

Eligibility and Performance Criteria No.49/A/ME/MSE:2014  
Framed under clause 6.3 of Bylaw No.49:2013

University of Moratuwa, Sri Lanka



**Eligibility and Performance Criteria**

for the award of the

**Degree of Master of Science in Building Services Engineering**

Effective from 01/06/2014

## **Eligibility and Performance Criteria**

(Formulated under clause 6.3 of By-Law No. 49:2013)

### **1 Title of Degree: *Master of Science***

1.1 **Title of Award:** *Master of Science of Building Services Engineering*

1.2 **Programme Type:** Taught (A)

1.3 **Programme Mode:** Part time

### **2 Extended Eligibility Requirements**

Minimum eligibility requirements, constrained as per clause 2.1 of the ByLaw No. 49:2010, and to be generally used in advertising the course.

The selection of students to the Masters Degree programme will be made jointly by the Departments of Civil, Electrical and Mechanical Engineering, in accordance with the following extended eligibility requirements, approved by the Senate.

2.1 The Degree of Bachelor of The Science of Engineering of the University of Moratuwa in Civil, Mechanical, or Electrical Engineering specialty and minimum 1 year experience in the field of Building Services Engineering, as approved by the Senate **or**

2.2 Any other Engineering degree of at least four year duration from a recognized university in Civil, Electrical or Mechanical Engineering specialty and minimum 1 year experience in the field of Building Services Engineering, as may be approved by the Senate **or**

2.3 Any other Engineering degree of at least three year duration in Civil, Electrical or Mechanical Engineering specialty from a recognized university, with minimum of two years experience in the field of Building Services Engineering, as may be approved by the Senate **or**

2.4 Any recognized category of membership of a recognized Engineering Professional Institute with at least 3 years of relevant experience, after obtaining the professional qualification as may be approved by the Senate.

And

2.5 Eligibility for the award of Post Graduate Diploma in Building Services Engineering as specified in the relevant performance criteria.

### **3 Participation in the Academic Programme:**

3.1 80% attendance is usually required in lectures, as specified under clause 4.1.1(a) of the By-Law.

3.2 Participation is compulsory in assignments, as specified under clause 4.1.1(b) of the By-Law

3.3 Undertaking research in a specific area is compulsory, as specified in clause 4.1.1(c) of the By-Law.

3.4 The Masters Degree programme is expected to be completed in the normal duration, but may go on till the permitted duration of study without the need of an extension as specified under section 5 of the By-Law.

3.5 It is the responsibility of the student to obtain an extension to the permitted duration, through the Head of Department. Such requests to extend the duration will be taken, considering the progress of the student at the time of request.

- 3.6 Prior approval must be obtained in writing from the University, with the necessary documentation, for leave of absence (as defined by the Senate). Only such leave will be considered for any official purpose, such as considering a subsequent attempt as a first attempt.
- 3.7 Only approved leave obtained on medical grounds will be normally be considered by the Senate in extending the maximum duration of study.

#### 4 Evaluation and Grading

- 4.1 The performance of each student in each module will be evaluated by continuous assessment (CA) and end-of-semester examination (WE).
- 4.2 The CA component in a module **normally** carries a weightage of not less than 30% and not more than 60% of the total marks.
- 4.3 The continuous assessment of a student may be based on a specified combination of assignments including coursework, project work, design project work, laboratory work, tutorials, field trips, field camps, quizzes, presentations, term papers and participation in the course activities.
- 4.4 Each Candidate should obtain at least 40% from each of CA and WE components to obtain a pass grade for a module.
- 4.5 Grade C+ or above is required to earn credit for and pass a module.
- 4.6 A student failing to reach 40% in one of CA or WE components receives an incomplete grade I, and is required to repeat only the failed component/s as a repeat candidate to complete the module.
- 4.7 A student obtaining at least 40% in each of CA and WE components but fails to pass a module receives an incomplete grade I, and is required to repeat either of the component as a repeat candidate to complete the module.
- 4.8 A student failing to reach 40% in both CA and WE components receives an F grade, and must repeat both components in order to upgrade the result.
- 4.9 The grades *F* or *I* can be improved up to a *C+* grade and considered for calculating the GPA. Students who wish to upgrade need to complete their examinations and obtain the upgraded grade before the relevant final board of examiners after the graduation requirements are met.
- 4.10 The grade achieved for each module will be entered on the student's permanent record in the registry. The grade at the first attempt or the improved grade earned at a subsequent attempt, if any, will be recorded.
- 4.11 Except when an Academic Concession has been granted, the highest grade obtainable at a repeat attempt is the grade "C+" and it will be used for calculating Grade Point Average (GPA).
- 4.12 Grade N signifies an Academic Concession granted, in the event a student is unable to sit for the WE component due to illness or other compelling reason accepted by the Senate. In such instances the student must make an appeal, with supporting documents, to the Senate through the Director Postgraduate Studies for an Academic concession.

4.13 Letter grades based on the Grade Point system and corresponding description, as illustrated in the Table 5.1 will be used to express the performance at each module. Benchmark percentages are given for the guidance of the examiner and may be changed upwards or downwards by the moderator in consultation with the examiner.

**Table 5.1 Grading System**

| <b>Benchmark Percentage</b> | <b>Grade</b> | <b>Grade Point</b> | <b>Description</b>  |
|-----------------------------|--------------|--------------------|---------------------|
| 85 and above                | A+           | 4.2                |                     |
| 75 to 84                    | A            | 4.0                | Excellent           |
| 70 to 74                    | A-           | 3.7                |                     |
| 65 to 69                    | B+           | 3.3                |                     |
| 60 to 64                    | B            | 3.0                | Good                |
| 55 to 59                    | B-           | 2.7                |                     |
| 50 to 54                    | C+           | 2.3                | Pass                |
|                             | I            | 0.0                | Incomplete          |
|                             | F            | 0.0                | Fail                |
|                             | N            | ---                | Academic Concession |

4.14 The Grade Point Average (GPA) is calculated based on the summation of Grade Points earned for all modules registered for credit (except those awarded with academic concession or withdrawn) weighted according to number of credits, as follows.

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

Where  $n_i$  is the number of credits for the  $i^{\text{th}}$  module and  $g_i$  is the grade points earned for that module.

4.15 The GPA is rounded to the nearest second decimal place and reported on the transcript.

## **5 Academic Concession**

5.1 A student who has missed a WE or any other course requirements because of illness or other compelling reason may appeal with supporting documents to the Director Postgraduate Studies through the Head of Department for an Academic Concession. In case of an examination, the student should submit an application with supporting documents within two weeks from the date of an examination. In instances where a student misses any other course activity such as CA, the student should submit the application with supporting documents before the last date of academic activities of the relevant semester or term.

5.2 An Academic Concession may be granted for medical reasons and other exceptional circumstances subject to the approval by the Senate of the University.

## **6 Graduation Requirements**

6.1 A candidate is deemed to have passed the Master's Degree if candidate has successfully completed at least 60 credits including:

- a) Subjects specified under clause 4.1.1(a) of the Bylaw;
- b) Assignments specified under 4.1.1(b) of the Bylaw; and

- c) Project specified under 4.1.1 of the Bylaw (c).
- 6.2 If the student is unsuccessful in any of the parts of 6.1 the student may be re-examined.
- 6.3 Classes will not be awarded.