



**PERFORMANCE CRITERIA FOR THE
DEGREE OF BACHELOR OF SCIENCE HONOURS IN QUANTITY SURVEYING**

**AT THE
DEPARTMENT OF BUILDING ECONOMICS
FACULTY OF ARCHITECTURE
UNIVERSITY OF MORATUWA SRI
LANKA**

Effective from the 2022 Intake

1. ADMISSION

1.1 Admission Requirements

- 1.1.1 The admission requirements to the Degree of Bachelor of Science Honours in Quantity Surveying (abbreviated BScHons (QS)) is determined by the University Grants Commission (UGC) in accordance with the government policy on university admissions.
- 1.1.2 Only full time students are admitted to this programme.

1.2 Provisions to Transfer from another University

- 1.2.1 The Faculty of Architecture may allow a student admitted by the UGC to a similar programme in another Faculty in a National University in Sri Lanka, to transfer to the University of Moratuwa, when vacancies arise in the Degree programme after the completion of at least one Semester of the programme.
- 1.2.2 Only students with an overall standing of a Cumulative Grade Point Average (GPA) of 3.6 or more would be considered for transfer.
- 1.2.3 Such transfers, which should be forwarded through the UGC, require the approval of the Senate of the University of Moratuwa.
- 1.2.4 When a student is allowed to transfer from another university, credits earned in that university may be transferred for modules considered to be equivalent and in which grades of "C" (equivalent to at least 45%) or higher have been obtained by the student. In addition, transfer of credit for a module will not be granted unless the student has obtained credit for the prerequisites for that module specified by the University of Moratuwa.
- 1.2.5 Credit will normally not be granted for modules taken earlier than four years to the date of application for transfer.
- 1.2.6 For a transfer student to qualify for a degree, he/she must be registered in the Faculty of Architecture for a minimum time period of four semesters.
- 1.2.7 When there are several students who want to gain admission to a fewer number of vacant positions in the Degree programme, a criterion based on their Cumulative GPA at the respective university, may be followed until all vacant positions are filled.

2. PROGRAMME OF STUDY

2.1 Programme Details

- 2.1.1 The programme of study leading to the award of the BScHons (QS) degree programme consists of eight academic semesters, offered over four academic years.
- 2.1.2 Normal duration of academic teaching in a semester is 15 weeks, and the minimum duration of industrial training is 24 weeks. The balance period is for study leave and examinations.
- 2.1.3 The programme of study comprises of the following components:
- (i) Academic teaching,
 - (ii) An industrial training,

- (iii) A research dissertation,
- (iv) Any other work such as camp, workshops, training modules, guest lectures, projects, etc..

2.2 Academic Calendar

- 2.2.1 The academic calendar usually consists of two semesters during an academic year.
- 2.2.2 The approximate semester durations of the programme are given in Table 1.

Table 1: Semester Durations

Levels	Semester I	Semester II
Level 1	20 weeks	20 weeks
Level 2	20 weeks	20 weeks
Level 3	25 weeks (Includes a minimum of 24 weeks of industrial training and 1 week industrial training workshop)	20 weeks
Level 4	20 weeks	20 weeks

2.3 Modules

- 2.3.1 Modules are either compulsory or elective.
- 2.3.2 Modules are normally intended to be taken over eight (08) semesters. This information is made available under 'Module outline'.
- 2.3.3 Modules are categorised into four levels of academic progression (1 to 4).
- 2.3.4 Modules may have pre-requisites that need to be completed prior to registering for those modules.
- 2.3.5 Pre-requisites for a module can only be from a lower level of academic progression. However, corequisites from the same level may be allowed provided that the relevant module(s) is/are being offered to all relevant students.

2.4 Credits

- 2.4.1 Each module is assigned a credit value representing the student's workload.
 - (i) For a typical module extending over one semester, one credit is given for each hour of academic lectures per week or two hours of assignments such as tutorials, laboratory work, field work or project work per week.
 - (ii) The industrial training of 24 weeks duration is assigned six credits.
 - (iii) The research dissertation is assigned 15 credits.
 - (iv) Modules that cannot be covered under (i), (ii) and (iii) above, such as design projects, other projects, workshops, camps and other specified coursework are assigned credit values commensurate with the respective workload.

2.4.2 The modules offered in a given semester and the number of credits assigned to each module will be determined by the Faculty. Students will be duly informed on these details ahead of the commencement of that semester. 2.4.3 Number of credits per module is normally 2 (+/- 1) and restricted to integer values.

2.4.3 2.4.4 Modules such as research dissertations, trainings, camps or similar modules may have a higher credit value.

2.5 Academic Load and Level of Academic Progression

2.5.1 The normal academic load of a student (norm) in a semester should comply with the following:

- (i) The total credit requirement from industrial training is 6 credits.
- (ii) The total credit requirement in each of the remaining semesters must lie within 21±3 credits.
- (iii) To comply with 2.5.1 (ii) the total credits of the research dissertation module will be distributed within more than one semester based on the academic load

2.5.2 Irrespective of the norm, maximum credits (i.e. upper limit) a student could register for a semester is 27 credits.

2.5.3 There is no lower limit for the credits requirement in a particular semester.

2.5.4 In order to consider a student as full time, the minimum requirement is generally 12 credits in a semester, except Level 3 - Semester I (Industrial Training), where the full time minimum requirement is 6 credits. These limits shall be considered for the determination of Dean's List, Scholarships, etc.

2.5.5 In order to have uniformity in workloads of the modules, the credits per module are restricted to 2±1 credits, other than research dissertation, projects, training, workshops, camps or similar modules.

2.5.6 Students are required to register for modules to satisfy normal academic load specified by the respective department in any semester. However, a student may be permitted to deviate from the norm within the maximum credits limit. The additional modules may include the previously taken modules repeated for purposes of passing or upgrading of final grade.

2.5.7 The academic progress of a student may be determined by the total number of credits he/she has earned by the end of preceding semester as given in Table 2:

Table 2: Credit Requirement for Academic Progression

Total Credits	Level of Academic Progression
≤ 30	1
Over 30	2
Over 70	3
Over 100	4

However, level of academic progression does not restrict the continuation of the student to a subsequent semester unless restricted by other conditions as specified in the Clause 4.5.

3. REGISTRATION

3.1 Academic Advisors

- 3.1.1 An Academic Advisor shall be Level Coordinator appointed for each level by the Head of the Department from among the academic staff of the Department.
- 3.1.2 The student shall consult his/her respective Academic Advisor prior to module registration at the beginning of each semester.
- 3.1.3 The student shall request the Director, Undergraduate Studies Division through Academic Advisor and Head of Department to add or drop modules after the permitted period of registration; to obtain leave from academic activities, and to change academic load.
- 3.1.4 A student may appeal to the Dean through the Head of the Department, when not in agreement with the decision of the Academic Advisor.

3.2 Registration for each Academic Year and Semester

- 3.2.1 At the commencement of each academic year, semester, students are required to complete a registration form and pay any fees as may be required by the university.
- 3.2.2 Students are required to fill individual registration forms indicating each module that they wish to register for the semester through online registration system or using manual forms.
- 3.2.3 An "Add-Drop period" of specified length will be given at the commencement of a semester to change module registrations as per clause 3.3.1. The length of the Add-Drop period will be specified by the respective department in consultation with the Undergraduate Studies (UGS) Division of the Faculty, and is usually two weeks.
- 3.2.4 At the end of module registration period, the Level Coordinators will generate the module registration details to enable the students to decide any changes to be done during the Add-Drop period.
- 3.2.5 Once the module registrations are finalised after the Add-Drop period, the Level Coordinators will generate the module registration details for confirmation by the student.
- 3.2.6 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 (CGPA) of the applicants or any other suitable criteria approved by the Faculty until all places are filled. In case when registration for a module is not possible, a student will be permitted to register for alternative module(s).
- 3.2.7 In situations where a compulsory module is repeated in both semesters of the same level of academic progression, the Department would allocate applicants for each semester.
- 3.2.8 A student repeating the end-of-semester written examination of a module is required to complete the repeat registration at least five weeks prior to the commencement of the examination, and if necessary register for that academic year.
- 3.2.9 A student repeating both the continuous assessment and the end-of-semester written examination of a module is required to complete the repeat registration prior to the end of the Add/Drop period and, if necessary, register for that academic year.

- 3.2.10 Each student is responsible for the completeness and accuracy of his/her module registrations and for registering prior to the set deadlines.
- 3.2.11 It is also the responsibility of the student to plan and select the modules as may be required to satisfy graduation requirements.
- 3.2.12 A student, who has successfully completed the graduation requirements set out in Clause 5.2, will not be permitted to register for any new module(s). However, upgrading of modules as per Clause 4.3.2 may be permitted on written application by the student.

3.3 Changes to Modules Registration

- 3.3.1 A student who wishes to de-register from modules and/or register for additional modules should do so within the Add-Drop period of that semester in consultation with the Academic Advisor.
- 3.3.2 De-registration of compulsory modules, even during the Add-Drop period, will be allowed only under exceptional circumstances and should be approved by the Senate on the recommendation of the Head of the Department, Director, Undergraduate Studies Division and the Dean of Faculty of Architecture. Such compulsory modules must be subsequently completed in order to be eligible for the award of the Degree.
- 3.3.3 Discontinuing a module after the 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, unless the module is withdrawn as specified in the Clause 3.1.4 and Section 3.4.
- 3.3.4 Under exceptional circumstances, late registration may be permitted by the Faculty, with the concurrence of the lecturer in charge of the module and the Head of the Department.

3.4 Withdrawal of a Module Registration

- 3.4.1 A student can request to withdraw from a module after the Add-Drop period under the following conditions:
 - (i) The relevant Level Coordinator and the Head of the Department should recommend the request;
 - (ii) Requests for withdrawal will not be entertained for compulsory modules;
 - (iii) Dropped modules will appear in the transcript as "Withdrawn"; and will not be considered for the GPA calculations; Request should be made before the last day of contact week of the relevant semester;
 - (iv) Module(s) cannot be added in place of the withdrawn module; and
 - (v) If a student later decides to register for a withdrawn module, he/she will be considered as a repeat candidate with an **F** grade for that module.
- 3.4.2 Therequests for withdrawal should be approved by the Senate on the recommendation of the Head of the Department, Director, Undergraduate Studies Division and the Dean of Faculty of Architecture.

3.5 Leave from Academic Activities

- 3.5.1 The following categories of leave from academic activities are available to students: (a) Leave for Short Duration and (b) Leave for Long Duration on grounds identified in Clause 3.5.2, and complying with the conditions specified in clauses 3.5.3 to 3.5.11.
- 3.5.2 Leave on Medical Grounds, Compassionate Grounds or Official Representation Grounds: If a student cannot participate in academic activities on medical, compassionate, or official representation grounds, he/she could apply for leave under this category for approval of the Senate. The required supporting documents shall be in line with the clauses related to "Absence from Examination" of By-law No. 15 "Conduct at Examinations". Compassionate grounds shall include but not limited to community services, company start-ups, family commitments, and competitions, conferences and sports when not identified under official representation.
- 3.5.3 Leave for Short Duration: A student may apply for this category of leave 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 contact weeks of a semester, subject to the condition specified in clause 3.5.7 below.
- 3.5.4 Leave for Long Duration: A student may apply for this category of leave 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. This period can be taken at one stretch or in several steps in any combination of whole semester.
- 3.5.5 Leave will be granted according to the By-Law No. 14 (By-Law Related to Conditions of Residence and Discipline of Student(s)).
- 3.5.6 In the case of a student traveling abroad, the Vice Chancellor, upon the recommendation of the Senate, may grant leave.
- 3.5.7 The cumulative period of Short Duration Leave per academic semester should not affect the satisfactory participation requirement of the programme (as specified in Section 4.1) in order to complete the semester. It is the student's responsibility to consult the respective examiners in order to make arrangements such that the leave obtained does not affect the academic work and any of his or her Continuous Assessment requirements.
- 3.5.8 Any approved Leave for Long Duration will add-on to the minimum period for the completion of the Degree (the minimum period of study will be extended by adding the long-duration leave).
- 3.5.9 Only Leave for Long Duration granted under medical grounds will be added on to the maximum period for the purpose of awarding classes and the maximum period for the completion of the Degree (the maximum period for award of classes and completion of Degree will be extended by adding only the long-duration medical leave).
- 3.5.10 Under exceptional circumstances, the Vice Chancellor, upon the recommendation of the Senate, may grant Leave for Long Duration for circumstances beyond the provisions of Clause 3.5.4. The Senate may also recommend the period of leave granted be added-on to the maximum period for the purpose of awarding classes and the maximum period for the completion of the Degree.
- 3.5.11 When a student has to be absent from examination, he/she shall follow the guidelines related to the Absence from Examination under By-Law No.15 (By-Law for Conduct at Examinations)

4. EVALUATION OF PERFORMANCE

4.1 Participation of the Programme

- 4.1.1 The study programme is conducted on full-time basis and satisfactory participation of the course is a compulsory requirement.
- 4.1.2 **A student is required to have a minimum attendance of 80% in lectures;** the student shall attend lectures and project work, and should complete all assignments including coursework, assessed project works, laboratory works, tutorials, quizzes, presentations, term papers or similar activities, industrial training, workshops, camps, research dissertation and similar activities to the satisfaction of the module requirements.
- 4.1.3 A student who does not satisfy the requirements of clause 4.1.2 is deemed to have unsatisfactory participation.
- 4.1.4 It is the responsibility of the student to submit assignments, coursework, reports, research dissertation and similar documents before the deadline.
- 4.1.5 If a student is required to be away from the academic work, he/she shall apply for leave in accordance with the clause 3.5.

4.2 Evaluation

- 4.2.1 The performance of each student in each module will be evaluated by continuous assessment (CA) and/or end-of-semester written examination (WE).
- 4.2.2 The Council and Senate on the recommendation of the Faculty of Architecture will approve the examiner(s) and assign a moderator for each module conducted in a semester.
- 4.2.3 CA component in a module normally carries a weightage of 40% of the total marks, except in modules, which are assessed only by CA, industrial training, research dissertation, project study, camps, non-GPA modules and other modules, where end-of-semester WE may be replaced by another form of end-of-module evaluation as approved by the Senate. .
- 4.2.4 The continuous assessment of a student may be based on a specified combination of assignments including but not limited to laboratory work, tutorials, camps, workshops, quizzes, presentations, term papers and participation in the course activities.
- 4.2.5 Weightage of each of the components used in the determination of the final grade for each 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 module. For repeat candidates upgrading from **F** grade or **N** grade, the current weightage of each component of the module should be used in determining the final grade.
- 4.2.6 The eligibility of the candidates to sit for end-of-semester WE is based on the satisfactory participation of the course. Attendance of the students for lectures shall normally not be less than 80% for each module.
- 4.2.7 To get qualified to sit the end of semester WE of a registered module, the candidates should pass CA component by obtaining at least 40% for that component.
- 4.2.8 The students who are not eligible to sit for end of semester WE will be notified by the Head of the Department.

- 4.2.9 At the end of semester, the eligible list of students of each module in that semester will be sent to the Examination Division by the Head of the Department.
- 4.2.10 A Candidate should obtain at least 35% from WE components to pass a module.
- 4.2.11. If only the CA component is passed, the student receives **I** grade and has to complete only the WE component as a repeat candidate in the next attempt to complete the module. Only the marks obtained for the WE component will be taken to determine the grade at the repeat attempt.
- 4.2.12 The students receiving less than 40% for CA receive an **F** grade, and should take both CA and WE components in order to upgrade the result.
- 4.2.13 The highest grade obtainable at a repeat attempt is the grade **C** except ,except in the following cases:
- (i) When an Academic Concession has been granted for the particular module;
 - (ii) When the Senate has granted approval for a particular subject module to be upgraded or improved at a repeat attempt to a grade higher than C and has specified the method for computing such grade.
- 4.2.14 A Board of Examiners, appointed by the Council, comprising examiners and moderators of all the modules relevant to a particular semester of the programme, will meet at the end of that semester to decide on the performance and the academic standing of each student registered for that semester of the programme.

4.3 Grading System

- 4.3.1. Letter grades based on the Grade Point system and corresponding description, as illustrated in Table 3, will be used to express the performance at each module.

Table 3: Grade Point System

Benchmark Percentage	Grade	Grade Point	Description
85 and above	A+	4.0	Outstanding
75 to 84	A	4.0	Excellent
70 to 74	A-	3.7	Highly commended
65 to 69	B+	3.3	Very Good
60 to 64	B	3.0	Good
55 to 59	B-	2.7	Average
50 to 54	C+	2.3	Satisfactory
45 to 49	C	2.0	Pass
40 to 44	C-	1.7	Weak Pass
35 to 39	D	1.0	Conditional Pass
34 and below	I	0.0	Incomplete
34 and below	F	0.0	Fail
	P	---	Pass in non-GPA module
	N	---	Academic Concession
	W	---	Withdrawn

4.3.2 The letter grades shall satisfy the following criteria:

- (i) The grade **D** or above is required to earn credit for a module except for industrial training and research dissertation for which minimum of grade **C** is required.
- (ii) A student failing only WE receives an incomplete grade **I**.
- (iii) By repeating only the WE component, grade **I**, **D** or **C-** can be improved up to grade **C** and it will be used for calculating Semester Grade Point Average (SGPA). Only the marks obtained for the WE component will be taken to determine the grade.
- (iv) A student failing CA receives an **F** grade, and must repeat both CA and WE components. The maximum grade awarded for repeating a module will be a **C** and it will be used for calculating SGPA.
- (v) Grade **N** signifies Academic Concession granted with the approval of the Faculty and the Senate, in the event a student is unable to attend an examination due to illness or other compelling reason. CA component can be carried forward to the next examination as the first attempt. The grade **N** is not counted in the calculation of the SGPA.
- (vi) Grade **W** indicates a module withdrawn by the student with the approval of the Faculty and the Senate. The grade is not counted in the calculation of the SGPA. If a student later decides to register for a withdrawn module, he/she will be considered as a repeat candidate with an **F** grade for that module. The lower grades can be improved up to a C grade, or in instances defined by clause 4.2.13 to a grade higher than C and considered for calculating SGPA. Students who wish to upgrade need to complete their examinations and obtain the upgraded grade before the relevant final Board of Examiners .

4.3.3 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.

4.4 Semester Grade Point Average (SGPA)

4.4.1 All GPA modules are accountable for calculating the Grade Point Average

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

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

Where n_i is the number of credits for the i^{th} module in a given semester and g_i is the grade points earned for that module.

4.4.3 The SGPA is rounded to the nearest second decimal place.

4.4.4 The SGPA is reported on Statement of Results that may be issued for each semester.

4.5 Unsatisfactory Standing and Academic Probation

4.5.1 If the student's SGPA falls in the range 1.50 and 1.99, the student will be placed on Academic Warning.

4.5.2 Any student with a SGPA less than 1.50 will be placed on Academic Probation.

- 4.5.3 Academic Probation and/or Academic Warning may be withdrawn when the relevant SGPA improves to a higher range.
- 4.5.4 A student on Academic Warning or Academic Probation will not be allowed to carry any additional academic load.
- 4.5.5 A student who falls into one of the following categories due to failure to upgrade the SGPA will not be permitted to register for a new module until the SGPA improves as required.
- (i) 02 Academic Probations.
 - (ii) 01 Academic Probation and 02 Academic Warnings.
 - (iii) 04 Academic Warnings.

4.6 Current Grade Point Average

- 4.6.1 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.
- 4.6.2 The weightage for each semester is taken as uniform for the calculation of CGPA.

4.7 Overall Grade Point Average

- 4.7.1 The Overall Grade Point Average (OGPA) is the final standing of the student calculated on the basis of CGPA of all the registered modules.
- 4.7.2 The OGPA is reported on transcript.

4.8 Non-GPA Modules

- 4.8.1 Of the total requirement for graduation, minimum of 10 credits should be earned through modules designated as Non-GPA modules.
- 4.8.2 The grades earned for Non-GPA modules will not be taken for the purpose of calculating the SGPA, CGPA, OGPA or in the award of Classes.
- 4.8.3 Only the completed (passed) Non-GPA modules will appear in the final academic transcript.

4.9 Award of Classes

- 4.9.1 Awarding of Classes is determined at the completion of all the graduation requirements within five academic years. OGPA as indicated in Table 4 will be used for awarding of Classes.

Table 4: Award 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

4.9.2 A student who satisfies the OGPA but takes longer than five academic years to complete the graduation requirements may be deemed to be eligible for the award of a BScHons (QS) degree with a class when granted under Section 3.5 or when granted by the Senate under exceptional circumstances on recommendation of the Faculty.

4.10 Academic Concession

A student who has missed examination requirements because of illness or other compelling reason may appeal with supporting documents within the time period specified to the SAR/ Examinations and Registration for an Academic Concession for the approval of the Faculty and the Senate. The students who seek Academic Concession shall consult the Regulation 15.1: Procedure for Academic Concessions of By-Law No.15: Conduct at Examinations.

4.11 Dean's List

Full time undergraduate students who achieve a SGPA of 3.80 or better, have completed at least the minimum number of Credits on a letter graded basis during the semester considered, have no **I** or **F** grades, 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.

Students on academic concession also need to earn the minimum number of credits to be considered for the Dean's List for the semester for which academic concession has been obtained. Those who obtain an improved grade(s) subsequently, by repeating a module(s) or by attempting under academic concession, will not be placed in the Dean's List.

5. GRADUATION REQUIREMENTS

5.1 Minimum Residence Requirement

A student enrolled for the BScHons (QS) degree has to follow a programme 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 a minimum of two academic years.

5.2 Credit Requirements

A candidate should satisfy the following requirements in order to be admitted to the BScHons (QS) degree:

- 5.2.1 A minimum total of 150 credits including minimum of 140 GPA credits and minimum of 10 nonGPA credits from among the modules specified for the Degree programme.
- 5.2.2 Completion of any other mandatory requirements prescribed by the Faculty.
- 5.2.3 A minimum OGPA of 2.00.
- 5.2.4 Credit requirements specified in the curriculum approved for the Degree programme by the Senate.

5.3 Maximum Allowed Duration of Study

- 5.3.1 A candidate will not qualify for the award of the BScHons (QS) degree if the graduation requirements given are not satisfied within eight academic years from the date of first registration.
- 5.3.2 Under Section 3.5 the Senate may grant permission to extend the duration of study beyond the maximum allowed duration.
- 5.3.3 Under exceptional circumstances other than Section 3.5, the Senate may grant permission to extend the maximum allowed duration of study by not more than one additional year on the recommendation of the Faculty.

5.4 Modules from Other Institutions

- 5.4.1 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 approval from the Senate on the recommendation of the Dean, Faculty of Architecture and Head of Department before registering for the module, to ensure that credits earned are acceptable for graduation.
- 5.4.2 It is the responsibility of the student to ensure that an official transcript of grades is forwarded directly to the Senior Assistant Registrar (Examination and Academic) of the University of Moratuwa in order that the appropriate grade to be recorded. To receive credit, normally, a minimum grade of **C** (equivalent to at least 45%) must be obtained for a module.

6. EFFECTIVE DATE OF AWARD

The effective date of the award of the degree shall be reckoned as the last day of the month of the satisfactory completion of the graduation requirements, as confirmed by the Senate, and set out in Section 5 of this performance criteria.