Handbook for BSc in Management and Technical Sciences Degree Programme

Department of Management and Finance
General Sir John Kotelawala Defence University
PO Box 32
Ratmalana
Sri Lanka
www.kdu.ac.lk
Handbook

for

BSc in Management & Technical Sciences Degree Programme

January 2016
General Sir John Kotelawala Defence University
PO Box 32, Ratmalana, Sri Lanka
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UNIVERSITY VISION

To be a university nationally and internationally known for its unique ability to engage both undergraduate and graduate students in distinctive and interdisciplinary defence related higher education that best serves the tri-services, the state sector and society at large.

UNIVERSITY MISSION

To ensure a high-quality, learner-centered educational experience through undergraduate, graduate, and professional programmes along with high quality research across many disciplines in the field of defence, in both residential and non-residential settings in the campus.

FACULTY MISSION

To facilitate to accomplish the academic excellence in management, social sciences and humanities by offering lectures, research guidance and other learner centred educational activities to undergraduates, graduates and professionals in the field.
MESSAGE FROM THE VICE CHANCELLOR

It is with great pleasure that I send this message to the handbook for BSc in Management & Technical Sciences. General Sir John Kotelawala Defence University is the only national defence university in Sri Lanka, and it has broadened its horizons to cater to the emerging trends in the higher education environment through the introduction of a new array of research, teaching and academic support as a renowned university.

As a trend setting Faculty, Faculty of Management, Social Sciences and Humanities offers unique degree programmes to groom high calibre, multi skilled and disciplined graduates who can meet work life challenges of leading positions in tri forces and in industries. General Sir John Kotelawala Defence University has been on a journey of change within its rapid development. The BSc in MTS degree programme strongly supports the cross disciplinary boundaries through generation, acquisition, preservation and dissemination of versatile competencies for undergraduates with emphasis on management and inter related technical sciences.

At this moment the university reaching a mile stone in its phase of sustainable expansion and worth to ponder the foot prints of its journey. The Faculty of Management, Social Sciences and Humanities was established after the university restructuring programme in 2011 and before that it was operated as the Department of Social Sciences. It has been restructured to form two separate departments, the Department of Management and Finance and the Department of Social Sciences with the total strength of 400 undergraduates pursuing undergraduate, diploma and postgraduate studies.

Two years after the first Faculty-Industry Consultative Board (FICB) in collaboration with industry experts, the tri forces and academics in the faculty has been assigned to spearhead the MTS degree curriculum. I wish this discussion will pursue a continuous dialogue among academics, renowned industry and the tri forces experts to ensure that this degree programme is correctly focusing on the ever changing marketable graduate skill set.

MP PEIRIS RWP RSP VSV USP ndc psc
Major General
Vice Chancellor
MESSAGE FROM THE DEAN

I as the Dean of the Faculty of Management pen this message to the student hand book of the Faculty with great pleasure. It is my belief that this hand book will immensely benefit to the student to know about KDU, the Faculty and the details of their degree programmes to be followed at KDU. With the understanding of the background of the degree programmes, the learning outcomes of the specific degree and the expected core competencies of each lecture module in different semesters, the students will realize the importance of each lecture in respective class rooms. The hand book also gives the credit allocation for each subject module and the respective references for additional reading to enhance the subject knowledge. If a student reads this hand book carefully and gets ready for his degree program s/he can plan his/her semester work as well as the programs of the each academic year, and thus the student will definitely accomplish the his/her missions at KDU and finally achieve success in his or her academic endeavour in this university.

I as the Dean of the Faculty appreciate the contribution made by the Heads of the Department of Management and Finance, Department of Social Sciences and Department of Languages in producing this important document for the benefit of the student community. I also appreciate the contribution made by the representatives of industries in the Faculty Industry Consultative Boards (FICB) in enhancing the curriculum of the degree programmes to suit the demand for graduates in respective industries. I also learned the efforts of the academic and non-academic staff of the Faculty of Management in preparing this hand book on time prior to the commencement of the academic year 2015.

I wish internal and external academic staff all the very best in their teaching and other academic contributions to the BSc degree programmes in Logistic Management, Management and Technical Sciences and Social Sciences. I also wish all students of the three degree programs all the very best in the studies and stay at KDU.

Dr. MM Jayawardena
Dean Faculty of Management, Social Sciences & Humanities
MESSAGE FROM THE HEAD OF THE DEPARTMENT

As the Head of the Department it is a great pleasure to pen a message in the Handbook of BSc Management & Technical Sciences offered by the Department of Management and Finance. This three year degree programme is a management degree blended with technical sciences modules enhancing both management and science knowledge of the undergraduates. The Department offers this degree programme to enable undergraduates to energize with high credentials by offering market oriented subjects and producing skilled workforce to the industry.

The Department of Management and Finance is enriched with high quality academic environment with qualified academic staff that provide enormous opportunities to students to sharpen their knowledge and skills. The curriculum of the BSc in Management & Technical Sciences programme has been designed with the objective of producing young graduates equipped with up-to-date marketable requirements. Leadership and other interpersonal skills are also developed parallel to the academic work with the assistance of Defence staff in the university with the aim of producing sound leaders to the country.

The department always seeks potentials to absorb novelty into degree curriculum to uplift the quality and capacity of undergraduates. To enhance the practical knowledge, an industrial internship programme is being incorporated at leading private and public sector organizations. Organizing faculty industry consultative board meetings, workshops with industry, field visits, conferences etc. further empowers the quality of the degree programme.

I wish you a very enjoyable stay in the University during your undergraduate studies and hope you will use all the opportunities at General Sir John Kotelawala Defence University to enhance the knowledge and skills through the academic and extracurricular work to become proficient graduates.

Dr. Namali Sirisoma
Head of the Department
Department of Management and Finance
THE UNIVERSITY

General Sir John Kotelawala Defence University (KDU) was initially established as the “General Sir John Kotelawala Defence Academy” by the Parliamentary Act No 68 of 1981 and subsequently elevated to University status by the Amendment Act No 27 of 1988. KDU is located at the Kandawala Estate in Ratmalana, which was donated by the late General Sir John Kotelawala. The faculties at KDU include the Defence and Strategic studies, Law, Management, Social Sciences and Humanities, Engineering, Faculty of Medicine, Allied Health Sciences and Graduate Studies. Currently students entering the Faculty of Medicine are enrolled as officer cadets as well as private foreign students. All the other faculties are open for defence and civil citizens as well as foreign students.

THE FACULTY OF MANAGEMENT SOCIAL SCIENCES & HUMANITIES

The Faculty of Management, Social Sciences and Humanities has been established under the restructuring program of the General Sir John Kotelawala Defence University. It consists of three departments namely Department of Management and Finance, Department of Social Sciences and Department of Languages.

The Department of Management & Finance offers two degree programs namely BSc in Logistics Management, and BSc in Management & Technical Sciences. The Department of Social Sciences offers BSc in Social Sciences. Also there are more than 200 Undergraduates enrolled on the degree programmes offered by the faculty. Undergraduate students are studying as officer cadets and day scholars in the same degree programme. The Faculty has contributed a lot to brighten up the name of Sir John Kotelawala Defence University among other universities in the country.
ROLE AND THE FACILITIES OF THE FACULTY OF MANAGEMENT SOCIAL SCIENCES & HUMANITIES

The faculty renders support to smoothen the tensions in the student life by focusing on specific facets of the student life to successfully complete their undergraduate and post graduate qualifications. The distinguishing facilities offered by the faculty are monitoring and reviewing the degree curricular to accomplish marketable competencies and venturing with highly reputed professional bodies to strengthen the academic programmes. The faculty maintains a state of the art language laboratory to enhance the language fluency of students. Also students may obtain counselling and career guidance through an easily accessible counselling centre and a career guidance unit.

The faculty provides academic supervision and guidance for students to carry out their research work. This research culture within the faculty enables students to present their research papers at the KDU annual international conference.

The final semester of all the degree programmes dedicated to inculcate the undergraduates transferable skills. During the final year cadets are undergoing their military training while day scholars undergo their internship in the final semester. Every degree programme includes a 21 weeks internship period with the intention of obtaining versatile management skills by the day scholars to enrich potentials of the graduate employability. Prior to starting the internship, the career guidance unit which is established under the faculty assists students to find suitable organizations in the industrial setting for their internship and during their internship the career unit continuously monitors the students’ performance and progression.

The faculty has broadened the educational avenues for a wider array of interested parties and professionals in many other private and public institutions. At present the faculty designs on
demand short courses, career courses and one day workshops for those institutions. Further inter faculty alliance in the university directs support for the students and staff to attend on the research workshops organized by other faculties to be a part of a solid academic network.

The faculty encourages and renders fullest support for undergraduates to engage in the extracurricular activities by directing them on inter university competitions, competitions organize by professional bodies (ex: CIMA Global Business Challenge, CILT Young professionals’ Challenge). Further, every student is getting opportunities to pursue his or her talents in sports, photography, environmental consideration, community leadership and philanthropy. The Department of Languages under the faculty organizes an especial series of events for students to be competent in language in collaboration with Toast masters club.

THE DEPARTMENT OF MANAGEMENT & FINANCE

The Department of Management and Finance, formulated under the Faculty of Management, Social Sciences and Humanities at Sir John Kotelawala Defence University has initiated several activities in leading and management earning its’ reputation by supporting to the growth of the current status of modern, international, green university. The current strength of the student numbers are growing with the potential of delivering upcoming diversified streams and right now it has reached up over 200 students managed under the department by obtaining degrees in the unique fields.

BSC IN MANAGEMENT & TECHNICAL SCIENCES DEGREE PROGRAMME

Aim

To develop a sound academic background among undergraduates to build confidence in resource utilisation and interpersonal relations in a work place by incorporating Management and Technical Sciences fields.
Structure of the Programme

At the establishment phase of this degree especially designed for military students. Tri forces commanders will be appointed from the officers who perform in executive branches of tri forces. This degree paves the path for cadets to enter into executive branches as officers once they have complete their degree programme. At present this degree is modified with separate modules for day scholars to groom their competencies to serve the industry as a manager. Technical modules will help them to improve the working skills in technical aspects. The day scholars who with science background gain management skills and focus on the general management and operations management as per their wish to pursue their learning and career prospects.

Course Title : BSc in Management & Technical Sciences
Abbreviated Title : BSc (MTS)
Duration : 3 yrs.
Medium : English
Minimum credit requirement: 90

Other activities for undergraduates

- Industrial Internships
- Research Project
- Military training for cadets
- Research & Development

Eligibility Criteria

For Undergraduate Cadetship

- Being a citizen of Sri Lanka
- Being between 18-22 years of age
- Being eligible to apply for the university admission
- Being unmarried
- Satisfying minimum physical standards
- A/L Qualification (being qualified for university entry)
For Day Scholars

- Being between 17-24 years of age
- Having a credit pass or above for English Language GCE (O/L) or London O/L
- Having a minimum of 3 simple passes(s) at the GCE (A/L) examination in mathematics, science or commerce stream and being qualified for university admission, or possessing an equal ant qualification in London A/L s (Cambridge or Edexcel) or any other equivalent for foreign examination.

Additionally academic related activities

**KDU Young Entrepreneurs**
This concept was developed to measure the creativity and innovation skills in business of undergraduates. For the first time ever in the history of KDU, students of intake 30 in Logistics Management and Management & Technical Sciences were given a group assignment to generate a new business idea and exhibit it in the event called “KDU Young Entrepreneurs”. The students’ efforts are evaluated by panel of judges who select the best business idea. Finally students have to prepare a complete business plan based on the idea exhibited.

**Disaster Mitigation Poster Exhibition**
First year students of Logistics Management and Management & Technical Sciences are given a list of disasters identified by the Disaster Management Centre of Sri Lanka and they have to develop mitigation measurements to reduce the future risks of those disasters. Each student group is supposed to select one disaster and present related mitigation measurements at a given date in a poster. There will be a judge panel consisting of internal lecturers to evaluate the execution of the posters.

**Other activities**
Second year students of BSc in Management and Technical Sciences programmes were given real projects to execute as one of the assignment in their Project Management Module. Students installed a map of KDU at the entrance providing all the directions to important places of KDU.
DEPARTMENT ORGANIZATION

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Ms. Danisha De Mel
Instructor
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Email: danishademel@gmail.com

Non Academic Staff

Ms. Chamila Dissanayaka

Mr. Dhanushka Pieris

Academic Coordinators of the Degree Programme

Students can discuss with academic coordinators on students issues, field visits, additional lecture allocations etc.

1st year coordinator – Ms. DD Lokuge
2nd year coordinator – Ms. MRD De Silva
3rd year coordinator - Mr. AHMS Sharic

Credit Distribution

Credit allocations for modules have been done according to the Qualifications Framework of University Grants Commission of Sri Lanka. One credit is equivalent to 15 hours of lectures or 30-45 hours of laboratory studies or 45 hours of field studies/clinical work or minimum of 90
hours of industrial training. Each semester students have to earn 23 Grade Point Average (GPA) credits. Cadets are supposed to earn Military Credits in addition to the GPA credits of the programmes. Non GPA (NGPA) modules will not be considered for the final GPA of the student. However students must pass the module with minimum C pass. Credit Allocation of the degree programme is as follows.

<table>
<thead>
<tr>
<th>Semester</th>
<th>GPA</th>
<th>NGPA</th>
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<tr>
<td>1</td>
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<td>4</td>
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<tr>
<td>6</td>
<td>15</td>
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<td>15</td>
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<td><strong>Total</strong></td>
<td><strong>122</strong></td>
<td><strong>3</strong></td>
<td><strong>48</strong></td>
</tr>
</tbody>
</table>

**The Military Training Programme**

The military training program is a compulsory component for all medical students who are officer cadets and is run parallel to the medical curriculum. This program is conducted by the Faculty of Defence Studies and enables officer cadets to confidently assume the responsibilities of commissioned officers of the armed forces.

The Department of Defence Studies is under the guidance of the Dean of Faculty of Defence Studies who is assisted by Squadron Commanders in charge of each intake and Troop Commanders in charge of each troop. These officers with the assistance of the other rank instructors impart the essential military knowledge both in the classroom and on the field to the officer cadets. The main components of military training include joint staff duties, leadership studies, land warfare, maritime warfare, air warfare, physical training, drill, weapon training, field craft, map reading, service writing and other methods of instructions which are crucial for the profession of arms.
Furthermore an integral aim of military training is to inculcate discipline amongst the officer cadets. Diverse programmes are conducted to produce highly disciplined officers with high standards of integrity and loyalty.

Scholarships and Sponsorships for Cadets and Day Scholars

Every year the university is getting scholarships from foreign military academies for cadets to study part of their degree programme with all travelling cost and living allowances. The scholarship amount will be vary with the placements availability. Further, the university and tri forces bare the full cost on international tournaments attending by the students through the university.

Entrance scholarship - For candidates whose parents employed in tri forces are eligible to apply for 50% discount for the course fee at the entrance point.

Performance based scholarship - The University recognizes academic excellence and pursue every student to reach the pinnacle through waiving off the 50% of the course fees in that year if the undergraduate obtained the highest GPA and entered to the Vice Chancellor’s list 20% reduction for the undergraduates who have obtained GPA and selected to the Dean’s list.

Opportunities for Higher Studies for the MTS Graduates

BSc in Management and Technical Sciences degree programme will provide the undergraduate an insight into the theoretical and practical dimensions of organizations and management and the changing external environment in which they operate. By tracing the roots of the subjects in the management, and putting that into the context of modern business and current organizations, the undergraduates will develop a deep understanding and appreciation of the complexity and diversity of management processes in the competitive environment.

Students will acquire a wide-range of transferable skills, including: self-reflection, self-management and self-awareness; critical thinking, problem solving and interpretive skills; effective written and oral communication. Further, by using technical sciences in business
applications, numeracy, quantitative skills and the ability to conduct research into business and management issues. After the completion of BSc in MTS degree, the graduates can select any postgraduate programme leads to Management field in any recognized university since the degree programme covers many of the management related subject modules.

**Career Opportunities**

Graduates find themselves working in a range of areas, including but not limited to human resources, management consultancy, and start up enterprises, marketing, operations and technology management. While day scholars focusing on a career based in industry and the public sector MTS graduate officers will occupy in Sri Lanka Army, Sri Lanka Navy and Sri Lanka Air force executive branches.
SEMESTER MODULE ALLOCATION
# Semester 1

<table>
<thead>
<tr>
<th>No</th>
<th>Course Code</th>
<th>Subject</th>
<th>GPA Credits</th>
<th>NGPA Credits</th>
<th>MGPA Credits</th>
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<tbody>
<tr>
<td>01.</td>
<td>MF 1023</td>
<td>Principles of Management</td>
<td>3</td>
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<tr>
<td>02.</td>
<td>MF 1093</td>
<td>Principles of Financial Accounting</td>
<td>3</td>
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<tr>
<td>03.</td>
<td>LW 1403</td>
<td>Legal Environment</td>
<td>3</td>
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<tr>
<td>04.</td>
<td>IT 1052</td>
<td>Introduction to Information Communication Technology (ICT)</td>
<td>2</td>
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<td>05.</td>
<td>DL 1051</td>
<td>English: Basic Study Skills (MTS)</td>
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<td>06.</td>
<td>EE 1233</td>
<td>Basic Electrical Technology</td>
<td>3</td>
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<td>07.</td>
<td>SC 1023</td>
<td>Chemistry</td>
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<tr>
<td>08.</td>
<td>MA 1063</td>
<td>Mathematics</td>
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<td>09.</td>
<td>MR 1072</td>
<td>Basic Engineering</td>
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<tr>
<td>10.</td>
<td>MS 1014</td>
<td>Military Studies</td>
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**Total** | 23 | 4
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<thead>
<tr>
<th>No</th>
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<th>GPA Credits</th>
<th>NGPA Credits</th>
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<td>01.</td>
<td>MF 2033</td>
<td>Human Resource Management</td>
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<td>02.</td>
<td>MF 2063</td>
<td>Disaster Management</td>
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<tr>
<td>03.</td>
<td>MF 2093</td>
<td>Cost &amp; Management Accounting</td>
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<td>04.</td>
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<td>International Relations</td>
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<td>05.</td>
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<td>06.</td>
<td>MA 2183</td>
<td>Business Statistics</td>
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<td>07.</td>
<td>MA 2092</td>
<td>Basic Calculus</td>
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<td>08.</td>
<td>SC 2033</td>
<td>Applied Chemistry &amp; Explosives or Waste Management</td>
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<td>09.</td>
<td>EE 2243</td>
<td>Basic Electronics</td>
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<td>MF 2083</td>
<td>Energy Conservation</td>
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<td>MS 2024</td>
<td>Military Studies</td>
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## Semester 3

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<td>Strategic Management</td>
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<td>05.</td>
<td>LW 3423</td>
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## Semester 6

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<th>NGPA Credits</th>
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### Cadet Officers

### Day Scholars-6 Months Industrial Training

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<th>Transportation Management</th>
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<th>NGPA Credits</th>
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<td>MF 6027</td>
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**Total**   |                                  |         |                         |                            | 15          | 15           |              |
BY-LAWS FOR THE CONDUCT OF EXAMINATIONS FOR DEGREE PROGRAMMES OF KDU
1. **Introduction**

These By-Laws shall provide criteria and conditions related to examinations leading to the BSc and LLB Degree Programmes conducted by General Sir John Kotelawala Defence University (KDU) as mentioned below:

1. BSc in Aeronautical Engineering
2. BSc in Civil Engineering
3. BSc in Electrical & Electronic Engineering
4. BSc in Marine Engineering
5. BSc in Mechanical Engineering
6. BSc in Management & Technical Sciences
7. LLB
8. BSc in Logistic Management (Accounting)
9. BSc in Logistic Management (Supply Chain Management)
10. BSc in Logistic Management (Transportation Management)
11. BSc in Social Sciences

2. **Structure of the Degree Programmes**

2.1 All the degree programmes mentioned in 1 above are fulltime degree programmes conducted in a two-semester-per-year system.

2.2 The first semester of each academic year consists of 21 weeks (including one week vacation for the New Year) and the second semester consists of 20 weeks for teaching. At the end of these two semesters there shall be 5 weeks and 6 weeks respectively for study leave, examination and vacation.

2.3 After enlisting the students, an orientation programme is conducted for 3 – 4 months to prepare the students for more effective learning in the academic and military programmes.

2.4 The duration of a degree programme is calculated from the date of enlistment of students to the University.
3. **Degree Programmes Conducted by KDU for Undergraduates**

3.1 **Engineering Degrees**

3.1.1

a) These degree programmes consist of 9 semesters.

b) The first semester of the first academic year is common to all Engineering students. They will follow 12 common Course Units during this semester.

c) During the seventh and eighth semesters, the students of the Engineering streams will proceed to their respective Military Academies for military training for a period of one year.

d) The ninth semester is allocated for industrial training.

3.1.2 The selection of students to the fields of specialization namely Aeronautical, Civil, Electrical and Electronic, Marine and Mechanical Engineering shall be made at the end of the first semester of the programme of study based on the following criteria.

a) Service requirement

b) Student’s preference

3.1.3 However, when the number of first preferences for a field of specialization exceeds the number of available vacancies, the cumulative GPA of Mathematics and Engineering Course Units shall be considered for the said selection.

3.1.4 If there are students having equal GPA for a lesser number of vacancies for a particular field, the allocation of fields among equal rankers shall be done based on the marks obtained for the Course Unit of Engineering Design and Skill Development.

3.1.5 If a student is absent for Semester 1 Examination without a valid excuse, he/she shall accept the field of specialization determined by the Faculty of Engineering.

3.1.6 If a student is absent for Semester I Examination or a part of it on medical grounds or with any other valid excuse as mentioned in 5.1 below he/she also shall accept the field of specialization determined by the Faculty Board/Vice
Chancellor after discussing with that student as such student shall not have an opportunity to join the junior Intake at the end of Semester 1.

3.1.7 The Dean of the Faculty of Engineering may change the field of specialization of a student with the approval of the Vice Chancellor based on the student’s performance at the end of the second semester subject to requirements of the respective services.

3.1.8 If a student is relegated at the end of Semester 2 on account of a reason mentioned in 15.1 below he/she will be transferred to the MTS Degree Programme, and exemptions may be granted by the relevant Faculty Board for similar Course Units completed by the student in the Engineering Degree Programme.

3.2 BSc Degree in Logistic Management

3.2.1

a) This degree programme consists of 6 semesters.

b) Semesters 1 and 2 are common for all 3 streams coming under Logistic Management namely Accounting, Supply Chain Management and Transport Management.

3.2.2 At the end of the Semester 2 students are categorized into 3 fields of specialization.

3.2.3 During the Semesters 5 and 6, students of the Logistic Management Stream will proceed to their respective Military Academies for military training for a period of 1 year.

3.3 LLB Degree

3.3.1 This degree programme consists of 8 semesters.

3.3.2 During the Semesters 7 and 8, students of the LLB stream will proceed to their respective Military Academies for military training for a period of 1 year.

3.4 BSc in Management and Technical Sciences (MTS)

3.4.1 This degree programme consists of 6 semesters.

3.4.2 During the Semesters 5 and 6, students of the MTS stream will proceed to their respective Military Academies for military training for a period of 1 year.
3.5 BSc in Social Sciences

3.5.1 This degree programme consists of 6 semesters.

3.5.2 During the Semesters 5 and 6, students of the Social Sciences Stream will proceed to their respective Military Academies for military training for a period of 1 year.

4. Eligibility

a) A student admitted to a particular Degree Programme is eligible to sit each examination paper relevant to the course of study in a particular semester, provided that he/she has an attendance record of not less than 80%. (However, a 20% absence on medical grounds or/and due to any other valid reason may be considered by the Faculty Board for the purpose of calculating 80% attendance)

b) A student who acquires such eligibility to any examination shall sit such examination on the first available occasion.

5. Absence from Examinations

5.1

a) A student who does not sit any examination paper(s) of a particular Course Unit(s) at the time of the examination, shall be deemed to have failed such Course Unit(s) unless a valid excuse has been submitted by the student concerned and it is accepted by the Dean FDS/Faculty Board.

b) A student who submits a valid excuse as aforesaid shall be eligible to sit that particular examination /Course Unit(s) at the next scheduled examination as the first attempt.

Valid Excuses

a) A valid medical certificate submitted through the University Medical Officer within 14 days from the date of examination.

b) A death of an immediate family member (i.e. father, mother, brother or sister) of a student during the period of examination or one week prior to the date of commencement of the particular examination.

c) Any other valid excuse acceptable and approved by the Dean FDS/Faculty Board.
5.2 Absence for Continuous Assessments

5.2.1 Absence for Continuous Assessments with a valid excuse.

a) If a student is absent only for a part of Continuous Assessment tests on account of a valid excuse mentioned in 5.1 above the relevant Department may consider the average marks of the assessment(s) the student has completed as the full Continuous Assessment component ignoring the missed assessment(s). Excuses shall be submitted to the relevant Head of Department for approval.

or

The Department may arrange additional assessment(s) or make up test(s) to cover up the missed assessment(s) prior to the commencement of the end semester examination (if possible).

b) If a student is absent for all the Continuous Assessment tests of a Course Unit due to a valid excuse mentioned in 5.1 above the relevant Department shall arrange additional assessments or make up tests to cover up the missed assessments prior to the commencement of the end semester examination.

5.2.2 Absence for Continuous Assessment without a valid excuse.

a) If a student is absent for a Continuous Assessment of a particular Course Unit without a valid excuse, the marks allocated for such Continuous Assessment is considered as “0”.

b) If a student is absent only for a part of a Continuous Assessment of a particular Course Unit without a valid excuse, the mark allocated for such particular part of such Continuous Assessment is considered as “0”.

c) A student who has to re-sit for a Course Unit(s) at the end semester examination due to failure or absence without a valid excuse is not allowed to take up Continuous Assessment(s) again and his/her end semester marks at a supplementary examination will be calculated out of 100 ignoring the Continuous Assessment component.

5.3 Absence for End Semester Written Examinations

5.3.1 Absence for End Semester Written Examinations with a valid excuse.
Such a student shall sit for the relevant Course Unit(s) at the next scheduled examination and that attempt is considered as the 1st attempt. His/her Continuous Assessment marks are allowed to be carried forward.

5.3.2 Absence for End Semester Written Examinations without a valid excuse.

a) Such a student is considered as failed in the particular Course Unit(s), since marks of the Continuous Assessment component alone are not considered for determining the performance. However, if the Continuous Assessment component of the particular Course Unit is counted for 50% or more of the final results the student may have a chance to pass the particular Course Unit even though he/she is absent for the end semester examination.

b) The student shall re-sit the particular Course Unit(s) at the next scheduled examination and his/her end semester marks at the supplementary examination will be calculated out of 100 ignoring the Continuous Assessment component.

6. **GPA, MGPA and NGPA Course Units**

6.1 **GPA Course Units:**
GPA Course Units are those Course Units that have GPA credits. Such Course Units are considered for the calculation of SGPA, YGPA and FGPA.

6.2 **MGPA Course Units:**
MGPA Course Units are those Course Units that have MGPA credits. Such Course Units are considered for the calculation of SGPA, YGPA and FGPA.

6.3 **NGPA Course Units**
NGPA Course Units are those Course Units that have NGPA credits. Such Course Units are not considered for the calculation of SGPA, YGPA and FGPA.

6.4 **Grades and Grade Point Values of Course Units**

6.4.1 Student performance is graded on a 12 point scale ranging from A+ to E.

6.4.2 Grades in respect of all Course Unit examinations shall be determined as follows:
ab = Absent for a Course Unit
ex = Excused on a valid reason

7. Grade Point Average (GPA)

7.1

a) The GPA is the credit weighted average of the grade points of value of all Course Units except NGPA Course Units taken in the degree programme.

b) GPA is calculated for each semester (SGPA), for each year (YGPA) and for the entire degree programme (FGPA).
<table>
<thead>
<tr>
<th>Index</th>
<th>Meaning</th>
<th>Purpose</th>
</tr>
</thead>
<tbody>
<tr>
<td>SGPA</td>
<td>Cumulative GPA for a semester</td>
<td>To ascertain whether a student has or has not completed a particular semester.</td>
</tr>
<tr>
<td>YGPA</td>
<td>Cumulative GPA for a year</td>
<td>To ascertain whether a student can proceed to the following year without being relegated.</td>
</tr>
<tr>
<td>FGPA</td>
<td>Cumulative GPA for the entire period of a degree programme</td>
<td>To ascertain the overall performance of a student in the degree programme, i.e. to determine a Pass, a 2(^{nd}) Lower, a 2(^{nd}) Upper or a First Class.</td>
</tr>
</tbody>
</table>

\[
\text{GPA} = \frac{\sum X_i Y_i}{Y_i}
\]

Where \(X_i\) = Grade Point Value of the \(i^{th}\) Course Unit

\(Y_i\) = Number of credits in the \(i^{th}\) Course Unit

### 7.2 Calculating SGPA

\[
\text{SGPA} = \frac{\sum \left( \text{Grade Point scored for Course Unit} \times \text{Credit value of the Course Unit} \right)}{\text{Cumulative credit value of all GPA and MGPA Course Units of the semester}}
\]

Kept Blank Intentionally
An example: Calculation of SGPA (Semester I) of a LLB student

<table>
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<th>GPV for grades earned</th>
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<td>LW 1014</td>
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SGPA = \( \frac{\text{Total Credit Points earned}}{\text{Total No. of Credits}} \) = \( \frac{57.80}{20} \) = 2.89

7.3 **CALCULATING YGPA**

\[ \text{YGPA} = \frac{\sum \left( \text{Grade Point scored for Course Unit} \times \text{Credit value of the Course Unit} \right)}{\text{Cumulative credit value of all GPA and MGPA Course Units of the year}} \]
7.4 **CALCULATING FGPA**

The Final GPA for a degree programme will be calculated for the fourth decimal place on the completion of all requirements for such programmes as follows:

\[
FGPA = \frac{\sum \text{Grade Point scored for Course Unit} \times \text{Credit value of the Course Unit}}{\text{Cumulative credit value of all GPA and MGPA Course Units of the degree programme}}
\]

8. **Assessment Procedure: Pass Marks/Grades/Grade Point Values/Grade Point Averages**

8.1 The performance of a student in each Course Unit shall be evaluated by Continuous Assessments and End Semester written examinations.

8.2 The pass mark of any Course Unit shall be 45% and above.

8.3 The minimum grade to pass a Course Unit shall be a “C” grade.

8.4 A non-credit course (NGPA course) shall not be considered for determining the Semester Grade Point Average (SGPA), Year Grade Point Average (YGPA) or the Final Grade Point Average (FGPA).

8.5 The military credit courses shall be considered for determining to the Semester Grade Point Average (SGPA), Year Grade Point Average (YGPA) and the Final Grade Point Average (FGPA).

8.6 A minimum of a “C” grade for each non-credit Course Unit shall have to be obtained to be eligible for the award of the degree.

8.7 A student who has obtained a grade D, D+ or C- for a permitted GPA Course Unit may repeat the examination in respect of such Course Unit for the purpose of improving the grade (Engineering students at their Semesters 5 & 6 may repeat permitted D+ or C- grades). In such instances, the highest grade that could be obtained shall be a C.

8.8 If a student obtains a lower grade while attempting to obtain a higher grade, he/she shall be entitled to retain the previous grade.
8.9

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

b) The Continuous Assessment component of a Course Unit may consist of a combination of assignments including class room tests, take home assignments, practical tests, case studies, quizzes, presentations, field visits, term papers, research projects or any other assessments decided by the relevant department of study.

8.10 Every Course Unit shall have one or more than one assessment conducted at critical stages of learning.

8.11 Appropriate assessment mode(s), percentage of marks allocated for each assessment, including independent learning activities, and the stage of assessment shall be decided by the relevant department of study.

8.12 Final marks of a Course Unit shall be calculated by the addition of Continuous Assessment marks and End Semester Written Examination marks.

8.13 In the case of all MGPA Course Units conducted by the FDS an equivalent grading system with the same standard shall be adopted for all services. The University shall decide on the grades to be allocated for raw marks submitted by Military Training Academies for advanced military training considering the pass mark of the Academies of the Army, Navy and Air Force respectively.

(The Military Academies of the Army, Navy and Air Force shall submit to the University the percentage marks obtained by the students for Military Training by the first week of the month of September each year in order to convene the BOE and BOM to finalize results prior to the General Convocation of the University scheduled to be held in October each year.)

8.14 If a student who is referred in any Course Unit obtains 45% or above marks at a supplementary examination, he/she shall be considered to have satisfied the criteria for passing such Course Unit. (i.e. C grade)

8.15 Above 45% marks obtained for any GPA or MGPA Course Unit at an attempt in any supplementary examination shall be considered to be a C grade. The GPV of the grade shall be considered and GPA shall be recalculated accordingly.
8.16 The raw marks of students who succeed at supplementary examinations shall be considered as 45% for GPA and MGPA Course Units irrespective of the marks they obtain at such supplementary examination(s).

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

8.18 The attempts of students at each Course Unit shall be indicated in the academic transcripts or examination certificates.

8.19 The Board of Examiners (BOE) of the University shall have authority to standardize the marks given for any Course Unit as and when it is deemed necessary and fit to do so. When and if such moderation is done the GPV of the amended grade shall be considered.

8.20 The students who excel in sports and other extra-curricular activities may be granted extra marks by the BOE as stated below after considering recommendations of the Dean, FDS/relevant Faculty Board. Accordingly, a percentage of the raw marks earned by such students for the Course Unit(s) offered in the relevant semester may be added to their raw marks as shown below:

   a) 20%  ) Participation at the International level
   b) 15%  ) Participation at the National level
   c) 08%  ) KDU Colours

9. **Passing a Course Unit**

A student shall be deemed to have passed a Course Unit if he/she obtains an overall average mark of 45% or above for a Course Unit in the Continuous Assessment component and the End Semester written examination.

10. **Failing a Course Unit**

10.1 A student shall be deemed to have failed a Course Unit if he/she obtains overall average marks of less than 45% for that Course Unit in the Continuous Assessment component and the End Semester written examination.

or
10.2 If a student is absent for a particular Course Unit of an end semester examination without a valid excuse he/she is considered to have failed in that particular Course Unit irrespective of the marks obtained for the Continuous Assessment component if the percentage allocated for Continuous Assessments component is less than 50%.

11. Re-Siting a Course Unit

11.1 All the Course Units having ‘E’ grades shall have to be repeated.
11.2 All MGPA Course Units having a grade less than ‘C’ shall have to be repeated.
11.3 All NGPA Course Units having a grade less than ‘C’ shall have to be repeated.
11.4 All GPA Course Units having a grade less than ‘C’, except for 1 Course Unit with a D, D+ or C- per semester shall have to be repeated. (In the 5th & 6th Semesters only engineering students shall repeat GPA Course Units having less than C grades except for 1 Course Unit with a D+ or C- per semester)
11.5 Any NGPA Course Unit having a grade ‘C’ or a higher grade, or a permitted GPA Course Unit per semester having a D or D+ or a C- grade, the relevant examination(s) may be repeated if a student is desirous of upgrading the current grade(s).

12. Repeating End Semester Examinations

A supplementary examination shall be held for each semester, 6 weeks after the date of releasing the results of the end semester examination. For this purpose examination results of end semester examinations shall be released within 5 weeks of the conclusion of such examinations.

13. Evaluation Criteria for Completing a Semester

13.1 Engineering (ENG)
A student shall satisfy the following minimum requirements for the purpose of completing (passing) a semester (applicable to Semesters 1 – 6). He/She:
   a) shall have obtained a SGPA of 2.0 or above for the whole examination,
   b) shall have obtained a “C” grade or above for all Course Units,
(However, not more than 1 D or D+ or C- grades for a GPA Course Unit of Semesters 1 to 4 shall be permitted per semester and 1 D+ or C- grade for a GPA Course Unit of Semesters 5 & 6 shall be permitted per semester provided the SGPA is 2.00 or above for the semester),

c) shall not have obtained an “E” grade for any of the Course Units,

d) shall have successfully completed the practical programme(s), as applicable, as certified by the relevant HOD.

13.2 **LLB**

A student shall satisfy the following minimum requirements for the purpose of completing (passing) a semester (applicable to Semesters 1 – 6). He/She:

a) shall have obtained a SGPA of 2.0 or above for the whole examination.

b) shall have obtained a “C” grade or above for all Course Units.

(However, not more than 1 D or D+ or C- grades for a GPA Course Unit shall be permitted per semester provided the SGPA is 2.00 or above for the semester)

c) shall not have obtained an “E” grade for any of the Course Units.

13.3 **Management and Technical Sciences (MTS)**

13.4 **Logistic Management (LM)**

13.5 **Social Sciences (SS)**

A student shall satisfy the following minimum requirements for the purpose of completing (passing) a semester (applicable to Semesters 1 – 4). He/She:

a) shall have obtained a SGPA of 2.0 or above for the whole examination,

b) shall have obtained a “C” grade or above for all Course Units,

(However, not more than 1 D or D+ or C- grades for a GPA Course Unit shall be permitted per semester provided the SGPA is 2.00 or above for the semester),

b) Shall not have obtained an “E” grade for any of the Course Units.

14. **Re-Examination in Course Units (Referred)**

14.1 The following criteria shall be considered in determining whether a student is “referred” in a particular Course Unit and has not completed a semester.
a) obtaining a SGPA of less than 2.00 (SGPA < 2.00);  

or  

b) having an E grade for any Course Unit;  

or  

c) having more than 1 D or D+ or C- grades for GPA Course Units (for Engineering Degrees having more than 1 D+ or C- grades for GPA Course Units in the Semesters 5 & 6 and having more than 1 D or D+ or C- grades for GPA Course Units per semester for Semester 1—4);  

or  

d) having a grade below C for a MGPA or NGPA Course Unit;  

or  

e) not successfully completing the practical programme(s) applicable as certified by the HOD.  

14.2 Such a student may continue with the next semester of the Degree Programme, but he/she shall re-sit an examination in the referred Course Units, as indicated by the BOE, at the next immediate available opportunity and shall obtain a minimum grading of C for the purpose of completing the examination (semester).  

15. **Relegation (Repetition of Examinations of a Particular Year)**  

15.1 **The Criteria for the Relegation of a Student:**  

a) Obtaining a YGPA of less than 1.00 (YPGA < 1.00) for the Year I or less than 1.30 (YPGA < 1.30) for Year II or year III at the University;  

or  

b) Obtaining grades lower than C for more than 70% of the total Course Units of Year I or for more than 60% of Course Units in any subsequent year;  

or  

c) Not completing a Course Unit within 4 attempts.  

15.2  

a) A student who comes under categories a) and b) above shall be relegated to the next junior Intake with effect from the time of release of the examination results of the particular year.
b) In the case of a student who comes under category c) above, the University may consider relegating him/her to the junior Intake.

c) Students who are relegated shall return to the University, if they have proceeded to respective Military Academies by the time of their relegation.

15.3 Relegated students who are referred in any Course Unit(s) shall continue with the relevant programme of study as specified in the paragraph 14 above.

15.4

a) If a student is relegated to his/her junior Intake he/she shall be considered a member of the junior Intake for the purpose of awarding the degree.

b) He/she shall be ranked in the junior Intake comparing FGPA of such student with the FGPAsof the other students in the junior Intake. Until such time, he/she shall be considered as the junior most in that Intake.

c) If relegation is done on disciplinary grounds, 50% of the monthly salary of such student shall be deducted for a period of 9 months.

15.5 Such a student may continue to serve in his/her respective service at the discretion of such service after fulfilling the training requirement of the respective military academies.

16. **Discontinuation from a Degree Programme and/or Discharging From the University/Service**

16.1 A student shall be deemed to have discontinued a degree programme at the University under following conditions.

a) When a student has been unable to complete the degree programme within the maximum periods stipulated in 17.1

   or

b) If a student has been determined to be unfit to continue his/her studies at the University or to be in a military service by a competent medical board recommended by the University on account of an illness and/or a disability that has occurred after the enlistment of such student to the University, he/she shall have to discontinue his/her degree programme at the University automatically without paying compensation.

   or
If a student has been determined to be unfit to continue his/her studies at the University or to be in a military service by a competent medical board recommended by the University on account of an illness and/or a disability that had occurred prior to the enlistment of such student to the University, which had not been disclosed by such student at the time of such enlistment, the student shall have to discontinue the degree programme at the University after paying compensation.

c) As a result of a disciplinary action in terms of the provision of clause 29 of the Regulations made by the President under Section 15 of the Sir John Kotelawala Defence Academy Act number 68 of 1981, i.e. “………..any cadet of the University who is guilty of proved misconduct shall be subject to dismissal if ordered by the BOM………..”

or

d) If a student is relegated 2 times on account of a failure in an examination and/or disciplinary grounds he/she may be considered for discontinuation/discharge by the BOM.

or

e) Following punishment for an examination offence(s) in terms of the provisions of the Clause 4 of the “Rules pertaining to the conduct of examinations” approved by the BOM on 20. 11. 1992, i.e. “………. withdrawal of a candidate from the course of studies and discharge from the academy and /or service…….”

16.2 If a student is discharged from the University following disciplinary action he/she shall reimburse the consideration of the bond or part of such consideration as determined by the University.
17. **MAXIMUM ALLOWED DURATION OF STUDY**

17.1

<table>
<thead>
<tr>
<th>Degree Programme</th>
<th>Max. No. of Semesters in which a degree can be completed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Eng</td>
<td>13</td>
</tr>
<tr>
<td>LLB</td>
<td>12</td>
</tr>
<tr>
<td>MTS</td>
<td>10</td>
</tr>
<tr>
<td>LM</td>
<td>10</td>
</tr>
<tr>
<td>SS</td>
<td>10</td>
</tr>
</tbody>
</table>

17.2 The BoS (Senate)/ BOM (Council) on the recommendation of the relevant FB may grant permission to extend the duration of study beyond the maximum period allowed on medical grounds or under exceptional circumstances other than medical grounds on a case by case basis.

18. **Criteria for Awarding BSc and LLB Degrees**

a) Satisfaction of the requirements for the completion of all semesters of the Degree Programme (Academic and Military);

b) Fulfillment of the criteria for completing the examinations within the maximum stipulated time period for each degree programme from the date of the commencement of the Semester 1 (in the case of students who are referred in any semester and/or have failed or have not completed any Academic Year);

c) Earning a GPA of not less than 2.00 for each semester and for the entire degree programme;

d) Following a programme of study for the minimum stipulated period of time;

e) Not having any E grades, and

f) Not having more than 1 D or D+ or C- grade for GPA Course Units in a semester. A student following an Engineering Degree Programme shall not have more than 1 D+
or C- grade per semester in the semesters 5 and 6 and not more than 1 D or D+ or C-
grades per semester in the semesters 1-4.

19. **Criteria for Award of Classes**

19.1 Awarding of classes shall be determined at the completion of all requirements for
graduation within the minimum time period stipulated for each degree programme.

19.2 Classes shall be awarded based on the FGPA as indicated below.

<table>
<thead>
<tr>
<th>FGPA</th>
<th>Final Result</th>
</tr>
</thead>
<tbody>
<tr>
<td>3.70 – 4.20</td>
<td>First Class</td>
</tr>
<tr>
<td>3.30 – 3.69</td>
<td>Second Class (Upper Division)</td>
</tr>
<tr>
<td>3.00 – 3.29</td>
<td>Second Class (Lower Division)</td>
</tr>
<tr>
<td>2.00 – 2.99</td>
<td>Pass</td>
</tr>
</tbody>
</table>

19.3 **First Class**

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

a) have completed all the requirements within 9 semesters in the case of Engineering
   Degrees, 8 semesters in the case of LLB Degrees, 6 semesters in the case of MTS,
   Logistic Management, and Social Sciences Degrees, except upon approvals granted by
   the BOM on the recommendation of the BOE for a valid and accepted reason(s).

   and

b) have earned a GPA of not less than 3.70 for the entire Degree Programme.

   and

c) not have earned any failure grades (i.e. E).

   and

d) not have earned grades below C for the entire Degree Programme at the time of
   finalizing the awarding of classes.

   and

e) not have earned a grade below “B+” (65%) in the last year examination in
   military training at respective Military Academies.
19.4  **Second Class (Upper Division)**

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

a) have completed all the requirements within 9 semesters in the case of Engineering Degrees, 8 semesters in the case of LLB Degrees, 6 semesters in the case of MTS, Logistic Management, and Social Sciences Degrees, except upon approvals granted by the BOM on the recommendation of the BOE for a valid and accepted reason(s).

   and

b) have earned a GPA of not less than 3.30 for the entire Degree Programme.

   and

c) not have earned any failure grades (i.e. E)

   and

d) not have earned a grade below “B” (60%) in the last year examination in military training at respective Military Academies.

19.5  **Second Class (Lower Division)**

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

a) have completed all the requirements within 9 semesters in the case of Engineering Degrees, 8 semesters in the case of LLB Degrees, 6 semesters in the case of MTS, Logistic Management, and Social Sciences Degrees, except upon approvals granted by the BOM on the recommendation of the BOE for a valid and accepted reason(s).

   and

b) have earned a GPA of not less than 3.00 for the entire Degree Programme.

   and

c) not have earned any failure grades (i.e. E)

   and

d) not have earned a grade below “B” (60%) in the last year examination in military training at respective Military Academies.
20. Merit Awards

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

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

i. Sword of Honour

ii. Trophy for the First in Order of Merit awarded by Gen. SC Ranatunga VSV, USP, psc.

iii. Trophy for the best overall performance in Academic Studies – Engineering Stream awarded by the KDU.

iv. Trophy for the best Student Officer in Aeronautical Engineering awarded by Air Vice Marshal U Wanasinghe BSc (Ceyl.), USP, psc.

v. Trophy for the best Student Officer in Civil Engineering

vi. Trophy for the best Student Officer in Electrical & Electronic Engineering awarded by Mrs. Nilanthi Fernando in memory of her late husband Cmde. EMK Fernando, SLN, MSc (DS), CEng, psc.

vii. Trophy for the best Student Officer in Marine Engineering.

viii. Trophy for the best Student Officer in Mechanical Engineering.


x. Trophy for the best overall performance in Academic Studies – LLB Stream.

xi. Trophy for the best overall performance in Academic Studies – Management & Technical Sciences Stream awarded by the KDU.

xii. Trophy for the best overall performance in Academic Studies – Social Sciences Stream.

xiii. Trophy for the best Student Officer in Military Studies awarded by the KDU.

xiv. Trophy for the best Student Officer from the Sri Lanka Army awarded by Lt. Gen. GDGN Senevirathne VSV.

xv. Trophy for the best Student Officer from the Sri Lanka Navy awarded by Rear Admiral R Kadirgamar MVO.
xvi. Trophy for the best student officer from the Sri Lanka Air Force awarded by Air Marshal MJT de S Gunawardena VSV.

xvii. Trophy for the best Sportsman awarded by the KDU.

xviii. Trophy for the best Student Officer in International Relations awarded by Cmde. ML Mendis VSV.

xix. Trophy for the best Student Officer in Leadership & Management Studies awarded by Air Vice Marshal PM Fernando VSV, psc.

xx. Trophy for the best Student Officer in Strategic & Defence Studies awarded by Maj. Gen. CAMN Silva VSV, USP, USAWC.

xxi. Trophy for the Best Syndicate in Military Presentations, awarded by the KDU.

21. **Effective Date of a Degree**

The effective date of the degree shall be reckoned as date on which the BOM confirms the results.

22. **Conducting of Examinations and Releasing of Results**

22.1 A bank of questions shall be maintained by the Head of each Department of Study for each Course Unit relevant to the respective Departments.

22.2 At least 10 days prior to the commencement of an examination period all HODs shall submit the moderated question papers to the Dean of the relevant Faculty.

22.3 The Dean shall scrutinize the question papers with the HODs and submit them to the Senior Assistant Registrar (Examinations) for printing of questions papers at least 7 days prior to the commencement of the examination period.

22.4 For moderated question papers each examiner shall prepare a model answer and a marking scheme and shall submit them to the HOD before the commencement of the examination.

22.5 Examiners shall complete marking and submit the marks thereof to the Senior Assistant Registrar (Examinations) through the relevant HODs within 04 weeks from the date of the relevant examination.
22.6 A Pre-results Board meeting shall be conducted by the Dean of each Faculty 05 weeks after the last date of an examination.

22.7 The BOE meeting shall be conducted and results shall be released by the 6th week after the last date of an examination.

22.8 After the examination and before submitting the results to the Dean of the Faculty the corrected answer scripts shall be distributed among the students and collected after their perusal. The question papers together with the model answers and the marking schemes shall be discussed with the students. If there are any changes of marks they shall be incorporated.

22.9 A supplementary examination shall be conducted for each semester within 06 weeks from the date of releasing results of an end semester examination. In addition to the above the following sections shall be applicable to a supplementary examination.

22.9.1 For a supplementary examination, moderated question papers shall be submitted to the Senior Assistant Registrar (Examinations), for printing 01 week prior to the commencement of such examination for printing.

22.9.2 Marks of the supplementary examination shall be submitted to the Senior Assistant Registrar (Examinations) by the Deans of relevant Faculties within 02 weeks from the last date of examination.

22.9.3 Results shall be released within the 4th week from the last date of the supplementary examination.

22.10 “All Rules pertaining to the conduct of examinations” approved by the BOM on 20.11.1992 shall continue to apply to examinations conducted under these By Laws.

23. Dean’s List and Vice-Chancellor’s List

A student who scores a YGPA of 3.40 – 3.79 may be included in the Dean’s list, and if the YGPA is not less than 3.80 such student may be included in the Vice Chancellor’s list, provided that such student has not been subject to severe punishment on disciplinary grounds.
24. Interpretation

Any problem regarding the interpretation of these By-Laws shall be referred to the BOM of General Sir John Kotelawala Defence University. The decision of the BOM thereon shall be final and conclusive.

In these By-Laws unless the context otherwise requires,

“Student” means Officer Cadet or any other candidate enlisted to KDU to follow a programme of study

“Course Unit” means any subject offered for the degree.

25. Abbreviations

<table>
<thead>
<tr>
<th>Abbreviation</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>“KDU”</td>
<td>General Sir John Kotelawala Defence University</td>
</tr>
<tr>
<td>“BOM”</td>
<td>Board of Management (Council) of General Sir John Kotelawala Defence University.</td>
</tr>
<tr>
<td>“BOS”</td>
<td>Board of Studies (Senate)</td>
</tr>
<tr>
<td>“FB”</td>
<td>Faculty Board</td>
</tr>
<tr>
<td>“BOE”</td>
<td>Board of Examiners</td>
</tr>
<tr>
<td>“HOD”</td>
<td>Head of the /a Department</td>
</tr>
<tr>
<td>“GPA”</td>
<td>Grade Point Average</td>
</tr>
<tr>
<td>“MGPA”</td>
<td>Military Grade Point Average</td>
</tr>
<tr>
<td>“NGPA”</td>
<td>Non Grade Point Average</td>
</tr>
<tr>
<td>“GPV”</td>
<td>Grade Point Value</td>
</tr>
<tr>
<td>“SGPA”</td>
<td>Semester Grade Point Average</td>
</tr>
<tr>
<td>“YGPA”</td>
<td>Year Grade Point Average calculated for a year</td>
</tr>
<tr>
<td>“FGPA”</td>
<td>Final Grade Point Average calculated for the entire degree Programme</td>
</tr>
<tr>
<td>“Value of Bond”</td>
<td>The amount of value indicated in the Bond signed by the cadet and the sureties at the time of enlistment to the KDU</td>
</tr>
</tbody>
</table>