UNIVERSITY OF MORATUWA, SRI LANKA

Performance Criteria
for the
Degree of
Bachelor of Science Honours in Artificial Intelligence

Effective from the 2020/2021 Intake

01. ADMISSION

1.1 Admission Requirements

1.1.1 The admission requirements to the Degree of Bachelor of Science Honours in Artificial Intelligence are determined by the University Grants Commission (UGC) in accordance with the government policy on university admissions.

1.1.2 Admissions will be for the commencement of first Semester of the programme and only full-time students would be admitted.

02. PROGRAMME OF STUDY

2.1 Academic Calendar

The academic calendar will usually be two semesters, each of 20-week duration (including time for examinations and a reading week) during an academic year.

03. Registration

3.1 Academic Advisors

3.1.1 Each student, on enrollment, will be assigned an Academic Advisor from among the members of the academic staff of the Faculty.

3.1.2 Students are required to consult and obtain the consent of their respective Academic Advisor prior to applying for registration at the beginning of each semester or term. The students are also required to consult and obtain the Academic Advisor's consent prior to adding or dropping modules after registration, voluntary leave of absence from the course and change of academic load.

3.1.3 A student may appeal to the Dean through the Head Department of Computational Mathematics when not in agreement with the Academic Advisor.

3.2 Registration for each Academic Year or Semester

3.2.1 At the commencement of each academic year, students are required to register with the University by completing a Registration Form and paying any fees as may be required by the university.

3.2.2 Subsequent to the annual registration with the University, at the commencement of each academic semester, each student is required to complete a registration form indicating the

modules that they wish to register for in the semester, through the Registration system in consultation with the Academic Advisor.

3.2.3   In situations where, the number of applicants for an elective module is more than the number of places available, such places would be allocated on the basis of the Current Grade Point Average of the applicants or any other suitable criteria approved by the Faculty until all places are filled. In case when registration for a particular module is not possible, a student will be permitted to register for alternative modules.

3.2.4   In situations where a compulsory module is repeated in both semesters of the same level, the respective department offering the module would allocate applicants for each semester.

3.2.5   Each student is responsible for the completeness and accuracy of their Registration Forms and submission prior to the set deadlines.

3.2.6   It is also the responsibility of students to plan and select the modules as may be required to satisfy graduation requirements.

3.2.7   A student who has successfully completed the graduation requirements set out in clause 6.2, will not be permitted to register for any new module(s). However, upgrading of modules as per clause 5.2.2 may be permitted on written application by the student.

3.3   Changes to Registration for each Semester

3.3.1   A student who wishes to de-register from a module should do so in writing within the add/drop period (two weeks of the commencement of that semester or term) with the consent of the Academic Advisor.

3.3.2   Discontinuing a module after this deadline (add/drop period) will not be allowed and will be considered as an attempt, even if the student does not face any assessments and/or examinations in that module.

3.3.3   De-registration of compulsory modules will be allowed only under exceptional circumstances and should be approved by the Senate on the recommendation of the Dean Faculty of Information Technology. Such compulsory modules must be subsequently completed in order to be eligible for the award of the Degree.

3.3.4   A student who wishes to take an additional course or a replacement for a de-registered course, may do so within the add/drop period. In either case, the consent of the Academic Advisor would be required for all the students. In the case of a late registration, permission from the lecturer in charge of the module would also be necessary.

04. COURSE STRUCTURE

4.1 Course Content

The program of study leading to the award of the Degree of Bachelor of Science Honours in Artificial Intelligence consists of eight academic semesters and a period of industrial placement offered over four academic years. The programme of study comprises the following components:

   a) An academic programme extending over eight semesters.
   b) A 24 weeks period of industrial placement
   c) Any other work; camp, training modules, seminars, industry visits or projects that may be specified by the Faculty.

4.2 Credits

4.2.1 Each module is assigned a credit value representing the student's workload.

   (a) For a typical module extending over one semester (15 weeks of teaching), 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.
   (b) Design, other projects and other specified course work are assigned credit hours commensurate with the respective workload.
   (c) The industrial placement is of 24 weeks duration and will be assigned six (06) credits. Any additional length of industrial placement will not be assigned additional credits.

4.2.2 The modules offered in a given semester or term and the number of credits assigned to each module will be determined by the Faculty. Students will be duly informed ahead of the commencement of that semester.

4.3 Modules

4.3.1 Course modules are either compulsory (core) or elective.

4.3.2 In each of the categories in 4.3.1, there are GPA modules (which are taken for the computation of the GPA) and Non-GPA modules.

4.3.3 Detailed information is made available in the Student Handbook.

4.4 Academic Load

4.4.1 Students are required to register for course modules to satisfy the normal academic load specified by the faculty in any given semester.

Recommended by the By-Laws Committee on 28.08.2020
Recommended by the Senate held on 23.09.2020
Approved by the Council held on 07.10.2020

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4.4.2 A student, with the consent of the relevant Academic Advisor, may be permitted to take a maximum of six credits above or below the normal semester academic load.

4.4.3 The maximum academic load of a student in a semester is 26 credits.

4.4.4 In order to consider a student as full time, the minimum requirement is 12 credits in a semester except in Level 3 Semester 2, for which the minimum requirement is 08 Credits. This limit is considered for scholarships, awards, placement on the Dean's List etc.

4.4.5 Any additional modules, which may include previously taken modules repeated for purposes of passing or upgrade of final grade, should be within the maximum permitted in 4.4.3 and must be undertaken with the consent of the Academic Advisor.

4.4.6 The academic progress of a student may be determined by the total number of credits a student has earned by the end of preceding semester or term as given below:

Total Credits	Level
	1
30	2
70	3
110	4

4.5 Leave from Academic Activities

The following categories of leave from academic activities are available to students: (a) Leave on Medical Grounds, Compassionate Grounds or Participation Grounds, (b) Leave for Long Durations and (c) Leave for Short Durations, complying with the following conditions.

4.5.1 Leave on Medical Grounds, Compassionate Grounds or Participation Grounds:

If a student cannot participate in academic activities on medical or compassionate grounds, he/she could apply for leave under this category for approval of the Senate. Application is to be forwarded with the required supporting documents in line with the clause 1.18 "Absence from Examination" of By-law No. 15:2004/Amd2007 "Conduct of Examinations".

If a student has been selected to represent at Inter-University, National or International events, the student shall obtain advance permission for the absence as per clause 1.18 "Absence from Examination" of By-law No. 15:2004/Amd2007 "Conduct of Examinations".

4.5.2 Leave for Short Duration: A student may apply for this category of leave for the Senate approval, when he/she has to be away from academic work for a short period. Maximum

duration a student could obtain under this category is 21 calendar days per 15 weeks semester or 14 calendar days per 10 weeks term, subject to the condition specified in (ii) above. The leave obtained should not affect the academic work and examinations.

4.5.3 Leave for Long Duration: A student may apply for this category of leave for the Senate approval, when he/she has to be away from academic work for a longer period. Maximum duration of leave a student could obtain under this category is two academic semesters and a term (or any other such combination subject to the maximum limit of one-year duration). This period can be taken at one stretch or in several steps in any combination of whole semester or term.

4.5.4 The cumulative leave period of Medical and Short Duration Leave per academic semester or a term should not exceed the period that affects the attendance requirement in order to complete the semester or term.

4.5.5 All leave which fall during end-of-semester / term written examinations will be granted according to By-Law No. 15-2004 (By-Law for Conduct of Examinations).

05. EVALUATION OF PERFORMANCE

5.1 Evaluation

5.1.1 The performance of each student in each module will be evaluated by continuous assessment and/or an end-of-semester examination.

5.1.2 The Council and Senate on the recommendation of the Faculty of Information Technology will approve the examiner/(s) and assign a moderator for each module conducted in a semester.

5.1.3 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 placement, research projects and other similar modules where the end-of-semester examination may be replaced by another form of evaluation.

5.1.4 The continuous assessment of a student may be based on a specified combination of assignments including laboratory work, tutorials, quizzes, presentations, mid term examinations, term papers, and participation in the course activities.

5.1.5 Weightage of each of the components used in the determination of the final grade for each course module must be clearly conveyed in writing to the students by the examiner at the commencement of each module, along with the outline of the course module.

5.1.6 A student who does not obtain a minimum mark of 40 percent of the marks assigned for continuous assessment portion prescribed for a particular module, and/or does not satisfy the attendance requirement (normally 80%) will not be eligible to sit for the end-of-semester examination of that module, and will be given the grade F.

5.1.7 A minimum requirement of 20% should be obtained from the written component of the end-of-semester Examination in order to obtain a Grade D or any higher letter grade for the course module.

5.1.8 A student who is unsuccessful at the end-of-semester examination would be given a grade "I". A repeat candidate who has an I grade will be given a grade based on the marks obtained at the end of semester examination and marks obtained previously for continuous assessment, subject to a maximum of a "C" grade.

5.1.9 The highest grade obtainable at a repeat attempt is the grade "C".

5.1.10 A candidate with a grade "F" will need to complete both the continuous assessment and the end-of-semester examination.

5.1.11 When an Academic Concession has been granted, the candidate will be treated as a first attempt candidate and no restrictions are placed on the grades obtainable.

5.1.12 A Board of Examiners, appointed by the Council on the recommendation of the Senate, comprising examiners and moderators of all the modules relevant to a particular level of the course will meet at the end of each semester to decide on the performance and the academic standing of each student registered for that level of course.

5.2 Grading System

5.2.1 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[1] Percentage	Grade	Grade Point	Description
85 and above	A+	4.0	
75 to 84	A	4.0	Excellent
70 to 74	A-	3.7	
65 to 69	B+	3.3	
60 to 64	B	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-	1.7	Weak Pass
35 to 39	D	1.0	Conditional Pass [a]

34 and below	I	0.0	Incomplete [b]
	F	0.0	Fail [c]
	P	---	Pass (Non-GPA courses)
	N	---	Academic Concession [d]

[1] 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.

a) Grade **D** or above is required to earn credit for a module.
b) A student satisfying continuous assessment requirements and failing the end-of-semester examination receives an incomplete grade **I**.
c) A student receiving an **F** grade must repeat both the continuous assessment and the end-of-semester examination components. The maximum grade awarded for repeating a course module will be a **C**, and it will be used for calculating Semester Grade Point Average.
d) 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 an Academic concession strictly following the procedures laid out by the Senate. CA component can be carried forward to the next examination as the first attempt. The grade is not counted in the calculation of the SGPA.

5.2.2   The grades F, I, D or C⁻ can be improved up to a C grade and be considered for calculation of the SGPA. Students who wish to upgrade need to complete their examination and obtain the upgraded grade before the relevant final Board of Examiners after the graduation requirements are met.

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

5.3   Semester Grade Point Average

5.3.1   The calculation of the 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).

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

where n_i is the number of credits for the ith module in a given semester and g_i is the grade points earned for that module.

5.3.2 The Grade Point Average is rounded to the nearest second decimal place.

5.3.3 The Semester Grade Point Average is reported on transcripts and Statement of Results that may be issued for each semester.

5.4 Unsatisfactory Standing and Academic Probation

5.4.1 If the student's Semester Grade Point Average falls between 1.99 and 1.50 the student will be placed on Academic Warning.

5.4.2 Any student with a Semester Grade Point Average less than 1.50 will be placed on Academic Probation.

5.4.3 Academic Probation and/or Academic Warning may be withdrawn when the relevant Semester Grade Point Average is upgraded to 2.00 or more.

5.4.4 A student on Academic Warning or Academic Probation will not be allowed to carry any additional academic load.

5.4.5 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.

   i.   SGPA < 1.50 in any two semesters

   ii. SGPA < 1.50 in any semester and $1.50 \leq SGPA < 2.00$ in any two semesters.

   iii. $1.50 \leq SGPA < 2.00$ in any four semesters.

5.5 Current Grade Point Average

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

5.5.2 The weight for each level will be uniform.

5.6 Overall Grade Point Average

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

5.7   Non-GPA Modules

Of the minimum requirement of credits for graduation (150), 15 credits should be earned through modules that are designated as Non-GPA modules. The grades earned at these modules will not be taken for the purpose of calculating the Semester GPA, Overall GPA or in the award of Classes.

5.8   Classes

5.8.1   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

5.8.2   Under exceptional circumstances a student who satisfies the overall GPA but takes longer than five academic years to complete the course requirements may be deemed to be eligible for the award of the Degree of Bachelor of Science Honours in Artificial Intelligence with a class by the Senate on the recommendation of the Faculty, for students considered under clause 4.5.

5.9   Academic Concession

5.9.1   A student who has missed an end-of-semester examination because of illness or other compelling reason may appeal with supporting documents to the Senate through the Dean for an Academic Concession within the time period stipulated by the Senate.

5.9.2   Such appeals will be considered by an appeals board provided the application has been made in conformity with the requirements for such appeals as set out by the Senate. Only those recommended by the appeals board will be given an academic concession.

5.10   Dean's List

Full time undergraduate students who achieve a semester grade point average of 3.80 or greater, 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.

06. GRADUATION REQUIREMENTS

6.1 Minimum Residence Time

A student enrolled for the Degree of Bachelor of Science Honours in Artificial Intelligence has to follow a course of study as a full-time student for a period extending over a minimum period of four academic years.

6.2 Credit Requirements

A candidate should satisfy the following requirements in order to be admitted to the Degree of Bachelor of Science Honours in Artificial Intelligence:

6.2.1 A minimum total of 150 credits including a minimum of 134.5 GPA and a minimum of 15.5 non-GPA credits from among the modules specified for the degree programme. The credits earned should be in accordance with those specified in the curriculum for the Degree of Bachelor of Science Honours in Artificial Intelligence, as approved by the Senate.

6.2.2 Completion of development courses and any other mandatory requirements prescribed by the Faculty.

6.2.3 A minimum Overall Grade Point Average (OGPA) of 2.00.

6.3 Maximum Period

6.3.1 A candidate will not be qualified for the award of the Degree of Bachelor of Science Honours in Artificial Intelligence if the graduation requirements are not satisfied within eight academic years from the date of first registration.

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

6.4 Modules from Other Institutions

6.4.1 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.

6.4.2 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 to be recorded. To receive credit, normally, a minimum grade of C (45 percent or above) must be obtained for a module.

07.   EFFECTIVE DATE OF AWARD

a) Effective date of award shall be the last day of the month the satisfactory completion of the graduation requirements as confirmed by the Senate and specified in the By-Law.