

# **Bachelor of Business Administration (BBA)**

## **Degree Programme: By-Laws**

By-Laws made by the Council of the University of Colombo under section 135 of the Universities Act No. 16 of 1978 as subsequently amended.

1. These By-Laws may be cited as the Bachelor of Business Administration Degree By-Laws No 31 of 2016 as subsequently amended.

### **Part I – General**

2. (1). Subject to these By-Laws, a student may be awarded the Degree of Bachelor of Business Administration (BBA) if she<sup>1</sup> has:
  - (a) been admitted to the University as a student under section 15 (vii) of the Universities Act No.16 of 1978;
  - (b) been a duly registered student of the University for the period prescribed by these By-Laws;
  - (c) thereafter pursued the Programme of study in the University to the satisfaction of the Vice-Chancellor as prescribed by these By-Laws and other Regulations and Rules of the University;
  - (d) satisfied the Examiners at the prescribed written examinations, classroom tests, assignments, term-papers, reports, oral examinations, dissertation, enhancement course, industrial training, etc.;
  - (e) paid such fees as may have been prescribed by the University and any other dues payable by her to the University; and
  - (f) fulfilled all other requirements prescribed by these By-Laws and other relevant Regulations and Rules of the University.

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<sup>1</sup> Please note that the use of female pronoun here and elsewhere in these By-Laws refers to both male and female genders.

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- (2). Subject to the provisions of subsection (1) above, the BBA Degree may also be awarded in specialised streams such as Accounting, Business Economics, Finance, Hospitality and Leisure Management, Human Resources Management, International Business, Marketing and BBA (Special) as the case may be. The Senate shall have the authority, on the recommendation of the Faculty Board of the Faculty of Management and Finance (hereinafter referred to as the Faculty) to add to, to split or combine or drop from these specialised streams.

## **Part II – Course Structure**

3. The BBA Degree shall be a full-time four-year programme and is conducted on semester basis. The duration of each semester shall, under normal circumstances, be a continuous period of 26 weeks from its beginning, which includes lectures, examination period and vacation, if any.
4. The Programme of study leading to the BBA Degree shall be organised in eight (08) semesters.
5. The teaching and learning of the BBA Degree shall consist of lectures, seminars, workshops, discussions, simulations, practical components, self-study, guided reading etc. and Dissertation/Applied Research Project and Industrial Training as prescribed by Regulations and/or Rules of the University. The Programme shall extend continuously over the period from the beginning of the First Semester to the end of the Eighth Semester. The period within which the student should complete the degree shall be eight (08) years from the commencement of her initial registration, unless it is extended by the Senate on the recommendation of the Faculty under exceptional circumstances.
6. There shall be an End-of-Semester Examination for each course offered in a particular semester and it shall be held, save in exceptional circumstances, within the same semester. Under exceptional circumstances, the Senate may declare, on the recommendation of the Faculty, any semester to have a different duration and, if necessary, formulate Regulations or Rules for its implementation.
7. Semesters I, II, III and IV shall consist of the prescribed courses as stipulated in Annexure A, Table A1 of Part C: Schedule of these By-Laws and Regulations. Criteria and courses considered in selecting students for different specialisation streams of the BBA Degree Programme are stipulated in Annexure B of Part C: Schedule of these By-Laws and Regulations. Semesters V, VI, VII, and VIII shall consist of duly prescribed core courses, specialisation core courses, and specialisation optional courses prescribed in Annexure C, Tables C1 to C8 of Part C: Schedule of these By-Laws and Regulations. The Senate shall have the authority, on the recommendation of the Faculty, to vary this structure in exceptional circumstances.

8. A student shall earn a minimum of 120 credits inclusive of 64 credits from the prescribed courses in Semesters I, II, III and IV, and a minimum of 56 credits from the prescribed courses, Dissertation/Applied Research Project and Industrial Training of Semesters V, VI, VII, and VIII to qualify for the award of the BBA Degree.
9. There shall be a course code for each course where the first digit denotes the year that the course is offered, and the second digit denotes the number of credits assigned for the course.
10. The number of credits assigned to a course normally reflects the number of contact hours per week for that particular course as may have been prescribed by these By-Laws, Regulations and Rules of the University.
11. The list of courses, the syllabuses and the number of question papers in each course of the programme shall be those set out under Regulations passed by the Senate from time to time.
12. The medium of instruction shall be English.
13. (1). The courses offered in Semesters I, II, III and IV shall be common to all students of the BBA Degree Programme.  
  
(2). A student shall not be eligible for sitting the End-of Semester Examination unless she has registered with the Faculty for the particular course on or before the date specified by the Faculty and fulfils other requirements of the course as stipulated in section 27 of these By-Laws.  
  
(3). A student shall be deemed to have successfully completed Semesters I, II, III and IV of the BBA Degree Programme, when she has
  - (a) earned 64 credits from Semesters I, II, III and IV, and
  - (b) earned a grade point not less than 2.00 (grade C) for each of the core courses offered in Semesters I, II, III and IV.
14. (1). Semesters V, VI, VII, and VIII of the BBA Degree Programme consist three (03) categories of courses, namely core courses, specialisation core courses, and specialisation optional courses.  
  
(2). The categories of courses indicated in (1) above shall contain:
  - Core courses for 10 credits

- Specialisation core courses for 36 credits for Dissertation option or 34 credits for Applied Research Project option from the area of specialisation including the Dissertation/Applied Research Project and Industrial Training
  - Specialisation optional courses for 10 credits for Dissertation option or 12 credits for Applied Research Project option.
- (3). If a student has obtained more credits than the required minimum of 10 credits for Dissertation option or 12 credits for Applied Research Project option from Specialisation optional courses, then the courses for which most satisfactory performance has been obtained shall be considered for the calculation of GPA. The courses which may not be considered for the calculation of GPA shall be considered as audited courses and the titles and grades obtained of such audited courses shall be indicated in the academic transcript issued by the University.
- (4). A student shall not be eligible to sit the End-of-Semester Examination unless she has registered with the relevant Department for the particular course on or before the date specified by the Head of such Department and fulfils other requirements of the course stipulated by these By-Laws and Regulations.

### **Part III – Evaluation / Examination**

15. The examinations leading to the BBA Degree shall be the Bachelor of Business Administration Examination for Semesters I, II, III, IV, V, VI, VII, and VIII.
16. The final (or End-of-Semester) Examinations prescribed by these By-Laws shall be conducted by a Board of Examiners appointed by the Senate on the recommendation of the Faculty.
- (1). The Board of Examiners may test any candidate in writing and/or orally and adopt any other forms of evaluation.
- (2). The Board of Examiners may also take into consideration the tutorials, assignments, oral presentations, reports, dissertation, practical engagements, industrial training, field work, and case studies undertaken during any course prescribed for any of the examination.
17. (1). Performance of a candidate at the BBA Degree Programme shall be evaluated through a combined system of Continuous Assessments and End-of-Semester Examinations for courses except, Industrial Training,

Dissertation/Applied Research Project, Enhancement Course(s), Community Development Project and Enterprise Based Project.

- (2). For the final grading of the Programme, the Continuous Assessment(s) and the End-of-Semester Examination shall be marked out of a maximum mark as given below:

Continuous Assessment(s)	- 30%
End-of- Semester Examination	- 70%

18. A candidate shall present herself for each End-of-Semester Examination of a course leading to the Degree of BBA on the first occasion on which the examination is held after the completion of the relevant course taken by that candidate, provided that it shall be within the power of the Senate, on the recommendation of the Faculty, to permit her to sit on a subsequent occasion if she has been prevented from sitting the examination due to illness or any other reasonable cause. In such cases where permission has been obtained, a candidate shall have eight (08) years as stipulated in section 4 of Part-II of these By-Laws to successfully complete the requirements for the award of the BBA Degree without penalty.
19. A student shall be deemed to have sat the first scheduled End-of-Semester Examination irrespective of the fact whether it has been actually sat or not, unless the Senate is satisfied that she has been prevented from sitting the examination due to illness or any other reasonable cause.
20. A candidate who fails to successfully complete any of the courses in the first attempt shall be eligible to repeat the course(s) on a maximum of two (02) other subsequent occasions subject to section 4 of Part-II of these By-Laws.
21. No candidate shall be considered to have passed the Degree of BBA examination unless she passed the courses in all eight (08) semesters of the Degree Programme and has also passed the Level-III of proficiency in English Examination and Enhancement course prescribed under these By-Laws and any other Regulations and Rules made by the University.
22. Performance of students in each course shall be graded and Point Value shall be assigned as given in the Table.

**Table: Grades and Grade Point Values**

Range of Marks	Grade	Grade Point Value
85– 100	A+	4.00
70 – 84	A	4.00
65 – 69	A-	3.70
60 – 64	B+	3.30
55 – 59	B	3.00
50 – 54	B-	2.70
45 – 49	C+	2.30
40 – 44	C	2.00* (pass)
35 – 39	C-	1.70
30 – 34	D+	1.30
25 – 29	D	1.00
00 – 24	E	0.00

Note: \*Minimum grade/grade point required to successfully complete a course

Academic transcript shall include Grade Point Average (GPA) of each Semester and GPA of the Programme separately. The Formula for GPA calculation shall be:

$$\frac{\sum_{i=1}^n C_i (GP)_{in}}{\sum_{i=1}^n C_i}$$

Where;  $i = i^{\text{th}}$  course,  $n =$  number of courses completed during the period considered for the GPA calculation,  $C_i =$  number of credits for the  $i^{\text{th}}$  course, and  $(GP)_{in} =$  Grade Point for the  $i^{\text{th}}$  course.

The Examination leading to the award of the BBA Degree shall consist of First Semester Examination, Second Semester Examination, Third Semester Examination, Fourth Semester Examination, Fifth Semester Examination, Sixth Semester Examination, Seventh Semester Examination, and Eighth Semester Examination.

Each Semester Examination process shall consist of one or more than one written paper(s) at the End-of-Semester Examination and such number of Continuous Assessments as prescribed by the Regulations and Rules relevant

to this Programme (see Annexure D of Part C: Schedule of these By-laws and Regulations). Where it is applicable, Examination of Dissertation/Applied Research Project, Industrial Training and Enhancement Course as specified in these By-Laws, Regulations and Rules shall also be a part of the Examination process.

23. A candidate is deemed to have failed a particular course if she has scored less than 40% (minimum 2.00 grade point) for that course. She shall repeat all courses so failed and obtain a score of at least 40% (minimum 2.00 grade point) in each of those courses or obtain a score of at least 40% (minimum 2.00 grade point) in another course(s) approved by the Head of Department in the same discipline in order to successfully complete the requirements for the BBA Degree.
24. (1). To successfully complete the Dissertation/Applied Research Project component of the Examination, a student shall demonstrate the knowledge of the methods of research/applied research, competence to present material systematically and ability to analyse, interpret results/data, and develop a novel if not an original argument as it is generally applicable to a Bachelor's Degree of the University and in particular, to such a Degree in Business Administration.
- (2). No student who obtained a score of less than 40% (minimum 2.00 grade point) for the Dissertation/Applied Research Project shall be deemed to have successfully completed these components.
25. The procedure is applied in evaluating the seminar on research/seminar o Applied research courses and in allowing the students to proceed to the Dissertation/ Applied research project option in the following semester.

(1) Allocation of Marks – Seminar on Research/Seminar on Applied Research

- i. Continuous assessment (CA) – 50%
- ii. Final written proposal (FP) – 50%

*Note:* There is no End-of-Semester examination for these two courses.

(2) Evaluation of Seminar on Research/Seminar on Applied Research

Provisional Results (Students will be informed pass/fail only. No grades)

- i. A student obtaining marks 40% or above for each of CA & FP Passes the course.  
Such a student will be allowed to proceed with the Dissertation/Applied Research Project based on the submitted proposal.
- ii. A student obtaining marks 40% or above for FP but below 40% for CA with an overall total mark of 40% or above Passes the course.  
Such a student will be allowed to proceed with the Dissertation/Applied

- Research Project based on the submitted proposal.
- iii. A student obtaining marks below 40% for both CA & FP shall be considered to have Failed. Such a student will not be allowed to proceed with the Dissertation/Applied Research Project in the following semester and shall repeat both CA and FP components of Seminar on Research/Seminar on Applied Research in the following year and proceed to the Dissertation/Applied Research Project in Semester VII of the following year.
  - iv. A student obtaining marks 40% or above for FP but below 40% for CA with an overall total mark below 40% shall be considered to have Failed. Such a student will not be allowed to proceed with the Dissertation/Applied Research Project in the following semester and shall repeat both CA and FP components of Seminar on Research/Seminar on Applied Research in the following year and proceed to the Dissertation/Applied Research Project in Semester VII of the following year.
  - v. A student obtaining marks 40% or above for CA but below 40% for FP with an overall total mark above or below 40% shall be considered to have Provisionally Failed.

(Note: Though a student obtaining an overall total mark above 40% fulfills the general bylaw requirement of passing the course, as per Regulation 19 (b) the student is also required to produce a proposal (FP) acceptable to the department – i.e. obtain 40% or above)

Such a student shall resubmit the research proposal within two weeks of the release of provisional results. The maximum marks that will be awarded to a resubmitted proposal shall be 40% of the total allocated marks, irrespective of the actual marks obtained for the resubmitted proposal, even if the actual mark scored by the student is higher.

### (3) Final Results Adjustments of 'Provisionally Failed' Students

This adjustment is applicable only to category (5) above. The provisional results of all other categories will be considered as the final result.

- i. A student obtaining 40% for the re-submitted proposal shall Pass the course. Such a student will be allowed to proceed with the Dissertation/Applied Research Project based on the re-submitted proposal.
- ii. A student obtaining below 40% for the re-submitted proposal shall be considered to have Failed (Regulation 19 (b))

Such a student shall repeat the FP component of Seminar on Research/Seminar on Applied Research in the following year (CA marks can be carried forward) and proceed to the Dissertation/Applied Research Project in Semester VII of the following year

- (4) The procedure shall continue to apply even in the case of any change in the proportions of marks allocated for CA and FP.



26.
  - (1). A student who fails to meet the standards specified in section 24 of these By-Laws shall be deemed to have failed the Dissertation/Applied Research Project, and such student shall re-submit the revised Dissertation/Applied Research Project to the Examination Branch in the next semester or within the period specified by the respective Department for re-examination.
  - (2). No student who obtained a score of less than 40% (minimum 2.00 grade point) for the Industrial Training shall be deemed to have successfully completed the Industrial Training component.
27. A student shall undergo a practical training in any relevant organisation/institute in the state, corporate or non-government sector in her eighth semester of the Programme as prescribed by these By-Laws and Regulations of the BBA Degree Programme. The Industrial Training shall be evaluated as specified in section 23 of the Regulations of the BBA Degree Programme.
28. A candidate shall not be permitted to take the End-of-Semester Examination unless, she has
  - (1). followed at least 80 % of the classes held (see Annexure E of Part C: Schedule of these By-laws and Regulations);
  - (2). the Head of the Department has certified that she has successfully completed the course of studies leading to the examination by attending the required proportion of lectures, tutorial classes and other forms of instructions in each course;
  - (3). her application for entry to the examination has been accepted;
  - (4). registered with the Examinations Branch of the University for the examination she intends to sit; and
  - (5). her student registration continues to be in force.
29.
  - (1). A student in a particular semester of the Degree Programme and registered for particular courses of the semester shall take the Examination for that semester on the first occasion on which the Examination is held after the completion of instruction for that semester.
  - (2). Where a student does not apply for and/or take the Examination on the first occasion she shall be deemed, unless the Senate determines otherwise on the recommendation of the Faculty, to have taken the Examination on that

occasion which shall be taken into account in computing the total number of occasions on which an Examination may be taken by a student.

- (3). A student who is excused by the Senate on the recommendation of the Faculty from taking the Examination on the first occasion shall take the Examination on the very next occasion when it is held and if she fails to apply for and/or take the Examination on that occasion she shall be deemed, unless the Senate determines otherwise on the recommendation of the Faculty, to have taken the Examination on that occasion which shall be taken into account in computing the total number of occasions on which an Examination may be taken by a student.
  - (4). A student shall not take any of the Examinations on more than three (03) occasions and in computing the total number of occasions there shall be taken into account any occasion on which she is deemed to have taken the Examination in terms of these By-Laws.
  - (5). All provisions relating to the Examination Procedure, Offenses and Punishment Regulation No. 1 of 1986 shall *mutatis mutandis* apply to, or in relation to, the BBA Examination.
  - (6). Without prejudice to the generality of the Regulation No. 1 of 1986 rules relating to the Classroom Tests etc. shall be formulated and implemented by the respective Head of the Department and any matters relating to such tests shall be decided by the Faculty on the recommendation of the Head of the Department and the Dean of the Faculty.
  - (7). Rules relating to Assignments, the Dissertation/Applied Research Project, and Industrial Training shall be announced, from time to time, by the respective Head of the Department in consultation with teacher(s) and such rules shall not be changed or revoked unless otherwise decided by the Faculty.
30. In case of a student who obtains a Grade Point which is less than 2.00 (grade C) for a specialisation optional course in a specialised stream, as prescribed under the By-Laws, she shall re-sit such course as a repeat candidate on the first occasion at which that Examination is held for such course or a different specialisation optional course which is offered in the next immediate semester in which the relevant specialisation optional course is offered as an alternative to the course in which she obtained a mark which is less than the pass mark. However, even if the student selects an alternative course from the same semester where she failed a course, it shall be considered as a repeat attempt. No repeat candidate shall be permitted to repeat more than two (02) times a course in spite of that student has taken or deemed to have taken the same course or an alternative course in her repeat attempts.

31. A student who fails in one or more courses of an End-of-Semester Examination may retake the End-of-Semester Examination again without attending lectures, practical etc. in the repeating Semester if the student has earned more than 40% of the allocated marks for the Continuous Assessment. The marks obtained for the Continuous Assessment will be carried forward to the repeating Semester. In those cases, the marks for the End-of-Semester Examination in the repeating Semester and the marks of Continuous Assessment carried forward shall be taken into consideration for the computation of results of those courses.

#### **Part IV - Award of the Degree**

31. No student shall qualify for the award of the BBA in Accounting Degree, unless she has:
- (1). successfully completed Semesters I to IV of the BBA Degree as stipulated in subsection (3) of section 13 in Part-II of these By-Laws,
  - (2). earned 56 credits from Semesters V to VIII of the BBA in Accounting Degree including:
    - (a) 10 credits from Core courses;
    - (b) 36 credits from Specialisation core courses for those who select Dissertation option or 34 credits from Specialisation core courses for those who select Applied Research Project option and;
    - (c) a minimum of 10 credits from Specialisation optional courses for the Dissertation option or 12 credits from Specialisation optional courses for the Applied Research Project option.
  - (3). earned a GPA of not less than 2.00 for the entire Degree Programme
  - (4). earned a grade point not lower than 2.00 (grade C) for each of the courses (except for audited courses and ENH 1000 - Second Language Course), the Dissertation/Applied Research Project and Industrial Training
  - (5). Completed the Level-III of the proficiency in English Examination conducted by the University of Colombo
  - (6). successfully completed the non-credit, Enhancement course as stipulated in Annexure F of Part C: Schedule of the Regulations of the BBA Degree programme, and
  - (7). successfully completed the Degree in not less than four (04) years and not more than eight (08) years.

32. No student shall qualify for the award of the BBA in Business Economics Degree, unless she has:

- (1). successfully completed Semesters I to IV of the BBA Degree as stipulated in subsection (3) of section 13 in Part-II of these By-Laws,
- (2). earned 56 credits from Semesters V to VIII of the BBA in Business Economics Degree including:
  - (a) 10 credits from Core courses;
  - (b) 36 credits from Specialisation core courses for those who select Dissertation option or 34 credits from Specialisation core courses for those who select Applied Research Project option and;
  - (c) a minimum of 10 credits from Specialisation optional courses for the Dissertation option or 12 credits from Specialisation optional courses for the Applied Research Project option.
- (3). earned a GPA of not less than 2.00 for the entire Degree Programme
- (4). earned a grade point not lower than 2.00 (grade C) for each of the courses (except for audited courses and ENH 1000 - Second Language Course), the Dissertation/Applied Research Project and Industrial Training
- (5). successfully completed the Level-III of the proficiency in English Examination conducted by the University of Colombo
- (6). successfully completed the non-credit, Enhancement course as stipulated in Annexure F of Part C: Schedule of the Regulations of the BBA Degree programme, and
- (7). successfully completed the Degree in not less than four (04) years and not more than eight (08) years.

33. No student shall qualify for the award of the BBA in Finance Degree, unless she has:

- (1). successfully completed Semesters I to IV of the BBA Degree as stipulated in subsection (3) of section 13 in Part-II of these By-Laws
- (2). earned 56 credits from Semesters V to VIII of the BBA in Finance Degree including:

- (a) 10 credits from Core courses;
  - (b) 36 credits from Specialisation core courses for those who select Dissertation option or 34 credits from Specialisation core courses for those who select Applied Research Project option and;
  - (c) a minimum of 10 credits from Specialisation optional courses for the Dissertation option or 12 credits from Specialisation optional courses for the Applied Research Project option.
- (3). earned a GPA of not less than 2.00 for the entire Degree Programme
- (4). earned a grade point not lower than 2.00 (grade C) for each of the courses (except for audited courses and ENH 1000 - Second Language Course), the Dissertation/Applied Research Project and Industrial Training
- (5). successfully completed the Level-III of the proficiency in English Examination conducted by the University of Colombo
- (6). successfully completed the non-credit, Enhancement course as stipulated in Annexure F of Part C: Schedule of the Regulations of the BBA Degree Programme, and
- (7). successfully completed the Degree in not less than four (04) years and not more than eight (08) years.

34. No student shall qualify for the award of the BBA in Hospitality and Leisure Management Degree, unless she has:

- (1). successfully completed Semesters I to IV of the BBA Degree as stipulated in subsection (3) of section 13 in Part-II of these By-Laws,
- (2). Earned 56 credits from Semesters V to VIII of the BBA in Hospitality and

Leisure Management Degree including:

- (a) 10 credits from Core courses;
- (b) 36 credits from Specialisation core courses for those who select Dissertation option or 34 credits from Specialisation core courses for those who select Applied Research Project option and;
- (c) a minimum of 10 credits from Specialisation optional courses for the Dissertation option or 12 credits from Specialisation optional courses for the Applied Research Project option.

- (3). earned a GPA of not less than 2.00 for the entire Degree Programme
  - (4). earned a grade point not lower than 2.00 (grade C) for each of the courses (except for audited courses and ENH 1000 - Second Language Course), the Dissertation/Applied Research Project and Industrial Training
  - (5). successfully completed the Level-III of the proficiency in English Examination conducted by the University of Colombo
  - (6). successfully completed the non-credit, Enhancement course as stipulated in Annexure F of Part C: Schedule of the Regulations of the BBA Degree Programme, and
  - (7). successfully completed the Degree in not less than four (04) years and not more than eight (08) years.
35. No student shall qualify for the award of the BBA in Human Resources Management Degree, unless she has:
- (1) successfully completed Semesters I to IV of the BBA Degree as stipulated in subsection (3) of section 13 in Part-II of these By-Laws,
  - (2). earned 56 credits from Semesters V to VIII of the BBA in Human Resources Management Degree including:
    - (a) 10 credits from Core courses;
    - (b) 36 credits from Specialisation core courses for those who select Dissertation option or 34 credits from Specialisation core courses for those who select Applied Research Project option and;
    - (c) a minimum of 10 credits from Specialisation optional courses for the Dissertation option or 12 credits from Specialisation optional courses for the Applied Research Project option.
  - (3). earned a GPA of not less than 2.00 for the entire Degree Programme
  - (4). earned a grade point not lower than 2.00 (grade C) for each of the courses (except for audited courses and ENH 1000 - Second Language Course), the Dissertation/Applied Research Project and Industrial Training
  - (5). successfully completed the Level-III of the proficiency in English Examination conducted by the University of Colombo

- (6). successfully completed the non-credit, Enhancement course as stipulated in Annexure F of Part C: Schedule of the Regulations of the BBA Degree Programme, and
  - (7). successfully completed the Degree in not less than four (04) years and not more than eight (08) years.
36. No student shall qualify for the award of the BBA in International Business Degree, unless she has:
  - (1). successfully completed Semesters I to IV of the BBA Degree as stipulated in subsection (3) of section 13 in Part-II of these By-Laws,
  - (2). earned 56 credits from Semesters V to VIII of the BBA in International Business Degree including:
    - (a) 10 credits from Core courses;
    - (b) 36 credits from Specialisation core courses for those who select Dissertation option or 34 credits from Specialisation core courses for those who select Applied Research Project option and;
    - (c) a minimum of 10 credits from Specialisation optional courses for the Dissertation option or 12 credits from Specialisation optional courses for the Applied Research Project option.
  - (3). earned a GPA of not less than 2.00 for the entire Degree Programme
  - (4). earned a grade point not lower than 2.00 (grade C) for each of the courses (except for audited courses and ENH 1000 - Second Language Course), the Dissertation/Applied Research Project and Industrial Training
  - (5). successfully completed the Level-III of the proficiency in English Examination conducted by the University of Colombo
  - (6). successfully completed the non-credit, Enhancement course as stipulated in Annexure F of Part C: Schedule of the Regulations of the BBA Degree Programme, and
  - (7). successfully completed the Degree in not less than four (04) years and not more than eight (08) years.
37. No student shall qualify for the award of the BBA in Marketing Degree, unless she has:
  - (1). successfully completed Semesters I to IV of the BBA Degree as stipulated in Subsection (3) of section 13 in Part-II of these By-Laws,

- (2). earned 56 credits from Semesters V to VIII of the BBA in Marketing Degree including:
    - (a) 10 credits from Core courses;
    - (b) 36 credits from Specialisation core courses for those who select Dissertation option or 34 credits from Specialisation core courses for those who select Applied Research Project option and;
    - (c) a minimum of 10 credits from Specialisation optional courses for the Dissertation option or 12 credits from Specialisation optional courses for the Applied Research Project option.
  - (3). earned a GPA of not less than 2.00 for the entire Degree Programme
  - (4). earned a grade point not lower than 2.00 (grade C) for each of the courses (except for audited courses and ENH 1000 - Second Language Course), the Dissertation/Applied Research Project and Industrial Training
  - (5). successfully completed the Level-III of the proficiency in English Examination conducted by the University of Colombo
  - (6). successfully completed the non-credit, Enhancement course as stipulated in Annexure F of Part C: Schedule of the Regulations of the BBA Degree Programme, and
  - (7). successfully completed the Degree in not less than four (04) years and not more than eight (08) years.
38. No student shall qualify for the award of the BBA (Special) Degree, unless she has:
- (1). successfully completed Semesters I to IV of the BBA (Special) Degree as stipulated in subsection (3) of section 13 in Part-II of these By-Laws,
  - (2). earned 56 credits from Semesters V to VIII of the BBA (Special) Degree including:
    - (a) 10 credits from Core courses;
    - (b) 36 credits from Specialisation core courses for those who select Dissertation option or 34 credits from Specialisation core courses for those who select Applied Research Project option and;



(c) a minimum of 10 credits from Specialisation optional courses for the Dissertation option or 12 credits from Specialisation optional courses for the Applied Research Project option.

- (3). earned a GPA of not less than 2.00 for the entire Degree Programme
- (4). earned a grade point not lower than 2.00 (grade C) for each of the courses (except for audited courses and ENH 1000 - Second Language Course), the Dissertation/Applied Research Project and Industrial Training
- (5). successfully completed the Level-III of the proficiency in English Examination conducted by the University of Colombo
- (6). successfully completed the non-credit, Enhancement course as stipulated in Annexure F of Part C: Schedule of the Regulations of the BBA Degree Programme, and
- (7). successfully completed the Degree in not less than four (04) years and not more than eight (08) years.

39. Award of Classes

- (1). A student may qualify to be awarded the Degree of BBA (Honours) in Accounting/ BBA (Honours) in Business Economics/BBA (Honours) in Finance/BBA (Honours) in Hospitality and Leisure Management / BBA (Honours) in Human Resources Management/BBA (Honours) in International Business/BBA (Honours) in Marketing/ Degree of BBA (Honours) with a First Class Honors, and in addition secures a GPA of not less than 3.70.
- (2). A student may qualify to be awarded the Degree of BBA (Honours) in Accounting / BBA (Honours) in Business Economics/BBA (Honours) in Finance/ BBA (Honours) in Hospitality and Leisure Management / BBA (Honours) in Human Resources Management/ BBA (Honours) in International Business/BBA (Honours) in Marketing/ BBA(Honours) with a Second Class Honors (Upper Division), and in addition secures a GPA of not less than 3.30.
- (3). A student may qualify to be awarded the Degree of BBA (Honours) in Accounting / BBA (Honours) in Business Economics/ BBA (Honours) in Finance/ BBA (Honours) in Hospitality and Leisure Management /BBA (Honours) in Human Resources Management/ BBA (Honours) in International Business/BBA (Honours) in Marketing/ BBA(Honours) with a Second Class Honors (Lower Division), and in addition secures a GPA of not less than 3.00.

- (4). In the case of candidates who repeat a course(s) and pass the course(s), the grade point to be taken in to consideration in awarding classes is 2.00 even if the actual grade point obtained is higher. However, actual grade point of repeat course(s) in Semesters I to III will be considered in selecting for specialisation streams.

### **Part V - Interpretation**

40. In these By-Laws as well as in its Part V, unless the context requires otherwise:

“The Act” means the Universities Act No. 16 of 1978 and its subsequent amendments.

“The Council” means the Council of the University of Colombo. “The Degree Programme” means the Programme of study leading to the award of the Degree of Bachelor of Business Administration.

“The Faculty” means the Faculty Board of the Faculty of Management and Finance of the University of Colombo.

“Programme” means the programme of study leading to the award of the Degree of Bachelor of Business Administration (Accounting)/ Bachelor of Business Administration (Business Economics)/ Bachelor of Business Administration

(Finance)/ Bachelor of Business Administration (Hospitality and Leisure Management) / Bachelor of Business Administration (Human Resources Management)/ Bachelor of Business Administration (International Business), Bachelor of Business Administration (Marketing) and Bachelor of Business Administration (Special), as the case may be.

“The Registrar” means the Registrar, Acting Registrar, Deputy Registrar, Senior Assistant Registrar, Assistant Registrar or any other Officer authorized to sign for and on behalf of the Registrar of the University of Colombo.

“The Semester” means a period of 26 weeks from the first day of the commencement of a Semester till the day prior to the commencement of the next Semester and shall include the intervening periods of vacation, study leave, written examinations, unless the Senate on the recommendation of the Faculty decides otherwise.

“The Senate” means the Senate of the University of Colombo.

“The University” means the University of Colombo.

41. Any question regarding the interpretation of these By-Laws shall be referred to the Council whose decision thereon shall be the final.
42. The Vice-Chancellor shall have authority, in consultation with the Dean of the Faculty, to take such action or give such direction, not inconsistent with the principles underlying the provisions of these By-Laws, as appears to him/her to be necessary or expedient for the purpose of removing any difficulties that may arise in the interpretation of these provisions or for which there is no provision in these By-Laws or in the case of students who followed the BBA Degree Programme under the earlier By-Laws.
43. These By-Laws will be effective for students who register for the BBA Degree Programme in 2016 or thereafter.