SECTION V

PERFORMANCE CRITERIA

for the Award of the Honours Degree of Bachelor of Science in Town & Country Planning

PERFORMANCE CRITERIA

A student admitted to the course leading to the Honours Degree of Bachelor of Science in Town & Country Planning will be eligible to receive the Honours Degree of Bachelor of Science in Town & Country Planning provided that the student has successfully fulfilled the following conditions as determined by the Senate of the University of Moratuwa:

1.0.   Admission

1.1. The admission requirements to the Honours Degree of Bachelor of Science in Town & Country Planning shall be determined by the University Grants Commission (UGC) in accordance with the government policy.

2.0.   Program

2.1. The academic calendar of the course consists of eight academic semesters, each 15 weeks in duration.

3.0.   Registration

3.1. At the commencement of each semester, students shall complete a prescribed Registration Form and pay the prescribed fees and other dues as determined by the University Senate. The Registration Form shall indicate the modules registered and shall be approved by the Academic Advisor.

3.2. Each student shall be responsible for the selection of course modules as required by the course structure approved by the University Senate, subject to availability of the modules.

3.3. A student who wishes to de-register from a module shall do so in writing within two (02) weeks of the commencement of the semester. De-registering a module after this deadline shall not be allowed and shall be regarded as a missed attempt, even if the student does not appear for any assessment and/or examination in that module.

3.4. A student who wishes to take an additional module or a replacement for a de-registered module may do so within two (02) weeks of the commencement of the semester with the approval of the Academic Advisor.

4.0.   Course structure

4.1. The program of study leading to the award of the Honours Degree of Bachelor of Science in Town & Country Planning consist of four levels which includes:

    I.Compulsory modules extending over the first two levels.

    II.Third and fourth levels of the Degree program offers major streams of studies (hereinafter referred to as Majors). The four Major streams are **Urban Management, Environmental Planning and Land Use Analysis, Urban Design and Infrastructure Planning,** and **Planning Technology**. All the modules of the selected Major stream are compulsory during the third and fourth Levels. Students are expected to complete all other common modules other than the respective majors, and one more module from any one of the other major streams as an Elective. It is expected that students will demonstrate the specific field of inquiry within the selected major in the Individually Supervised Research Project (ISRP).

4.2. Some of the modules may need pre-requisites as specified in the respective modules

4.3. Selection of Major:

    i.The Head of the Department will announce the major areas and the number of places offered for the particular major at the beginning of the Level II Semester Four.

    ii.The selection of Major will be approved by the Head of the Department on the preference and the performance of the students and the availability of resources.

    iii.The performance of the students will depend on the highest GPA obtained in the following modules of the particular major stream.

Major	Modules	
Urban Management	a)	Basic Economics (TP 1101)
	b)	Governance in Planning (TP 2304)
	c)	Introduction to Society and Space (TP 1102)
	d)	Introduction to Political Economy (TP 2302)
Environmental Planning and Land use analysis	a)	Disaster Management (TP 2304)
	b)	Basic Ecology (TP 1202)
	c)	Natural and Built Environment (TP 1103)
	d)	Basic Economics (TP 1201)
Urban Design and Infrastructure Planning	a)	Infrastructure planning (TP 2301)
	b)	Design Fundamentals (studio) (TP 1204)
	c)	Elements of Urban design I (TP 2306)
	d)	Communication through Drawing (TP 1104)
Planning Technology	a)	Spatial Information Systems (TP 1212)
	b)	Remote Sensing I(TP 2313)
	c)	Cartography (TP 1111)
	d)	Introduction to Computer and IT (TP 1109)

4.4.   Credits

Each module is assigned a credit value representing the student's workload. For a lecture module extending over one semester, one credit shall be assigned for each lecture hour of fifteen weeks. For a Studio Work, Field Work and Lab Work extending over one semester, one credit shall be assigned for three hours of studio, field, and lab work per week respectively. For Industrial Training extending over one semester, one credit shall be assigned for six hours of training.

4.5.   Leave of Absence

A student may be allowed to submit an application for leave of absence from the course of study for a maximum duration of twelve calendar months, for a determination by the University Senate on the recommendation of the Faculty Board.

5.0.   Evaluation of Performance

The performance of students in each module shall be separately assessed by continuous assessments and/or end-of-semester examinations.

5.1. Academic rating

Letter grades based on the Grade Point System (GPS) and the corresponding percentage marks as illustrated below will be used to express the performance in each module.

Guideline Grade Boundaries(%)[g]	Grade	Grade Point	Interpretation
85 and above	A+	4.20	Outstanding
75 – 84	A	4.00	Excellent
70 – 74	A-	3.70	Highly recommended
65 – 69	B+	3.30	Very good
60 – 64	B	3.00	Good
55 – 59	B-	2.70	Average
50 – 54	C+	2.30	Satisfactory pass[a]
45 – 49	C	2.00	Pass and possess basic understanding of the Module
40 – 44	C-	1.50	Weak pass[c]
35 – 39	D	1.00	Conditional pass[b]
34 and below	I	0.00	Incomplete[d]
34 and below	F	0.00	Fail[e]
	N	–	Academic concession[f]
	p	-	Pass in Non-GPA Module

Notes:

a) Grade (C+) or above, is required to earn a credit for the Group Project Works and Individually Supervised Research Project (ISRP).

b) Grade (D) or above, is required to earn a credit for all the other modules (except the modules listed in (a) above).

c) A student who has obtained a Grade below (D) for any module may repeat the module and improve the grade to a maximum of Grade (C) to be considered for the Semester Grade Point Average.

   In the case of Group Project Works and Individually Supervised Research Project (ISRP) identified under (a) above, a student who has obtained a Grade below (C+) shall repeat the module and improve the grade to a maximum of Grade (C +) to be considered for the Semester Grade Point Average.

d) A student satisfying continuous assessment requirements but receiving less than 35% in the end-of-semester examination (for modules assessed through continuous assessment and end-of-semester examination) shall receive an Incomplete Grade (I). By repeating the end-of-semester examination only, the student may improve the grade to a maximum of Grade (C) to be considered for the Semester Grade Point Average.

e) A student receiving less than 35% in both the continuous assessment and the end-of-semester examination (for modules assessed through continuous assessment and end-of-semester examination) shall receive a Fail Grade (F). The student shall repeat both the continuous assessment as well as the end-of-semester examination until a pass grade is obtained. The maximum Grade obtainable by such a repeat candidate is (C).

(f) Grade N signifies Academic Concession granted with the approval of the Senate, on the recommendation of the Faculty Board, in the event a student is unable to sit for the end-of-semester examination due to illness or other compelling reasons. In such instances, the student must appeal for an Academic Concession as specified in Section 5.12. The continuous assessment component of the student's work may be carried forward to the next examination as the first attempt. The grade will not be counted for the calculation of the Semester GPA.

(g) The Senate shall appoint subject Moderators as recommended by the Faculty to moderate the grades.

5.2. The Board of Examiners

A Board of Examiners appointed by the Senate on the recommendation of the Faculty Board comprising of Examiners and Moderators of all modules will meet at the end of each semester to decide on the performance and academic rating of each student registered for that semester.

5.3. Semester Grade Point Average (SGPA)

The calculation of the Semester Grade Point Average (SGPA) shall 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 as given in the formula below:

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

Where n_i is the number of credits for the ith module in a given semester and g_i is the Grade Point earned for that module; n is the total number of credits for that semester.

5.4 Unsatisfactory standing & academic probation

If the student's Grade Point Average falls between 1.50 and 2.00 the student will be placed Academic Warning. Any student with a SGPA less than 1.50 will be placed on Academic Probation. Academic probation and/or Academic Warning may be withdrawn when the relevant SGPA is upgraded to 2.00 or more. A student on academic Warning or academic Probation will not be allowed to carry any additional academic load. A student who falls into one of the following categories due to failure to upgrade the SGPA will be temporarily discontinued from the course:

i.   SGPA < 1.50 in any two semesters;
ii. SGPA < 1.50 in any semester and 1.50 ≤ SGPA < 2.00 in any two semester;
iii. 1.50 ≤ SGPA < 2.00 in any four semesters.

5.5. Award of Classes

The award of Class is determined at the completion of all the graduation requirements based on the OGPA cut-off as indicated below. A class may be awarded only to a student who has completed all graduation requirements within five (05) academic years.

OGPA	Academic Standing
3.70 or above	First Class
3.30 – 3.69	Second Class – Upper Division
2.70 – 3.29	Second Class – Lower Division
2.00 – 2.69	Pass

5.6. Academic concession

A student who has missed an end-of-semester examination due to illness or other compelling reasons, shall inform the Registrar within 48 hours of the completion of the examination, to be considered for academic concession. Documents supporting the illness/other compelling reason shall be submitted to the Senate for its approval with the recommendation of the Dean and the Head of the Department within two weeks of the date of examination.

5.7. Dean's List

A full time undergraduate student who obtains an SGPA of 3.70 or greater in any one semester may be recommended by the Board of Examiners to be included in the Dean's List provided all of the following conditions are met:
- i. The student has completed the minimum number of credits during the semester;
- ii. The student has no "Incomplete" or "Failure" grades
- iii. The student was not subject to disciplinary action.

Such a placement will also be noted on the student's transcript.

6.0. Graduation requirements

6.1 A student enrolled for the Honours Degree of Bachelor of Science in Town & Country Planning shall follow a course of study as a full-time student for a minimum period of four academic years.

6.2 A student shall satisfy the following requirements in order to be admitted to the Honours Degree of Bachelor of Science in Town & Country Planning:
- i. A minimum total of 150 credits from the modules specified for the course of study;
- ii. Completion of courses and any other mandatory requirements prescribed by the Senate;
- iii. A minimum OGPA of 2.00

6.3 A student will not qualify for the award of Honours Degree of Bachelor of Science in Town & Country Planning if the graduation requirements given in Section 6.2 are not satisfied within eight academic years from the date of first registration.

6.4 Normally students are expected to complete their program 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, before registering for the course, to ensure that it is acceptable for credit.

In such instance, it is the responsibility of the student to ensure that an official transcript of grades is forwarded to the Senior Assistant Registrar (Examinations) of the University of Moratuwa through Head of the Department to be recorded. To recognize Credit, a minimum grade of 'C' must be obtained for a module.

7.0.   Effective Date of Award

The effective date of the degree shall be the first day of the month following the satisfactory completion of the graduation requirements as confirmed by the Senate.

7.1.   Date of conferment of the degree

The date of conferment of the degree shall be the date of the convocation in which the degree is conferred on the candidate**.**

8.0.   Definitions

"Department" means the Department of Town & Country Planning, Faculty of Architecture, University of Moratuwa as constituted by the Universities Act No. 16 of 1978, subsequently amended.

"Faculty" means the Faculty of Architecture, University of Moratuwa as constituted by the Universities Act No. 16 of 1978, subsequently amended.

"Faculty Board" means the Faculty Board of the Faculty of Architecture, University of Moratuwa as constituted by the Universities Act No. 16 of 1978, subsequently amended.

"Senate" means the Senate of the University of Moratuwa as constituted by the Universities Act No. 16 of 1978, subsequently amended.

"Registrar" is the Registrar of the University of Moratuwa as constituted by the Universities Act No. 16 of 1978, subsequently amended.

"Head of the Department" means the Head, Department of Town & Country Planning, University of Moratuwa as constituted by the Universities Act No. 16 of 1978, subsequently amended.