## Faculty of Information Technology University of Moratuwa

**Student Handbook 2020** 

# Faculty of Information Technology University of Moratuwa

## Student Handbook 2020

Bachelor of Science Honours in Information Technology and Bachelor of Science Honours in Information Technology & Management

## Content

Message from the Dean	01						
Message from the Registrar	02						
Message from the Librarian	03						
Message from the Head, Department of Information Technology	04						
Message from the Head, Department of Interdisciplinary Studies Message from the Head, Department of Computational Mathematics							
Message from the Director, Career Guidance Unit	08						
The University of Moratuwa	09						
Vision	09						
Mission	09						
The History	09						
The Faculty of Information Technology	12						
Introduction	12						
The Faculty Office	13						
Faculty Organization	13						
Administration	14						
The Department of Information Technology	15						
The Department of Computational Mathematics	18						
The Department of Interdisciplinary Studies	20						
Degrees Offered at the Faculty of Information Technology	22						
Admission	22						
Aims	22						
Learning Outcomes	22						
Course Structure	23						
Course Modules Credits	23 23						
Semesters	23						
Industrial Training	24						
Module Registration	24						
Curriculum - BScHons (IT)	25						
Curriculum - BScHons (IT&M)	28						
<b>Evaluation of Performance</b>	31						
Eligibility	31						
Grading System	31						
Interpretation of the Grading System	32						
Grade Point Average	32						
Semester Grade Point Average	32						
Unsatisfactory Standing and Academic Probation	33						
Current Grade Point Average	33						
Overall Grade Point Average	33						

Classes	34
Academic Concession	34
Dean's List	34
<b>Graduation Requirements</b>	35
Minimum Residence Time	35
Maximum Period	35
Credit Requirements	35
Modules from Other Institutions	35
Effective Date of Award	35
Conditions of Residence and Discipline	39
Student Support Within the Faculty	40
Learner Management System (LMS)	40
Mentoring	40
Academic Advising	41
Postgraduate Division of the Faculty of Information Technology	42
Research Conducted by the Faculty	43
Master of Science in Information Technology	44
Postgraduate Diploma / Master of Science in Artificial Intelligence	44
Other Support Services	45
Career Guidance Unit	45
Library	46
Physical Education Division	48
University Medical Centre	50
Student Counseling	52
Student Welfare Division	53
Clubs & Societies	57
Common Amenities	62
Security Service	66
Frequently Asked Questions	67
Important Things to Remember	68

## Message from the Dean

On behalf of the Faculty of Information Technology, from batch 1 to batch 19, all the academic staff and non-academic staff served during last 22 years, from department of Information Technology, Computational Mathematics to Interdisciplinary studies, I am pleased to congratulate you on your arrival as the  $20^{\rm th}$  student intake of the Faculty of Information Technology, University of Moratuwa

Spending nearly 13 years in your learning and exploring journey, gaining very high academic distinction through the GCE Advanced Level Examination you have stepped into the University of Moratuwa with great expectations of your



future. As a university having a vision to be the "Most globally recognized knowledge enterprise in South Asia", currently maintaining a higher rank in both academic and research disciplines among the state universities in Sri Lanka as well as other higher educational institutes. Your predecessors during last couple of decades have greatly contributed to uplift the standards of the University. I hope that you would contribute even more.

From day number one you should keep in your mind that this a lifetime opportunity you have earned to contribute towards a better world serving your country and to the World. This is not a standalone achievement, your parents, teachers, and a lot of other people have immensely contributed to come to this lifetime goal and achievement. Now you a member of very proud family of University of Moratuwa. Keeping this firmly in your mind, you must get ready to go this journey, spend memorable these four years with your academic responsibilities and always be socially responsible.

I hope and wish all the success of your life and be prepared to strive to achieve the maximum for your society, your country, and the World.

Mr. B. H. Sudantha Dean, Faculty of Information Technology University of Moratuwa Tel - office: 0112-650894 ext.8001

web: <a href="https://uom.lk/itfac">https://uom.lk/itfac</a>

## Message from the Registrar

At the outset, let me wish our student community of University of Moratuwa. a glorious start at the onset of Academic session. I welcome all new-comers. as well as whole student body to the University. I would like to applaud the student's community for their hard work, discipline and analytical thinking that has propelled University of Moratuwa to the new heights, year after vear.

The University of Moratuwa commenced its journey in the year 1978 and progressed fast with the hard & dedicated work of students and faculty of the University.



It is running a large number of UG/PG and PhD programmes in diverse areas in the five faculties. The University of Moratuwa is a right platform to provide high quality and comprehensive education, for one and all.

Strong team of more than 400 well qualified teachers of national repute teach the students with modern teaching tools. The University campus is pollution free, with conducive studying environment, plethora of state-of-the-art facilities, modern library, well equipped gymnasium, indoor and outdoor games/sports facilities, ultra-modern laboratories – are at the service of students.

The university is home away home for the students where studies, research and all-round personality development take place intensively.

The vision of the University is to build a truly innovative research oriented education system for youth to acquire skills in advance technical know-how, analytical reasoning, problem finding & fixing and to mould students to fulfill ambitions to grow with confidence to achieve higher goals in life. University educational system offers tremendous opportunity for advance career making and innovative learning with applied research. Those who are in search of excellence and have set higher goals to climb ladder of success in life must join the University to explore new horizon of unlimited opportunities.

Your success is central to our mission at the University of Moratuwa. Please reach out to us whenever you have questions. We are here to support you every step of the way in your journey to the graduation stage.

I. on behalf of the university registry including all management and supporting services once again welcome all the new entrants and wish them all the success in their life.

> Ms. W.M.D.P. Madawala Hulugalla Registrar University of Moratuwa Tel - office: 0112- 651610 ext.1101 web: https://uom.lk/staffs/mrswmdpm-hulugalla

## Message from the Librarian

Information is the key to success. Library, University of Moratuwa offers you an opportunity to discover a wealth of information. Our library has an ever-expanding collection of resources ranging books, journals, thesis, to the online repository, full text electronic databases and e journals of the world, which can be accessed via the web. www.lib.mrt.ac.lk

Our services, resources and physical spaces provide a strong foundation to support the University in achieving the highest standards in teaching, learning and research. We hope you will use the library as a place of learning, information and communication. We will help you to locate, select and acquire the information you need.



I welcome you - the newcomers to the Faculty of Information Technology - to explore the world of information, to acquire knowledge, and to walk into wisdom!

Mrs. Ruvini Kodikara Librarian Tel - office: 0112-650161 ext.1501 web: http://www.lib.mrt.ac.lk

## Message from the Head, Department of Information Technology

On behalf of the Department of Information Technology, I warmly welcome you all, the twentieth batch of students, to the Faculty of Information Technology. Your batch marks a special milestone in the Faculty by being the first batch of internal students to begin the academic career online. I congratulate you for being able to secure your higher education opportunity in a rapidly evolving discipline in this prestigious institution.

As the central Department of the Faculty, we conduct the core Computer Science/Information Technology modules for all the degree programs offered by the Faculty.



Hence, you will follow a wide array of subjects from the core and elective modules relevant to Information Technology. Our goal for undergraduate students is to provide a high-quality IT education that includes in-depth subject knowledge both theoretically and practically. Furthermore, the Department sets high emphasis on research studies. It becomes a steppingstone for your further studies and careers in the field of IT. To put you in the forefront in the IT profession, we will continue to focus on specialized IT education to prepare you for the constantly transforming and challenging career opportunities of the ever-changing industry.

The Department provides inspiring opportunities for you by exposing you to a spectrum of real-world problems of different magnitude and providing the necessary academic guidance and technical support to help design and implement appropriate solutions.

This Department has established a name for itself as a place for delivering academically sound, competent, and high-quality IT graduates to the workforce. Our graduates are consistently excelling in today's industrial environment holding top-ranking positions in renowned companies.

We also encourage students to be entrepreneurs by expanding their vision and self-motivation to establish their own start-up companies, making them break the traditional boundary of job seekers and become "job creators". The Department takes pride in having produced a number of entrepreneurs in the past and we are looking forward to seeing many more entrepreneurs from among you!

We, at the Department of Information Technology, wish you all a joyful and memorable stay at the University of Moratuwa.

Mr. S.C. Premaratne
Head, Department of Information Technology
Tel - office: 0112-650894 ext.8101

web: https://uom.lk/itfac/departments/department-of-information-technology

## Message from the Head, Department of Interdisciplinary Studies

It is with much pleasure that I welcome you to the Department of Interdisciplinary Studies, Faculty of Information Technology. The Department of Interdisciplinary Studies provides its services to the three undergraduate degree programmes; B. Sc. (Hons) in Information Technology, B. Sc. (Hons) in Information Technology and Management and B. Sc. (Hons) in Artificial Intelligence by empowering students to excel in both required theoretical knowledge and practical skills. The department is committed to stay at the forefront of developments in research and education for the professional success of graduates.



It aims to produce well-educated graduates who eventually become solution developers in the ICT sector by capitalizing their exposure to technology, management related disciplines, and unique and interdisciplinary research activities with adequate scientific background. The department offers courses in the areas of Management, Business, Entrepreneurship and Innovation, Communication, Marketing and Business Analysis, Project Management, Professional Practice and Governance, Information Systems and Strategic Management. Each year, the students are offered a comprehensive range of compulsory and elective course modules that aim to enhance their research knowledge and experience.

The skillful set of students who are joining the Faculty of Information Technology this year are provided with a challenging opportunity of getting exposed to real the world issue of dynamic complexity. They will be provided with an adequate conducive learning environment, academic guidance, and technological support to devise appropriate timely solutions to the country later on. For this purpose, I encourage and motivate our students to build own visions, be self-motivated and courageous to build up own pathways in the ICT sector through start-up companies using knowledge, skills and experience that will be acquired through the upcoming learning journey.

Dr. (Mrs.) Thanuja Sandanayake Head/ Department of Interdisciplinary Studies Tel - office: 0112-650892 ext. 8303

web: https://uom.lk/itfac/departments/department-of-Interdisciplinary-Studies

## Message from the Head. **Department of Computational Mathematics**

The Department of Computational Mathematics in the Faculty of Information Technology of University of Moratuwa has great pleasure in welcoming the 20th Batch of students for the Honors Degree of Bachelor of Science in Information Technology and the 20th Batch of students for Honors Degree of Bachelor of Science in Information Technology & Management.

Our department is dedicated to provide the comprehensive knowledge of Computational Intelligence, Mathematics, Statistics to properly orient the students for the Bachelor's Degree programmes offered by the Faculty.

The dedicated staff of the Department comprise of six doctorally qualified experts in the field including one senior professor, six senior lecturers, three lecturers, one instructor, and five non academic staff members

The lecture panel of the Department who continuously keep themselves updated in development of the related fields molds students with required skills and techniques in related areas to become tomorrow's leaders in the field of Information Technology.

On behalf of the Department of Computational Mathematics, let me take the opportunity to warmly welcome you to the Faculty of Information Technology, in University of Moratuwa, I wish you all the success in the upcoming years within the Faculty.

> Dr. (Ms.) A. Thushari Silva Head, Department of Computational Mathematics Tel - office: 0112-650893 ext. 8201

web: https://uom.lk/itfac/departments/department-of-Computational-Mathematics

## Message from the Chief Student Counsellor

You are blessed and fortunate to be selected to this most honored, prestigious university as a worthy outcome of your efforts, sacrifices and hard work done up to date. Filled with a lot of dreams, hopes and aspirations you are about to commence a most important, decisive chapter in your life. University of Moratuwa warmly welcomes you to this journey of creating future leaders and entrepreneurs who are knowledgeable and skillful. Above all, the University of Moratuwa attempts to produce well balanced, disciplined, stable and responsible citizens who are psychologically fit, sensitive, sensible and emotionally mature to face any challenge in the industry as well as family life with a clear vision.



Regardless of the diversities of gender, race, language, religion, ethnicities, topographical, provincial variations, sociocultural layers and socioeconomic statuses, you will always be equally treated as the students of the Faculty of Information Technology.

The challenges encountered by you throughout this academic journey are diverse and unique to each, based on your personality, level of endurance and attitude towards life. Amidst all these encounters it is essential for you to improve knowledge, harness soft and interpersonal skills, gain experience and instill attitudes aligned with the learning outcomes of the course to successfully complete the academic journey of 4 years. It is the responsibility of the University to support and guide you in achieving your goals during this process.

As students you need to play a balancing act between academic work, extracurricular and life goals. However, some of the students might not sail through this academic journey smooth due to the loss of the said balance caused by reasons unique to them.

The University of Moratuwa Student Counselling Service is dedicated to guide, uplift and empower such students ensuring their confidentially and with a greater level of understanding. Our committed team includes both male and female counsellors (n=55), who are caring and treating you as their own children/friends. Our main aim is to make your stay at university of Moratuwa a pleasant, meaningful and a memorable one

Student counsellors are available to help you at any time of need. You are free to contact us over the phone, online (email, WhatsApp, messenger, web site... etc) or personally meet us to discuss your grievances. Apart from the Chief Student Counsellor and student Counsellors, you can also communicate with the Professional Counsellor during weekdays at the Counselling Room located in the ground floor of the Library Building (Telephone Extension - 1816).

You can meet me at the Student Counselling Unit located at the New Admin Building - 3rd Floor, from Monday to Friday during working hours (Telephone Extensions – 1780 / 1781). You can refer the web site of the Student Counselling unit for further details on the Counselling service, contact details of the Counsellors and to contact us by sending a message/complaint

## Message from the Director Career Guidance Unit

As the director of the Career Guidance Unit (CGU) of the University of Moratuwa, it is a great pleasure to send this message of welcome. The vision of CGU is to assist the undergraduates to be successful in finding ready employability in the industry environment, direct towards the advancement of academic career or the entrepreneurship. The CGU plays a unique role to create the link between the University and the cooperate world while integrating the career guidance activities comply with the circular of the University Grants Commission (UGC).



The CGU plays a unique role to create the link between the University and the cooperate world while integrating the career guidance activities comply with the circular of the University Grants Commission.

In the development of CGU web page so that to enhance the timely updated training/career opportunities in the local and the international levels, create an effective communication path between the university and the cooperate sector, online registration of undergraduates for upcoming programmes, effective collection of feedback of students/industry are key aspects to be incorporated. In addition, the motivation of graduates towards the entrepreneurship and provision of financial support in accordance with UGC circulars for the initiation will also be focused.

A series of programmes and workshops for undergraduates starting from level 1 to level 4 will be conducted to enhance their soft skills, facilitate them to adjust in the new environment (University/Industry) with the guidance towards smooth transition from the school to the university environment. These students centered programmes/workshops will motivate undergraduates to enhance skills in order to enable them to compete and flourish in their career to serve the nation.

One of the main role in CGU, the counselling and advising on careers in confidential and dynamic manner will always help our young graduates to select the best suited career option without any stress or distraction.

The CGU activities are steered under the guidance of Career Guidance Advisory Board (CGAB) whose Members are the Vice-Chancellor, Deputy Vice-Chancellor, Registrar and the Deans of all three faculties, Faculty of Engineering, Faculty of Architecture, Faculty of Information Technology, Bursar and Director/Training Division, Representatives of all Faculties in University of Moratuwa, Chief Student Counselor and Deputy Registrar/Academic (Secretary).

Prof. (Mrs.) J.C.P.H. Gamage Tel - 0112-640436 web: <u>https://uom.lk/cgu</u>

## The University of Moratuwa

## Vision

To be the most globally recognized Knowledge Enterprise in South Asia.

## Mission

To be the leading Knowledge Enterprise for technological and related disciplines in South Asia by:

- Providing transformative education in technological and related disciplines which nurtures the inquiring mind and develops knowledge and skills for facing global challenges;
- Carrying out nationally relevant and high-impact research to expand the boundaries of knowledge and to enhance the national technological capabilities;
- Providing expert services to the State, Industry, and the Society as an Internationally Positioned Sri Lankan University: and
- Contributing to sustainable, scientific, technological, social, and economic development of Sri Lanka.

## The History

The University of Moratuwa, Sri Lanka, was established by an Order under the Universities Act, No. 16 of 1978, but has its origins in the Ceylon Technical College of Maradana, Colombo established in 1893

In 1960, the Institute of Practical Technology was founded at Katubedda with aid from the Government of Canada on a fifty-acre block of land overlooking the Bolgoda Lake. The primary aim of the institute was to provide full-time courses for technicians of sub-professional grades. In addition to the full-time courses for Architects, Junior Technical Officers, Surveyors, Levellers and Draughtsman Apprentices, this institute also offered part-time courses in Engineering studies for those employed in the government and private sector, and prepared students for foreign professional examinations of the Institutions of Engineering and the Royal Institute of British Architects. The courses in Architecture however, were transferred to the University of Ceylon, Colombo when it established its own Department of Architecture.

The Institute of Practical Technology witnessed its first change of status, six years after its inception. The Government of Ceylon found that an effective system of specialized education and training capable of supplying the country with the necessary scientific and technical personnel was a prerequisite to achieve and sustain rapid development.

It, therefore appointed a 'Commission of Inquiry on Technical Education' in 1961. As engineering education at a higher level was provided exclusively by the Faculty of Engineering of the University of Ceylon, Peradeniya, this Commission in its report of 1963, recommended the expansion of facilities to professional engineering education. It was, therefore, decided to establish the Ceylon College of Technology at Katubedda, utilizing the resources of the Institute of Practical Technology. Assistance for this project was provided by the United Nations Development Programme through UNESCO.

The Ceylon College of Technology was thus begun with its new courses at a professional level in 1966. The Institute of Practical Technology continued in the same premises with its full-time courses, but was amalgamated with the Ceylon College of Technology in 1967. The engineering degree and technician programmes of the Ceylon College of Technology were designed to have an industrial bias with the inclusion of a compulsory period of in-plant training so that the College would produce an engineer or a technician with practical training as an integral part of his study.

Within the next six years of its existence, the Ceylon College of Technology, earned University status under the provisions of the Universities Act, No. 1 of 1972. The University of Ceylon was established on the 15th of February 1972, incorporating all the existing universities and the Ceylon College of Technology as Campuses of a single university. The Ceylon College of Technology thus became the Katubedda Campus of the University of Ceylon. The Department of Architecture was transferred to this newly formed Campus from the University of Ceylon, Colombo and the Technical Teacher and Instructor Training Institute at Ratmalana was established with aid from the International Labor Organization. It began with just one Faculty, that of Engineering and Architecture. The first President of the Campus was Dr. L.H. Sumanadasa who steered the progress of the institute from its inception as the Principal of the Institute of Practical Technology. Later, he was appointed Vice-Chancellor of the University of Ceylon.

When Ceylon subsequently became a Republic in 1972, the corporate name of the single University was changed to University of Sri Lanka. In the meantime, the departments of studies at the Katubedda Campus were expanded and new courses of studies at technician, undergraduate and post-graduate levels were introduced. The School of Applied Science was established in 1974. The Sub Department of Rubber Technology now titled Polymer Technology was established in 1976. The Department of Town and Country Planning and sub-departments of Textile Technology and Marine Engineering were established later.

Further changes in the corporate structure and composition were affected by the Universities Act, No. 16 of 1978. Under the provisions of Section 139(1) of this Act, the Katubedda Campus of the University of Sri Lanka acquired the status of an independent University with its present corporate name University of Moratuwa, Sri Lanka', with three Faculties of studies via, the Faculty of Engineering, the Faculty of Architecture and Town & Country Planning and the Faculty of Physical and Applied Sciences. In 1981, the Faculty of Physical & Applied Sciences was amalgamated with the Faculty of Engineering. In August 1983, the Technical Teacher unit was transferred to the Ministry of Higher Education to function as an independent institution with its own premises.

In 1983 the Department of Building Economics was added to the Faculty of Architecture. Two new departments of studies namely, the Department of Computer Science & Engineering and the Department of Textile Technology were established with effect from 18<sup>th</sup> January 1985 in the Faculty of Engineering. The name of the Department of Textile Technology has now been changed to Textile and Clothing Technology to emphasize the equal importance given to clothing studies at the University of Moratuwa. The latest addition in the Faculty of Engineering is the Department of Transport & Logistics Management in September 2005.

With effect from 10<sup>th</sup> March 2000 the Hon. Minister of Education and Higher Education legally established the Institute of Technology to conduct the National Diploma in Technology courses separately from the Faculty of Engineering.

With the rapid expansion of Information Technology Industry, the country strongly felt the need to increase the production of qualified IT professionals by higher educational institutions. Therefore, in December 2000 the University Senate appointed a coordinating committee to carry out the necessary groundwork to establish a separate faculty to conduct an undergraduate programme in Information Technology at University of Moratuwa. The Faculty of Information Technology, the first ever faculty of this kind in the state university system, was legally established in June 2001 as the third faculty in the University of Moratuwa. Its first intake of students was admitted in January 2002 based on the performance of students in GCE (Advanced Level) examination held in August 2001.

The changes of the structure, composition of powers and functions of the University have been affected by the University of Ceylon Act, No. 1 of 1972, Universities Act, No. 16 of 1978, Universities (Amendment) Act, No. 07 of 1985, Act, No. 24 and 26 of 1988, and Act, No. 1 of 1995.

# The Faculty of Information Technology Introduction

The Faculty of Information Technology is one of the five faculties in the University of Moratuwa and is the first ever faculty of its kind in the national university system of Sri Lanka. The Faculty was established in June 2001 to cater to the growing need for Information Technology professionals in the country. Presently, the Faculty conducts two internal degree programmes, namely, B.Sc. (Hons.) in Information Technology and B.Sc. (Hons.) in Information Technology & Management, and the Bachelor of Information Technology, the external degree programme.

One of the main objectives of setting up the Faculty is to increase the number of IT professionals in Sri Lanka by at least another 500. Some of the other objectives defined during the establishment of the Faculty are the introduction of postgraduate programmes, carrying out research programmes for the industry in order to solve technical problems, providing consultancies to the local industry and creating an educational environment for the continuous professional development of IT professionals in Sri Lanka.

Nineteen batches of students have been admitted to the Faculty for the internal undergraduate programme and out of these, 15 batches have already passed out after completing their studies successfully. The Faculty is conducting a Master of Science in IT, a Master of Science in Artificial Intelligence (AI), Master of Philosophy and Doctoral Degrees as postgraduate programmes starting from early 2004. Also, a few professional development programmes have been designed to address the immediate needs of the local IT industry. The current undergraduate student population is more than 1000.

The Faculty is committed to continuously develop and expand its activities catering to the ever changing needs of the IT industry and to become an entity that the students and the industry would look up to.

## The Faculty Office

The administrative work pertaining to the Faculty is carried out by the Assistant Registrar under the Dean of the Faculty. The staff of the Faculty includes an Assistant Network Manager, Computer Maintenance Engineer, Programmer Cum Systems Analyst, Data Administrator, Technical Officers, Management Assistants, Lab Attendants, and Machine Operators.

Administrative, logistical and operational support for the academic work are handled by the Dean's Office with the support of the Departments of the Faculty. The Faculty Board Meeting, Faculty Academic Committee Meeting, Faculty Quality Assurance Cell Meeting, Faculty Staff Student Liaison Committee Meeting, Academic Staff Meeting and Heads of Departments Meeting are convened and arranged by the Dean's Office.

Staff	Extension	Location
Dean	8001	
Assistant Registrar	8002	Dean's Office, First Floor, Faculty of IT
Dean's Office	8000	
System Engineer / Maintenance Engineer/ Assistant Network Manager	8004	Second Floor, Faculty of IT
Division of Undergraduate Studies / LMS Administrator	8020	First Floor, Faculty of IT
Moodle Administrator, Faculty of IT	8040	Third Floor, Faculty of IT
Department of Information Technology	8100	First Floor, Faculty of IT
Department of Computational Mathematics	8200	Second Floor, Faculty of IT
Department of Interdisciplinary Studies	8300	Third Floor, Faculty of IT

## **Faculty Organization**

The Faculty consists of three Departments of study, and each Department is managed by the respective Head of Department. The three Departments are;

- Department of Information Technology
- Department of Computational Mathematics
- Department of Interdisciplinary Studies

Presently, the Departments collaboratively offer subjects for the two degree programmes conducted by the Faculty.

For administrative purposes of the undergraduate and postgraduate programmes, two divisions have been established, with each division headed by a director. The Division of Undergraduate Studies presently handles matters pertaining to academic affairs of the undergraduate study programmes of the Faculty. Student attendance monitoring and student registry are also carried out by this Division. Matters pertaining to taught postgraduate programmes and research degrees are handled by the Division of Postgraduate Studies.

## Administration

#### Dean, Faculty of Information Technology

Mr. B. H Sudantha

#### Head, Department of Information Technology

Mr. S.C. Premaratne

#### **Head, Department of Computational Mathematics**

Dr. (Mrs.) A.T.P. Silva

#### Head, Department of Interdisciplinary Studies

Dr. (Mrs.) T.C. Sandanayake

#### **Director of Undergraduate Studies**

Dr. (Mrs.) S. Ahangama

#### **Director of Postgraduate Studies**

Dr. (Mrs.) T.C. Sandanayake

#### **Director of Information Technology Research Unit**

Dr. K.A.S.N. Sumathipala

#### **Director of Faculty Quality Assurance Cell**

Mrs. G.T.I. Karunaratne

#### **Assistant Registrar**

Mrs. T.S. Nanayakkara

## **Department of Information Technology**

Being a pioneer Department of the Faculty of Information Technology, the Department of Information Technology takes pride in offering both undergraduate and postgraduate Degree programmes. These programmes are geared towards bringing people, information and technology together to create and disseminate knowledge for making a positive change aligned with national priorities.

The vision of the Department of Information Technology is to build a strong culture of research and teaching excellence that responds dynamically to the challenges of Information Technology in 21st century.

The mission of the Department is to

- Provide quality education in both theoretical and applied Information Technology and train students to practice the knowledge and skills to solve emerging technological problems of the 21<sup>st</sup> century.
- Conduct research to improve the state-of-the-art of Information Technology and apply the findings to uplift quality of life.
- Provide expert services in Information Technology to state organizations, industry, and the society as a premier academic Department.
- Contribute to sustainable, scientific, technological, social, and economic development in Sri Lanka

The students of the Degree programmes have excelled in major IT competitions securing championship for several consecutive years. The graduates have been able to secure a high rate of employability confirming recognition within the industry at national and international levels.

Our academic staff and students are presently engaged in research in a range of areas including multimedia technologies, geographic information systems, data communication and networks, database systems, software engineering, mobile technologies, and human computer interaction. Moreover, the Department is currently conducting several research funded by the National Research Council (NRC).

## Staff

#### Senior Lecturer (Grade I)

#### Dr. M.F.M. Firdhous

BSc Eng., MSc, MBA, Dip. ISA, PhD., CEng(IT), MIE(SL), MIET(London), MBCS(London), CITP(UK), MIEEE(USA) MACM(USA), MIAENG (Hong Kong), MIETI(USA), MIRIEM(USA), MIDSAI(USA), MIEICE (Japan), CCNA

#### Mr. R.H. Sudantha

BSc Special (Hons.), MPhil. MIEEE.

#### Mr. S.C. Premaratne

BSc in Computer Science, MPhil (Colombo)

#### Senior Lecturer (Grade II)

#### Dr. L. Ranathunga

BSc Special (Hons.), MSc, PG Dip in DEd. (IGNOU), PhD (Malaya), MIPSL, MCSSL

#### Mrs. G.T.I. Karunaratne

BSc (Hons.) in Computing & Information System, PG Dip in Advanced Computing, MPhil (Colombo)

#### Dr. C.R.J. Amalrai

BSc (Hons.) Eng, MSc Eng, PhD Eng (University of Tokyo), Advanced IT Specialist (Tokyo)

#### Dr. (Ms.) S. Ahangama

BSc (Hons.) IT (Moratuwa), PhD (NUS), CIMA (Passed Finalist)

#### Lecturer (Transitional)

#### Mr. C.P. Wijesiriwardane

BSc Special (Hons.) CS. MSc ICT

#### Lecturer (Probationary)

#### Mr. T.M. Thanthriwatta

BSc (Hons.) IT (Moratuwa)

#### Mrs. K. Kumarasinghe (On Study Leave)

BSc (Hons.) IT (Moratuwa)

#### Mr. R.A.D.M.P. Ranawaka (On Study Leave)

BSE (Hons.) in Electronics Eng. (AIT-Thailand), M Eng (AIT-Thailand)

#### Ms. D.A.I.D. Devendra

BSc Special (Hons.) in Computer Science

#### Mr. W.A.U.Y.S. Wickramasinghe

BSc (Hons.) IT (Moratuwa)

#### Ms. M.R.G. Vijithasena

BSc (Hons.) in Software Engineering (UOK)

#### Eng. S.M.U. Premasiri

BSc (Hons) in Software Engineering (UOK), AMIESL- IESLCE.

#### Ms. I.A. Wijethunga

BSc Special (Hons.) in Computer Science (Kelaniya), MCS (UCSC)

#### Lecturer (on Contract)

#### Ms. K.M.S.J Kumarasinghe

B.Sc. (Hons.) IT (Moratuwa)

#### Ms. M.N. Chandimali

B.Sc. (Hons.) IT (Moratuwa)

#### Ms. H.P.S.C. Rajapaksha

B.Sc. (Hons.) IT (Moratuwa)

#### Ms. C.Y. Gamage

B.Sc. (Hons.) IT (Moratuwa)

#### Permanent Instructors

#### Eng. (Mrs.) N. Kudamage

BTech (Hons) in Computer Engineering, PG Dip in Electronics & Automation, ACS, AMIESL

#### Ms. G.V.A.D.I.P. Peiris

BSc Special (Hons.) IT, ACS, MSc (IT)

#### Mrs. S.C.P. de Silva

BSc Special in Mathematics, MSc IT, National Certificate in Technology (Civil)

## **Department of Computational Mathematics**

The Department of Computational Mathematics is one of the key pillars of the Faculty of Information Technology. The Department offers course modules in four different subject areas, namely, Theory of Computing, Artificial Intelligence, Mathematics, and Statistics for the degrees offered by the Faculty. More importantly, the Department offers modules in theoretically-based areas of computing and a wide spectrum of modules in Artificial Intelligence. In undergraduate degree perspective, a significant challenge of the Department is, how to inculcate the required Mathematics base for the students coming from the four different disciplines and progress them to the specific and demanding key areas like Computational Intelligence. Furthermore, the Department of Computational Mathematics has also established the Artificial Intelligence Research Laboratory to promote research at both postgraduate and undergraduate levels.

The Department of Computational Mathematics offers the first ever BSc Hons in Artificial Intelligence degree programme and MSc in Artificial Intelligence (AI) program in Sri Lanka. The primary objective of these programs is to impart the knowledge of theory and applications of modern artificial intelligence techniques to devise intelligent software solutions thereby ensuring multifaceted career paths for the candidates. It covers a wide range of AI modules from the fundamental to the cutting-edge technologies. BSc Hons in AI provides theoretical and practical underpinnings of Artificial Intelligence. The MSc program has been designed to inculcate research skills into students through a set of unique course modules, research methodologies, philosophy of science and scientific communication Furthermore, the Department offers Postgraduate Certificate Course in Data Analysis and Pattern Recognition as well. The primary objective of this programme is to provide knowledge in data science with the knowledge of theory and applications of Data Analysis techniques in mathematics, statistics, and machine learning.

The Department is very keen on continuously updating in its field and introducing new course modules in cutting-edge technologies that suit both industry and academia. The members of the Department are dedicated in keeping contacts actively with the industry and academia by conducting workshops, training programmes, seminars; meet-ups and so on. The Department has also established research collaborations with industry and national universities. Our staff members have diverse research interests in the areas of brain-mind simulations, mindfulness intervention, deep learning, multi-agent systems, machine learning, robotics, natural language processing, semantics embedded social computing, and bioinformatics. Six MPhil/PhD candidates have registered under the Department, and are reading for their degrees in seminal topics in Computing. The staff of the Department comprises one senior professor, six senior lecturers, three lecturers, one instructor, and five non academic staff members.

## Staff

#### Senior Professor

#### Prof. A.S. Karunananda

BSc (Special)(Hons) in Mathematics (Colombo), MPhil(OUSL), PhD (Keele)(UK), MCSSL, MIEEE

#### Senior Lecturer (Grade I)

#### Dr. (Mrs.) K.S.D. Fernando

BSc (Special) (Hons.) in Computer Science & Statistics (KLN), MEng.(NUT) (Japan), DrEng (NUT) (Japan), MCSSL, MIEEE

#### Senior Lecturer (Grade II)

#### Dr. (Mrs.) A.T.P. Silva

BSc (Special) (Hons.) in Computer Science & Statistics (Kelaniya), MSc(AIT) (Thailand), PhD (CityU) (Hong Kong), MIEEE

#### Dr. K.A.S.N. Sumathipala

BSc (Special)(Hons) in Computer Science & Technology (SUSL), MEng(NUT)(Japan), DrEng (NUT)(Japan)

#### Mrs. M.P. Dhanushika

BSc (Special) (Hons.) in Statistics (SJP), MPhil (SJP), CTHE (COLOMBO), SEDA Certified Teacher in Higher Education (UK)

#### Dr. I.T.S. Pivatilake

BSc (Special)(Hons) in Mathematics (Ruhuna), PhD (Colombo)

#### Dr. P.D. Talagala

BSc (Special)(Hons) in Statistics (USJ), PhD (Monash)(Australia)

#### Lecturer (Probationary)

#### Ms. M.A. Dharmaratne (On Study Leave)

BSc (Special) (Hons.) in Statistics (UOC)

#### **Lecturer (on Contract)**

#### Ms. A.W.S.P. Karunarathne

BSc (Hons.) in Statistics (Kelaniya)

#### Ms. M.S.H. Perera

BSc (Hons.) in Statistics (Kelaniya)

## **Department of Interdisciplinary Studies**

The Department of Interdisciplinary Studies is dedicated to creating a multifaceted professional through course modules encompassing core areas of Management of Information Technology, which include business management, language and communication, finance and accounting, project management, business intelligence, innovation and entrepreneurship, professional practice, and projects.

An Information Technology professional should be conversant as to how society functions in order to create IT solutions to address problems of society, including business problems. They are also required to manage IT resources efficiently, motivate and work with team members, and function as valuable members of society. In this regard, the Department of Interdisciplinary Studies provides undergraduates with an overall understanding of core management areas, to complement their technical skills.

Language and communication skills are essential for individuals to acquire and disseminate knowledge and gain an advantage and excel in their chosen fields. The Department of Interdisciplinary Studies diligently imparts these skills to the undergraduates, who have mostly studied in their mother tongue until gaining university admission and are called upon to learn exclusively in the English medium, which enables them to perform effectively in the world of work.

Understanding the importance of our graduates to be accepted by society, the Department of Interdisciplinary Studies is entrusted with the challenging task of developing soft skills of undergraduates who come from different cultural and social backgrounds, providing them with insight into how society functions through course modules covering social aspects and professional practice.

Through engaging in projects that involve interaction with the Information Technology industry, undergraduates are exposed to the practical applications of their theoretical knowledge, and they are also given the opportunity to showcase their skills to prospective employers in the field. Group projects help build essential soft skills such as teamwork, leadership, time management, and effective communication. The Department of Interdisciplinary Studies provides guidance and support for students to effectively complete their projects.

## Staff

#### Senior Lecturer (Grade I)

#### Dr. (Mrs.) T.C. Sandanayake

BSc (Hons) in Applied Sciences, M.Phil, PhD

#### Mrs. W.A.S.N. Wijetunge

BA (Special) in English (Kelaniya), MA in TESL (GSU-USA), M.A. (Linguistics) (Kelaniya)

#### Senior Lecturer (Grade II)

#### Dr. (Ms.) G.U. Ganegoda

BSc (MIS)(NUI), MEng (CSU)(China), DrEng (CSU)(China)

#### Dr. B.L.D. Seneviratne

BSc (Special)(Hons) in Marketing Mgt. (Sri J.), BIT, MBA (PIM-Sri J.), PhD (Canterbury) (Hons)(UCSC)

#### Mrs. W.M.R.M. Weerasinghe

BBA. (Special) (Hons) (Colombo), MSc (Thammasat-Thailand)

#### Mrs. M.B. Mufitha

BBA (Special) (Hons) in HRM (Colombo), MPhil (Malaya) (Malaysia)

#### Dr. I.N. Manawadu

BSc (Hons.) in Accounting (Special) University of Sri Jayewardenepura, Sri Lanka, PhD (University of Malaya, Malaysia) ACA, MAAT.

#### Lecturer (Probationary)

#### Ms. G.T. Weerasuriva (On Study Leave)

BSc MIT (Special) (Kelaniya)

## Degrees offered at the Faculty of IT

- Bachelor of Science Honors Degree in Information Technology
- Bachelor of Science Honors Degree in Information Technology & Management

## Admission

The admission requirement is determined by the University Grants Commission (UGC) in accordance with the government policy on university admissions. Only full-time students are admitted to the programmes.

## **Aims**

- To instill, knowledge of the relevant concepts and applications to enable students to keep up
  with the fast-evolving area of Information and Communication Technologies (ICTs).
- To inculcate soft skills, correct attitudes, and values necessary to make students competitive
  among a diverse community of ICT professionals.
- To develop, the intellectual capacity and skills for research and advancement of knowledge in ICT

## **Learning Outcomes**

On successful completion of the degree programmes, students should be able to:

- function as internationally recognized IT professionals with an ability to engage in the profession with a national relevance.
- apply knowledge, skills and correct attitudes to ensure their advancement as IT
  professionals within the ever changing, highly competitive socio-economic conditions
  worldwide.
- comprehend IT needs of different sectors, and formulate IT strategic solutions, accordingly, thereby contributing to the growth of the national economy.
- pursue higher studies in IT and allied technological areas, conduct research and development in IT and strengthen the academia for the development of the IT education sector of the country.
- contribute to the national development and social harmony as good citizens with the use of analytical and critical thinking, and the soft skills acquired through the programme.

## **Course Structure**

The above degree programmes are conducted as semester-based course unit systems. The award of the degrees is based on the relevant By-Law and the performance criteria.

The course comprises of 7 semesters of academic work and a 24-week period of industrial training between the  $5^{th}$  and  $6^{th}$  semesters.

## Course Modules

A course module is a systematic plan of study offered in a given semester or term. A course module may utilize:

- lectures
- laboratory practical sessions
- tutorials
- assignments
- presentations
- term papers
- independent studies or
- other similar teaching formats to facilitate learning.

Depending on the requirement of a particular field of specialization, modules are categorized as compulsory or elective, and are also classified as GPA and Non-GPA.

## Credits

Each module is assigned a credit value representing the student's workload. For a typical module extending over one semester, one credit is given for each hour of academic lectures per week or three hours of tutorials/laboratory/field work or design work per week.

## Semesters

Each academic year consists of two semesters, except for the 3<sup>rd</sup> year which comprises of one academic semester and a 24-week industrial training period. The total duration of a semester is normally 20 weeks of which 14 weeks are for academic work and the balance is for the exams and vacation. Normally a semester consists of a mid-semester break of one week.

## **Industrial Training**

Industrial training is intended to introduce students to the application of the acquired knowledge in the industrial environment and to prepare students for the future. This is a 24-week long internship in a recognized organization in the IT field. Industrial training is assessed through.

- staff visits to the organization.
- · a daily diary,
- a report compiled by the student, and
- an oral examination

Industrial training is a Non-GPA compulsory module for both Bachelor of Science Honors in Information Technology (BScHons (IT)) and Bachelor of Science Honors in Information Technology and Management (BScHons (IT&M)) degree programmes.

## **Module Registration**

Students should register for relevant course modules at the beginning of each semester. There will be a formal online module registration process conducted by the Undergraduate Studies Division of the Faculty of Information Technology. The URL for the online module registration is <a href="https://lms.uom.lk">https://lms.uom.lk</a>.

- After the online module registration, students will be allowed to add new course modules or drop currently registered course modules during the first two weeks of the semester.
- Add-drop is open only for the students who have already registered for some course
  modules.
- After the add-drop period the registration process will be closed.

## Curriculum

## **Bachelor of Science Honours in Information Technology**

Level 01

Course Code	Course Title	Type	Lectures	Labs/ Tutorials	Credits	Min <sup>1</sup>	Max <sup>2</sup>
CM 1110	Fundamentals of Mathematics & Statistics	С	3	3	4		
IN 1100	Programming Fundamentals	C	3	3	4		
IN 1310	Digital Systems and Computer Hardware	С	2	3	3		
IN 1320	Computer Organization	С	2	3/2	2.5		
IN 1400	Fundamentals of Databases and Database Design	С	2	3/2	2.5		
IN 1500	Data Communication	C	2	3/2	2.5		
IN 1610	Multimedia Technologies	С	2	3/2	2.5		
IN 1620	Web Technologies	С	2	3/2	2.5		
IN 1900	ICT Project	C	-	-	2		
IS 1020	Principles of Economics	C	2	3/2	2.5		
IS 1100	Principles of Management	C	2	3/2	2.5		
IS 1210	Financial Accounting	C	2	3/2	2.5	3	33
	Total Compulsory (GPA)						33
IS 1010	English (Non-GPA)	C	2	3	3		_
IS 1030	Sri Lankan Studies (Non-GPA)	С	2	-	2		5
			Tota	l Compulsory	(Non-GPA)		5

#### Level 02

Course Code	Course Title	Type	Lectures	Labs/ Tutorials	Credits	Min <sup>1</sup>	Max <sup>2</sup>
CM 2110	Calculus & Statistical Distributions	С	3	3	4		
IN 2100	Object Oriented Programming	C	2	3	3		
IN 2110	Data Structures and Algorithms	C	2	3/2	2.5		
IN 2200	Software Engineering Methods	С	2	3	3		
IN 2210	Object Oriented Analysis and Design	С	2	3/2	2.5		
IN 2310	Operating Systems	C	2	3/2	2.5		
IN 2320	Computer Architecture	С	2	3/2	2.5		
IN 2400	Database Management Systems	С	2	3/2	2.5		
IN 2510	Computer Networks	C	2	3/2	2.5		
IN 2600	Computer Graphics and Animation	С	2	3/2	2.5		
IN 2900	Industry Based Project	C	-		2.5		
IS 2010	Scientific Communication	С	1	3	2		
IS 2210	Management Accounting	C	2	3/2	2.5		
IS 2220	Essentials of Law	С	2	3/2	2.5		
IS 2300	Principles of Marketing	C	2	3/2	2.5	39	.5
		•	•	Total Compuls	sory (GPA)	39	).5

#### Level 03 & 04

Course Code	Course Title	Type	Lectures	Labs/ Tutorials	Credits	Min <sup>1</sup>	Max <sup>2</sup>
CM 3310	Artificial Intelligence	С	2	3/2	2.5		
CM 3320	Logic Programming & Artificial	С	2	3/2	2.5		
	Cognitive Systems	_	2	3/2	2.5		
IN 3900	Independent Study	C	-	-	2		
IN 4910	Comprehensive Group Project	С	-	-	10		
IS 3230	Social Aspects of IT	C	2	3/2	2.5		
IS 3400	Management Information Systems	C	2	3/2	2.5		
IS 3420	Software Management	C	2	3/2	2.5		
IS 3430	IT Project Management	C	2	3/2	2.5		
IS 3440	IT Quality Assurance	C	2	3/2	2.5	,	•
IS 4200	Professional Practice	C	2	3/2 Total Compulso	2.5		$\frac{2}{2}$
IS 3010	Communication Skills (Non-GPA)	С	1	3	2 (GPA)		2
IN 3000	Industrial Training (Non-GPA)	C	1	3	6		5
IN 3000	ilidustriai Trailinig (Noli-GFA)		Total	Compulsory (N			3
CM 3110	Computational Mathematics	Е	2	3/2	2.5	•	, 
CM 3110	Computational Statistics	E	2	3/2	2.5		
CM 3210	Automata Theory	E	2	3/2	2.5	1	
CM 3330	Fundamentals of Bioinformatics	E	2	3/2	2.5		
CM 4110	Advanced Topics in Mathematics	E	2	3/2	2.5	1	
CM 4121	Advanced Topics in Statistics	E	2	3/2	2.5		
CM 4130	Mathematical Modelling	E	2	3/2	2.5		
CM 4140	Operational Research	E	2	3/2	2.5		
	Theory of Computability &						
CM 4210	Complexity	Е	2	3/2	2.5		
CM 4220	Theory of Compilers	Е	2	3/2	2.5		
	Formal Methods and Software	_	_				
CM 4230	Verification	Е	2	3/2	2.5		
CM 4310	Artificial Neural Networks & Evolutionary Computing	Е	2	3/2	2.5		
CM 4320	Complex Systems & Agent Technology	Е	2	3/2	2.5		
CM 4330	Semantic Web and Ontological Modelling	Е	2	3/2	2.5		
CM 4340	Natural Language Processing	Е	2	3/2	2.5		
CM 4350	Fuzzy logic	Е	2	3/2	2.5		
CM 4360	Robotics	Е	2	3/2	2.5		
CM 4370	Machine Learning and Pattern Recognition	Е	2	3/2	2.5		
CM 4380	Deep Learning Architectures	Е	2	3/2	2.5		
CM 4390	Advanced Topics in Bioinformatics	Е	2	3/2	2.5		
CM 4410	Reinforcement Learning	Е	2	3/2	2.5		
IN 3100	Enterprise Application Development	Е	2	3	3		
IN 3400	Advanced Database Management Systems	Е	2	3/2	2.5		
IN 3520	Internetworking	Е	2	3/2	2.5		1
IN 3600	Digital Video Production	E	2	3/2	2.5		
IN 4100	Theory of Programming Languages	Е	2	3/2	2.5	]	
IN 4110	Network Programming	Е	2	3/2	2.5	]	1
IN 4300	Embedded Systems	E	2	3/2	2.5		
IN 4310	IT Based Applications with Microcontrollers	Е	2	3/2	2.5		
IN 4400	Data Mining & Data Warehousing	Е	2	3/2	2.5	1	
IN 4410	Big Data Analytics	Е	2	3/2	2.5		
IN 4500	Mobile & Wireless Networks	Е	2	3/2	2.5	]	
IN 4510	Computer & Network Security	Е	2	3/2	2.5		
IN 4520	High speed Communication Networks	Е	2	3/2	2.5		

IN 4530	Multimedia Communications	E	2	3/2	2.5		
IN 4540	Performance Evaluation of	Е	2	3/2	2.5		
IN 4540	Computer Networks	Е	2	3/2	2.5		
IN 4600	Multimedia Systems	E	2	3/2	2.5		
IN 4610	Multi Media Programming	E	2	3/2	2.5		
IN 4620	Digital Image Processing	E	2	3/2	2.5		
IN 4700	Cluster Computing	E	2	3/2	2.5		
IN 4710	Human Computer Interaction	E	2	3/2	2.5		
IN 4720	Geographic Information Systems	E	2	3/2	2.5		
IN 4730	High Performance Computing	E	2	3/2	2.5		
IN 4920	Individual Research Project	E	-	-	6	20	*
IS 3100	Organizational Behaviour	E	2	3/2	2.5		
IS 3710	Behavioural Science I	E	2	3/2	2.5		
IS 4210	Management of Sensitive Projects	Е	2	3/2	2.5		
IS 4300	Marketing Management	E	2	3/2	2.5		
IS 4310	Business Studies	E	2	3/2	2.5		
IS 4320	eBusiness Management	E	2	3/2	2.5		
IS 4330	Supply chain Management	E	2	3/2	2.5		
IS 4340	Innovation Management	E	2	3/2	2.5		
IS 4400	Management of Technology	E	2	3/2	2.5		
IS 4410	IT Infrastructure Management	E	2	3/2	2.5		
IS 4420	Decision Management	E	2	3/2	2.5		
IS 4510	e-Education	E	2	3/2	2.5		
IS 4450	Knowledge Management	E	2	3/2	2.5		
IS 4010	Appreciation of Literary Works (Non-GPA)	Е	1	3	2		
IS 4610	Financial Engineering	E	2	3	2.5		
IS 4710	Behavioural Science II	E	2	3/2	2.5	5	10.5
			_	Total Elect	ive (GPA)	30	).5
	Total GPA Credits						
	Total Compulsory Non-GPA Credits						3
Required Elective Non- GPA Credits							2

<sup>\*</sup> To be based on a minimum total GPA of 135 credits

Note: At least 2 elective subjects must be taken at Level 03

<sup>1 -</sup> Minimum required

<sup>2 -</sup> Maximum allowed

## Curriculum

## Bachelor of Science Honours in Information Technology & Management

Level 01

Course Code	Course Title	Type	Lectures	Labs/ Tutorials	Credits	Min <sup>1</sup>	Max <sup>2</sup>
CM 1120	Essentials of Mathematics	C	2	3/2	2.5		
CM 1130	Elements of Statistics	C	2	3/2	2.5		
IN 1100	Programming Fundamentals	C	3	3	4		
IN 1300	Digital Fundamentals and Computer Systems	С	2	3/2	2.5		
IN 1400	Fundamentals of Databases and Database Design	С	2	3/2	2.5		
IN 1600	Essentials of Multimedia and Web Technologies	С	3	3	4		
IS 1000	Industry Reconnaissance	C	-	-	1		
IS 1020	Principles of Economics	C	2	3/2	2.5		
IS 1100	Principles of Management	C	2	3/2	2.5		
IS 1210	Financial Accounting	C	2	3/2	2.5		
IS 1400	Information Systems Management	С	2	3/2	2.5		
IS 1900	Business Project	C	-	-	2	3	1
Total Compulsory (GPA)						3	1
IS 1010	English (Non-GPA)	C	2	3	3		3
	_		Tota	l Compulsory	Non-GPA)		3

## Level 02

Course Code	Course Title	Type	Lectures	Labs/ Tutorials	Credits	Min <sup>1</sup>	Max <sup>2</sup>
CM 2120	Calculus	C	2	3/2	2.5		
CM 2130	Statistical Distributions and Estimation	С	2	3/2	2.5		
IN 2100	Object Oriented Programming	C	2	3	3		
IN 2110	Data Structures and Algorithms	C	2	3/2	2.5		
IN 2200	Software Engineering Methods	C	2	3	3		
IN 2210	Object Oriented Analysis and Design	С	2	3/2	2.5		
IN 2300	Essentials of Computer Organization and Architecture	С	2	3/2	2.5		
IN 2310	Operating Systems	C	2	3/2	2.5		
IN 2400	Database Management Systems	С	2	3/2	2.5		
IN 2500	Essentials of Computer Communication	С	2	3/2	2.5		
IN 2600	Computer Graphics and Animation	С	2	3/2	2.5		
IS 2000	Industry Visits	С	-	-	1		
IS 2010	Scientific Communication	C	1	3	2		
IS 2210	Management Accounting	С	2	3/2	2.5		
IS 2220	Essentials of Law	C	2	3/2	2.5		
IS 2300	Principles of Marketing	C	2	3/2	2.5		
IS 2900	Project on IT Applications	С	-	-	2	4	1
			•	Total Compuls	sory (GPA)	4	1

## Level 03 & 04

Course				Labs/		1	2
Code	Course Title	Type	Lectures	Tutorials	Credits	Min <sup>1</sup>	Max <sup>2</sup>
CM 4140	Operational Research	С	2	3/2	2.5		
IS 3100	Organizational Behaviour	C	2	3/2	2.5		
IS 3230	Social Aspects of IT	C	2	3/2	2.5		
IS 3420	Software Management	C	2	3/2	2.5		
IS 3430	IT Project Management	C	2	3/2	2.5		
IS 3440	IT Quality Assurance	C	2	3/2	2.5		
IS 3910	Independent Study	C	-	-	3		
IS 4200	Professional Practice	C	2	3/2	2.5		
IS 4300	Marketing Management	C	2	3/2	2.5		
IS 4910	Comprehensive Group Project	C	-	-	10		3
				otal Compulso			3
IS 3010	Communication Skills (Non-GPA)	C	1	3	2		2
IS 3000	Industrial Training (Non-GPA)	C		-	6		5
G) ( 2110		-		Compulsory (N			3
CM 3110	Computational Mathematics	E	2	3/2	2.5		
CM 3120	Computational Statistics	E	2	3/2	2.5		
CM 3210	Automata Theory	E	2	3/2	2.5		
CM 3310	Artificial Intelligence	E	2	3/2	2.5		
CM 3320	Logic Programming & Artificial Cognitive Systems	Е	2	3/2	2.5		
CM 3330	Fundamentals of Bioinformatics	E	2	3/2	2.5		
CM 4110	Advanced Topics in Mathematics	E	2	3/2	2.5		
CM 4121	Advanced Topics in Statistics	E	2	3/2	2.5		
CM 4130	Mathematical Modelling	E	2	3/2	2.5		
CM 4210	Theory of Computability & Complexity	E	2	3/2	2.5		
CM 4220	Theory of Compilers	Е	2	3/2	2.5		
CM 4230	Formal Methods and Software Verification	Е	2	3/2	2.5		
CM 4310	Artificial Neural Networks & Evolutionary Computing	Е	2	3/2	2.5		
CM 4320	Complex Systems & Agent Technology	Е	2	3/2	2.5		
CM 4330	Semantic Web and Ontological Modelling	Е	2	3/2	2.5		
CM 4340	Natural Language Processing	E	2	3/2	2.5		
CM 4350	Fuzzy logic	E	2	3/2	2.5		
CM 4360	Robotics	Е	2	3/2	2.5		
CM 4370	Machine Learning and Pattern Recognition	E	2	3/2	2.5		
CM 4380	Deep Learning Architectures	Е	2	3/2	2.5		
CM 4390	Advanced Topics in Bioinformatics	Е	2	3/2	2.5		
CM 4410	Reinforcement Learning	Е	2	3/2	2.5		
IN 3100	Enterprise Application Development	Е	2	3	3		
IN 3400	Advanced Database Management Systems	Е	2	3/2	2.5		
IN 3500	Computer Communication	Е	2	3/2	2.5		
IN 3600	Digital Video Production	Е	2	3/2	2.5		
IN 4100	Theory of Programming Languages	Е	2	3/2	2.5		
IN 4400	Data Mining & Data Warehousing	E	2	3/2	2.5		
IN 4410	Big Data Analytics	E	2	3/2	2.5		
IN 4530	Multimedia Communications	Е	2	3/2	2.5		
IN 4600	Multimedia Systems	Е	2	3/2	2.5		
IN 4700	Cluster Computing	E	2	3/2	2.5		
IN 4710	Human Computer Interaction	E	2	3/2	2.5		
IN 4720	Geographic Information Systems	E	2	3/2	2.5	5	15.5

IS 3110	Strategic Management	E	2	3/2	2.5		
IS 3400	Management Information Systems	Е	2	3/2	2.5		
IS 3710	Behavioural Science I	E	2	3/2	2.5		
IS 4210	Management of Sensitive Projects	Е	2	3/2	2.5		
IS 4230	e-Governance	Е	2	3/2	2.5		
IS 4310	Business Studies	Е	2	3/2	2.5		
IS 4320	eBusiness Management	E	2	3/2	2.5		
IS 4330	Supply chain Management	E	2	3/2	2.5		
IS 4340	Innovation Management	Е	2	3/2	2.5		
IS 4400	Management of Technology	Е	2	3/2	2.5		
IS 4410	IT Infrastructure Management	E	2	3/2	2.5		
IS 4420	Decision Management	E	2	3/2	2.5		
IS 4920	Individual Research Project	E	-	-	6		
IS 4450	Knowledge Management	E	2	3/2	2.5		
IS 4010	Appreciation of Literary Works (Non-GPA)	Е	1	3	2		
IS 4510	e-Education	E	2	3/2	2.5		
IS 4610	Financial Engineering	E	2	3/2	2.5		
IS 4710	Behavioural Science II	E	2	3/2	2.5	20	*
Total Elective (GPA)						30	.5
Total GPA Credits						135	5.5
•	Total Compulsory Non-GPA Credits						1
			Required E	Elective Non-GI	PA Credits	4	

<sup>\*</sup> To be based on a minimum total GPA of 135.5 credits 1 - Minimum required

2 - Maximum allowed
Note: At least 2 elective subjects must be taken at Level 03

## **Evaluation of Performance**

The performance of each student in each module will be evaluated by, both

- · continuous assessment and
- end-of-semester examination.

The continuous assessment component in a module normally carries a weightage not less than 30% and not more than 60% of the total marks, except in Industrial Training, research projects and Independent studies. A student who does not obtain a minimum mark of 40% of the marks for continuous assessment for a particular module and does not satisfy the attendance requirement (normally 80%) at lectures will <u>not</u> be eligible to sit for the end-of-semester examination of that module

A minimum requirement of 20% should be obtained from the end-of -semester examination in order to consider the result for calculating the final marks.

## **Eligibility**

A student must fulfill the following requirements to be eligible to sit for the end-of-semester examination of a course module:

- a minimum mark of 40% for continuous assessment
- 80% of attendance at lectures

## **Grading System**

Letter grades based on the Grade Point System and corresponding benchmark percentage marks, as illustrated in the table below will be used to express the performance of each module.

Benchmark Percentage	Grade	Grade Point	Description
85 and above	A+	4.2	
75 to 84	A	4.0	Excellent
70 to 74	A-	3.7	
65 to 69	B+	3.3	
60 to 64	В	3.0	Good
55 to 59	B-	2.7	
50 to 54	C+	2.3	
45 to 49	C	2.0	Pass
40 to 44	C-	1.5	Weak Pass
35 to 39	D	1.0	Conditional Pass
34 and below	I	0.0	Incomplete
	F	0.0	Fail
	P		Pass (Non-GPA courses)
	N		Academic Concession

## **Interpretation of the Grading System**

The determination of grade from the Benchmark Percentage will be made according to the ranges as shown above. However, in order to adjust for the relative distribution of marks, the ranges may be modified up or downwards from the benchmark by the moderator for that module, in accordance with Faculty guidelines issued for this purpose.

Important information about awarding of grades.

- Grade D or above is required to pass a course module.
- A student satisfying continuous assessment requirements but failing the end-of-semester examination receives an incomplete grade I. In that event the student may repeat only the end-of-semester examination.
- A student who does not satisfy continuous assessment requirements will not be eligible to sit
  the final examination and will receive a grade F. In that event the student must repeat both the
  continuous assessment and the end-of-semester examination.
- The maximum grade awarded for repeating a course module will be a C.
- The grades F, I, D or C- can be improved up to a C grade.
- Grade N signifies Academic Concession granted with the approval of the Faculty, in the event
  a student is unable to sit for the end-of-semester examination (due to illness or other
  compelling reason.) In such instances the student must make an appeal, with supporting
  documents to the Dean for academic concession strictly following the procedures laid out by
  the Senate. When given Academic Concession, the student can sit the module for which
  Academic Concession was granted, as a first attempt candidate at the next examination.

## **Grade Point Average**

Only the GPA course modules will be used to calculate the Grade Point Average. There are several subcategories of GPA such as Semester Grade Point Average, Current Grade Point Average, Overall Grade Point Average. The Non-GPA course modules will not be used to calculate the Grade Point Average.

The grade earned for each module will be entered on the student's performance record. The grade at the first attempt or the improved grade earned at a subsequent attempt, if any, will be recorded.

## **Semester Grade Point Average**

The calculation of Semester Grade Point Average (SGPA) will be based on the summation of Grade Points earned for all modules registered for credit (except those awarded with academic concession) in a semester weighted according to number of credits (see formula).

$$SGPA = \frac{\sum n_i \times g_i}{\sum n_i}$$

Here  $n_i$  is the number of credits for the i<sup>th</sup> module in a given semester and  $g_i$  is the grade points earned for that module.

The Grade Point Average is rounded to the nearest second decimal place. The Semester Grade Point Average is reported on transcripts and Statement of Results that may be issued for each semester.

# **Unsatisfactory Standing and Academic Probation**

If a student's Semester Grade Point Average falls between 1.50 and 1.99 the student will be placed on **Academic Warning**. Any student with a Semester Grade Point Average less than 1.50 will be placed on **Academic Probation**. Academic Probation and/or Academic Warning may be withdrawn when the relevant Semester Grade Point Average is upgraded to 2.00 or more. A student on Academic Warning or Academic Probation will not be allowed to carry any additional academic load. A student who falls into one of the following categories due to failure to upgrade the Semester Grade Point Average (SGPA) will not be permitted to register for a new module until the SGPA improves as required.

- SGPA < 1.50 in any two semesters.
- SGPA < 1.50 in any semester and 1.50 < SGPA < 2.00 in any two semesters.
- $1.50 \le SGPA \le 2.00$  in any four semesters.

# **Current Grade Point Average**

The Current Grade Point Average (CGPA) describes a student's current standing in terms of all modules registered for credits up to a given point of time weighted according to the grades assigned to each module and the level of the module. The weight for each level will be uniform.

\*Bachelor of Science Honours in Information Technology and Management students who request to register for subjects over and above 10.5 elective GPA credits may be allowed to do so up to a maximum of two course modules from the same basket (IN and CM). When a student is allowed to register for any additional elective modules above the maximum credit limit specified for a basket of subjects, only the modules with the higher grades will be considered up to such maximum limits specified in the calculation of CGPA.

Any elective GPA course module which is not considered for CGPA will be indicated in the transcript.

(\*As amended by the Senate at its 409th Meeting held on 19/03/2014)

# **Overall Grade Point Average**

The Overall Grade Point Average (OGPA) is the final standing of the student calculated on the basis of CGPA.

### Classes

Awarding of Classes is determined at the completion of all the graduation requirements within five academic years. Overall Grade Point Average as indicated below will be used for awarding of Classes.

Overall GPA	Academic Standing
3.70 – or Above	First Class
3.30 – 3.69	Second Class – Upper Division
3.00 – 3.29	Second Class – Lower Division
2.00 – 2.99	Pass

Under exceptional circumstances a student who satisfies the overall GPA but takes longer than five academic years to complete the course requirements may considered to be eligible for the award of the BScHons (IT) / BScHons (IT&M) Degree with a class by the Senate on the recommendation of the Faculty.

## **Academic Concession**

Academic concession may be granted for a student who has missed an end-of-semester examination because of illness or other compelling reason. For this the student should,

- inform the Registrar or Senior Assistant Registrar/ Examinations within 7 days of the date of examination.
- appeal with supporting documents to the Dean, within one month from the date of exam.

## **Dean's List**

Full time undergraduate students who achieve a semester grade point average of 3.80 or greater and have completed at least the minimum number of credits on a letter graded basis during the semester considered, have no "Incomplete" grade or Failures, and have no disciplinary action against them will be recommended by the Board of Examiners to be included in the Dean's List and such a placement will also be noted on the student's transcript.

# **Graduation Requirement**

- Minimum Residence time of four academic years
- Graduation requirements to be satisfied within eight academic years from the date of first registration
- A minimum total of 150 credits (135 GPA credits, 15 Non-GPA credits)
- A minimum overall GPA of 2.00.

## Minimum Residence Time

This means, a student has to follow a course of study as a **full time student** for a period extending over a minimum period of four academic years. In the case of transfer students this would be at least two academic years, depending on the semester of enrollment.

## **Maximum Period**

Maximum period is the maximum number of academic years allowed for a student to complete the program of study. A candidate will not qualify for the award of the BSc Hons (IT) and BSc Hons (ITM) if the graduation requirements are not satisfied within **eight academic** years **from the date of first registration.** 

Under medical and other exceptional circumstances, the Senate may grant permission to extend the duration of study beyond the maximum allowed duration.

## **Credit Requirements**

A candidate should satisfy the following requirements in terms of credit to graduate.

- A minimum total of 150 credits including a minimum of 135 GPA and a minimum of 15 non-GPA credits from among the modules specified for the degree programme.
- Completion of development courses and any other mandatory requirements prescribed by the Faculty to obtain the degree.
- A minimum Overall Grade Point Average (OGPA) of 2.00 should be earned.

## **Modules from Other Institutions**

Normally students are expected to complete their programs through modules taken at the University of Moratuwa. Students who wish to take a module elsewhere should obtain written permission from the Senate through the Faculty of Information Technology before registering for the course, to ensure that it is acceptable for credit.

It is the responsibility of the student to ensure that an official transcript of grades is forwarded directly to the Senior Assistant Registrar (Academic) of the University of Moratuwa in order that the appropriate grade will be recorded. To receive credit normally a minimum grade of C (45 percent or above) must be obtained for a module.

# **Effective Date of Award of Degree**

Effective date is the last day of the month in which the student completes all the requirements of the Degree.

























# **Conditions of the Residence and Discipline**

The By-Law No. 14: By-Law Related to conditions of residence and discipline of students that is in effect from 1985, stipulates the rules and regulations related to student residence and discipline. All students are strongly advised to read and understand the conditions.

# Student Support within the Faculty

# **Division of Undergraduate Studies - Website**

The Faculty of Information Technology has launched a website for the Division of Undergraduate Studies to provide up-to-date information and access to a repository of online documents to the students. Students can access academic schedules such as academic calendars, semester timetables, and exam timetables through the website. Moreover, students can use the website as a guide for academic matters by accessing previous student handbooks, user manuals, form templates and FAQs. Furthermore, curricula and governance documents such as By-laws and performance criteria too can be accessed through this website along with important announcements relevant to academic matters. Link: <a href="https://uom.lk/itfac/ugs">https://uom.lk/itfac/ugs</a>

# **Learning Management System (LMS)**

The Faculty has set up a Learning Management System for the benefit of both students and lecturers. The 'Moodle' is used for the organization of day-to-day academic activities such as delivering of lecture materials, tutorials, assignments, and projects. The 'Moodle' also works as a resource base for the students

The Faculty has established a strong e-learning culture within it. E-learning involves the use of a computer or electronic devices (e.g. a mobile phone) in some way to provide training, education or learning material.

# **Mentoring**

The main objective of the Career Mentoring Programme is to help students to prepare themselves for life after graduation. Through their association with a mentor, an experienced, successful, and respected person in the industry community, students will acquire the skills necessary to achieve their career goals by developing right attitudes, developing communication skills, and building networks facilitated by the mentor.

The Career Mentoring program aims to provide students with:

- opportunities to develop relationships with employers and industry.
- a chance to enhance their personal development: communication skills, teamwork skills, CV writing skills, interview skills, networking skills.
- · assistance to develop professional career goals.
- · networking opportunities to enhance career progression

# **Academic Advising**

Each student is assigned an Academic Advisor from the members of the academic staff of the Faculty. The mission of academic advising is to provide assistance which enables students to develop relevant skills and behaviors essential to academic success and personal growth.

Academic advisors at the University share the following goals:

- To address a range of student needs (e.g., module selection, career advising, personal enrichment)
- To provide the necessary tools to encourage students' personal growth and self-reliance
- To inform students of available resources on and off-campus
- To communicate student needs to the campus community
- To participate in the assessment of student learning and achievements

Students are recommended to consult and obtain the consent of their respective academic advisor on module registration at the beginning of each semester, adding or dropping modules after registration, voluntary leave of absence from the course and changing of academic load.

Academic advisors are available for consultation during a designated day/hour each week.

If a student can answer "yes" to the following questions, he/she is an informed and responsible student

- Do you know how many credits are required for the completion of your degree?
- Do you know how many credits you will have to complete each semester in order to graduate on time?
- Do you review your plan of study with your academic advisor every semester before you register for courses?
- Do you know the pre-requisites required for the courses in your degree programme?
- Do you meet your academic advisor early in the registration period?
- Do you ensure that all required documentation is complete and handed in to the appropriate office?
- Do you handle academic matters yourself rather than asking others (parents, friends, etc.) to do it for you?

If the student answered "no" to any of the above questions and is in need of assistance, he/she should contact his/her academic advisor for information.

Though the academic advisors will guide the student throughout his or her academic career at the University, it is ultimately the student's responsibility to ensure that all degree requirements are met.

Important: Students should channel their matters related to course modules to the respective Heads of Departments through the Academic Advisor.

# Postgraduate Division of the Faculty of Information Technology

The postgraduate division of the Faculty of Information Technology provides services for the postgraduate student community and the postgraduate programmes conducted by the departments of the faculty. At present, the faculty conducts Doctoral, Master of Philosophy (MPhil), Master of Science (By Research), Master of Science in Information Technology and Master of Science in Artificial Intelligence degree programmes.

Postgraduate Studies Division (PGS division) has set up and operating under the Dean of the Faculty of Information Technology for the administration of postgraduate programmes. The main objectives of the PGS division are to promote postgraduate research and facilitate the research degree programmes, provide the space for creativity, freedom of intellectual thought and expression, and facilitates the professional growth of postgraduate students and researchers.

Members of the Board of Faculty of Higher Degrees Committee (FHDC) Meeting of the Faculty of Information Technology which consisted of Board of Studies for Research and Board of Studies for taught course programmes are as follows:

Dr. (Mrs.) T.C. Sandanayake	Chairperson, Directress Postgraduate Studies Head / Department of Interdisciplinary Studies
Mr. C.P. Wijesiriwardena	Secretary FHDC, Coordinator MSc. in Information Technology
Dr. I. N. Manawadu	Member, Research Coordinator / Department of Interdisciplinary Studies
Dr. (Ms.) I.T.S. Piyatilake	Member, Research Coordinator / Department of Computational Mathematics
Dr. C.R.J. Amalraj	Member, Research Coordinator / Department of Information Technology
Mr. S.C. Premaratne	Member, Head / Department of Information Technology Coordinator / MSc. in Information Technology (Batch 10)
Dr. (Mrs.) A.T.P. Silva	Member, Head / Department of Computational Mathematics
Dr. K. A. S. N. Sumathipala	Member, Coordinator MSc. in Artificial Intelligence

# Research Programmes Conducted by the Faculty of Information Technology

Under the administration of the Faculty of Graduate Studies of the University of Moratuwa, Faculty of Information Technology conducts the following research degrees:

- Doctor of Philosophy (PhD) Degree Programme
- Master of Philosophy (MPhil) Degree programme
- Master of Science (By Research) Degree programme

These research degrees carried out in collaboration with internal and external research supervisors with the use of cutting-edge technologies and concepts. Some of the research areas conducted by the three departments of the faculty are as follows:

Artificial Intelligence	Information Systems Management
Assistive Technologies	Internet of Things
Behavioral Science	Machine Learning
Behavioral Genetics	Mathematical Models
Behavioral Marketing	Modeling and Simulation
Big data Analysis	Natural Language processing
Bioinformatics and Bio-Inspired Computing	Neuro economics
Business Analytics and Studies	Online Learning
Business and Management Analytics	Open and Distance Learning
Cloud computing	Open Educational Resources
Cognitive Mechanisms of Decision Making	Organizational Behavior
Computational Statistics	Parallel Computing
Computer Vision	Privacy & Data Protection
Cryptography	Psychology of Gaming
Data Mining and Data warehousing	Remote Sensing & Geographic Information Systems
Digital Forensics	Robotics
Distributed Computing	Smart Cities
Education Technology	Social Behavioral Modeling
Embedded Systems	Social Innovation and Informatics
Financial & Management accounting	Statistical Computing
Fuzzy Systems	Taxation Forensic accounting
High-Performance Computing	Ubiquitous Computing
Human-Computer Interaction	Virtual Reality

# **Master of Science in Information Technology** (MSc in IT)

The Department of Information Technology offers the MSc in Information Technology Program The course has been carefully designed to allow students to acquire adequate knowledge and enhance their skills in the broad areas of IT. The first year of the programme consists of lectures, practicals, tutorials and other academic activities will be carried over 42 weeks. During the second year, students will carry out a master's level research project for six months under the supervision of qualified and experienced practitioners in Information Technology.

# Post Graduate Diploma / Master of Science in Artificial Intelligence (MSc in AI)

The Faculty of Information Technology, University of Moratuwa, has announced the first-ever master's degree in Artificial Intelligence in Sri Lanka. The Department of Computational Mathematics offers the MSc in Artificial Intelligence program. The primary objective of the Master programme is to impart the knowledge of theory and applications of modern Artificial Intelligence techniques to devise intelligent software solutions for tomorrow's world, thereby ensuring multifaceted career paths for the potential candidates. The Postgraduate Diploma is of one year (part-time) duration while the MSc is of two years' duration (part-time). The Postgraduate Diploma in AI and MSc in AI offer common curricula that include 11 compulsory modules (27 credits) and rive elective modules (13 credits). Those who continue to follow MSc in AI will be offered three more compulsory courses (7 credits) and one elective course (2 credits) together with a Research Project (16 credits) of one-year duration.

# **Other Support Services**

# **Career Guidance Unit**

Director: Prof. (Mrs.) J.C.P.H.Gamage

The Career Guidance Advisory Board (CGAB) is as follows,

Prof. N.D. Gunawardena	Vice-Chancellor
Prof. P.K.S. Mahanama	Deputy Vice-Chancellor
Dr. S.S. Namasivayam,	Actg. Director/Career Guidance
Prof. N.K. Wickramarachchi,	Dean/Faculty of Engineering
Dr. D.P. Chandrasekara,	Dean/Faculty of Architecture
Mr. B.H. Sudantha	Dean/Faculty of Information Technology
Ms. W.M.D.P. Madawala Hulugalla	Registrar
Mr. K.A.D. Pushpakeerthi	Bursar
Eng. T.A. Gamage	Director/Industrial Training Division
Prof. W.P.S. Dias	Engineering Faculty Representative
Prof. (Ms.) Y.G. Sandanayake	Architecture Faculty Representative
Mr. S.C. Premarathne	Information Technology Faculty Representative
Prof. (Ms.) A.A. Hettiarachchi	Chief Student Counsellor
Ms. R.P. Wijesuriya	Deputy Registrar/Academic & Publications (Secretary/Convener)

# Library

Librarian: Mrs. R.C. Kodikara

Location: When you enter from the main vehicle entrance, turn to your right. The multi-story building is the library.

Library web site: www.lib.mrt.ac.lk

**The collection:** The library currently has over 130,000 books housed in the lending section, permanent reference section and special collections. The multimedia collection comprises DVD/CDs on various subject areas. Library adds around 2000 new items annually and subscribes to over 18 print and electronic journals. The electronic library has online access to a growing collection of very valuable information including databases, e-theses abstracts, research and conference reports etc.

**Facilities:** The library Learning Commons area, Lending section and Periodicals section provide study space for around 1000 students at a time, offering variety of study environments including discussion rooms, zones for reading and quiet studies and individual study spaces.

Wi-Fi facility is available throughout the building,

**Services:** There is also a wide range of research and information services such as circulation of materials, literature and patent searches, reference requests, inter library loans, photocopying, scanning, plagiarism checking and many others.

Efforts are made to ensure that students are familiar on library research. Introductory visits to the library are arranged for all students and subject-oriented lectures and hands-on sessions are conducted in literature searching, referencing methods etc. Documentary video shows are also organized.

**Borrowing facilities:** Undergraduates can borrow 4 items, each for 14 days. This period can be extended online. Details are available in the web site. Further, the students are able to check their library accounts and renew and reserve books online by using MoraLs, Library Management Software.

**Copying and scanning:** Photocopy (on a fee) and scanning (free) facilities are available.

**Online catalogue:** The online catalogue can be accessed via the Web to locate all the resources available in the library.

**Inter Library Loans:** If the book you request is not available in our library, it can be borrowed through an Inter Library Loan agreement from an external library. Users can request articles/reports which will be catered in a similar manner.

#### Contact

Librarian: 0112650161

General: 0112650301 Ext. 1500 Assistant Registrar: 0112650665

# **Opening Hours**

Unit	Location	Opening Hours
Lending Section	Monday to Saturday	7.30 a.m. – 7.00 p.m.
(Third Floor)	Sunday	Closed
Learning Commons Area (Second Floor - Entry Floor)	Monday to Sunday	7.30 a.m. – 8.00 p.m.
Periodicals & Special	Monday to Saturday	8.30 a.m. – 7.00 p.m.
Collection Section (First Floor)	Sunday	Closed
Membership Counter	Monday to Friday	8.30 a.m. – 4.00 p.m.
	Saturday	8.30 a.m. – 6.00 p.m.
(Second Floor – Entry Floor)	Sunday	Closed

# **Professional & Administrative Staff**

Designation	Name	Contact No.
Librarian	Mrs. R.C. Kodikara	1501
Senior Assistant Librarian/ Outreach and Community	Mrs. T.M.Seneviratne	1503
Senior Assistant Librarian/ Periodicals/User Education	Mr. C.N.D. Punchihewa	1505
Senior Assistant Librarian/ Acquisitions Division	Mr. K.G.A.P. Kiriella	1522
Senior Assistant Librarian/ IT Division	Mr. A.D.B. Kumara	1504
Senior Assistant Librarian/ Reader Services	Mrs. D.N.T. Gunawardhana	1506
Assistant Librarian/ Technical Services	Mrs.A.K.U.N. Kodithuwaku	1517
Assistant Registrar/ Library Services	Mr. H.B. Perera	1502

# **Division of Physical Education**

Director: Mr. K. R. D. C Rathnamudali

The programme in the Physical Education Division is organized to cater for competitive as well as recreational sports and physical fitness for the total student population. It provides opportunities for the students to achieve and maintain their physical fitness and to secure a gainful use of leisure time which is very useful for their health. The programme also seeks to foster a closer staff-student relationship. The physical Education Division also provides facilities to develop high performance in sports locally and internationally too. A new physical fitness programme for all the students started from 2014 comprising of, General Physical fitness, Physical Fitness using strength training machines Yoga and Aerobics. Also we provide facilities and have a special programme for the University staff to do Physical Exercise and sports.

Facilities for the following sports are provided to the students.

Athletics (M & W)	Netball (W)	Badminton (M & W)	Rowing (M & W)
Baseball (M)	Road Race (M)	Basketball (M & W)	Rugby Football(M)
Carom (M & W)	Swimming (M & W)	Chess (M & W)	Taekwondo (M & W)
Cricket (M)	Table Tennis (M &w)	EIIe (M & W)	Tennis (M & W)
Football (M)	Volleyball (M & W)	Hockey(M & W)	Weight Lifting (M)
Karate (M & W)	Wrestling (M)		

The Gymnasium for weight training and physical fitness is available with the above-mentioned facilities. The new gymnasium is also available for practicing Badminton, Table Tennis, Volleyball, Basketball, Taekwondo, Weight Lifting, etc. There are two separate rooms allocated for Table Tennis, Carom, Chess, Karate and Wrestling. We are the only University which has the facility for Rowing.

#### **Internal Events**

- Each year the Division organizes sporting events for the Fresher's in several sports. Mainly
  there will be Fresher's Athletic, and Swimming meets and team sports. Novices Events are
  organized in most of the individual sports.
- There are Inter Department events for all team and individual sports in view of selecting University Teams for Inter University Championships and other competitions.
- Subjects related to Sports Management and Physical Fitness are included in the academic programme as Non-Technical subjects.

### **Inter – University Championships**

Each year the Division selects the University teams from the above-mentioned sport activities to represent the University at the Inter University Championships which are the most prestigious events for the University sportsmen/women. Generally, University of Moratuwa is one of the favorites among all Universities, especially in men's sports. Also, we participated in National Championship in Carom, Chess, Cricket, Hockey, Netball, Rugby Football, Rowing and Tennis.

#### International Events

The sportsmen and women of the University of Moratuwa get opportunities to participate in international events. Badminton, Chess, Table Tennis, Cricket, Football and Rugby teams have participated in invitational events in India and Malaysia. The outstanding players got selected to participate in Asian and World University Games.

#### **Colours Awards Ceremony**

Each year the Department conducts an award ceremony for the sportsmen and women who have excelled in sports in the respective year. Last year around 550 sportsmen/women were awarded University Colours in all sports. The University of Moratuwa is well represented at the Sri Lanka University Colours Award Ceremony, where students from all universities are felicitated.

#### **Events Organizing by Students Teams**

Our teams of Basketball, Volleyball, Badminton, Hockey, Rugby Football, Tennis, Elle, Football and some other teams are organizing special events. These are very important to improve their organizing capacity and the Leadership quality. As some other Universities also participating those events, help them to improve their friendship among students of other Universities too.

## **University Medical Centre**

Chief Medical Officer: Dr. (Ms.) NH Salgado

The Health Centre provides care to all students and staff of the University.

The comprehensive health care provided includes a preventive and curative service for physical and psychiatric illness. All students are requested to seek the Medical Officer's advice at early stages of their complaints.

Services provided at the Health Centre:

- Routine pathological examinations
- Immunization against Tetanus
- Control and prevention of communicable and non-communicable diseases
- Isolation facilities for communicable diseases
- Day wards
- Emergency care

Treatment is free of charge to students.

Registration is compulsory to get treatment from the Health Centre and students are advised to get registered at the Centre early. No student will be treated without being registered, unless in an emergency. Students should provide their record books or University ID cards when calling at the Centre and no student will be seen without the record book or the University ID card. All information obtained during consultations, examinations and treatment will be kept confidential.

All new entrants to the University will have to complete a medical examination for fitness, by a qualified M.B.B.S doctor. The medical form is sent with the University application.

#### Staff of the Health Centre

Designation	Name	Contact No.	
Chief Medical Officer	Dr. (Ms.) NH Salgado (UMO)	011-2651280	
Chief Medical Officer	Dr. (Ms.) NH Salgado (UMO)	Ext - 1810	
Dental Surgeon	Dr. (Mrs.) T. N. Dissanayaka	Ext - 1815	
Staff Nurse	Mrs. M. Priyadari	Ext - 3816	
Pharmacist	Mrs. K.A. Weerakody	Ext - 1812	
Public Health Inspector	Mr. D.R.P Meegoda	Ext - 1814	
Medical Laboratory Technologist	Mr. K.W. Wickramanayake	Ext - 1813	
Student Counsellor	Mr. A.C.S Nissanka	Ext - 1816	

#### Hours of Consultation

Medical 7.45 a.m –5.30 p.m Dental 9.15 a.m –3.30 p.m

Break 10.45 a.m –12.15 p.m (Open only for emergency cases)

Saturday 8.30 a.m–12.30 p.m / 2.00 p.m –3.30 p.m

#### **Procedure for Submission of Medical Certificates by Students**

- 1) For consideration for academic concession on medical grounds: the student should inform the Senior Assistant Registrar Examinations within 7 days that he/she is sick and unable to sit the examination by telegram, registered letter or a fax. Then he/she must submit a valid Medical Certificate covering the period of the examination within 01 (one) calendar month after the last date of the examination
- 2) In case of student missing more than one exam paper or the whole exam, the student should submit the following documents with the duly completed application form for consideration of absence from the examination on medical ground.
  - a) Proof of informing the Senior Assistant Registrar / Examinations.
  - b) Medical Certificate issued by a Government Hospital supported by the Diagnosis card, receipt of payment for the medical certificate, results of investigations carried out such as blood test etc. (if any) and prescription forms for the drug treatment given, If no diagnosis card is available, other documents mentioned above are essential.
  - c) In case the student was treated outside the hospital a Medical Certificate issued by a qualified consultant or the District Medical Officer supported by Diagnosis card, result of the blood test and prescription forms for the drug treatment given are essential
- 3) In case of a student missing only one paper, the student may submit a Medical Certificate from a **registered** Medical Practitioner supported by other documents mentioned in (2).
- 4) The student who is treated for illness at the Health Centre, University of Moratuwa, a Medical Certificate will be issued by the University Medical Officer (UMO).
- 5) The student who is currently undergoing medical treatment for a mental disorder should inform of the said condition to the UMO before the commencement of the examination. Any student who fails to do so will not be eligible for any special concessions to be granted by the University on medical grounds.
- 6) If a student develops a mental disorder during the term time or during the examination, the student is strongly advised to seek advice and treatment from the UMO. In the event of the student taking treatment from external sources, the student should submit a medical certificate to UMO within 48 hours. Further, the student who develops a mental disorder while doing an examination (without a history of previous mental illness) can be assessed by the University Medical Officer and a suitable medical certificate issued to obtain academic concessions with referral to a Consultant Psychiatrist, if required.

- 7) In order to retain confidentiality of all medical certificates and other documents, the student must submit documents to SAR (Examinations) in a sealed envelope.
- 8) Medical certificates will not be issued for minor ailments.
- 9) The doctor should be informed if you require a Medical certificate at the time of taking treatment, if not it will not be issued on a later date.

## **Student Counseling**

Chief Student Counselor: Dr. (Mrs). Anishka Hettiarachchi

The Counseling service is especially intended for all students of the University. It deals with issues related to academic & social development and personal life of students.

Student Counselling Unit - University of Moratuwa Web site: https://uom.lk/scu

Phone: Direct Line - 0112640538

General Line – 0112 650 301 Ext : 1780, 1781

Contact Ms. Shashikala Peushani Samarasinghe for Assistance

Mobile: 0712755550

E-mail: scu@uom.lk/ shashipeushani@gmail.com

# Names and Contact Information of Student Counsellors Faculty of Information Technology

Name of Counselor	Department	Mobile & Email	Office Ext.	Residence Tel.
Dr. M.F.M. Firdhous	Information Technology	firdhous@itfac.mrt.ac.lk firdhous@uom.lk	8112	
Dr. C.R.J. Amalraj	Information Technology	0717939923 0779522173 amalraj@uom.lk	8110	0112555643
Mr. B.H. Sudantha	Information Technology	0715721744 sudanthabh@uom.lk	8107	
Mr. C.P. Wijesiriwardhana	Information Technology	0718670601 chaman@uom.lk	8104	
Mrs. W.A.S.N. Wijethunga	Interdisciplinary Studies	0718609397 sumuduw@uom.lk	8303	0112786595
Dr.(Mrs.) T.C. Sandanayake	Interdisciplinary Studies	0717646462 thanujas@uom.lk	8304	
Mrs. M.B. Mufitha	Interdisciplinary Studies	0786603039 mufithab@uom.lk	8307	

## Student Welfare Division

Actg.Deputy Registrar: Ms. S. T. Hewawasam

Duties & Responsibilities of the Student Welfare Division

- Co-ordination of Mahapola Higher Education Scholarships and other scholarship
- Selection and facilitating the payment of Bursaries
- Handling canteen facilities for students
- Handling hostel facilities
- Facilitating formation of Students' Unions, Clubs and Societies
- Facilitating to obtain approval for events organizing by the students
- Issuing forms/letters to obtain of Railway/Bus Concessionary Season Tickets to students
- Handling the service of "Sisu-Seriya" buses o students
- Provision of Student Counseling Services
- Issuing of Studentship Confirmation Letters, Student progress reports and recommendation to obtain laptop computer loans
- Conducting annual survey on private boarding places within a radius of 2km from the
  university and providing those details to students.

#### **Hostel Facilities**

Warden (Male Hostels)	Dr. G.I.P. De Silva	Ext: 5129 0718484886
Warden (Female Hostels)	Prof. W.B. Gunawardhane	Ext: 2536 0779611200

Several student hostels, which are administrated by the University, are available. Only the students who are in level 4 & level 1 are eligible to get hostel facilities. Level 4 & 1 students are required to get more information from wardens and SAR / Student Welfare about their eligibility.

Hostel	Contact Person	Category	Location	Availability of Food	Type of Accommodation
A	Mr. AGWP Dharmadasa 071 445 1361	Male	IU	Yes	2 – bed room
В	Mrs. HKH. Damayanthi 077 399 4098	Female	IU	Yes	2 – bed room
С	Mrs. HKH. Damayanthi 077 399 4098	Female	IU	Yes	Dormitory
Rahula	Mr. DMS. Premarathne 071 445 1361	Male	OU	No	Dormitory
Village	Mr. AP. Deraniyagala 071 063 3632	Male	OU	Yes	4 – bed room
Patu St 01	Mr. DMS. Premarathne 071 30 54 925	Male	OU	No	4 – bed room & 2 – bed room
Patu St 02	Mr. DMS. Premarathne 071 30 54 925	Male	OU	No	Dormitory
D	Mrs. DMCP. Rathnayake Mr. DMS. Premarathne	Female	IU	No	3 – bed room

IU – Inside the University

**OU – Outside the University** 

### Accommodation for first year students

- Rahula (OU) –BOYS
- PATU STAGE 02 (OU) –BOYS B / C( IU)-GIRLS
- Other hostels reserved for final year students

Availability of foods - from university canteens

### Canteen Facilities

There are four main canteens and six other sales centers in the University.

Canteen Name	Location
Canteen C1	Located in the new canteen building close to the Old Gymnasium
Canteen C2	Located in the western wing of the Dr. L.H. Sumanadasa Building
Canteen C3	At the "L" Block
Canteen C4	Hostel village canteen
Canteen C5	Located in the new canteen building close to the Old Gymnasium, Upper floor of the Canteen C1
Canteen C6	(Staff Canteen) located in the new canteen building close to the Old Gymnasium, Upper floor of the Canteen C1
Canteen SBS	The staff Welfare and Recreation Club operates the Snack Bar (SBS) Near the Department of Mechanical Engineering. Refreshments as well as several home needs are available at this Centre
Canteen MBS	The Milk Bar
Canteen SBC	The sales center at the Civil Engineering Complex (SBC) operated by the Civil Engineering Society for the benefit of students and the staff of the department
Canteen SBC 2	The sales center at the Civil Engineering Research (SBC 2) operated by the Civil Engineering Society for the benefit of students and the staff of the department.

At these canteens, meals are provided to students and employees at very concessionary rates. The University charges a very nominal rent in order to cover electricity and water expenses. About 4000 consumers are benefited daily by this service.

	Avai	lability of Fo	ods	Availability of	g .
Canteen	Breakfast	Lunch	Dinner	Lunch Packets	Service
C1	O	0	0	O*	Subsidized
C2	O	0	0	O*	Subsidized
СЗ	О	X	X	X	Subsidized
C4	О	О	О	X	Subsidized
C5	О	О	О	O*	Subsidized
C6	О	О	X	O*	Not Subsidized
SBS	О	О	X	O*	Not Subsidized
MBC	X	О	X	X	Not Subsidized
SBC	X	X	X	X	Not Subsidized
SBS	O	О	X	O*	Not Subsidized

O – Available O\*- Available on Request X– Not Available

# **Contact Information**

Division	Telephone Number
Student Welfare Division	0112650769
Security Division	0112650559
Public Health Inspector	0112650301 (1814)
Sub Warden Hostel	0713054925

## Clubs & Societies

#### **World University Service (WUS)**

There are a few WUS associations in Sri Lanka. We are proud to say that from these associations WUS Moratuwa branch is the most active one. All the students, academic and non-academic staff in the university are members of WUS. WUS is one of the major student service organizations inside the university, operating for more than 25 years. WUS provides its' service to the students as well as to all the academic and non-academic staff inside the university by several service centers.

In the University there are main service centers operating under the WUS,

- Bookshop In Sentra Court
- Communication center -In the ground floor welfare office
- Photocopy centers
  - Library
  - Sumanadasa center
  - Canteen No 02 center
- Salon -Near Canteen No.02

WUS Moratuwa branch annually organizes a student nature awareness workshop at Sinharaja world heritage. The main objective of this event is to develop the inspirational attitudes of the technical students. WUS is a really active student body which enhances the management, organizational and team playing skills of students.

Join us and embark on our voyage.

#### INTECS

This is the main student society that supports activities related to the discipline of Information Technology in the Faculty of IT. All undergraduates of the faculty automatically become members of the INTECS upon getting registered for an undergraduate degree program at the faculty. It has a list of events and programs that are organized each year, the main event being the FIT Future Careers, the Career Fair organized for the final year undergraduates. Other programs and events include workshops, seminars, technical sessions, coding competitions, and many other extracurricular activities for the benefit of the faculty undergraduates, all university students, and beyond.

#### Students' Union

The major Student Organizations of the University are:

- The University Students' Union
- The Faculty Students' Union

The establishment of the Faculty Students' Unions and University Students' Union is provided for by Section 112 of the Universities Act, No. 16 of 1978, as amended by the Universities (Amendment) Act, No. 26 of 1988, The composition duties and functions of these unions are described in the act

As required under the provisions of the universities (Amendment) act no. 26 of 1988, the University has prepared By-Low No. 21, which gives the guidelines and procedures for the formation of students Union at the University of Moratuwa.

The members of the faculty students Union are elected by the students of each facility, depending on the number of students in the Facility. The total number of office bearers in a Faculty Students Union is not less than seven and not more than thirteen and is determined by the total number of students in each Faculty.

The election, if any, is by secret ballot. No student shall be eligible to vote or stand for election, unless duly registered as a student for the academic year in which election is held. Students under suspension from the university and those who owe money to the University during the times of elections, shall not be eligible to vote or stand for election.

University Students' Union	Contact Person	Contact No.
Faculty of Architecture	Archt, R.M.B.S.C.K Rathnamalala	Ext. 7133,
Students' Union	Alcht. K.W.B.S.C.K Raumamaiaia	011-2650216
Faculty of Information	Dr. C.R.J Amalraj	Ext. 8110
Technology Students' Union	DI. C.R.J Allialiaj	Ext. 6110
Faculty of Business Students'	Dr.(Mrs.) V.P.T Jayawardane	Ext. 6603
Union	Di.(14113.) V.I.I Jayawaidalie	LAI. 0003

# **Students' Unions and Societies**

Name of the Society	Contact Person	Contact No.
Architecture Awareness Group	Archt. V. De Silva	7123/7124
Art Circle Society	Dr. (Mrs.) A.A. Hettiarachchi	7123/7124
Association of International Exchange of Students Engaged in Economic & Commerce (AIESEC)	Dr. P. Silva	3325
Astronomical Society	Prof. S.R. Munasinghe	3309
Buddhist Society	Dr. S.A.D.T. Subasinghe	4119
Building Economics Students Society	Dr. (Mrs.) A.Waidyasekara	7219
Catholic Students' Society	Dr. B.L.R.P. Rodrigo	3315
Chemical Engineering Students' Society	Prof. B.A.J.K. Premachandra	4102
Civil Engineering Society	Prof. W.K. Mampearachchi	2024
Classical Music Society	Prof. (Mrs.) U. Kulatunga	7235
Computer Society	Prof. S. Jayasena	3119
Dancing Society	Mr. K. Perera	7123/7124
Drama Society	Dr. (Ms.) V.P.T Jayawardane	6603
Earth Resource Engineering Society	Dr. S.P. Chaminda	5005
Electrical Engineering Society	Dr. W.D. Prasad	3216
Electronic Club	Dr. B.K.R.P. Rodrigo	3315
English Literary Association	Mr. S.P. Hewa	3062
Entrepreneurship Society	Mrs. D.E.W.N. Nanayakkara	3114
Fashion Design Students Society	Dr. (Ms.) P.V.M. Karunarathna	6061
Gavel Club of University of Moratuwa	Dr. I. Sigera	4814
Graphic Students' Circle	Archt. P. Liyanage	7404
Highway Engineering Society International Association	Prof. W.K. Mampearachchi	2024
International Association Exchange of Students for Technical Experiences (IAESTE) Society	Dr. W.D.G. Lanarolle	6004
Information Technology Society	Dr.(Ms.) S. Ahangama	8108

LEO Club	Eng. A.T.L.K. Samarasinghe	3326
Majlis -UI-Islam Society	Dr. N.M. Rizvi	7809
Mass Media Society	Archt. S. Rathnamalala	7400
Material Engineering Students' Society	Eng. S.P. Guluwita	5110
Mathematical Society	Dr. P.M. Edirisinghe	6206
Mechanical Engineering Society	Dr. S.W.H.M.T.D. Lalitharatne	4507
Mora Hiking Club	Mr. H.S. Jayasena	7218
Mora Spirit Students' Club	Mr. NA Samarasekera	4817
Nature Team	Prof. Ajith de Alwis	4118
Rotarct Club	Dr. B.K.R.P. Rodrigo	3315
Rowing Club	Mr. N.A. Samarasekera	4817
Sarasavi Kala Sansadaya	Dr. N.P. Ratnayake	5015
Sinhala Cultural Society	Dr. T.S.S. Jayawardana	6011
Social Science Association	Dr. R.U. Halwathura	2217
Student Chapter of the IESL	Prof. J.M.A. Manatunga	2537
Students' Christian Fellowship	Dr. S. Perera	3101
Students for Exploration and Development of Space (SEDS)	Prof. S.R. Munasinghe	3309
Students' Society of Landscape Architecture (SSLA) of University of Moratuwa	Dr. D.P. Chandrasekara	7102
Tamil Literary Association	Dr. K. Baskaran	2010
Textile Engineering Students' Society	Mrs. R.M.V.S. Rathnayake	6008
Town & Country Planning Students' Society	Dr. A. Jayasinghe	7814
Transport & Logistic Management	Dr. Y.M.M.S. Bandara	4815

## **Common Amenities**

## **WUS Stationary Shop**

This is permanent facility manage by the WUS-Moratuwa Branch. The shop caters for all stationery requirements of the students, staff and also stock items such as drawing instruments sets and calculators.

Contact Person	Extension No.	Building
Senior Treasurer	1837	Sentra Court

## **WUS Photocopy and Binding Section**

This is a permanent facility manager by the WUS-Moratuwa Branch. The bureau caters for all photocopying and binding needs of the students and staff.

Contact Person	Extension No.	Building
Senior Treasurer	1521	Library

# RC - Rotaract Bookshop

This is a permanent facility managed by the Rotaract club. The bookshop stocks keep text books recommended for courses. Since the library cannot stock a large number of copies in demand, students are encouraged to buy their own reference text.

Contact Person	Extension No.	Building
Manager	1836	Sentra Court

## **Banking Facility**

With the assistance of the bank of Ceylon-Katubedda branch, another branch was open in this University with effect from 13th June 1994. All students and University staff use the bank services during week days.

Contact Person	Extension No.	<b>Building Code</b>
Manager Bank of Ceylon, Katubedda	1609	Sentra Court

# **Security Division**

Security Service is made available in the university to ensure the safety and prevent breach of discipline of all students and staff within the university and to protect the property of the university from theft, wanton destruction, etc. At present, the Security Service comprises a Chief Security Officer, Security Inspectors and Security Guards. The services of private security organizations are also obtained.

In case of an emergency, the students are advised to contact any security officer or the Chief Security Officer as soon as possible. The officer(s) will then advise/help you in the said situation.

Direct Number: 011 2650559 (24 hours)

Unit/ Security Inspectors	Contact No	<b>Building Code</b>
Security Office	1903	AD 1
CCTV Unit	1911	AD 1
Chief Security Officer (Actg) Mr. S.A.T. Sepala	1901/ 0112650559 077-8956466	AD1
Security Inspector Mr. D.M.R Disanayake	1904/ 0718046097	AD 1
Security Inspector Mr. K C.E. De Silva	1902/ 070 2179112	AD 1
Security Inspector Mr. L.P.K. Karunarathna	1905/ 0703333923	AD 1

## **Frequently Asked Questions**

Questions	Contact	Where ?
How do I register for the academic year?	SAR / Examinations (Ext. 1401)	Examinations Branch
How do I register for subjects?	Director/Undergraduate Studies (Ext. 8108)	
How do I find hostel accommodation?	Male/Female Sub-wardens (Ext. 1850)	Hostel Office
How do I find addresses of private boarding places?	AR / Welfare (Ext . 1831)	Welfare Office
Who should I contact for Bursery / Mahapola Scholarship ?	AR / Welfare (Ext . 1831)	-(as above)-
How do I obtain bus / train season tickets?	AR / Welfare (Ext . 1831)	-(as above)-
What should I do if I fall ill?	University Medical Officer (Ext. 1810)	-(as above)-
What should I do if I miss practical sessions or continuous assessments ?	Lecturer In-Charge of the subject	
What should I do if I miss an examination?	SAR/Examinations* (Ext. 1401) 011-2650586	Examinations Branch
Who should I contact for counseling matters?	Chief Student Counselor or Counselors 011-2640484 / 0714269434	Counseling Office
Who should I contact for security related issues?	Chief Security Officer (Ext. 1901) 011-2650559	Security Office
Who should I contact for highly personal matters?	Professional Counselor (Ext. 1816)	L - Block
Who should I contact for matters related to academic work?	Academic Advisor	
How should I get the approval to go overseas during academic semesters?	Director/Undergraduate Studies** (Ext. 8108)	

<sup>\*</sup>A student who has missed an end-of-semester examination because of illness or other compelling reason should appeal with supporting documents to the Dean through Academic Advisor through Head of Department for an Academic Concession within one calendar month from the date of examination.

<sup>\*\*</sup>Senate approval should be obtained by applying through Faculty Board

# **Important Things to Remember**

- All individual requests must be sent through the academic advisor.
- Module specific matters should be addressed to the Dean through the respective Head
  of the Department through the academic advisor.
- Regular attendance at lectures, practical sessions, tutorials is a must.
- Request for leave must be sent to the Director of Undergraduate Studies through the academic advisor through the Head of the Department.
- Module Registration is done by the Undergraduate Studies Division.
- Module Registration should be done at the beginning of each semester.
- Late Registration will not be entertained.
- Academic concession for any module should be obtained within 1 month from the last day of the examination.
- Academic concession should be requested from the Dean through the academic advisor through the Head of the Department.
- If you miss an examination, inform the Registrar/SAR Examinations within 7 days.



Prepared by Faculty of Information Technology University of Moratuwa