveying Sciences Degree (Surveying Practices) awarded by the KDU.
- vi. Gold Medal for the best performance in Surveying Sciences Degree (Geomatics) awarded by the KDU.

#### **Faculty of Computing**

- i. Trophy for the best Overall Performance in Academic Studies in Computer Science Stream
- ii. Trophy for the best Overall Performance in Academic Studies in Software Engineering Stream
- iii. Trophy for the best Overall Performance in Academic Studies in Computer Engineering Stream
- iv. Trophy for the best Overall Performance in Academic Studies in Information Technology Stream
- v. Trophy for the best Overall Performance in Academic Studies in Information Systems Stream
- vi. Trophy for the best Overall Performance in Academic Studies in Data Science and Business Analytics Stream
- vii. Trophy for the best Overall Performance in Academic Studies in the Faculty of Computing

#### **Gold Medals**

- i. Gold Medal for the best Undergraduate Research Project in Information Technology Degree awarded by the KDU.
- ii. Gold Medal for the best Undergraduate Research Project in Computer Science Degree awarded by the KDU.
- iii. Gold Medal for the best Undergraduate Research project in Information Systems Degree awarded by the KDU.
- iv. Gold Medal for the best Undergraduate Research Project in Computer Engineering Degree awarded by the KDU.

- v. Gold Medal for the best Undergraduate Research Project in Software Engineering Degree awarded by the KDU.

**Faculty of Criminal Justice**

- I. Trophy for the best Overall Performance in Academic Studies – Criminology Stream
- II. Trophy for the best Overall Performance in Academic Studies – Police Science Stream

**Faculty of Technology**

- i. Trophy for the overall outstanding performance in Biomedical Instrumentation Technology Degree
- ii. Trophy for the overall outstanding performance in Construction Technology Degree
- iii. Trophy for the overall outstanding performance in Building Services Technology Degree
- iv. Trophy for the overall outstanding performance in Information Communication Technology Degree
- v. Trophy for the overall outstanding performance in Applied Biotechnology Degree

**Gold Medals**

- i. Gold medal for the best On - site Training Performance Biomedical Instrumentation Technology Degree
- ii. Gold medal for the best Undergraduate Project Biomedical Instrumentation Technology Degree
- iii. Gold medal for the best On- site Training Performance Construction Technology Degree
- iv. Gold medal for the best Undergraduate Project Construction Technology Degree
- v. Gold medal for the best On - site Training Performance Building Services Technology Degree
- vi. Gold medal for the best Undergraduate Project Building Services Technology Degree
- vii. Gold medal for the best Undergraduate project in Information Communication Technology Degree
- viii. Gold medal for the best Industrial Training in Information Communication Technology Degree
- ix. Gold medal for the best On - site Training Performance Applied Biotechnology Degree
- x. Gold medal for the best Undergraduate Project Applied Biotechnology Degree

**8.4 Effective Date of a Degree**

**8.4.1** The effective date of a degree shall be reckoned as the last date of the examination in which a candidate completes all subject modules or completes all requirements for the award of the relevant degree, as the case may be.

**8.4.2** The degree shall be valid and effective after the results are approved by the BoE and ratified by the BoM, provided that pending ratification of the results by the BoM, a Results Sheet may be issued by the SAR, to a candidate at his request.

## **9. INTERPRETATIONS AND ABBREVIATIONS**

### **9.1 Interpretations**

Any dispute regarding the interpretation of these Rules shall be referred to the BoM.

In these Rules unless the context otherwise requires;

i.“Course Unit” means any subject offered for a Degree Programme.

ii.“Day Scholar” means a student who does not normally reside inside the university premises but travels from outside for studies, and pays his own tuition fees. Day Scholars are exempted from the military or defence studies component of the relevant curriculum. They also include Commissioned Officers and Police Officers from the Armed Forces and the Department of Police respectively.

iii.“Examination Hall” means and includes the inside and the vicinity of the place within which an examination is being conducted.

iv.“Government Hospital” means a Hospital coming under the purview of the Department of Health of the Ministry of Health.

v.“Medical Board” means a Board of Medical Consultants constituted by the Vice Chancellor comprising a Consultant Surgeon, a Consultant Physician, a Consultant Psychiatrist and a Consultant of the relevant specialty, to ascertain, evaluate and make observations on the physical and/or mental status of a student of the University, which shall be chaired by the U.M.O.

vi.“Officer Cadet” means a military cadet enlisted directly to KDU to undergo training to become a Commissioned Officer in the Armed Forces.

vii.Senate /BoM in these Rules, including annexures shall be construed as a reference to BoM until such time a Senate is established by Law, as the University.

viii.“Student” means an Officer Cadet or any other candidate enlisted to KDU to follow an undergraduate degree programme of study, and includes foreign nationals.

### **9.2 ABBREVIATIONS**

#### **Abbreviation Description**

AI	Artificial Intelligence
BOE	Board of Examinations
BOM	Board of Management
CAS	Continuous Assessment
ES	End-Semester Examination
FB	Faculty Board
FDSS	Faculty of Defence and Strategic Studies
FGPA	Final Grade Point Average
HOD	Head(s) of Department
GPA	Grade Point Average
GPV	Grade Point Value
KDU	General Sir John Kotelawala Defence University
MGPA	Military Grade Point Average
NGPA	Non Grade Point Average

PBCA	Project Based Continuous Assessment
SAR	Senior Assistant Registrar (Examination)
SGPA	Semester Grade Point Average
UMO	University Medical Officer
YGPA	Year Grade Point Average

## **10. GENERAL**

- 10.1** These Rules are all comprehensive, and shall not be amended, varied or disregarded without the prior approval of the BoM.
- 10.2** Upon coming into force of these Rules, all undergraduate degree programmes conducted at the university shall be governed by these Rules, provided that “Rules for the Conduct of Degree Programmes of KDU” that came in to force on 01.01.2021 shall continue to be applicable to students who were enlisted up to Intake 40 to follow an undergraduate degree programme at the University, until the completion of the relevant degree programme by such students.
- 10.3** The Vice Chancellor may give directions deemed necessary under the circumstances in the implementation of these Rules.
- 10.4** Additional Rules applicable to the Officer Cadets and specific Degree Programmes are contained in the Annexes hereto.
- 10.5** In case of any inconsistency between these General Rules and Programme Specific Rules in respect of the general policy matters of the University, the provisions contained in General Rules shall prevail over the Specific Rules.
- 10.6** Any unauthorized deviation, non-compliance or violation of any of the Rules contained herein by a student or an employee of the University shall be considered as an act of indiscipline and be subject to disciplinary action by the University.

**ANNEXURE 01: MINIMUM STIPULATED DURATION OF DEGREE PROGRAMMES**

Faculty	Degree Programme	Abbreviation	Minimum Duration	
			Semesters	Years
Defence and Strategic Studies	Bachelor of Science in Strategic Studies and International Relations	BSc (SS & IR)	06	03
Medicine	Bachelor of Medicine and Bachelor of Surgery	MBBS	10	05
	Bachelor of Science in Health Sciences	BSc (Heal Sc)	-	-
Engineering	Bachelor of the Science of Engineering Honours in: i. Aeronautical Engineering (AE) ii. Biomedical Engineering (BM) iii. Building Services Engineering (BS) iv. Civil Engineering (CE) v. Electrical and Electronic Engineering (EE) vi. Electronic and Telecommunication Engineering (ET) vii. Marine Engineering (MR) viii. Mechanical Engineering (ME) ix. Mechatronics Engineering (MC) x. Naval Architecture and Marine Engineering (NA)	BScEngHons	08	04
	Bachelor of Science in Aircraft Maintenance Honours	BSc (AM) Hons	08	04
	Bachelor of Laws	LLB	08	04
Management, Social Sciences and Humanities	Bachelor of Science in Management and Technical Sciences	BSc (MTS)	06	03
	Bachelor of Science in Logistics Management a. Finance b. Supply Chain Management c. Transportation Management	BSc (LM)	06	03
	Bachelor of Science in Social Sciences	BSc (SS)	06	03
	Bachelor of Arts in Teaching English for Speakers of Other Languages	BA (TESOL)	06	03
	Bachelor of Science in Applied Data Science Communication	BSc (ADSC)	06	03
	Bachelor of Science in Management	BSc (Mgt)	06	03
Allied Health Sciences	Bachelor of Science Honours in Medical Laboratory Sciences	BScHons (MLS)	08	04
	Bachelor of Science Honours in Nursing	BScHons (N)		
	Bachelor of Science Honours in Physiotherapy	BScHons (PST)		
	Bachelor of Pharmacy Honours	BPharmHons		
	Bachelor of Science Honours in Radiography	BScHons (RadGraphy)		
	Bachelor of Science Honours in Radiotherapy	BScHons (RadTherapy)		

<b>Built Environment and Spatial Sciences</b>	Bachelor of Architecture Honours	BArchHons	10	05
	Bachelor of Science in Built Environment	BSc (BE)	06	03
	Bachelor of Science Honours in Quantity Surveying	BSchHons (QS)		
	Bachelor of Science Honours in Surveying Sciences	BSchHons (SurvSc)		
	Bachelor of Science Honours in Industrial and Service Quality Management	BSchHons (ISQM)	08	04
	Bachelor of Science Honours in Property and Investment Management	BSchHons (PIM)		
<b>Computing</b>	Bachelor of Science Honours in Information Technology	BSchHons (IT)		
	Bachelor of Science Honours in Information Systems	BSchHons (IS)		
	Bachelor of Science Honours in Computer Science	BSchHons (CS)	08	04
	Bachelor of Science Honours in Computer Engineering	BSchHons (CE)		
	Bachelor of Science Honours in Software Engineering	BSchHons (SE)		
	Bachelor of Science Honours in Data Science and Business Analytics	BSchHons (DS& BA)		
<b>Technology</b>	Bachelor of Engineering Technology Honours in Building Services Technology	BETHons (BldgServTech)		
	Bachelor of Engineering Technology Honours in Construction Technology	BETHons (ConstTech)		
	Bachelor of Engineering Technology Honours in Biomedical Instrumentation Technology	BETHons (BiomedInstrumTech)	08	04
	Bachelor of Technology Honours in Information and Communication Technology	BTechHons (ICT)		
	Bachelor of Biosystems Technology Honours in Applied Biotechnology	BBSTHons (AppBiotech)		
<b>Criminal Justice</b>	Bachelor of Science in Criminology and Criminal Justice	BSc (CCJ)		
	Bachelor of Science in Police Science	BSc (Police Sc.)	06	03

## **ANNEXURE 02: OFFICER CADETS**

### **1. GENERAL**

**1.1** These Rules shall be applicable to the Military Course Units conducted for Officer Cadets who follow any degree programme at KDU. Officer Cadets include both local and foreign Officer Cadets.

### **2. STRUCTURE OF THE TRAINING PROGRAMME**

**2.1** Structure of the Training Programme shall be as follows:

**2.1.1** After the enlistment of Officer Cadets to the KDU an intensive course of training of an appropriate duration will be conducted at the respective military academies or selected training centres. Marks obtained during the intensive course shall not be considered for the calculation of Military GPA.

**2.1.2** Military subjects will be taught in the first two (02) years for Officer Cadets enlisted to follow any degree programme at the KDU. (excluding the intensive course of training)

**2.1.3** Duration of the Semesters for Military Subjects shall be as same as the duration of the semesters for the academic subject modules in each academic year.

**2.1.4** Officer Cadets shall pass the special Physical Efficiency Test (PET) conducted for each semester compulsorily in not more than three (03) attempts. Officer Cadets shall obtain the minimum marks prescribed in the existing PET criteria (existing PET criteria attached as Appendix 1) according to the age group stipulated in the table below, for each and every event in the test.

### **MALE OFFICER CADETS**

<b>Age Group</b>	<b>Grade</b>	<b>Points</b>	<b>2.4 km Run Walk Time</b>	<b>No of Pull-Ups</b>	<b>No of Sit Ups</b>	<b>4 *10m Shuttle Run</b>	<b>Standing Board Jump</b>	<b>Sit &amp; Reach</b>
18-24 Years of Age	A	5	<10.20	> 10	>39	> 10.4	>242	>63
	B	4	10.21 - 11.00	10 -9	39 - 37	10.4 - 10.5	242 - 234	63-59
	C	3	11.01 - 11.40	8 - 7	36 - 34	10.5 -10.7	233-225	58-54
	D	2	11.41 - 12.20	6 - 5	33 - 31	10.7 - 10.9	224-216	53- 49
	E	1	12.21 - 13.00	4 - 3	30 - 28	10.9 - 11.1	215-207	48- 44
25 - 30 Years of Age	A	5	<11.00	>8	>36	<10.6 sec	>233 cm	>58
	B	4	11.01-11.40	7-8	34-36	10.6-10.7	225-233	54-58
	C	3	11.41-12.20	5-6	31-33	10.8-10.9	216-224	49-53
	D	2	12.21.1300	3-4	28-30	11.0-11.1	207-215	44-48
	E	1	13.01-13.40	1-2	25-27	11.2-11.3	198-206	39-43

### **FEMALE OFFICER CADETS**

<b>Age Group</b>	<b>Grade</b>	<b>Points</b>	<b>2.4 km Run Walk Time</b>	<b>Arm Hanging Time</b>	<b>No of Sit Ups</b>	<b>4 *10m Shuttle Run</b>	<b>Standing Board Jump</b>	<b>Sit &amp; Reach</b>
18- 24 Years of Age	A	5	< 14.30	>45 sec	> 31	<11.3 sec	> 192	>67
	B	4	14.31 - 15.10	42-45	29-30	11.3-11.5	183 - 192	63-67
	C	3	15.11-15.50	36-41	27-28	11.6-11.8	174-182	58-62
	D	2	15.51 - 16.30	29-35	25-26	11.9-12.1	162-173	53-57
	E	1	16.31 - 17.10	23-28	23-24	12.2-12.4	150-161	48-52
<hr/>								
25-30 Years of Age	A	5	<15.1	.39 Sec	>29	<11.9 sec	>185	>64
	B	4	15.11-15.50	36-39	27-28	11.9-12.0	174-185	60-64
	C	3	15.51-16.10	31-35	25-26	12.1-12.2	162-173	55-59
	D	2	16.11 -17.10	26-30	23-24	12.3-12.4	150-161	50-54
	E	1	17.11-17.50	19-25	21-22	12.5-12.6	138-149	45-49

**2.1.5** Military Subject Modules, Practical Training and Firing are conducted on every Saturday and on any other day decided by the University.

**2.1.6** An Advanced Military Training will be conducted at the respective military academies except for MBBS Officer Cadets. 15 Military Credits are allotted for one semester (6 months) and 30 Credits for a year (two semesters). All military modules are compulsory minimum standard should be maintained for the commission. The Military Credit requirement for each degree programme shall be as follows:

- a. One-year Advanced Military Training period for the following degree programmes (30 Credits):
  - 1. Bachelor of Science in Strategic Studies and International Relations
  - 2. Bachelor of Laws
  - 3. Bachelor of Science in Logistics Management
  - 4. Bachelor of Science in Management and Technical Sciences
  - 5. Bachelor of Science in Social Sciences
  - 6. Bachelor of Arts in Teaching English for Speakers of Other Languages
  - 7. Bachelor of Science in Applied Data Science Communication
  - 8. Bachelor of Science in Criminology and Criminal Justice
- b. A six months Advanced Military Training period for the following degree programmes (15 Credits):
  - 1. Bachelor of Science in Engineering Honours
    - 1.Aeronautical Engineering
    - 2.Biomedical Engineering
    - 3.Building Services Engineering
    - 4.Civil Engineering
    - 5.Electrical and Electronics Engineering
    - 6.Electronics and Telecommunication Engineering

- 7. Marine Engineering
- 8. Mechanical Engineering
- 9. Mechatronics Engineering
- 10. Naval Architecture and Marine Engineering
- 2. Bachelor of Science in Aircraft Maintenance Honours
- 3. Bachelor of Science Honours in Information Technology
- 4. Bachelor of Science Honours in Information Systems
- 5. Bachelor of Science Honours in Computer Science
- 6. Bachelor of Science Honours in Computer Engineering
- 7. Bachelor of Science Honours in Software Engineering
- 8. Bachelor of Science Honours in Data Science and Business Analytics
- 9. Bachelor of Architecture
- 10. Bachelor of Science Honours in Built Environment
- 11. Bachelor of Science in Built Environment
- 12. Bachelor of Science Honours in Quantity Surveying
- 13. Bachelor of Science Honours in Surveying Sciences
- 14. Bachelor of Science Honours in Industrial and Service Quality Management
- 15. Bachelor of Science Honours in Property and Investment Management
- 16. Bachelor of Engineering Technology Honours in Building Services Technology
- 17. Bachelor of Engineering Technology Honours in Construction Technology
- 18. Bachelor of Engineering Technology Honours in Biomedical Instrumentation Technology
- 19. Bachelor of Technology Honours in Information and Communication Technology
- 20. Bachelor of Biosystems Technology Honours in Applied Biotechnology
- 21. Bachelor of Medicine and Bachelor of Surgery

**2.1.7** Officer Cadets of the MBBS stream, at the end of the academic studies and prior to the convocation, shall follow Military Training Programme of a minimum of three (03) months or more duration decided by the University. Military Training Modules shall be given a total of twenty-five (25) marks which shall cumulative as follows:

Military training programme (after final MBBS) – 15 marks end semester PET and Drill Examination (3<sup>rd</sup>, 4<sup>th</sup> and 5<sup>th</sup> years) – 10 marks of such Officer Cadets in calculating the final cumulative marks. 25% of total marks obtained for Military Subject Modules taught during the first two years will be added to cumulative marks of the 2<sup>nd</sup> MBBS Examination.

**2.1.8** The duration of the degree programme shall be calculated from the date of commencement of the degree programme at KDU. The date of the commencement of the degree programme shall be the date of commencement of the Military Training Programme for Officer Cadets (excluding Intensive Military Training Programme).

**2.1.9** Officer Cadets who excel in Sports may be granted extra marks as prescribed. Such extra marks shall be added to the percentage of raw marks earned by Officer Cadets during the first three (03) academic years.

**2.1.10** After each End Semester Examination, two supplementary examinations for Military Subject Modules will be held within the next immediate semester. Officer Cadets shall pay the prescribed fee for repeat examinations.

**2.1.11** Officer Cadets shall pass End Semester PET and Drill Examinations in the 3<sup>rd</sup>, 4<sup>th</sup> and 5<sup>th</sup> years. If any Officer Cadet fails to pass such Test/Examinations within 3 attempts in a semester, he shall be relegated to the immediate junior intake. An Officer Cadet with academic excellence, may not be relegated as such at the discretion of the Board of Examination.

**2.1.12** Description of Military Course Units for all Degree Programmes is as follows:

**First Semester**

- |  |   |    |
|--|---|----|
| 1. Weapons Training/Firing<br>2. Map Reading<br>3. Field Craft<br>4. Service Writing<br>5. Physical Training<br>6. Drill | } | 04 |
|--|---|----|

**Second Semester**

- |  |   |    |
|--|---|----|
| 1. Weapons Training<br>2. Basic Tactics<br>3. Leadership<br>4. Voice Procedure<br>5. Physical Training<br>6. Drill | } | 04 |
|--|---|----|

**Third Semester**

- |  |   |    |
|--|---|----|
| 1. Physical Training<br>2. Maritime Warfare<br>3. Strategic and Defence Studies<br>4. MOI<br>5. Weapons Training (Teaching Practice)<br>6. Drill | } | 06 |
|--|---|----|

**Fourth Semester**

- |   |   |    |
|---|---|----|
| 1. Physical Training<br>2. Air Warfare<br>3. Land Warfare<br>4. Service Writing II<br>5. Weapons Training<br>6. Drill | } | 04 |
|---|---|----|

**3. ASSESSMENT PROCEDURE**

**3.1** Assessment procedure for the Officer Cadets is as follows:

**3.1.1** The performance of an Officer Cadet in Military Subject Modules shall be evaluated by End Semester Examinations (written) and Practical Tests (only for Map Reading, Voice Procedure, Physical Training, Drill and Weapons Training).

**3.1.2** The pass mark for any Military Subject Module shall be 45%.

**3.1.3** The minimum grade to pass a Military Course Unit shall be a 'C' grade.

**3.1.4** The credits obtained for Military Subject Modules shall be considered in determining the Semester Grade Point Average, the Year Grade Point Average and the Final Grade Point Average.

**3.1.5** An equivalent grading system shall be adopted for the Advanced Military Training at respective military academies of the Armed Forces. If there are major deviations observed (more than 05 marks in the average), marks shall be standardized in accordance with a prescribed formula prior to accumulating marks into overall grading with the approval of Board of Examination (BOE).

**3.1.6** An Officer Cadet who had been absent or had scored less than 45% of marks at any Military Subject Module, shall have to obtain 45% or above at a Supplementary/End Semester Examination for passing such Military Subject Module.

**3.1.7** The awarded grading shall be restricted to a 'C' grade for repeat Military Subject Modules.

**3.1.8** If a Military Subject Module consists of both written and practical examinations, an Officer Cadet shall obtain 45% or above in both written and practical examinations, to pass such Modules.

**3.1.9** If an Officer Cadet has obtained less than 45% in any Military Subject Module (even if the average mark exceeds 45%), such subject module shall have to be repeated. Until an Officer Cadet obtains 45% of marks or above for such Military Subject Module at a subsequent attempt, Military Subject Modules for the particular semester shall be considered as incomplete.

**3.1.10** Military Subject Modules shall be completed within a maximum of three (03) attempts, including the cases of absence without proper approval.

### **3.2 Eligibility to Sit an End-Semester Examination**

**3.2.1** To be eligible to sit the End Semester Examinations of Military Subject Modules, 100% of attendance including 20% of non-attendance on medical grounds or any other valid reason shall be required.

**3.2.2** An Officer Cadet eligible to sit any End Semester Examination, shall sit such examination at the first scheduled occasion.

### **3.3 Absence from Lectures/Examinations**

**3.3.1** Authorized Excuses -

1. A valid Medical Certificate submitted to the Dean of FDSS and to the Dean of the relevant Faculty issued by the University Medical Officer as prescribed.
2. A death of an immediate family member during the period of examination or one week prior to the date of commencement of the particular examination.
3. Any other valid reason approved by the Dean/Faculty Board of FDSS.

**3.3.2** An Officer Cadet who is absent from the End Semester Written Examination/PT/Drill and Practical Tests due to a valid reason, shall sit the relevant Military Subject Modules at the next scheduled examination which shall be considered as his first attempt.

**3.3.3** An Officer Cadet who is absent from End Semester Written Examination/PT/Drill and Practical Tests without a valid reason, shall be considered as having failed in such Military Subject Modules.

Such an Officer Cadet shall re-sit such Military Subject Modules at the next scheduled examination, for which he shall be given only a 'C' grade.

### **3.4 Assessment Procedure – MBBS Officer Cadets (Advanced Military Training – 03 Months)**

**3.4.1** 25% of total marks for Military Subject Modules shall be as follows:

- a. 15% for Advanced Military Training.
- b. 10% for End Semester PT and Drill Test in 3<sup>rd</sup>, 4<sup>th</sup> and 5<sup>th</sup> year.

**3.4.2** Description of subjects covered during Advanced Military Training is as follows:

1. Basic Battle Skills
2. Field Craft

3. Service Writing
4. Map Reading
5. Weapons Training
6. Drill
7. Physical Training
8. Firing
9. Leadership
10. Voice Procedure

**3.4.3** **Marking System**

1. Pass mark for any Military written/practical Subject Module shall be 45% (minimum 'C' Grade).
2. All Officer Cadets shall obtain the stipulated pass mark for the ES PET as per their age group (Table 2.1.4).

**3.4.4** Two (02) Supplementary Examinations will be held within the period for Military Subject Modules.

**3.4.5** An Officer Cadet who does not complete Military Subject Modules within three (03) attempts shall be relegated to immediate junior Intake. However, an Officer Cadet with academic excellence, whose cumulative GPA of academic subjects is equivalent to at least 3.0 or, in the case of students of MBBS degree programme, when the average percentage of marks for academic subjects is equivalent to at least 60%, may not be relegated at the discretion of the Board of Examination and may be given an additional attempt with the approval of the Faculty Board of FDSS and the Senate.

**3.4.6** An Officer Cadet relegated two (02) times on account of a failure in an examination in Military Subject Modules may be discharged by BoM.

**3.4.7** If Advanced Military Training is not conducted for a period of three (03) months due to a valid reason accepted by the Faculty Board of FDSS, the approval of the BoM shall be obtained to amend the programme and examinations.

**3.4.8** An Officer Cadet who does not participate in 20% of the Advanced Military Training, may not be able to continue his Advanced Military Training with his Intake and may be relegated to the immediate junior Intake on the recommendation of the Faculty Board of FDSS and the senate, and with the approval of the BoM.

**4. GPA, MGPA AND NGPA COURSE UNITS**

**4.1** GPA, MGPA, and NGPA shall be calculated, as specified in the Rules for the Conduct of Degree Programmes of KDU.

**5. SPORTS**

**5.1 Recognition of Sports Activities.**

The Officer Cadets who excel in sports activities may be awarded extra marks by the BOE on the recommendations by the Dean of FDSS and the relevant Faculty Board. Accordingly, a percentage of the raw marks earned by such students for the Course Unit(s) offered in the relevant semester may be added to the raw marks as shown below:

1. 15% - Representing at the International Level (Representing Sri Lanka as a member of a Sri Lankan team or representing Sri Lanka in an individual event at an international sport meet).
2. 10% - Representing at the National Level.
3. 05% - KDU Colours. (Tournament shall be organized by the National Federation)

Illustration: If an Officer Cadet obtains 50 marks for a subject module and he is a recipient of KDU colours in the same year the given marks for the subject module will be as follows:

Marks obtained	-	50
Additional percentage added	-	$50 \times 5/100 = 2.5$
Final mark for subject	-	$50 + 2.5 = 52.5$

- 5.2** Extra marks for sports activities shall be added only for the Second, Fourth and Sixth Semesters. The extra marks given for the sixth Semester will be added to Advanced Military Training marks of the Third and Fourth Semester for the Officer Cadets (colours recipients only) who have gone for Advanced Military Training in the third year, considering the Colours Criteria at the respective Military Academies. Hence, the extra marks will be given to the Officer Cadets only three times based on the KDU or Military Academy Colours.
- 5.3** Representation at the international level shall be considered only if the Officer Cadet has been given KDU colours for the same sport.
- 5.4** In the case of participation in more than one event, the highest marks obtained shall be added.
- 5.5** Extra marks for sports achievements shall not be given to the Officer Cadets who are unable to obtain the minimum requirement for passing the Military Subject Modules (45% or 'C' Grading).

## **6. EXAMINATIONS**

### **6.1 Examination Rules**

**6.1.1** Refer 5.1 of Rules for the Conduct of Degree Programmes of KDU.

### **6.2 Examination Offences**

**6.2.1** Refer 5.3 of Rules for the Conduct of Degree Programmes of KDU.

### **6.3 Punishments for Examination Offences**

**6.3.1** Refer 5.5 of Rules for the Conduct of Degree Programmes of KDU.

### **6.4 Examination Fee(s):**

**6.4.1** An Examination Fee as prescribed shall be charged from the Officer Cadets for repeat subject Modules.

**6.4.2** Such Fee(s) shall be levied from the Officer Cadets through the Officer Cadets' Mess.

## **7. PROGRAMME DISCONTINUATION**

### **7.1 Discontinuation from a Programme**

- a. If an Officer Cadet is unable to attend 20% of the Intensive Training on medical grounds, he shall be directed to a Medical Board by the Dean of FDSS in consultation with the respective military academy. If the Medical Board determines that he would not recover from the illness within three (03) months, he shall be relegated, and if the Medical Board determines that he is medically unfit to continue in the Service, he may be discharged from the Service with the approval of the BoM.
- b. If an Officer Cadet is unable to attend 20% of the Military Training at KDU or Advanced Military Training on medical grounds, he shall be directed to a Medical Board by the Dean of FDSS. If the Medical Board determines that he would not recover from the illness within three (03) months, he shall be relegated. If the Medical Board determines that he is medically unfit to continue in the Service, he may be discharged from the Service with the approval of the BoM.
- c. If an Officer Cadet relegated twice falls within the criteria for relegation once again, he shall be discharged from the University and the Service with the approval of BoM after recovering the relevant bond value.

- d. If an Officer Cadet is discontinued during the Advanced Military Training at the respective Military Academy on the basis of failure in Military Subject Modules based on the criteria of the respective Military Academy or on disciplinary grounds, he may be discharged from the University and the Service with the approval of the BoM after recovering the relevant bond value.

## **7.2 Relegation**

The criteria for relegation of Officer Cadets are as follows:

1. Not completing a Military Subject Module within 3 attempts.
2. Failure to attend examinations in the Military Subject Modules in a semester in all given attempts on medical or other grounds. (In the case of a medical ground, he shall be directed to a Medical Board for the determination of the suitability to continue with the degree programme.)
3. Failure to pass the End Semester PT Test within three attempts.
4. Found guilty for an examination offence punishable with relegation.
5. Failing YGPA below 1.30.
6. Such other ground.

## **7.3 Relegation Process**

- a. The Officer Cadets who have been subjected to relegation as mentioned above shall be relegated to the immediate junior intake with the approval of the BoM.
  1. The Officer Cadets who are relegated to the immediate junior intake shall return to the University, if they have proceeded to respective Military Academies.
  2. A relegated Officer Cadet shall be considered as the junior-most Officer Cadet of that intake until the time that his FGPA is compared with those of the Officer Cadets in the junior intake.

## **7.4 Consequences of Relegation**

### **7.4.1 On Academic Grounds (Failing Military Subject Modules)**

#### **1<sup>st</sup> Year**

- a. 'If an Officer Cadet is relegated to the junior Intake due to the reason stated in 7.2 1,2,3,4,5 & 6 above on completion of the 1<sup>st</sup> semester of the first year, such Officer Cadet may continue with his intake until the next junior Intake is enlisted to KDU. Once the junior Intake is enlisted, such an Officer Cadet shall be put into the junior Intake at the first instance, and he shall continue with the Degree Programme from the 1<sup>st</sup> Semester of the Junior Intake'.
- b. 'If an Officer Cadet is relegated to the junior Intake due to the reason stated in 7.2 1,2,3,4,5 & 6 above, on completion of the 2<sup>nd</sup> semester of the first year, such Officer Cadet shall be relegated to the 1<sup>st</sup> semester of the junior Intake and he shall continue with the Degree Programme by exempting 1<sup>st</sup> End Semester Examination'.

#### **2<sup>nd</sup> Year**

- c. 'If an Officer Cadet is relegated to the junior Intake due to the reason stated in 7.2 1,2,3,4,5 & 6 above, on completion of the 1<sup>st</sup> semester of the second year (3<sup>rd</sup> semester of degree programme), such Officer Cadet shall be relegated to the junior Intake immediately, and he shall continue with the Degree Programme from the 2<sup>nd</sup> semester of the junior Intake by exempting 2<sup>nd</sup> End Semester Examination'.

- d. 'If an Officer Cadet is relegated to the junior Intake due to the reason stated in 7.2 1,2,3,4,5 & 6 above on completion of the 2<sup>nd</sup> semester of the second year (4<sup>th</sup> semester of degree programme), such Officer Cadet shall be relegated to the junior Intake immediately and he shall continue with the Degree Programme from the first semester of the second year (3<sup>rd</sup> semester of degree programme) of the junior Intake by exempting 3<sup>rd</sup> End Semester Examination'.

#### **7.4.2 On Academic Grounds (Failing Academic Subject Modules)**

As specified in the Rules for the Conduct of Degree Programmes of KDU.

#### **7.4.3 On Disciplinary Grounds**

##### **1<sup>st</sup> Year**

- a. In the case of disciplinary grounds during the 1<sup>st</sup> semester of the 1<sup>st</sup> year, such Officer Cadet may be relegated to the next junior Intake to follow the military training again at the respective Military Academy.
- b. In the case of disciplinary grounds during the 2<sup>nd</sup> semester of the 1<sup>st</sup> year, such Officer Cadet may be relegated to the next junior Intake to follow the military training again at the respective Military Academy.

##### **2<sup>nd</sup> Year**

- c. In the case of disciplinary grounds during the 1<sup>st</sup> semester of the 2<sup>nd</sup> year (3<sup>rd</sup> semester of the degree programme), such an Officer Cadet shall be relegated to the junior Intake at the first instance, and he shall continue with the Degree Programme from the 1<sup>st</sup> semester of the Junior Intake under following condition:
  1. He shall continue with all Academic and Military Subject Modules with all examinations.
- d. In the case of disciplinary grounds during the 2<sup>nd</sup> semester of the 2<sup>nd</sup> year (4<sup>th</sup> semester of the degree programme), such Officer Cadet shall be relegated to the junior Intake immediately and he shall continue with the Degree Programme from 2<sup>nd</sup> semester of the junior Intake under the following conditions:
  1. He shall continue with all Academic and Military Subject Modules with all examinations.
  2. The above procedure shall be followed for all subsequent semesters until the completion of the degree programme.

#### **7.5 Poor Performance**

**7.5.1** If an Officer Cadet is unable to complete the academic subject module within the stipulated time period, but has passed military subject modules, he will remain in the respective service having been commissioned.

**7.5.2** If an Officer Cadet is relegated two (02) times on account of failure of End Semester PT/Drill Tests he shall be discharged from the University and the Service.

**7.5.3** If an Officer Cadet is relegated two (02) times on account of failure in an examination in military subject Modules he shall be discharged from the University and the Service.

#### **8. Leave from Academic Activities**

- 8.1** Leave: An Officer Cadet may apply for this category of leave, when he has to be away from academic work for a short period for compelling reasons, including but not limited to conferences, competitions, sports, special military training, clinical training or such other work. The Officer Cadet shall consult the relevant Head of the Department to make arrangements so that the leave obtained does not affect any of his Continuous Assessment requirements.

Leave will be granted with the recommendation of the respective Faculty Board and approval of the Senate/BoM.

- 8.2** An Officer Cadet travelling abroad, shall follow the procedure for approval at KDU.
- 8.3** Leave for Long Duration: If an Officer Cadet goes abroad for a longer duration for any reason that affects the eligibility criteria of attendance to sit the End Semester Examinations, he may not be able to continue with the degree programme as may be determined by the BoM.

**9. Award of the Degree** .

Criteria for Awards are as follows:

- 9.1** Officer Cadets obtaining the highest FGPA in Military and/or Academic studies shall be entitled for the respective classes, awards and trophies.
- 9.2** An Officer Cadet who after being commissioned is absent prior to the convocation will not be eligible to receive the degree.
- 9.3** If an Officer Cadet who is discharged from the university on disciplinary grounds or cashiered out after completing academic studies will not be eligible to receive the degree.
- 9.4** However, if an Officer/Officer Cadet who has been discharged on medical grounds (except MBBS) requests for the award of the degree, it may be considered after recovering the full course fee applicable to the Day Scholars with the approval of the BoM.
- 9.5** Officer Cadets who had been found guilty for examination offences and/or are found guilty of breach of military discipline during the course of study shall not be given any award or trophy.
- 9.6** Officer Cadets shall obtain a 'B' grade or above (60% or above marks) in particular subject to be eligible for any of the awards/trophies.

**9.8 The awards/trophies**

Refer 8.3 of Rules for the Conduct of Degree Programs of KDU.

## Appendix 1 to Annexure 02

### PET CRITERIA

1. Marking scheme based on the Army G-10 PT Test marking scheme, but recommends not to make passing of all events compulsory to be in line with SLAF Academy and NMA standards.
2. The Sports Officer - KDU and the Clinical Exercise Physiologist - KDU to develop a separate PT schedule for the Cadets who have failed in the PT Test conducted by the KDU.
3. Conduct the Army G-10 test for Officer Cadets at KDU, with progressive passing levels in each semester, ensuring that KDU Officer Cadets meet the required physical standards of respective academies after the 04th semester and continue the same throughout following semesters.
4. The required passing marks that Officer Cadets of KDU require to achieve at each semester are as follows:

Officer Cadets - Age (18 – 24)

Ser	Semester	Marks to be obtained out of 30	Percentage
(a)	(b)	(c)	(d)
1.	Semester 1	15	50%
2.	Semester 2	18	60%
3.	Semester 3	21	70%
4.	Semester 4 and onwards	24	80%

Lady Officer Cadets - Age (18 – 24)

Ser	Semester	Marks to be obtained out of 30	Percentage
(a)	(b)	(c)	(d)
1.	Semester 1	15	50%
2.	Semester 2	18	60%
3.	Semester 3	21	70%
4.	Semester 4 and onwards	24	80%

5. All Officer Cadets should pass the standard BMI prior to the PET.
6. In the case of failing the first attempt of the PT Test, that particular Officer Cadet will get another 02 supplementary attempts to qualify in each semester. Also, the particular Officer Cadet need to be informed about the impending PT Test, at least 02 weeks in advance to prepare for the supplementary PET.

### **ANNEXURE 03: MEDICINE**

1. Subject to these Rules a student may be awarded the Degree of Bachelor of Medicine and Bachelor of Surgery (MBBS) if he:
  - a. has been admitted as an Officer Cadets or Day Scholar and has been registered as a student of the University for a period of not less than 5 years;
  - b. has completed courses of study as prescribed by these Rules;
  - c. has completed all the course requirements and all assessments leading to the degree of Bachelor of Medicine and Bachelor of Surgery;
  - d. has passed stipulated English language tests;
  - e. has passed the Second MBBS and Third MBBS Examinations;
  - f. has passed the Final MBBS Examination;
  - g. has paid such fees or other dues as may be prescribed by the University;
  - h. has acceptable attitudes and behavior and
  - i. has fulfilled any other conditions or requirements as may be prescribed.

and if the student is an Officer Cadet, he:

  - j. has obtained a minimum "C" grade for Military Studies and
  - k. has completed compulsory Military Training of three (03) months duration
2. The MBBS programme shall consist of course work, arranged in 3 parts viz: Pre-clinical, Para-clinical and Clinical conducted over ten (10) semesters.
3. The examinations leading to the award of the Degree of Bachelor of Medicine and Bachelor of Surgery shall be:
  - i. Second MBBS Examination
  - ii. Third MBBS Examination Part I and Part II
  - iii. Final MBBS Examination.
4. The subjects and syllabi for the courses and examinations leading to the award of the Degree of Bachelor of Medicine and Bachelor of Surgery, and the types and forms of examination instruments, allocation of marks and the requirements to pass and be eligible to receive a distinction for each subject shall be prescribed.
5. All students should follow a compulsory English Programme for Medical Studies in the first three semesters and should obtain a pass.
6. The Officer Cadets shall undergo a Military Training for period of at least three (03) months as prescribed.
7. Foreign Officer Cadets are treated equally as Local Officer Cadets under these Rules including those with regard to teaching, examinations and calculation of cumulative marks at examinations.
8. A candidate should pay the due course fees and examination fees before applying for 2<sup>nd</sup> MBBS or 3<sup>rd</sup> MBBS (Part I) or 3rd MBBS (Part II) or Final MBBS examinations.
9. Each of the examinations prescribed by these Rules shall be conducted by a Board of Examiners constituted for the conduct of such examination approved by the Senate on the recommendation of the Faculty Board.

- 10.** Candidates shall present themselves for each examination leading to award of the Degree of Bachelor of Medicine and Bachelor of Surgery on the first occasion at which a candidate is required to do so, unless otherwise permitted by the Senate on the recommendation of the Faculty Board.
- 11.** A candidate may be granted permission to postpone a scheduled attempt at an examination on the basis of a valid excuse submitted, and approved by the Faculty Board, and the attempt at which candidate sits the examination after the postponement shall be regarded as the first attempt at such examination. These valid excuses are;
- 11.1.** Medical Certificate acceptable to the Senate on the recommendation of the Faculty Board based on a report by a Medical Board appointed by the UMO.
- 11.2.** Death of an immediate family member (parent/ brother/ sister/ spouse/ child) up to one (01) week prior to the examination or during the examination. The Death Certificate shall be submitted for approval of the Senate on the recommendation of the Faculty Board.
- 11.3.** Major natural disaster directly affecting the candidate up to one (01) week prior to the examination or during the examination acceptable to the Senate on the recommendation of the Faculty Board.
- 12.** In the absence of an accepted valid excuse, failure to sit any due or scheduled examination shall be considered as an unsuccessful attempt at such examination.
- 13.** A candidate shall be eligible to sit a subject or a component of a subject of an examination, only following completion of all mandatory criteria required for registration of that particular examination.
- 14.** The satisfactory completion of all clinical appointments, completion and due certification of the Log Book/Portfolio, and 80% or more attendance at all other teaching activities, including tutorials, small group discussions, laboratory training, clinical training, seminars, field work and research with the required certification by the teaching/academic staff shall be required for a candidate to be eligible to sit for the relevant subject of an examination. However, an attendance record of not less than 60% may be considered on valid medical grounds and/or due to any other valid reason approved by the Faculty Board for the purpose of calculating the required attendance.
- 15.** If the absence for lectures or tutorials or small group discussions or laboratory training or field work or seminars or clinical training is covered by a valid excuse, a candidate shall be eligible to sit for the next scheduled examination only after satisfactory completion of such requirements. If the scheduled examination is the candidate's 1st attempt, he shall be eligible for Distinctions and Honours.
- 16.** If a candidate fails to sit for a component of a subject or a subject of an examination without a valid excuse, the candidate will receive zero (0) marks for that component or subject and shall fail the subject and the whole examination. Such a candidate shall sit the whole examination (all subjects) at the next scheduled examination and such examination shall be the candidate's second attempt. Such candidates will not be eligible for Honours and Distinctions.

**17.** In the event a candidate fails to sit a component of a subject or a subject of an examination due to a valid excuse, the results of the component or subject that the candidate had sat shall be withheld. The candidate may sit for the component or subject for which he was absent at the next examination and the results of all the components or subjects may be released. Such candidates shall not be eligible for Honours and Distinctions.

or

The candidate may request the whole examination/attempt to be cancelled and take all the components and the subjects at the next examination. If it the candidate's first attempt he shall be eligible for Honours and Distinctions.

**18.** When a candidate is unable to sit for a scheduled examination with or without a valid excuse, and sits the next available examination or subsequent attempt, in course /continuous assessment marks will be taken into consideration only for his first attempt.

**19.** A candidate who is absent with a valid excuse, to cover the absence for a continuous assessment, shall sit the next immediately available scheduled continuous assessment or if such an assessment is not available an alternative assessment arranged by the relevant Department. If a candidate fails to sit for a supplementary continuous assessment with or without a valid excuse, he shall be awarded a zero (0) mark.

**20.** A candidate who is absent without a valid excuse to cover the absence for a continuous assessment, shall receive zero (0) marks, but be eligible to sit for scheduled main examination and for Honours and Distinctions.

**21.** In the case of a clinical subject;

**21.1.** If a candidate is unable to sit an examination at the first scheduled attempt due to he being repeated in a clinical appointment on account of a valid excuse, such candidate may be allowed to sit the next immediately available scheduled examination following completion of the relevant clinical appointment and candidate shall be eligible for Honours and Distinctions.

**21.2.** If a candidate is unable to sit for the first scheduled examination due to he being repeated in a clinical appointment not on account of a valid excuse, such candidate may be allowed to sit the next immediately available scheduled examination following completion of the relevant clinical appointment but shall not be eligible for Honours and Distinctions.

#### **Award of Honours and Distinctions**

**22.** Marks of each individual candidate will be rounded off to the nearest integer and when the Military Ranking is prepared the two decimal points shall be taken into consideration.

**23.** A candidate who has been successful at the Second MBBS, Third MBBS and Final MBBS examinations may be awarded First Class Honours or Second Class Honours (Upper division) or Second Class Honours (Lower division)

or

Pass, as the case may be, if the specified criteria listed below have been fulfilled and if it is the candidate's first attempt.

**24.** A candidate who has qualified to receive the aforesaid honours shall be eligible for a Distinction of a subject of the relevant examination, if the specified criteria listed below have been fulfilled.

**25. Criteria for award of Pass, Honours and Distinctions**

- 25.1.** A candidate who obtains 40% (in the 2<sup>nd</sup> MBBS examination)/ 45% (in the 3<sup>rd</sup> MBBS examination) marks in theory with an overall average of 50% marks in a subject shall be deemed to have passed the relevant subject/s of Pre or Para Clinical Sciences of such Second MBBS or Third MBBS Examination.
- 25.2.** A candidate who obtains 45% marks in theory and 50% marks in clinical examination with an overall average of 50% marks in the final year subject/s shall be deemed to have passed the relevant subject/s of the Final MBBS Examination.
- 25.3.** A candidate who has passed at least one subject but has obtained a minimum of 25% marks in the other subject/s of such relevant examination shall be considered to be referred in the latter subject/s.
- 25.4.** A candidate who obtains less than 25% marks in any one subject or more of the relevant examination shall be considered to have failed the whole examination.
- 25.5.** A candidate who has passed all subjects of the relevant examination and obtains an overall average of 50 – 59% marks shall be eligible for a Pass for such examination irrespective of the number of attempts.
- 25.6.** A candidate who passes an examination at the first scheduled attempt and obtains an overall average of 60% to 64% marks at such examination shall be eligible for Second Class Lower Division (Honours) for such examination.
- or
- 25.7.** A candidate who has passed the Final MBBS Examination at the first scheduled attempt and obtains an average of 59% marks at the Final MBBS Examination shall be eligible for Second Class Lower Division (Honours) provided that the candidate;
- 25.7.1.** has obtained Honours in both Second and Third MBBS Examinations, and
- 25.7.2.** has a cumulative average mark of 60% or above at the Second, Third and Final MBBS Examinations.
- 25.8.** A candidate who passes an examination at the first scheduled attempt and obtains an overall average of 65% to 69% marks at such examination shall be eligible for Second Class Upper Division (Honours).
- 25.9.** A candidate who passes the Final MBBS Examination at the first scheduled attempt and obtains an average of 64% marks at the Final MBBS Examination shall be eligible for Second Class Upper Division (Honours) provided he;
- 25.9.1.** has obtained Second Class Upper or First Class Honours in both the Second and Third MBBS Examinations, and
- 25.9.2.** has a cumulative average of 65% marks or above at the Second, Third and Final MBBS Examinations.

**25.10.** A candidate who passes an examination at the first scheduled attempt and obtains an overall average of 70% marks or above at such examination shall be eligible for First Class (Honours).

**25.11.** A candidate who obtains an overall average of 70% marks in a subject of an examination shall be deemed to have obtained a Distinction in such subject provided that the candidate is sitting such examination for the first time and that candidate passes all other subjects of such examination.

#### **Second MBBS Examination**

**26.** The Second MBBS examination shall consist of Anatomy, Biochemistry and Physiology subjects.

**27.** The course shall be of three (03) semesters duration and the examination shall be held at the end of the 3<sup>rd</sup> semester, and a supplementary examination shall be held not less than 6 weeks after the publication of the results of the main examination.

**28.** The examination immediately following the completion of the course shall be the first due or scheduled attempt.

**29.** A candidate shall be deemed to have sat the first scheduled examination, irrespective of whether it had been actually attempted or not, unless a valid excuse has been submitted and approved by the Faculty Board.

**30.** If the excuse has been accepted, the examination immediately following the expiry of the period of postponement recommended by the Senate, shall be the candidate's first attempt.

**31.** In the absence of an accepted valid excuse, failure to sit any due or scheduled examination/s shall be considered as an unsuccessful attempt at such examination/s.

**32.** A candidate who has been unsuccessful in one, two or all three subjects at the first two attempts shall join the immediate junior intake.

**33.** A candidate who has been unsuccessful in one, two or all three subjects in the first four scheduled attempts shall not be permitted to sit for the examination again. Such a candidate shall be discontinued from the MBBS course and may be allowed to follow a different course at KDU, with the approval of the Senate and BoM.

**34.** A candidate shall complete the Second MBBS Examination in not more than four scheduled attempts not counting valid excuses, or within 5 years of his registration. Any student who fails to do so shall be discontinued from the course.

**35.** A candidate who has completed the 2<sup>nd</sup> MBBS course but was unable to fulfill the requirements to pass the 2<sup>nd</sup> MBBS examination within the stipulated number of four attempts is eligible to apply for the award of the Diploma in Human Biology.

**35.1.** Students who are eligible shall apply to the Dean, Faculty of Medicine within three months of the confirmation of the results of the 2<sup>nd</sup> MBBS examination and forwarded to the

senate for approval with the recommendation of the Faculty Board. The Application can be downloaded in the Faculty of Medicine website.

**35.2.** The application will be assessed by a committee appointed by the Faculty Board to assess if the applicant has fulfilled the requirements to be eligible to sit for the exit interview for the Diploma in Human Biology.

**35.3.** A candidate should obtain an aggregate mark of 40% or above in the 2<sup>nd</sup> MBBS examination in each of three subjects of Anatomy, Biochemistry and Physiology, at any one of the four sittings.

**35.4.** A candidate should obtain satisfactory performance at the exit interview conducted by the Faculty of Medicine.

**35.5.** A Diploma in Human Biology shall not be a qualification to apply for Higher Diploma in Human Biology/ BSc in Health Sciences/ MBBS.

**35.6.** Students who were awarded a Higher Diploma in Human Biology or Bachelor of Science Degree in Health Science or the MBBS at KDU are not eligible to apply subsequently for Diploma in Human Biology.

**35.7.** Students shall sign an affidavit stating that he/she has understood the conditions stipulated above.

#### **Third MBBS Examination Part I and Part II**

**36.** The Third MBBS examination consists of Microbiology, Parasitology, Pathology, Pharmacology, Forensic Medicine and Public Health & Family Medicine subjects.

**37.** A student shall not be eligible to enter the course for the Third MBBS Examination unless and until he has passed the Second MBBS Examination.

**38.** A candidate for the Third MBBS Examination shall have;

**38.1.** Passed the Second MBBS examination, and

**38.2.** Required attendance according to paragraph 14 above.

**39.** The Third MBBS Examination shall be divided into two components as follows;

**39.1.** Third MBBS Examination Part I assessing the contents of the subjects of Microbiology and Parasitology.

**39.2.** Third MBBS Examination Part II assessing the contents of the subjects of Forensic Medicine, Pathology, Pharmacology and Public Health & Family Medicine.

**40.** The course for Third MBBS Examination Part I shall be of 2 semesters (4th and 5th semesters). The Third MBBS Examination Part I shall be held at the end of the 5th semester and a repeat examination shall be held not less than 6 weeks after the release of the results of the main examination.

**41.** The course for Third MBBS Examination Part II shall be of 4 semesters (4th – 7th semesters) The Third MBBS Examination Part II shall be held at the end of 7th semester and a repeat examination shall be held not less than 6 weeks after the release of the results of the main examination.

**42.** A candidate shall be deemed to have passed the Third MBBS Examination when he has passed Third MBBS Examination Part I and Third MBBS Examination Part II.

**43.** A candidate may proceed to the final year irrespective of passing the Third MBBS Examination but shall sit the next scheduled Third MBBS Examination.

**44. Third MBBS Examination Part I Examination:**

**44.1.** A candidate who has passed one subject at the Third MBBS Part I examination and has received between 25% and 49% marks in the other subject shall be referred in such subject.

**44.2.** If a candidate receives less than 25% marks for one of the two subjects, he shall be considered as having failed the MBBS Part I Examination.

**44.3.** Award of distinctions for Parasitology and Microbiology for a candidate shall only be considered after the completion of both Third MBBS Part I and Part II examinations.

**45. Third MBBS Part II Examination:**

**45.1.** A candidate who has passed one or more subjects at the Third MBBS Part II examination and has received between 25% and 49% marks in the remaining subject/s shall be referred in such subject/s.

**45.2.** If a candidate receives less than 25% marks for one of the four subjects, he shall be considered as having failed the MBBS Part II Examination.

**46.** Candidates who have not been able to fulfill the requirement for award the MBBS degree due to inability to complete the 3<sup>rd</sup> MBBS part I and/or part II examinations within 10 years of registration for the MBBS course, but have completed the academic programme of MBBS degree to the end of the 5<sup>th</sup> semester or more are eligible to apply for the award of the Higher Diploma in Human Biology

**46.1.** Candidates who are eligible shall apply to the Dean, Faculty of Medicine within three months of the confirmation of the 3<sup>rd</sup> MBBS examination results (whole examination). The application can be downloaded in the Faculty of Medicine website.

**46.2.** The application will be assessed by a committee appointed by the Faculty Board to assess if the applicant has fulfilled the requirements to be eligible to sit for the exit interview for the award of the Higher Diploma in Human Biology.

**46.3.** Candidate shall

- (i) pass the 2<sup>nd</sup> MBBS examination and
- (ii) obtained a minimum of 40% marks for the each of the subjects Microbiology and Parasitology of the 3<sup>rd</sup> MBBS Part I examination and

- (iii) obtained a minimum of 40% marks for the 4<sup>th</sup> and 5<sup>th</sup> semester examinations of the Public Health and Pathology and 4<sup>th</sup> semester examination of Pharmacology.
- (iv) obtained satisfactory performance at the exit interview conducted by the Faculty of Medicine after fulfilling the requirements i, ii and iii

**46.4.** A candidate who was awarded the Higher Diploma in Human Biology shall not be eligible for the Diploma in Human Biology or Bachelor of Sciences Degree in Health Science or the MBBS degree at KDU.

**46.5.** Once a student is awarded the Higher Diploma in Human Biology, the student will forfeit his/her right to continue in the MBBS degree program of the KDU and will not be allowed to surrender the Higher Diploma in Human Biology at a later date and rejoin the MBBS program.

**46.6.** A candidate shall sign an affidavit stating that he/she has understood the conditions stipulated above.

**46.7.** Candidates who were awarded a Diploma in Human Biology or Bachelor of Science Degree in Health Sciences or the MBBS at KDU are not eligible to apply for Higher Diploma in Human Biology.

#### **Final MBBS Examination**

**47.** The Final MBBS Examination shall consist of an examination in Medicine, Surgery, Obstetrics & Gynecology, Pediatrics and Psychiatry subjects.

**48.** The course for the Final MBBS Examination shall be of seven (07) semesters duration from 4<sup>th</sup> to 10<sup>th</sup> semester.

**49.** A candidate shall not be eligible to enter the course for final MBBS Examination unless and until he has passed the Second MBBS examination.

**50.** A student shall not start professorial clinical training without sitting for Third MBBS (Part I) examination and Third MBBS (Part II) examination at least on one occasion.

**51.** A candidate shall complete all the clinical appointments of the 3<sup>rd</sup> and 4<sup>th</sup> years to the satisfaction of the clinical trainer and obtain his signature on the Student Record Book prior to commencement of professorial clinical appointments.

**52.** The components of the final MBBS examination in each of the above subjects will consist of a theory component (Paper 1 and Paper 2), clinical component (long cases and/or short cases) and Objective Structured Clinical Examination (OSCE) and viva voce.

**53.** End professorial assessment of the Final MBBS examination shall be completed immediately after each professorial appointment. If a candidate fails to sit the scheduled examination, such candidate shall not be eligible for distinctions in the particular subject. If a candidate provides a valid excuse, he shall be allowed to sit the next available end professorial assessment of such subject.

- 54.** A candidate to be eligible to sit for the Final MBBS Examination shall have;
- 54.1.** been registered as a medical student for a period not less than 05 years or 10 semesters;
  - 54.2.** passed the Second MBBS examination;
  - 54.3.** passed the Third MBBS examination (Part I and Part II);
  - 54.4.** completed all the professorial clinical appointments to the satisfaction of the Professor/ Head of the Department with regard to the knowledge, skills and attitudes of the student;
  - 54.5.** completed Student Record Book including Log Books/Portfolios as required by the relevant Departments of study;
  - 54.6.** completed to the satisfaction of the Senate on the recommendation of the Faculty Board the prescribed course of study in each of the subjects of Medicine, Surgery, Obstetrics & Gynecology, Pediatrics and Psychiatry; and
  - 54.7.** Completed the end professorial assessments of the Final MBBS examination.
- 55.** The Final MBBS examination immediately following the completion of the criteria listed in paragraph 54 above by a candidate shall be the first scheduled attempt.
- 56.** A candidate shall be deemed to have sat for the first scheduled examination irrespective of whether it has been attempted or not, unless a valid excuse has been submitted and approved by the Faculty Board. Such attempt shall be considered as the candidate's first attempt at the Final MBBS examination.
- 57.** A candidate who has been referred in one or more subjects at the Final MBBS examination shall pass all the referred subjects within the next three (03) scheduled attempts, failing which, he shall re-sit the whole examination.
- 58.** A candidate may be granted permission to postpone a scheduled attempt on the basis of a valid excuse. The period of exemption granted shall be decided by the Senate on a case by case basis.
- 59.** A candidate shall complete the Final MBBS examination either within six (06) years or eleven (11) scheduled attempts after the first scheduled attempt. All periods of exemption granted by the Senate shall be included in computing the six-year (06) period. A candidate shall complete the Final MBBS examination within ten (10) years of registration for the MBBS course.
- 60.** A candidate who has passed the Third MBBS Part I and Part II examinations, but is unable to fulfill the requirements for the award of the MBBS degree within the stipulated time period or the stipulated number of attempts, is eligible to apply for the award of the Bachelor of Science in Health Sciences.
- 60.1.** A candidate who is eligible shall apply to the Dean, Faculty of Medicine within three months of the confirmation of the results of the Final MBBS examination. The application can be downloaded in the Faculty of Medicine website.

**60.2.** The application will be assessed by a committee appointed by the Faculty Board to assess if the applicant has fulfilled the requirements to be eligible to sit for the exit interview for the Bachelor of Science in Health Sciences.

**60.3.** The candidate should pass the exit interview conducted by the Faculty of Medicine.

**60.4.** A candidate who is awarded the Bachelor of Science in Health Sciences shall not be eligible for the Diploma in Human Biology, Higher Diploma in Human Biology or the MBBS degree at KDU.

**60.5.** A candidate who is awarded the MBBS degree is not eligible to apply subsequently for Bachelor of Sciences Degree in Health Science.

**60.6.** A candidate awarded the Bachelor of Sciences Degree in Health Sciences, will forfeit the right to continue in the MBBS degree program of the KDU and will not be allowed to surrender the degree at a later date and rejoin the MBBS program.

**60.7.** Candidates shall sign an affidavit stating that he/she has understood the conditions stipulated above.

## **61. Award of Distinctions at Final MBBS Examination:**

A candidate who obtains an overall average of 70% or more marks in a subject and a minimum of 65% for the clinical component in the subjects in the Final MBBS examination shall be considered to be eligible for a Distinction in such subject, provided that he sits such examination for the first scheduled attempt and passes all the subjects of the Final MBBS examination at the same sitting.

## **Award of Academic and Cumulative Results**

**62.** At the Second MBBS examination an Academic Result and a Cumulative Result shall be awarded as detailed below:

**62.1.** An Academic Result for all candidates will be calculated for the marks obtained for the three subjects taught in the Second MBBS course.

**62.2.** The Cumulative Results for Officer Cadets will be calculated considering 75% of the academic (Second MBBS Examination) marks and 25% of the military marks. This will be awarded at the end of the 4th Semester. The extra percentages of marks given for excellence in sports and other extra-curricular activities will be included into the military marks.

**62.3.** The Cumulative Results for Day Scholars will be calculated by considering 100% of the Second MBBS Examination marks.

**63.** At the Third MBBS Examination an Academic Result and a Cumulative Result will be awarded as detailed below:

**63.1.** The Cumulative Result for Officer Cadets and Day Scholars will be calculated by considering 100% of the academic (Third MBBS Examination) marks.

**63.2.** The Academic Result for candidates will be calculated for the marks obtained for the six subjects taught in the Third MBBS course.

**64.** At the Final MBBS Examination an Academic Result and a Cumulative Result will be awarded as detailed below:

**64.1.** The Academic Result for all candidates will be calculated for the marks obtained for the five subjects taught in the Final MBBS course.

**64.2.** The Cumulative Result for Officer Cadets will be calculated considering 75% of the academic (Final MBBS Examination) marks and 25% of the military marks. This will be awarded at the end of the 10th Semester. The extra percentages of marks given for excellence in sports and other extra-curricular activities will be included into the military marks.

**64.3.** The Cumulative Result for Day Scholars will be calculated by considering 100% of the academic (Final MBBS Examination) marks.

**65.** When an Officer Cadet excels in sports and other extracurricular activities, an additional percentage of marks shall be added to the Military studies component of the respective main examinations (Second MBBS and Final MBBS) by the BOE on the recommendations of the Dean/ Faculty Board of FDSS as shown below.

- a). 15% - Participation at the International level
- b). 10% - Participation at the National level
- c). 05% - KDU Colours

#### **Vice Chancellor's list and Dean's list**

**66.** The candidate who obtains the highest average with a First Class and Distinctions in all the subjects at the Second MBBS, Third MBBS and Final MBBS examinations shall be included in the Vice Chancellor's list. If such candidate at Second MBBS and Third MBBS examinations is a Day Scholar, he shall be given a scholarship of 50% of the course fee for the following year.

**67.** The candidates who obtain the second, third and fourth highest averages with a First Class and Distinctions in all the subjects at the Second MBBS, Third MBBS and Final MBBS examinations shall be included in the Dean's list. If such candidate at Second MBBS and Third MBBS examinations is a Day Scholar, he shall be given a scholarship of 25% of the course fee for the following year.

## **ANNEXURE 04 A: ENGINEERING**

### **1. Preliminaries**

- 1.1 These rules shall be in operation in addition to the ‘Rules for the Conduct of Undergraduate Degree Programmes of KDU.’
- 1.2 In case of any inconsistency, these Specific Rules shall prevail over the General Rules.

### **2. Outline of the Programme**

The academic programme shall consist of

- 2.1 Eight (08) academic semesters and the Industrial Training period of minimum 24 weeks.
- 2.2 The Industrial Training will be allocated at a place local or foreign acceptable to the Faculty Board.
- 2.3 The effective date of a degree shall be reckoned as the last date of the month of completion of all requirements for the award of the relevant degree.

### **3. Selection to the Fields of Study**

- 3.1 Students shall apply for their preferred field of study in the prescribed form at the end of the first semester.
- 3.2 Selection of students to the fields of study shall be made at the end of the first semester based on the following and on criteria approved by the Senate on the recommendation of the Faculty Board:
  - a. Available number of vacancies in each field of study
  - b. Service requirement for serving officers
  - c. Service requirement for fields of study
  - d. 1<sup>st</sup> semester academic performance of students in selected group of modules
  - e. Preference of the student for the field of study

### **4. Registration for Modules**

- 4.1 All students following a particular academic programme shall be automatically registered for all core modules at the commencement of a semester.
- 4.2 A student shall not normally be permitted to register for more than 5 credits higher than the recommended credit load for a semester.
- 4.3 At the commencement of each semester, each student shall register to follow elective/optional modules in the prescribed Form.
- 4.4 Registration for a module includes the registration for the corresponding End Semester (ES) Examination.
- 4.5 Repeat candidates sitting an End Semester examination shall register for such examination on a date specified, usually four (04) weeks prior to the first date of such examination and shall not be permitted to undertake more than 50% of additional credit load of the current semester in examination.
- 4.6 A student shall register for a repeat examination of a module at any available occasion of the examination of such module within the maximum period without limitations to the number of attempts.
- 4.7 A student who has failed to obtain a minimum YGPA of 1.30 shall not be able to proceed to the next academic year.

**5. Eligibility for End Semester Examination viva voce**

- 5.1 For modules in which classroom based activities account for less than 50%, the End Semester Examination may be a viva voce.
- 5.2 The eligibility requirement for the viva voce for Final Year Projects and Individual Projects, shall be the successful completion of all Progress Reviews and the submission of the Project Reports.
- 5.3 The eligibility for the viva voce in Industrial Training is daily attendance at the place of training other than the leave permitted, the submission of a weekly certified Daily Diary and the Report on training.

## ANNEXURE 04 B: AIRCRAFT MAINTENANCE

### **1. Academic Programme**

**1.1.** Academic programme shall consist of Eight (08) semesters.

**1.2.** Academic activities of Semester I to IV will be conducted at SriLankan Aviation College (SLAC) and semesters V to VIII will be conducted at the KDU.

### **2. Selection to the Fields of Study**

1. SLAC conducted programme shall be in the following fields of study to which students will be selected following an interview;

- a. Aero plane Turbine (EASA Category B 1.1)
- b. Avionics (EASA Category B2)

2. Selection of students to the said fields of study shall be made based on the following criteria:

- f. Available number of vacancies in each field of study
- g. Preference of the student for the field of study

### **3. Entry Qualifications (for Normal & Lateral Entry)**

**3.1** **Normal entry** applicant (of any nationality) shall have completed the GCE O/L Examination with 6 passes including 4 Credit Passes, with Credit Passes for Mathematics and Science in one sitting and a Credit Pass for English in any sitting **OR** possess equivalent qualifications in a foreign curriculum as approved by KDU.

**and**

shall have passed three subjects at GCE A/L Examination with university entry eligibility from Mathematics or Biology stream **OR** possess equivalent qualifications in a foreign curriculum as approved by KDU.

**3.2** **Lateral entry applicants (top-up degree)** at third-year level, shall have successfully completed all EASA modules under either category B1.1 or B2 Basic Course at SLAC or any EASA approved maintenance training organization AMTO (Part 147). Such applicants shall also have fulfilled the entry qualifications stated in paragraph 3.1, above and shall be less than 28 years of age at the time of entrance.

**Such selected candidates shall be exempted from academic activities of Semesters I to Semester IV at SLAC. Such applicants shall be awarded Bachelor of Science in Aircraft Maintenance degree [BSc (AM)] after successful completion of academic activities of Semesters V to VIII at KDU.**

### **4. Assessment**

**4.1** Semesters I to IV - All assessments (Theoretical and Practical) shall be conducted in compliance with the guidelines given in Annex II (Part-66) and Annex III (Part-147) of COMMISSION REGULATION (EU) No. 1321/2014 (or the latest versions of the same) and CAASL IS-66 and CAASL IS-147.

**4.2** Students' performance in each module shall be marked on a scale of 1 to 100. Raw marks submitted by the SLAC shall be converted to grades on a scale ranging from "A" to "C+" at the KDU as indicated in the Table below:

Marks	Grade	GPV
90 – 100	A	4.00
85 – 89	B+	3.50
80 – 84	B	3.00
75 – 79	C+	2.50
<75	F	0.00
attendance < 90%	al	0.00
absent	ab	0.00
not completed	nc	-
results pending	rp	-

Notes: Grade “C+” and above are pass grades. The students require a mark of 75% or above in the ES component in addition to achieving the overall mark indicated to pass a module. Grade “F” is a failure grade given for failing to reach an overall mark of 75%. “al” is indicative of “attendance less” when the eligibility criteria 90% attendance to sit for the ES examination has not been satisfied. “ab” is recorded for being absent at an examination. “nc” is recorded when absent from the ES examination on valid excuses accepted by the SLAC. “rp” is recorded when the results of the exam in return are not finalized and published. The highest grade obtainable at a repeat attempt, even to upgrade a result, is the minimum grade “C+”.

## **ANNEXURE 05: LAW**

### **1. PRELIMINARY**

- i. These Rules shall come into operation with the admission of students to Intake 39.
- ii. These Rules shall be in operation in addition to the ‘Rules for the Conduct of Undergraduate Degree Programmes of General Sir John Kotelawala Defence University’.
- iii. In case of any inconsistency these Specific Rules shall prevail over the General Rules.

### **2. PROGRAMME OUTLINE**

- i. The Degree Programme shall be a full-time study programme with a research component.
- ii. The minimum duration of the Degree Programme shall be four (04) academic years (48 months).
- iii. The medium of instruction and evaluation of the Degree Programme shall be English.

### **3. PROGRAMME PLAN**

- i. Programme Plan with the relevant timelines shall be provided to the students at the beginning of each academic year of the Degree Programme.
- ii. No deviation from the stipulated timelines shall be made except under exceptional circumstances.
- iii. Any unwarranted attempt to interfere with the stipulated Programme Plan Examination Timetable or Examination Results by a student/candidate or any other person on his behalf, shall be considered as undue influence and deemed to be a ground for disciplinary action, against such student/candidate.

### **4. EVALUATION**

A)

- i. Each Course Module shall carry a maximum of 100 marks. Performance of a candidate in each Module shall be evaluated by means of Continuous Assessments and End Semester Examination: Continuous Assessment component shall carry 20% of the total marks and End Semester Examination component shall carry 80% of the total marks.
- ii. A candidate shall be deemed to have passed a Module if he obtains an aggregate of 45% or above for a Module in the Continuous Assessment and at the End Semester Examination.
- iii. If a candidate is absent for the Continuous Assessment Component of a Module with a valid excuse, End Semester Examination marks shall be calculated out of 100.
- iv. If a candidate is absent (AB) for a Class Room Test or has not submitted (NS) a Take Home Assignment for a Continuous Assessment, as the case may be, in a Module at the first scheduled attempt, marks of End Semester Examination shall be calculated out of 80, and the maximum grade awarded for such a candidate shall be ‘C’.
- v. End Semester Examination marks of repeat candidates shall be calculated out of 100 and the maximum grade awarded for such candidates shall be ‘C’.
- vi. When a candidate has not become eligible to sit for an End Semester Examination as a result of a punishment imposed for an Examination Offence/s in a particular Semester, the marks of the Continuous Assessments of the Modules that such candidate had already obtained shall be carried forward and counted for at the next immediate End Semester Examination of the relevant Module/s but the maximum Grade awarded shall be limited to a “C”, irrespective of a higher mark that may have been obtained by such candidate at such Examination.
- vii. When a candidate has not become eligible for a Continuous Assessment of a Module/s as a result of a punishment imposed for an Examination Offence/s, End Semester Examination marks of the relevant Module/s of such candidate shall be calculated out of 100, but the maximum Grade awarded shall be limited to a “C”, irrespective of a higher mark that may have been obtained by such candidate at such Examination.

**B)**

- i. The nature of the Continuous Assessment shall be decided by the Lecturer/ Examiner of the respective Module, which may be in the form of Classroom Tests (Essay Questions, and/or Structured Essay Questions, and/or Multiple-Choice Questions) and/or Take-Home Assignments and/or Case Studies and/or Presentations and/or any such other form of assessment.
- ii. Continuous Assessments of the Candidates shall be evaluated by the Lecturer/ Examiner of the respective Module.
- iii. Continuous Assessments shall be held preferably in the 7th and/or 8th weeks of each Semester and, marks shall be given to the students not later than four (04) weeks from the date of each assessment.

**C)**

- i. End Semester Examination of each Course Module shall be a closed book written examination unless otherwise specifically provided.
- ii. End Semester Examination Question Papers shall be set by the lecturer of the respective Module and be moderated by a moderator appointed by the Faculty Board of FOL.
- iii. Setter shall prepare a Marking Guideline containing the marks allocated to each question and distribution of marks within an answer, with the End Semester Question Paper.
- iv. End Semester Examination Answer Scripts shall normally be evaluated by the lecturer of the respective Module.
- v. A Supplementary Examination shall be held for the Semesters VII and VIII provided that Supplementary Examination for the Semester VII shall be held before the end of the Semester VIII.

**5. RESEARCH PROJECT**

- i. Research Project shall be in the form of a Dissertation.
- ii. Guidelines for the Submission of Research Proposal and Research Project (Dissertation) are attached to these Rules as 'Annex A' and 'Annex B'.

**6. TRANSITIONAL PROVISIONS**

- i. The candidates admitted for LLB Degree Programme till Intake 38 shall be permitted to continue with the said Programme under the Rules applicable to such candidates at the time of their admission.
- ii. Any such candidate who fails to complete the LLB Degree Programme as provided above in paragraph 6(i) shall be deemed to have discontinued from the said Programme.

Clarification: When there is a deeming provision in law no further approvals shall be required for the implementation of such provision.

## **ANNEXURE 06: MANAGEMENT, SOCIAL SCIENCES AND HUMANITIES**

### **1      PROGRAMME OUTLINE**

#### **1.1. Structure of the Degree Programmes offered are as follows:**

- a. Bachelor of Science in Management and Technical Sciences
- b. Bachelor of Science in Logistics Management
  - i. Finance
  - ii. Supply Chain Management
  - iii. Transportation Management
- c. Bachelor of Science in Social Sciences
- d. Bachelor of Arts in Teaching English for Speakers of Other Languages
- e. Bachelor of Science in Applied Data Science Communication
- f. Bachelor of Science in Management (Weekend)

#### **1.2. Duration of Degree Programme**

**1.2.1.** The duration of a degree programme shall be calculated from the date of commencement of academic activities. The candidates will spend three (03) academic years at KDU to complete the programme in order to qualify for the BSc degrees.

**1.2.2.** The Officer Cadets who read for the BA in TESOL and BSc in ADSC shall complete the relevant academic studies for six semesters (three academic years) at KDU, and subsequently attend the Advanced Military Training programmes at the relevant military academies for one year according to the service they are going to serve.

#### **1.3. Outline of the Degree Programme**

**1.3.1.** All degree programmes mentioned in 01 are fulltime (except BSc in Management (Weekend) programme) and the medium of instruction and evaluation of the Degree Programme shall be English.

**1.3.2.** All degree programmes are module-based with credits allocated to modules. The degrees awarded are equivalent to Level 5 of the Sri Lanka Qualification Framework (SLQF).

**1.3.3.** Each academic year consists of two (02) semesters. Each semester consists of sixteen (16) weeks of academic work, one week of study leave followed by the Examination.

#### **1.3.4. Selection of fields of study - Bachelor of Science in Logistics Management**

**1.3.4.1.** Selection to the fields of study shall be made based on the following criteria:

- Available number of vacancies in each field of study (a minimum of 10 students is needed to continue in the fields of study).
- Preference of the student for the field of study
- Students shall apply for their preferred field of study using the prescribed form.

### **1.3.5. Optional subjects- - Bachelor of Science in Social Sciences**

- 1.3.5.1. Selection to the optional subject shall be made based upon the preference of the student and student's request.
- 1.3.5.2. Students shall apply for their preferred optional subject using the prescribed form.
- 1.3.5.3. Marks obtained for optional modules will not be calculated for SGPA and FGPA. However, completion of an optional subject will be informed in the final transcript.

## **2. EVALUATION**

### **2.1. Supplementary Examinations**

**2.1.1** A Supplementary Examination shall be held for the Semesters III and Semesters IV for Officer Cadets and for the Semester IV and Semester V for Day scholars.

### **2.2 Passing the sixth semester: BA in TESOL**

A student shall satisfy the following minimum requirements to successfully complete a semester;

- 2.2.1** Obtaining a "C" grade or above for all Course Units, other than as specified in 2.2.2
- 2.2.2** Obtaining not more than one (01) Conditional Pass grade for a GPA Course Unit per semester.
- 2.2.3** Obtaining a SGPA of 2.0 or above for the whole End Semester Examination.
- 2.2.4** Pass Cambridge CELTA course offered with the collaboration of Cambridge English offered in the sixth semester. If a student fails CELTA he/ she can attend the same in the next scheduled attempt; however, the course fee should be borne by him/ her.

## **ANNEXURE 07: ALLIED HEALTH SCIENCES**

### **1. Structure of the Degree Programmes offered are as follows:**

- a. BSc Honours in Medical Laboratory Sciences - BSc (Hons) in Medical Laboratory Sciences
- b. BSc Honours in Nursing - BSc (Hons) in Nursing
- c. BSc Honours in Physiotherapy - BSc (Hons) in Physiotherapy
- d. B Pharm Honours - B Pharm (Hons)
- e. BSc Honours in Radiography - BSc (Hons) in Radiography
- f. BSc Honours in Radiotherapy - BSc (Hons) in Radiotherapy

#### **1.1 Duration of Degree Programme**

The duration of a degree programme shall be calculated from the date of commencement of academic activities. The candidates will spend four (04) academic years at KDU to complete the programme in order to qualify for the BSc Honours or B Pharm Honours degrees. The lateral entry students will spend three (03) academic years to complete the programme in order to qualify for the BSc Honours or B Pharm Honours degrees.

#### **1.2 Outline of Degree Programmes**

**1.2.1** All honours degree programmes mentioned in 1.0 are fulltime and the medium of instruction is English.

**1.2.2** All degree programmes are module-based with credits allocated to modules. The degrees awarded are equivalent to Level 6 of the Sri Lanka Qualification Framework (SLQF) in respect of BSc Honours and B Pharm Honours.

**1.2.3** Each academic year consists of two (02) semesters. Each semester consists of sixteen (16) weeks of academic work, two weeks of study leave followed by the Examination.

### **2. Assessment Procedure**

#### **2.1 Eligibility to sit End Semester Examinations (ES Examination)**

**2.1.1** In the case of clinical placements/work-based learning, an attendance record of not less than 80% shall be required to sit the End Semester Examinations.

**2.1.2** A student who does not meet the eligibility requirement stipulated in **2.1.1** shall be considered as a repeat candidate, and the maximum grade that can be earned in a subsequent sitting for the relevant subject or Course Unit shall be limited to a 'C' grade with a corresponding maximum recorded mark of 50%.

#### **2.2 Conducting of Examinations and Releasing of Results**

**2.2.1** The evaluation of each student in each module taught during a semester will be carried out at the End Semester Examination according to assessment methods stated in the approved curricula.

**2.2.2** The End Semester Examination shall consist of the following type(s) of assessments:

Table 2.2.2: Types of Assessments 2.3 Passing in a Course Unit

Type of Assessments
Multiple Choice Question Examination (MCQ)
Single Best Answer Examination (SBA)
Short Essay Question Examination (SEQ)
Extended Matching Questions (EMQ)
Short Answer Questions (SAQ)

Objective Structured Clinical Examination (OSCE)
Objective Structured Practical Examination (OSPE)
Practical Examinations
Short Case
Long Case
Assignments
Structured Oral Examination (viva voce)
Log Book

**2.3.1** The minimum pass mark for each module shall be 50%, including a minimum 40% for theory and a minimum 50% for clinical components. A candidate shall participate in both the CAs and all components of the End Semester Examination compulsorily for passing a Course Unit.

**2.3.2** The minimum grade to pass a GPA course module shall be a “C” grade.

**2.3.3** Final marks of a course module shall be calculated by the addition of marks obtained for CAs and ES examination.

**2.4** Grades and Grade Point Values of Course Modules Grading Procedure of each student at each course module shall be as follows:

**2.4.1** Based on the raw marks obtained for each module at the End Semester Examinations student performance is graded from A+ to C.

**2.4.2** Grades obtained for each course module at the examinations shall be allocated a Grade Point Value (GPV) ranging from 0.00 to 4.00 as shown on table 2.4.2 below:

Table 2.4.2: Grades and Grade Point Values (GPV) assigned for ranges of marks

Marks	Grade	GPV
<b>85 – 100</b>	A+	4.00
<b>75 – 84</b>	A	4.00
<b>70 – 74</b>	A-	3.70
<b>65 – 69</b>	B+	3.30
<b>60 – 64</b>	B	3.00
<b>57 – 59</b>	B-	2.70
<b>54 – 56</b>	C+	2.30
<b>50 – 53</b>	C	2.00
<b>&lt; 50</b>	Ie / Ia /Ib	0.00

**2.4.3** Abbreviations used when releasing End Semester Examination results:

Ab = Absent for a Course Unit

Ex = Excused on a Valid Reason

Ie = Incomplete ES Examination.

Ia = Incomplete CA

Ib = Incomplete ES Examination and CA

## 2.5 Poor Performance of Students

**2.5.1** A student will be allowed to progress through the semester being in the original batch whilst completing low-performed academic course units through subsequent examinations during the maximum duration specified.

**2.5.2** A warning shall be given to students who have failed to obtain a minimum SGPA of 2.0 at any stage of progression in the degree programme.

**2.5.3** A student who has failed to obtain a minimum YGPA of 1.30 shall not be able to proceed to the next academic year.

### **3. Pregnant Students of Lateral Entry/Military Entry**

#### **3.1 Pregnant Lateral Entry Students of BSc Hons. in MLS, BSc Hons. in Nursing, BSc Hons. in Physiotherapy and B Pharm Hons.**

**3.1.1** May complete the immediate semester of the programme without any modifications if the attendance and other requirements for eligibility are fulfilled;

and

**3.1.2** After the delivery she may complete the next immediate semester of the programme without any modifications if the attendance (other than the approved maternity leave) and other requirements for eligibility are fulfilled;

or

**3.1.3** May take leave of absence of one (01) year duration. Such a student will be granted leave of absence with an opportunity to follow the programme with the next available Intake and such examination shall be considered as her first attempt. The student shall complete the necessary requirements of the course modules before proceeding to the next level;

**3.1.4** Shall be aware of all risks associated with continuing the programme. Any modifications/changes to the study programme will not be made to accommodate such students;

**3.1.5** Shall complete the degree programme within the time period as stipulated by the relevant Rules.

#### **3.2 Pregnant Lateral Entry Students of BSc Hons. in Radiography/BSc Hons. in Radiotherapy.**

**3.2.1** Students reading for a BSc Hons. in Radiography/Radiotherapy shall declare a pregnancy in writing to the Head of the Department as soon as the condition is confirmed.

**3.2.2** She shall take leave of absence of one (01) year duration to reduce any possible harm to the fetus from exposure to ionizing radiation.

**3.2.3** A pregnant student shall be granted leave of absence with an opportunity to follow the programme with the next available Intake and such examination will be considered as her first attempt.

**3.2.4** The student shall complete the necessary requirements of the courses before proceeding to the next level as mentioned in 3.1.4 and 3.1.5.

## **ANNEXURE 08: BUILT ENVIRONMENT AND SPATIAL SCIENCES**

### **1. Passing a Course Unit**

- i. A candidate shall be deemed to have passed a Course Unit, except the Prescribed Course Unit (PCU), if he obtains an overall average mark of 45% or above for the Course Unit. The overall average mark is calculated by adding the allocated percentages of marks for the two components, i.e. the Continuous Assessment component and the End Semester Examination component. E.g.: 30% for Continuous Assessments and 70% for End Semester Examination. The percentages are indicated in the detailed curriculum for each subject module.
- ii. A candidate shall be deemed to have passed a PCU if he obtains an overall average mark of 50% or above. The overall average mark is calculated by averaging the given marks for each component of PCU, in which such student shall obtain a minimum of 50% to pass each component of PCU.
- iii. Prescribed Course Units of each degree programme;

<b>Department</b>	<b>Prescribed Course Units</b>
Department of Architecture	AR 01013 - Design Studio I AR 02144 - Design Studio II AR 03255 - Design Studio III AR 04365 - Design Studio IV AR 07587 - Design Studio V AR 08686 - Design Studio VI AR 05477 - Major Design Project (MDP) AR 06830 - Essay on Architecture AR 06550 - In-Built Professional Training I AR 06562 - In-Built Professional Training II AR 06573 - In-Built Professional Training III AR 09780 - Dissertation AR 10827 - Comprehensive Design Project (CDP)
Department of Quantity Surveying	QS 40912 - Industrial Training QS 45920 - Bachelor Thesis
Department of Spatial Sciences	SP 10202 - Plane Surveying Practice I SP 15202 - Plane Surveying Practice II SP 20202 - Plane Surveying Practice III SP 25202 - Construction Surveying Practice I SP 35402 - Construction Surveying Practice II SP 40006 - Bachelor Thesis SP 45006 - Industrial Training

iv. No supplementary examinations will be conducted for PCUs.

v. The below subjects are mandatory and evaluated at the end of a particular year.

I. Bachelor of Architecture Honours -BArchHons

AR 06830 - Essay on Architecture, AR 10827 - Comprehensive Design Project (CDP), AR 09780 - Dissertation, AR 06550 - In-Built Professional Training I, AR 06562 - In-Built Professional Training II, AR, 06573 - In-Built Professional Training III, AR 01013 - Design Studio I, AR 02144 - Design Studio II, AR 03255 - Design Studio III, AR 04365 - Design Studio IV, AR 07587 - Design Studio V, AR 08686 - Design Studio VI, and AR 05856 - Essay on Built Environment, except for AR 05477 - Major Design Project (MDP),

II. Bachelor of Science Honours in Quantity Surveying –BScHons (QS)

QS 45920 - Bachelor Thesis

III. Bachelor of Science Honours in Surveying Sciences –BScHons (SurvSc)

SP 40006 - Bachelor Thesis, SP 45006 - Industrial Training, SP 10202 - Plane Surveying Practice I, SP 15202 - Plane Surveying Practice II, SP 20202 - Plane Surveying Practice III, SP 25202 – Construction Surveying Practice I, and SP 35402 – Construction Surveying Practice II

2. Failing a Course Unit

- i. A candidate shall be deemed to have failed a Course Unit if he obtains an overall average mark of less than 45% for such Course Unit, except PCU.
- ii. A candidate shall be deemed to have failed a PCU if he obtains an overall average mark of less than 50% for such PCU.
- iii. If a candidate is absent for a particular Course Unit of an End Semester Examination without a valid excuse, he shall be considered to have failed in such Course Unit irrespective of the marks obtained for the Continuous Assessment component, except in the case of PCU.
- iv. A candidate having less than 35% marks for the End Semester (written) Examination shall be deemed to have failed such examination.
- v. A candidate having less than 50% marks for the components of PCU in the final assessment shall be deemed to have failed such PCU.

### **3. Re-sitting a Course Unit**

- i. All PCUs having a grade less than ‘C+’ shall be re-sitting. However, in a repeat examination for a PCU, the maximum possible grade is “C+”.
- ii. All GPA Course Units, except PCUs, having a grade less than ‘C’, except for 01 Course Unit with a D+ or C- per semester shall be repeated. The maximum grade that such a candidate can obtain is a “C”.
- iii. A minimum of a grade “C” shall be obtained for each NGPA Course Unit. If a student opts to re-sit an NGPA Course Unit to upgrade the current grade, any higher grade achieved shall be considered without restricting it to a “C” grade.
- iv. GPA Course Unit per semester having a D+ or a C- grade may be repeated if a candidate is desirous of upgrading the current grade(s). The maximum grade that such a candidate can obtain is a “C”. However, in a repeat examination for a PCU, the maximum possible grade is “C+”.

### **4. Repeating End Semester Examinations**

Candidates repeating an examination shall apply and re-sit the relevant Course Unit/s within the maximum allowed duration of the study, provided that a candidate shall complete the particular Course Unit/s in no more than four (04) scheduled attempts.

### **5. Evaluation Criteria for Completing a Semester**

A candidate shall satisfy the following requirements for completing a semester:

- i. Obtain a “C” grade or above for all Course Units, except PCUs  
  
(However, not having more than one (01) Conditional Grade per semester except PCUs in the Degree programme, provided that the SGPA is 2.00 or above)
- ii. Obtain a “C+” grade or above for all PCUs.

### **6. Evaluation Criteria for Completing a Year**

- i. Obtain a “C” grade or above for all Course Units, except PCUs

(However, not having more than one (01) Conditional Grade per semester except PCUs in the Degree programme, provided that the YGPA is 2.00 or above)

- ii. Obtain a “C+” grade or above for all PCUs.

## 7. Evaluation Criteria for Completing a Degree Programme

- i. Obtain a “C” grade or above for all Course Units, except PCUs.

(However, not having more than one (01) Conditional Grade per semester except PCUs in the Degree programme, provided that the FGPA is 2.00 or above)

- ii. Obtain a “C+” grade or above for all PCUs.

## 8. Relegation

### Criteria for the Relegation of a Candidate under poor academic performance:

If a candidate is relegated on poor academic performance, he or she shall be relegated to the junior intake immediately, and he or she shall re-sit only the repeated module/s.

- i. Bachelor of Architecture Honours -BArchHons

Obtaining a grade lower than “C+” for any PCU in the relevant year, except for AR 06830 - Essay on Architecture.

- ii. Bachelor of Science Honours in Quantity Surveying –BScHons (QS)

Obtaining a grade lower than “C+” for any PCU in the relevant year, except for QS 40912 - Industrial Training, and QS 45920 – Bachelor Thesis.

- iii. Bachelor of Science Honours in Surveying Sciences –BScHons (SurvSc)

Obtaining a grade lower than “C+” for any PCU in the relevant year, except for SP 40006 - Bachelor Thesis, SP 45006 - Industrial Training”

### Criteria for the Relegation of a Candidate under disciplinary sanctions:

If a candidate is relegated on account of disciplinary grounds, he or she shall be relegated to the junior intake immediately, and he or she shall re-sit all the relevant modules pertaining to that year.

## 9. Calculating FGPA for Architecture Degrees

The FGPA is calculated on the basis of YGPAs with the following weightage:

The FGPA will be the weighted total of YGPAs divided by ten (10) for BArch, six (06) for BSChons (BE), and five (05) for BSc (BE).

In the case of Officer Cadets, the FGPA will be the weighted total of YGPAs divided by eleven (11) for BArch, seven (07) for BSc(Hons) BE, and six (06) for BSc (BE).

Year of Study	BArchHons	BSChons (BE)	BSc (BE)
Level 01 (Semester 1 and Semester 2)	1	1	1
Level 02 (Semester 1 and Semester 2)	1	1	1
Level 03 (Semester 1 and Semester 2)	2	3	3
Level 04 (Semester 1 and Semester 2)	2	1	N/A
Level 05 (Semester 1 and Semester 2)	4	N/A	N/A
Relevant semester for Officer Cadets	1	1	1

$$FGPA = \frac{\sum W_i(YGPA)_i}{\sum W_i}, \quad \text{Where, } i \text{ is the respective academic year}$$

Where  $W_i$  is the weight assigned to respective academic year

$$FGPA = \frac{\sum (\text{Weight of } i^{\text{th}} \text{ Year})(YGPA \text{ of } i^{\text{th}} \text{ Year})}{\text{Total Weight}}$$

## **ANNEXURE 09: COMPUTING**

### **1. Supplementary Examination**

- 1.1. A Supplementary Examination shall be held for last two academic semesters i.e 6<sup>th</sup> and 7<sup>th</sup> Semesters.
- 1.2. In the case of a curricula revision, if the Industrial Training unit is shifted to a previous Semester other than the 8<sup>th</sup> Semester, the last two academic semesters will be determined by the Faculty Board of Faculty of Computing.

### **2. Registration for Modules**

- 2.1. All students following a particular academic programme shall be automatically registered for all core modules at the commencement of each semester.
- 2.2. At the commencement of each semester, each student shall register to follow elective/optional modules in the prescribed form within not more than the first two week of the respective semester.
- 2.3. Registration for a module includes the registration for the corresponding End Semester (ES) Examination.
- 2.4. Repeat candidates /candidates who were subjected for examination offence/disciplinary action sitting an examination shall register for such examination on a date specified, usually four (04) weeks prior to the first date of such examination, and shall not be permitted to undertake more than 50% of additional credit load of the current semester in the examination.
- 2.5. In the case of modules that are prerequisites for following semesters, students must register and sit for such modules in par or before the semester that has the corresponding module to the prerequisite module.

## **ANNEXURE 10: TECHNOLOGY**

### **01. Degree Programmes Offered**

1. Bachelor of Engineering Technology Honours in Building Services Technology	BETHons (BldngServTech)
2. Bachelor of Engineering Technology Honours in Construction Technology	BETHons (ConstTech)
3. Bachelor of Engineering Technology Honours in Biomedical Instrumentation Technology	BETHons (BiomedInstrumTech)
4. Bachelor of Technology Honours in Information and Communication Technology	BTechHons (ICT)
5. Bachelor of Biosystems Technology Honours in Applied Biotechnology	BBSTHons (AppBiotech)

### **2. Structure of the Degree Programmes**

#### **2.1 Minimum prescribed Duration of Study**

The minimum duration of a degree programme shall be three (03) and four (04) academic years respectively for General and Honours degree programmes.

### **3. Eligibility to Sit an End Semester Examination**

**3.1.1** The eligibility requirement to sit an End Semester Examination in a Course Unit, relevant to the field of study in a particular semester, as a first-time candidate, shall be an attendance record of not less than 80% for Lectures and for CAS, including ‘onsite training’ component where applicable. However, an attendance record of not less than 60% may be considered on valid medical grounds and/or due to any other valid reason approved by the Faculty Board for the purpose of calculating the required attendance.

### **4. Continuous Assessments (CA)**

The CA component of a Course Unit may consist of one or more in-class tests, take home assignments, laboratory work, tutorials, quizzes, presentations, field visits, field work, term papers, research projects, mini projects, skill development projects, case studies, on-site training or such other forms of assessment as approved by the Faculty Board.

### **5. Supplementary Examinations**

A Supplementary Examination shall be held for the 5<sup>th</sup> and 6<sup>th</sup> semesters for BET, BBST and BT General degrees, whereas supplementary Examination shall be held for the 7<sup>th</sup> and 8<sup>th</sup> semesters for BET (Hons), BBST (Hons) and BT(Hons) degrees. Provided that Supplementary Examination for the 5<sup>th</sup> semester shall be held before the end of the 6<sup>th</sup> semester and the Supplementary Examination for the 7<sup>th</sup> semester shall be held before the end of the 8<sup>th</sup> semester.

### **6. Award of Classes**

For the award of a First Class, Second Class (Upper Division) and a Second Class (Lower Division), a student shall have completed all the requirements within eight (08) semesters in the case of BET (Hons), BBST (Hons) and BT(Hons) degrees, and within six (06) semesters in the case of BET, BBST and BT General

degrees, except upon approval granted by the BoM on the recommendation of the BOE for a valid reason.

#### **7. Poor Performance of Students**

A student who had failed to obtain a minimum YGPA of 1.5 in an academic year shall not be able to proceed to the next academic year.

## **ANNEXURE 11: AFFILIATED INSTITUTES**

### **1. Sport Activities**

- 1.1 The students who excel in sports and other extra-curricular activities may be granted extra marks by the Academic board of SLMA, SLAF & NMA a percentage of the raw marks earned by such students for the Course Unit(s) offered in the relevant semester may be added to their raw marks as shown below:
- a. 15% Participation at the International level
  - b. 10% Participation at the National level
  - c. 05% SLMA, SLAF & NMA Colours

EX: If an officer cadet obtained 50 marks for a subject and he is received SLMA, SLAF & NMA colours in the same year his marks for the subject will be as follows:

Marks obtained - 50

Additional percentage added -  $50 \times 5/100 = 2.5$

Final marks for subject -  $50 + 2.5 = 52.5$

- 1.2 Extra marks for sports activities should be added in each semester of the students.

- 1.3 Representation at the International Level is considered only if the student has been offered with SLMA, SLAF & NMA colours for the same sport.

- 1.4 In the case of participation in more than one event, the highest marks obtained will be added to an individual.

- 1.5 Upgrading of raw marks for sports achievements, should not be considered for students who are unable to obtain the minimum requirement (45% of "C" Grading) to get through a subject/course module.

- 1.6 Maximum marks can be obtained by a student should be limited to 100%.

### **2. Leave from Academic Activities**

- 2.1 If any undergraduate participating in foreign course, is willing to get the Degree from the respective academia, approval should be granted through the Directorate of Training from the respective Service Commander.

- 2.2 If any undergraduate is not willing to follow the local academic programs he or she shall be deregistered from the respective academic programmes.

### **3. Supplementary Examination**

- 3.1 The supplementary examination shall be conducted for each semester within two (02) weeks from the date of release of the results of the end semester examination.

**4. Valid Excuses Absence from Examinations**

- 4.1 Approval for valid excuses should be granted from the institute head with the recommendation of a Medical Officer of the affiliated institute.
- 4.2 Excuses should not be granted for those who exceed the maximum time duration given to complete the respective academic programmes.

## **ANNEXURE 11 A: SRI LANKA MILITARY ACADEMY**

### **01. Procedures Regarding Examination Offences Committed by Candidates**

- 1.1 The exam Supervisor shall report any examination malpractice to the Commanding Officer-Officer Cadet Wing and he shall appoint a subcommittee or a board to investigate the matter.
- 1.2 Based on the report, the Commandant-SLMA will impose appropriate punishment(s) on the offender.

### **02. Leave from Academic Activities**

- 2.1 If a candidate following a foreign course is not willing to follow the Degree offered by the SLMA, he shall give his decision in writing to the Registrar-SLMA.
- 2.2 Based on the candidate's in writing, the Registrar shall send the name to the KDU to deregister his name.
- 2.3 If a candidate is discharging from the Army due to medical or disciplinary issues after receiving the approval from the Commander of the Army, the candidate will be deregistered.

## **ANNEXURE 11 B: SRI LANKA AIR FORCE ACADEMY**

1. Regiment Branch Officer Cadets are required to secure the pass marks as 60% in respect of all subjects related to Semester III, IV and V (Branch Modules) notwithstanding the common pass marks of 45%.

2. However, the following formula will be applied in formulating the final marks sheets.

**Formulae** - When the pass mark of a subject is 60 marks

X = The marks obtained by the Officer Cadets when pass mark 60 marks

Y = The corresponding marks when pass marks is 45 marks

When  $X \geq 60$

$$Y = 45 + 1.37 \times (X - 60)$$

When  $X \leq 60$

$$Y = 45 - 0.75 \times (60 - X)$$

3. Thus, the final grade will be converted to 45% as in the case of all other branch Officer Cadets.

When forwarding the marks sheets to BOE the mark will be converted to 45%.

4. Further, if an Officer Cadet fails to obtain the revised pass marks (above 60%) for a subject, he/she will be given two repeat attempts. If he/she unable to secure the required pass marks in two repeat attempts, the particular Officer Cadet will be relegated to the immediate junior batch and consider for the order of merit of the junior batch.