

Bachelor of

Business Administration

2024 - 2028
Student Handbook



Faculty of Management & Finance
University of Colombo- Sri Lanka



Student Handbook

**Bachelor of Business Administration
(BBA) Honours
Degree Programme (2024-2028)**

**Faculty of Management and Finance
University of Colombo
Sri Lanka**

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Foreword

This handbook is prepared for the use of students who will be enrolled in the Bachelor of Business Administration (BBA) Honours Degree Programme offered by the Faculty of Management and Finance, University of Colombo for the academic year 2024-2028.

The University of Colombo with a proud history of over 100 years continues to meet the challenge of maintaining its position as the number one ranked University in Sri Lanka. As a metropolitan university, it is full-ledged with resource centres, libraries, theatres, sports complexes etc. Therefore, you are extremely fortunate to have been selected to read for the BBA Honours Degree at the Faculty of Management and Finance, University of Colombo, which is widely acclaimed to be one of the most prestigious educational institutes of the country.

As a new student of the Faculty, you may have various doubts regarding your academic work over the forthcoming four-year period. This handbook contains useful information about the BBA Honours Degree Programme, explaining details of the curriculum, evaluation/examination criteria, by-laws, regulations, departmental details, scholarships and awards, facilities offered and other rel-

evant information about the Faculty. The new curriculum was introduced in 2023 with the vision of providing students with a world class learning experience while making them fully equipped with required knowledge, skills and competencies.

We hope that this handbook will help answering common queries encountered by most of the new students; you are expected to use it along with 'Athwela' published by the Senior Student Counsellor's Office, which contains general information useful for undergraduates. If you come up with matters related to academic activities which are yet to be covered in this handbook, you can consult the Dean, Heads of respective Departments or the Coordinator of the Academic Affairs Unit.

Finally, you are warmly welcome to the Faculty of Management and Finance, University of Colombo. We hope that these four years will leave you with richly rewarding and memorable experiences along with the necessary skills to discover and make maximum use of opportunities, while rising to reach greater heights!

Editorial Committee



Message from the Vice Chancellor

I convey my very best wishes to each and every one of you for being fortunate to gain admission to the highly acclaimed Faculty of Management and Finance of the University of Colombo. No doubt your brilliant performance at the GCE Advanced Level Examination in 2022 paved the way to this. Many congratulations! Your parents, teachers, family, friends and well-wishers must be so proud of you. I am sure you are fully committed to exceeding their expectations as an undergraduate and as a young successful professional, entrepreneur and a responsible citizen.

On behalf of the University of Colombo, I am privileged and pleased to welcome you to the oldest university in Sri Lanka ready to assist you in pursuing a Degree in Bachelor of Business Administration. Having joined the most renowned seat of learning with very high credentials and outstanding performance, I hope you would make the best of the available opportunities to receive a holistic education. Our university comprises a cosmopolitan multifaceted student population from many strata of the society brought together under a common bond of fellowship. Your diversity is our strength.

We must always preserve the unity, camaraderie, and commitment to preserve our good name as an institution. You have many tasks ahead of imbibing knowledge, sharpening your skills with sound character building in parallel with the best of soft skills, digital literacy, language competencies that would make you 'work ready' for mid 21st century societal needs.

Even after leaving the university, what should be at the forefront of your mind is the fact that the entirety of university education has been provided with the taxpayers' money of our nation. Hence, an obligation is incumbent upon you to give your best, back to the country and its people in order to make it a better place to live in. The hallowed traditions so inculcated in you is the legacy bestowed upon you by your university. We are certain that you will observe these with a strong sense of commitment and social outlook, and make every endeavor to raise the bar to even greater heights.

**Senior Professor (Chair)
HD Karunaratne
Vice Chancellor
University of Colombo**



Message from the Dean

I extend a warm welcome to each of you as we embark on the academic year 2023/2024 at the Faculty of Management and Finance, University of Colombo. My heartfelt congratulations to each one of you for securing admission to this prestigious institution.

The Faculty of Management and Finance has long stood as a beacon of excellence in business education, and our faculty is renowned for its world-class undergraduate programs delivered by a team of dedicated professionals.

As an undergraduate of the University of Colombo, you will have the opportunity to pursue the Bachelor of Business Administration (BBA) Honours degree program, with specializations in Accounting, Business Economics, Finance, International Business, Hospitality and Leisure Management, Human Resources Management, Marketing, and Business Administration.

Our commitment is to continually enhance our degree programs to align with the evolving needs of the job

market, emphasize international competencies, deepen community engagement, and foster research and development. Employability is at the core of our educational approach, and we strive to equip our students with practical knowledge through experiential learning. In addition to the curriculum, the faculty also provides you an opportunity to engage in a wide range of extra-curricular activities, offering you a chance to explore and enjoy your university experience to the fullest.

I urge you to read and be familiar with the contents of this handbook which will help you to uphold the rules and values of the faculty and the university. I wish you all the very best and hope you will have a memorable period at the Faculty of Management and Finance.

Wishing you a rewarding and successful learning journey ahead!

Professor HM Nihal Hennayake
Dean
Faculty of Management and Finance



Message from the Permanent Student Counsellor

I am pleased to welcome you to the Faculty of Management and Finance, University of Colombo. Your hard work and dedication coupled with the efforts of your loved ones have paved the way for you to secure a placement at the Faculty of Management and Finance, University of Colombo. Faculty of Management and Finance is a unique business school due to its diverse community, research caliber, links with local and global business community and the wide range of extracurricular activities available to develop a wholesome business graduate. The faculty operates with a mission aimed at producing graduates to the betterment of the society. As a key stakeholder of the faculty, we believe in you in accomplishing this mission. As students of the Faculty of Management and Finance you will be benefited from the human resources as well as the physical resources available at the university to make your stay at university an enjoyable and a memorable one. You will have the opportunity to meet people from diverse communities as well as utilize facilities available for academic work, sporting, recreational activities and community within the university.

At the same time, there will be several challenges that you will have to encounter during your stay with the university. You will have to manage academic workload, community requirements as well as peer pressure among many other obstacles. University academic members, non-academic members and senior students are always ready to help you when you are faced with these kinds of obstacles.

While enjoying your rights and privileges as an undergraduate, the university and the faculty also expects you to comply with its rules, regulations, and customs. I firmly believe you will develop yourself as an exemplary character to future generations of students sustaining resources of the University. Other student counsellors and I are looking forward to work closely with you in the future. We wish you all the very best for your academic journey with the Faculty of Management and Finance, University of Colombo.

Mr S Sasidaran
Senior Lecturer
Department of Management and
Organization Studies



College House
University of Colombo

01. The University of Colombo

1.1 A Brief History

The history of higher education in Sri Lanka is closely linked with that of the University of Colombo, which traces its beginnings to the establishment of the Ceylon Medical College in June 1870. The Ceylon Medical College founded in 1870 and the Ceylon University College founded in 1921 were amalgamated to establish the University of Ceylon in 1942. Later in 1972, all universities were brought under one umbrella and made Campuses of a single university established as the University of Sri Lanka, where the University of Ceylon, Colombo was named the Colombo Campus of the University of Sri Lanka. In 1978, all Campuses of the then single University became independent again and accordingly, the University of Colombo regained its autonomy in 1978. It is a legacy of higher education in Sri Lanka, and all undergraduates enter-

ing the University of Colombo can take pride in it.

Over the last several decades, the University of Colombo has expanded substantially in terms of academic programmes, student enrolment and facilities. It is one of the largest Universities in the country with ten faculties and several affiliated institutes and centres of learning. Owing to its location in the metropolitan centre, the University of Colombo has the advantage of being at the hub of cultural, economic and socio-political activity of the country. It offers library facilities, research centres, professional associations, theatres, art galleries, cinema halls etc., which can be used by the students for their own academic and personal enrichment.

1.2 Vision

To be a center of global excellence in education, research and stakeholder engagement to enrich human potential for the betterment of society.

1.3 Mission

To discover and disseminate knowledge; enhance innovation; and promote a culture of broad inquiry throughout and beyond the university through engagement and collaboration with industry and community.

1.4 Core Values

- ‡ Academic Freedom
- ‡ Learner Centeredness and Lifelong Learning
- ‡ Critical Thinking
- ‡ Creativity, Innovation and Exploration
- ‡ Integrity and Ethical Behavior
- ‡ Good Governance, Accountability and Responsibility
- ‡ Diversity, Inclusiveness, Equality and Mutual Respect
- ‡ Professionalism, Commitment and Competence
- ‡ Collegiality
- ‡ Environmental Responsibility



West-Wing Building
Faculty of Management and Finance



02. The Faculty of Management and Finance

2.1 Historical Evolution

Faculty of Management and Finance (FMF) is a vibrant and renowned Faculty in the university system in Sri Lanka and was established in 1994. Historical development of the Faculty dates back to 1979 when the Department of Commerce and Management Studies (DCMS) of the University of Colombo was set up as a department, which functioned under the Faculty of Arts. DCMS grew rapidly in the 1980s and became the single department accommodating the highest number of students in the Faculty of Arts. As an initial step of expediting the process of establishing the new Faculty, two academic departments, namely the

Department of Commerce and the Department of Management Studies, were formed in 1993 under the purview of the Faculty of Arts. Then, in May 1994 FMF was established. Over the years the undergraduate population of the Faculty has grown rapidly and in 2023 it reached 2700. FMF offers a multitude of programmes at the diploma, undergraduate and postgraduate levels keeping in line with challenges faced by the business world, setting high standards in management education and continuously updating its programmes. Currently, it consists of seven departments;



Department of Accounting



Department of Business Economics



Department of Finance



Department of Human Resources Management



Department of International Business



Department of Management and Organization Studies



Department of Marketing



Department of Hospitality and Leisure Management

These departments offer Bachelor of Business Administration (BBA) Honours degree programme with eight specialization areas namely Accounting, Business Economics, Finance, Human Resources Management, Marketing, Management and Organisation Studies, International Business, and Hospitality and Leisure Management. The Masters of Business Administration (MBA) programmes of FMF is consistently highly ranked and reputed across the world. The programmes offer include the general MBA, and specialised MBAs in Accounting and Information Management, Finance, Human Resources Management, Marketing, and International Business.

The Faculty also offers MPhil/PhD, Doctor of Business Administration (DBA), Executive MBA (EMBA), Master of Applied Finance, Master of Management Studies, Postgraduate Diploma in Banking and Finance, Higher Diploma in Entrepreneurship and Small Business Management, Higher Diploma in Human Resources Management, Advanced Diploma in Printing Technology and Management, Executive Diploma in Business Administration (EDBA), Diploma in Entrepreneurship and Business Management, Diploma

in Human Resources Management, Diploma in Finance, Diploma in Computer-based Accounting and Information Systems (DCAIS), Diploma in Marketing and Bachelor of Business Administration in Business Economics and Statistics (External Degree Programme).

Apart from the academic departments, the Academic Affairs Unit (AAU) of the Faculty coordinates students' affairs especially in the first three semesters of the BBA Honours degree programme. The Faculty has established a Career Guidance Unit (CGU) to help students find internship opportunities in the industry and also to provide career guidance to students. The Postgraduate and Mid-Career Development Unit (PGMCDU) coordinate postgraduate and extension programmes. The Faculty adopted the Course Unit System (CUS) in 2005 and the BBA honours degree programme was mapped with the Sri Lanka Qualifications Framework (SLQF) in 2016 enabling the Faculty to ensure that its degree programme is aligned constructively with the established national framework for higher education. The organisational structure of the Faculty is illustrated in Figure 1.

2.2 Mission

“ Leading through high quality research, learning, training, and consultancy in the field of management, business, and entrepreneurship within a creative and collaborative environment towards developing managerial competencies for betterment of the society.

”

2.3 Values

Academic Freedom



Subject to the norms and standards of the University, there is freedom to conduct research, to teach, speak and publish without interference or penalizing wherever the search for truth and understanding may lead.

Life by Learning



The University continues to explore and conduct research and experiments in search of new knowledge.

Integrity



Achievements of the University are based on the transparency of its actions and the integrity of its performance.

Responsibility and accountability



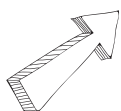
The University operates with a sense of responsibility and accountability.

Diversity of subject knowledge



The University continues to operate across a broad spectrum.

Commitment and efficiency



University staff is highly committed to its development and to deliver results overcoming challenges, working with highest level of enthusiasm to achieve high competency.

Team Spirit



The University has a reputation of working as a Team and, therefore, developed a team spirit in all its work.

Equal Opportunity



The University recognizes that its strength and unity comes from providing equal opportunities to everyone, built on the foundations of social justice and equality.

2.4 Graduate Attributes

The Faculty of Management and Finance introduced six graduate attributes, namely, Conceptual Knowledge and Skills, Professional Conduct, Communication, Teamwork, Personal Effectiveness and Creativity and Innovativeness with the aim of developing a set of competencies which are com-

mon for all graduates of the faculty. Further details regarding the graduate attributes can be found in Tables G1 and G2 of Annexure G of regulations and Courses of the Bachelor of Business Administration Honours Programme.

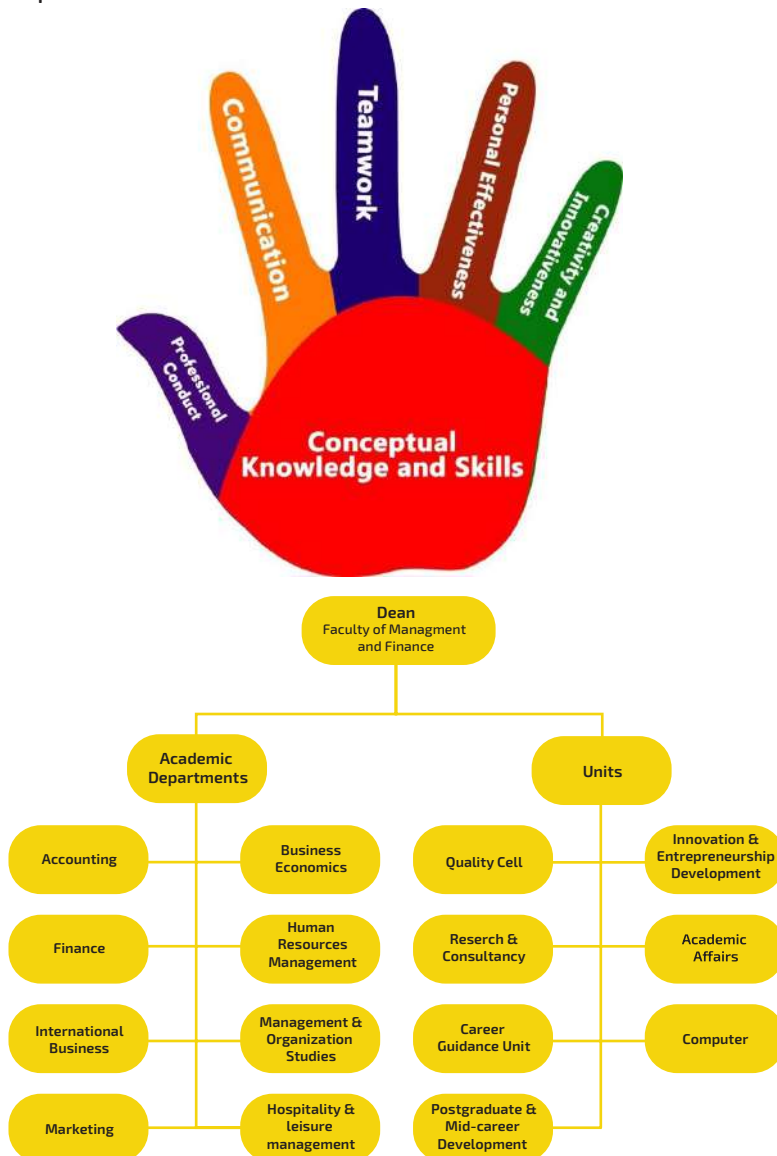


Figure 1: Organizational Structure of the Faculty of Management and Finance

2.5 Faculty Highlights 2024

FMF Expands Horizons in Hospitality and Leisure Education



The Faculty launched its newest addition, the Department of Hospitality and Leisure Management (HLM) as the 8th department of the Faculty of Management and Finance on the 21st November 2024. This milestone marks a significant advancement in specialized hospitality education in Sri Lanka. Originally established in 2015 as a specialization under the Department of Marketing, HLM was developed in partnership with industry leaders to provide students with both theoretical insights and practical skills in hospitality and leisure management. This is the first Hospitality and Tourism Programme offered to Undergraduate students by the University under the Bachelor of Business Administration Programme of the Management Faculty.



This transition from specialization to department highlights the growth, success, and increasing demand for skilled professionals in the hospitality and tourism sector. At the Faculty of Management and Finance, we are committed to delivering quality, industry-driven education, and the establishment of HLM broadens our mission to produce highly competent graduates ready to make impactful contributions to the industry. With this new department, students will have access to an enriched curriculum designed to address the needs of a dynamic global market.

The Department of Hospitality and Leisure Management will offer a broader range of courses, covering cutting-edge topics such as sustainable tourism, front office management, food and beverage management, and event management. These courses aim to equip students with a blend of theoretical knowledge and practical expertise, preparing them to thrive in competitive local and international environments. Through hands-on learning experiences, including internships and industry partnerships, students will gain essential real-world skills to seamlessly transition from academia to industry.

The department's holistic approach to education is evident from the curriculum which is designed to provide students with both foundational knowledge and advanced skills through coursework, hands-on projects, internships, and practical experience. The department fosters close collaboration with the industry to ensure the programme remains relevant and responsive to its needs. It also offers mentorship by collaborating with the industry to help guide students throughout their journey. The values of collaboration, innovation, and excellence will empower students to make the most of the resources and opportunities available to them. Together, the department looks forward to contributing to the growth and sustainability of this essential industry, both locally and globally.



03. Academic Departments



3.1 Department of Accounting

It is with great pleasure that I extend a warm welcome to all of you as the Head of the Department of Accounting in the Faculty of Management and Finance. Our department takes pride in offering the BBA Honours in Accounting Degree, a programme that has consistently been one of the most popular courses in the entire faculty. Our commitment remains steadfast in ensuring not only academic excellence but also in fostering the development of essential soft skills among our undergraduates. Specialising in accounting, students will encounter a well-balanced curriculum covering fundamental accounting principles, complemented by faculty-wide core courses in business and management. Our goal is to provide students with a comprehensive understanding of the global business landscape, preparing them to navigate the challenges of rapidly evolving industries, particularly in the context of the automation of accounting functions. The internship programme

serves as a bridge between theory and practice, allowing students to apply their knowledge in real-world scenarios.

Our graduates have consistently excelled, securing significant positions in the accounting profession both locally and internationally. They have also made impactful contributions in various business sectors, including the private, nonprofit, and public sectors. I am confident that the education you receive here will open doors to exciting career opportunities.

As you embark on this educational journey, I wish each of you a fulfilling and rewarding learning experience. May the next four years be not only academically enriching but also personally enjoyable. The Department of Accounting looks forward to guiding you towards success.

Head of Department
Dr. Nuradhi K. Jayasiri

Academic Staff of the Department of Accounting



Chair Professor Tharusha N. Gooneratne

[PhD (La Trobe, Australia), MPhil (Col), BBA (Col), CTHE (Col), SEDA (UK), FCMA (UK)]

Chair Professor

TI: Management Accounting, Advanced Management Accounting, Strategic Management Accounting, Research Methodology

RI: Strategic Management Accounting, Management Control, Current Developments in Management Accounting

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Professor KG Sampath Kehelwalatenna

[PhD (UBD-Brunei), MBA (Col), BCom (Col), CTHE (Col)]

Professor

TI: Taxation, Research Methods, Econometrics, Applied Research, Statistical Techniques for Data Analysis

RI: Taxation, Intellectual Capital, Value Relevance of Accounting Information, Earnings Management

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Professor AAC Abeysinghe

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Professor

TI: Management Accounting, Public Sector Accounting

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TI: Management Accounting

RI: Management Control Systems

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RI: Management Accounting, Management Controls

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Mr. Samitha Bhagya Rajapaksha

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Ms. Isuri U. Malawara Arachchi

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Ti: Management Accounting, Taxation, Corporate Governance

Ri: Intellectual Capital Reporting, Corporate Governance, Integrated Reporting

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Ms. Kalani S. Dissanayake

[MBA (Col), BBA (Col), CTHE (Col), SEDA (UK), ACCA (Strategic Professional), AAT (Passed Finalist)]

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Ti: Financial Accounting, Advanced Financial Accounting, Corporate Social Reporting

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Ms. Anruddhika Wanninayake

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Ri: Management accounting, Management controls

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Ms. Ishara Gamage

[B.B. Mgt (Acc) (Kel'ya), ACPM, CCA, ICASL (Strategic level - in reading), Reading for MBA (Col)]

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Ri: Auditing, Earnings Management, Corporate Governance, Integrated reporting

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3.2 Department of Business Economics

On behalf of the Department of Business Economics, it is with great pleasure that I welcome you to the Faculty of Management and Finance, University of Colombo. The Faculty is renowned as a leader amongst management faculties in Sri Lanka. We strive to create graduates who will make significant contributions towards the development of this nation. The Department of Business Economics recognises that your enrolment in our BBA Honours degree programme is a significant decision in your life. The staff of the department will provide the support to navigate the intrinsic world of Business Economics. The Faculty of Management and Finance introduced the BBA Business Economics honours degree programme due to the increasing demand for Business Economics graduates in the market. Our Business Economics degree is unique as it embodies both management and economics disciplines. The prime objective of the degree pro-

gramme is to equip students with the theory and application of business economics in a true management setting. This facilitates the students to upgrade their skills which will enable them to meet the challenges in their chosen career paths and contribute to the development of the country. Our graduates have been employed across diverse sectors ranging from the state sector, to the private sector and even NGOs. They also have been employed in diverse functions such as human resources management, finance, marketing and supply chain management. The department maintains good rapport with the industry which enables to organise industry visits and even generate employment opportunities for students. We, as the Department of Business Economics are thrilled to have you on board with us and wish you a productive four years ahead in your undergraduate university life.

Head of Department
Professor MAYD Madurapperuma

Academic Staff of the Department of Business Economics



Senior Professor (Chair) HD Karunaratne

[PhD & MA (Econ) Nagoya JP, MA (Econ) (Col), BA (Econ) (SJP),
Invited Professor, Hosei University, Japan]

Senior Professor (Chair)

TI: Microeconomics, Macroeconomics, Business Economics, Managerial Economics, Labour Economics, Comparative Economic Systems, International Business, Entrepreneurship and Small Business, Global Economic Trends

RI: International Business, Entrepreneurship, Economics of SMEs, Economic Policy, Income Inequality, Labour Market, Migration

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Senior Professor HN Prabhath Jayasinghe

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Senior Professor

TI: Macroeconomics, International Finance, Financial Econometrics

RI: International Finance, Financial Markets, Political Economy

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Professor MA Yasantha D Madurapperuma

[PhD (Republic of Korea), MSc in MIT (Kelaniya), BCom (Col), CTHE (Col)]

Professor

TI: Industrial Economics, Labour Economics, Sri Lankan Economy & Global Economic Trends, Microfinance, Cross Cultural Management, Behavioral Economics, Innovation Management, Environmental Economics, Managerial Economics, Industrial Organization

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[PhD (Yonsei GSIS- Republic of Korea), Master of Global Economy and Strategy (Yonsei GSIS- Republic of Korea), BBA (Col), CTHE (Peradeniya)]

Senior Lecturer – Grade II

TI: International Trade Theory and Practice, Project Evaluation, Microeconomics, Environmental Economics

RI: Human Well-Being and Development, Sustainable Development, Renewable

✉ amanda@dbe.cmb.ac.lk



Mr. Rajishtha YH De Alwis Seneviratne

[MPhil (Col), BBA in Business Economics (Col), ACMA, CGMA, CTHE (Col), SEDA (UK)]

Senior Lecturer – Grade II

TI: Economics of Organizations, Economics of SMEs, International Finance, Microeconomics, Macroeconomics

RI: Sustainable Development

✉ rajishtha@dbe.cmb.ac.lk



Ms Nipuni K. Abeyesiriwardena

[MBA (PIM – SJP), BBA in Business Economics (Col), CTHE (Col), SEDA (UK) Reading for PhD (QUT-Australia)]

Senior Lecturer (Transitional) (on study leave)

TI: Microeconomics, Macroeconomics, Project Evaluation

RI: Underemployment, Fisheries Economics

✉ nipuniabeyesiriwardena@dbe.cmb.ac.lk



Mr Pasan M. Wijayawardhana

[MPhil (Business Economics) (USJ), Masters in Development Studies (MDS)(UOC) (Reading), PGD (Economic Policy) (BALPP-SL), BSc. (Business Economics) (USJ), ACMA, DABF, IABF,AAT (SL), CTHE(UOC)(Reading)]

Lecturer (Probationary)

TI: Microeconomics, Macroeconomics, Tourism Economics, Development Economics

RI: Labor Economics and Gender Studies, Development Economics, Educational Economics

✉ pasan@dbe.cmb.ac.lk



Ms Himali Abeysinghe

[BBA (Hons) Business Economics - Col)]

Assistant Lecturer

TI: Microeconomics, Management Information Systems, Labour Economics, Economics of Organizations, Environmental Economics

RI: Microfinance, Behavioural Economics

✉ himali@dbe.cmb.ac.lk



3.3 Department of Finance

On behalf of the Department of Finance, I am glad to welcome you to the Faculty of Management and Finance, University of Colombo. The department offers the BBA in Finance Honours Degree which is one of the most demanding degrees conducted by the faculty.

The department focuses to achieve a balance between core skills through teaching together with a research component and soft skills expected by the industry among job candidates for their firms. The department conducts a rigorous training in pure and applied research which will improve technical skills of the students which is crucial in an industry like finance. The department has entered various collaborations and agreements with industry and different professional bodies in the discipline of finance.

Students specializing in the finance area are offered a collection of subjects in the mainstream areas of business management in the common programme of first two years togeth-

er with a “portfolio” of subjects in the field of finance in the last two years of their degree programme. Our degree programme trains students to adapt dynamic demands of corporate world in both national and international contexts together with public sector. Given the nature of rapidly changing finance industry, we change our curriculum once in every five years. Further, the department of finance offers an internship programme in the eighth semester of the degree which will equip students further for the industry.

The BBA finance graduates, proud products of our degree programme have successfully secured top positions in the finance sector consistently from the inception of the programme. I firmly believe that trend will continue in the future as well and wish all of you a fruitful learning experience and enjoyable four years of time in the Faculty of Management and Finance, University of Colombo.

Head of Department
Dr. Tharindu C. Ediriwickrama

Academic Staff of the Department of Finance



Professor AA Azeez

[PhD (YNU, Japan), MBA (Col), BCom (Peradeniya), Japan Foundation Fellow (Waseda University, Japan)]

Professor, Dean Faculty of Graduate Studies

TI: Financial Management, Business Statistics, Financial Econometrics

RI: Assets Pricing, Corporate Finance, Banking

✉ aazeez72@dfn.cmb.ac.lk



Professor S Buvanendra

[PhD (India), MBA (Col), BBA (Jaffna), CTHE (Col), Australian Award Fellow (Monash University, Australia), Commonwealth Fellow (Pondicherry University, India)]

Professor

TI: Financial Management, Corporate Finance, Seminar on Research, Research Methods in Finance, Contemporary issues in Finance

RI: Corporate Finance, Corporate Governance, Earnings Management, Micro Finance, Financial Literacy, Financial well being

✉ bkshanth@dfn.cmb.ac.lk



Associate Professor DLPM Rathnasingha

[PhD (Malaysia), MBA (Col), BBA (Col), CTHE (Col)]

Associate Professor

TI: Finance

RI: Micro Finance, Financial Markets, Behavioral Finance

✉ prasath@dfn.cmb.ac.lk



Ms. DKTN Gunadeera

[MBA (Col), BBA (Col), CTHE (Col), SEDA (UK)], Reading for PhD (QUT - Australia)

Senior Lecturer – Grade II

TI: Investment Analysis & Portfolio Management, Financial Sector Regulations, Fixed Income Securities

RI: Corporate Finance, Geographical Economics, Corporate Governance and Family Business, Financial Sector Regulations

✉ dktng@dfn.cmb.ac.lk



Ms. KGK Fernando

[MBA (Col), BBA (Col), CTHE (Col), SEDA (UK), FCPM, DTM (USA), Reading for PhD (SJP)]

Senior Lecturer – Grade II (on study leave)

TI: Corporate Finance, Security Analysis, Financial Institutions and Markets

RI: Capital Market Efficiency, Behavioral Finance

✉ gangafernando@dfn.cmb.ac.lk



Dr. Tharindu C. Ediriwickrama

[PhD (Col), MBA (ICFAI, India), ACMA (UK), BSc. (Finance) (USJP), CTHE (Col), SEDA (UK)]

Senior Lecturer – Grade I

TI: International Financial Management, Financial Econometrics,
Corporate Governance and Ethics

RI: Asset Pricing, Corporate Finance

✉ tharinduediriwickrama@dfn.cmb.ac.lk



Ms. TP Rathnasuriya

[MBA (PIM, SJP), BSc. Finance (SJP), DBF (Passed Finalist) (IBSL), CTHE (Col), SEDA (UK)]

Senior Lecturer – Grade II

TI: Fundamentals of Finance, Management Information Systems, Risk
Management and Insurance, Personal Financial Management

RI: Corporate Social Responsibility, Corporate Governance, Micro Finance

✉ piyumikarathnasuriya@dfn.cmb.ac.lk



Dr. Kasun Perera

[PhD (Otago, New Zealand), MBA in Finance (Col), BBA (Col), CTHE (Col), SEDA (UK), CIMA (passed finalist)]

Senior Lecturer (Transitional)

TI: Financial Reporting and Analysis, Theory and Practice of Banking,
Business Valuation

RI: Climate Finance, Asset Pricing, Capital Structure, Financial Markets

✉ kasunperera@dfn.cmb.ac.lk



Ms. SW Thenuwara

BBA (Col), MBA (PIM) (SJP), CBA (CASL), AIB (IBSL), ACPM (CPM Sri Lanka), CTHE(Col),SEDA (UK), Reading for Mphil (FGS- UOC)

Lecturer (Probationary)

TI: Business Valuation, Investment Analysis and Portfolio Management,
Theory and Practice of Banking

RI: Corporate Social Responsibility, Financial Inclusion, Banking,
Capital Markets, Consumer Finance

✉ senani@dfn.cmb.ac.lk



Ms. Udeshika Pathirana

[Reading for M.Sc. in Applied Finance (USJP), BBA (Col), ICASL (Corporate Level), CMA (Managerial Level)]

Lecturer (Probationary)

TI: Basic Finance, Financial Institutions and Markets, Micro Finance

RI: Behavioral Finance, Banking, Microfinance

✉ udeshika@dfn.cmb.ac.lk



Ms. Dulni Wanya Gooneratne

[MBA (Col), BBA (Col), CIMA (Passed Finalist), CIM (Passed Finalist)]

Lecturer (Probationary)

Ti: Financial Institutions and Markets, Seminar on Applied Research, Derivatives and Alternative Investments, Financial Mathematics

Ri: Mergers and Acquisitions, Capital Structures, Corporate Governance, Working Capital Management, Consumer Behavior

✉ dulni@dfn.cmb.ac.lk



Ms. PW Sandunika Sithumini

Reading for M.Sc in Applied Finance (USJP), BBM (Finance) (Kel'ya), ICASL (Finalist), CFA (Reading)

Assistant Lecturer

Ti: Financial Reporting and Analysis, Financial Mathematics and Statistics

Ri: Investor Behavior, Expected Credit Loss Modeling, Corporate Finance

✉ sithumini@dfn.cmb.ac.lk



Mr. Jethusan Jeevakumar

Reading for M.Sc in Applied Finance (USJP), BBA (Pdn), ACCA (Part Qualified)

Assistant Lecturer

Ti: Fundamentals of Finance, Corporate Finance

Ri: Capital Market, Behavioral Finance

✉ jethusan@dfn.cmb.ac.lk

Emeritus Professors



Professor PSM Gunaratne

[PhD and MSc (Tsukuba, Japan), MBA (Col), BSc (Bus.Ad.) (SJP), Commonwealth Fellow (Manchester UK), JSPS Fellow (Yokohama, Japan)]



3.4 Department of Human Resources Management

Welcome to the Department of HRM at the Faculty of Management and Finance, University of Colombo. HRM is one of the most important functions in a company, we at the department endeavour to produce graduates who possess the knowledge, skills, and competencies to become successful HR professionals who can make a difference in a company through the efficient and innovative practice of HRM. Our carefully developed curriculum covers all aspects of HRM, considering the practical as well as the theoretical facets of HRM, while taking into consideration the newest trends in HRM. Indeed, the curriculum of the department is one of the most up-to-date in the country. We have also embarked on a well-planned journey to integrate and collaborate with the industry to provide our learning partners with much-needed exposure to the industry. This includes mentoring, shadowing, guest sessions, industry visits, problem-based learning, and internships. Our small group of students makes it much easier for us to function as a family and carry out in-

dustrial collaborations, interact more closely with students, engage in more personalized teaching and learning activities, provide more effective academic guidance and create a positive atmosphere within the department. Our alumni provide evidence of the success of the department. Our alumnus holds various positions in different high-profile companies in the country as well as abroad. A number of them are heads and lead the HRM departments successfully and continue to assist our undergraduates in numerous ways. Our dedicated staff has excellent academic credentials and is highly regarded and respected in the area. In addition to their normal teaching and administration work, they also get involved in research, publications and industry consultancy work, which adds value to their teaching while providing a service to the industry. I cannot also forget our non-academic staff members, who are known to be the most helpful and efficient.

Head of Department
Dr. AWMM Atapattu

Academic Staff of the Department of Human Resources Management



Chair Professor Arosha S. Adikaram

[PhD (Col), MA in Labour Studies (Col), BBA (Col), CTHE (Col), SEDA (UK), MCIPM (SL)]

Chair Professor

Ti: Labor Law and Relations, Human Resource Management, Gender Issues in Management

Ri: Employee Voice, Harassment and Bulling, Gender Issues in Management

✉ arosha@hrm.cmb.ac.lk



Professor Thilakshi Kodagoda

[PhD (Bradford-UK), M.Com (India), B.Com (Col), PGD in Social Research Methods (Bradford-UK)]

Professor

Ti: Organizational Behavior and Human Resources Management, IHRM and Reward Management

Ri: Positive Psychological Capital, W-L-B Policies, Women in Entrepreneurship, Happiness and Millennials at work

✉ thilakshi@hrm.cmb.ac.lk



Professor Pavithra Kailasapathy

[PhD (Melbourne-Australia), MSBA (UMass-Amherst-USA), MS in HRM (New School-USA), Cr Cert in OD (New School-USA), BBA (Col), CTHE (Col), Chartered MCIPM (Sri Lanka)]

Professor

Ti: HRM, IHRM, Research Methodology, Gender Issues in Organizations

Ri: Work-Family Conflict/Balance, Gender and Organisations

✉ pavithra@fmf.cmb.ac.lk



Dr. AWMM Atapattu

[PhD (UNSW-Australia), MBA (Col), BBA (Col), CTHE (Col), SEDA (UK)]

Senior Lecturer – Grade I

Ti: Performance Management, Leadership, Human Resources Management, Organizational Behaviour, Organizational Theory

Ri: Knowledge Management, Leadership, Cross-Cultural Management, Action Research

✉ mayuri@hrm.cmb.ac.lk



Dr. Rajitha Silva

[PhD (Kelaniya), MBA (CSU-Australia), MSC (Malaysia), BBA (Col), CTHE (Col), PGDip (UK)]

Senior Lecturer – Grade II

Ti: Human Resource Management, Organizational Behaviour, Industrial / Employee Relations, International Human Resource Management, Training and Development

Ri: Corruption Prone Behaviour, Public Sector, Employee Behaviour at Work

✉ grpriyankara@hrm.cmb.ac.lk



Ms. Ruwaiha Razik

[MBA (Waseda-Japan), BBMgt in HRM (Kelaniya), ACMA (UK), CGMA (UK), AIB (Sri Lanka), APB (Sri Lanka), MCPM (Sri Lanka), CTHE (Col), SEDA (UK) Reading for PhD (Col)]

Senior Lecturer – Grade II (on study leave)

Ti: Organizational Behaviour, Human Resources Management, International Human Resources Management, Japanese Management Approach, Contemporary Issues in HRM

Ri: Resilience, Employee responses to crises, Employee behaviour at work.

✉ ruwaiha@hrm.cmb.ac.lk



Mr. Yohan Perera

[(MHRM (Kelaniya), B.B.Mgt. (Special) in HRM (Kelaniya), CTHE (Colombo)]

Senior Lecturer (Transitional) (on study leave)

Ti: Human Resource Information Systems, Employee Counseling, Organizational Behaviour

Ri: Career Success, Post-Retirement Employment, Workforce Spirituality

✉ yohan@hrm.cmb.ac.lk



Ms. Asheni De Silva

[MBA (PIM-SJP), LLB (London), BBA (Colombo) Reading for MPhil (Col)]

Lecturer (Probationary)

Ti: Performance and Reward Management, Labor Law and Relations, Learning and Development

Ri: Labor Law and Relations, Gender Issues and Management, Diversity and Inclusion, Burnout Experience, Employee boredom, Gen Z

✉ asheni@hrm.cmb.ac.lk



Mr. Isuru Chandradasa

[MSc, (Sjp, SL), BBA (Ruh, SL)]

Lecturer (Probationary)

Ti: Organizational Behavior, HR Analytics, Performance and Reward Management, Sustainable HRM, Talent Management

Ri: AI and HRM, HR Analytics, Positive Organizational Behavior

✉ isuru@hrm.cmb.ac.lk



Mr. Sachin Carlton

[B.B. Mgt. (Special) in HRM (Kelaniya), AAT Passed Finalist, Reading for MBA, (Col)]

Temporary Assistant Lecturer

Ti: Contemporary Issues in Human Resource Management, Personality Development, Team development, Labour Law

Ri: Work life balance, International Human Resource management

✉ sachin@hrm.cmb.ac.lk



3.5 Department of International Business

On behalf of the Department of International Business, it is indeed a great pleasure to welcome you to the Faculty of Management & Finance of the most prestigious university in Sri Lanka. You are privileged to be a part of a renowned faculty and university in global academia.

In an integrated and interdependent global economy, local business organizations have to strategize their business goals and objectives beyond their own country borders. Therefore, the internationalization of business through trade and investment has now become more fundamental than ever before. Importantly, this rising trend has necessitated a rapid transformation of local managerial functions to meet the cross-cultural requirements and challenges. However, the success of such a transformation is primarily based on the acculturation of local managers to suit the cross-cultural contexts.

We, at the Department of International Business, being the youngest of the

faculty, has well-prepared with a customized curriculum and fully equipped with well-trained personnel to acculture you to meet those global requirements and challenges. Our curriculum which has been specially designed for you includes classroom lectures and presentations of taught courses, guest sessions by international managers, field visits to global companies, training at multinational firms, and research on global issues. We firmly believe that this learning and training experience would probably create skillful international managers with distinctive capabilities and personalities in high demand by local and foreign multinational firms.

Thus, I invite you to experience this new life at the Faculty of Management and Finance and the University of Colombo passionately with joyfulness and enthusiasm. Further, I wish your journey in this faculty and university to be happier and more productive.

**Head of Department
Ms. NHMSM Herath**

Academic Staff of the Department of International Business



Ms. NHMSM Herath

[MBA (Col), BBA (Col), CIMA (Passed Finalist), CTHE (Col), SEDA (UK)]

Senior Lecturer - Grade II

TI: Foreign Direct Investments, Business Communication

RI: Foreign Direct Investments, Cross Cultural Communication, Localization of Corporate Communication

✉ sashya@dinb.cmb.ac.lk



Mr. WMSR Weerasekera

[Reading for PhD (University of Kelaniya), MBA (Col), BBA (Col), CTHE (Col), SEDA (UK), CLSC (Col)]

Senior Lecturer (Transitional)

TI: Introduction to International Business, Cross-Cultural Management, Supply Chain and Logistics Management, Strategic Management

RI: Liabilities of Outsidership Multi-National Enterprises (MNEs), Liability of Foreignness of MNEs, Consumer legitimacy of Multi-National Enterprises, International Business Cultures, Supply Chain Issues, Cross-cultural Management Issues

✉ wmsandunw@dinb.cmb.ac.lk



Ms. KMMM Karunaratne

[MBA (Col), BBA (Col), CTHE (Col), SEDA (UK), ACMA (UK), CGMA]

Senior Lecturer (Transitional)

TI: Business Communication, Strategic Management, Global Marketing, Destination Marketing, Research Methods, Seminar on Applied Research

RI: International Trade in Services, Tourism, Global Service Marketing, Sustainable Tourism

✉ methma@dinb.cmb.ac.lk



Mr. DDC Lakshman

[(MPhil (USJP), MBA (UK), BBA (Col), CTHE (Col), SEDA (UK), AAT Passed Finalist]

Senior Lecturer (Transitional)

TI: International Finance, International Trade Theory and Practice, Macroeconomics

RI: SME Internationalization, Entrepreneurship, E-commerce,

✉ duleepa@dinb.cmb.ac.lk



Mr. Krishmal Fernando

[MBA (Col), (BBA (Col))]

Lecturer (Probationary)

TI: International Relations, Supply Chain Management, Entrepreneurship and Venture Creation, Contemporary Issues in International Business, Foreign Direct Investments and Multinational Enterprises

RI: Cultural Imperialism, Globalization, McDonaldization

✉ krishmal@dinb.cmb.ac.lk



Ms. Poornima Gamage

[MBA (Col), (BBA (Col), Dip. in Diplomacy and World Affairs (BIDTI), Dip. in MIS (NIBM))]

Lecturer (Probationary)

TI: Strategic Management, International Human Resource Management, Global Marketing, Management Information Systems

RI: International Human Resource Management, Expatriate Management, Cross-cultural adjustment

✉ poornima@dinb.cmb.ac.lk



3.6 Department of Management and Organization Studies

I warmly welcome you to a unique academic experience filled with opportunities for growth, learning, and collaboration at the Department of Management and Organization Studies. As you embark on this journey, I encourage you to immerse yourselves fully in the vibrant academic environment we have cultivated.

Our department is committed to equipping you with the knowledge and skills necessary to navigate the complexities of the business world that will shape your understanding of management and organizational dynamics. Through our diverse curriculum and the expertise of our faculty, you will explore key concepts in management, leadership, and organizational studies. We encourage you to think critically, challenge assumptions, and develop your perspectives.

Our faculty members are dedicated to providing you with a rich learning experience, combining theoretical insights with practical applications. You

will have opportunities to engage in discussions, collaborate on research projects, and develop skills that will be invaluable in your future careers.

We encourage you to take full advantage of the resources available to you at our department—be it through ‘MOS Review’, the department’s bi-annual publication that enables undergraduate students to publish under the guidance of their academic supervisors, ‘MOS Digest’ a student-led publication to showcase your creative writing talents in all three languages and engage in student activities and initiatives organized through the ‘MOS Student Circle’ embracing the diverse perspectives that each of you brings. Your time here will be as much about personal development as it is about professional readiness.

We look forward to supporting you on this exciting journey. Welcome aboard!

Head of Department
Professor Sashika Manoratne

Academic Staff of the Department of Management and Organization Studies



Professor KASP Kaluarachchi

[PhD (Hosei, Japan), MBA (Col, Sri Lanka), BCom (Special) (Hons.)(SJP, Sri Lanka) CTHE (Col, Sri Lanka)]

Professor

TI: Management Process and Practice, Organizational Behaviour, Quality Management, Impression Management, Cross Cultural Management, Contemporary Issues in Management

RI: Management Theory and Practices (MTPs)

✉ samanthakaluarachchi@mos.cmb.ac.lk



Professor Kumudinei Dissanayake

[PhD (Meiji, Japan), MBA (Meiji, Japan), MBA (Colombo, Sri Lanka), BCom (Special) (Colombo, Sri Lanka), Diploma in Counseling (SLFI)]

Professor

TI: Organization Theory, Organizational Behavior, Research Methods

RI: Values in organizations, Sustainability practices and SMEs, Generation Z at Work

✉ kumudisa@mos.cmb.ac.lk



Professor B Nishantha

[PhD (Ryukoku University, Japan), MBA (University of Colombo), B.com (University of Colombo, CTHE (University of Colombo)]

Professor

TI: Entrepreneurship, Management Process and Practice, Strategic Management

RI: Entrepreneurship, SMEs, SME growth dynamics

✉ nishantha@mos.cmb.ac.lk



Professor R Senathiraja

[PhD (India), MSc (SJP), BCom (Jaffna), CTHE (Col)]

Professor

TI: Entrepreneurship and Small Business Management, Culture and Management, Creativity and Innovation, Research Methods

RI: Creativity and Innovation, Corporate Entrepreneurship, Micro Finance and Social Entrepreneurship

✉ laxumy@mos.cmb.ac.lk



Professor Tissa Ravinda Perera

Ph.D. (China), MBA (Colombo), B.Com (Colombo), CTHE (Colombo), FMAAT, LICA]

Professor

TI: Entrepreneurship Development, Small Business Management, Managing Innovation, Management Process and Practice, Contemporary Issues in Management, Cross Cultural Management/ Comparative Management, Organizational Culture and Management, Business Case Development and Analysis

RI: Issues in Entrepreneurship Development, MSME Sector Development Issues in Developing Countries, Management Practices in Different Countries, Contemporary Issues in Management in Different Countries, Contemporary Issues in Management and Organization, Human Resource Development Issues in the Developing Country Context, Cross-cultural/ Comparative Management Related Issues in Developing Country Context

✉ ravinda@mos.cmb.ac.lk



Professor Sashika R. Abeydeera Manoratne

[PhD (Auckland, New Zealand), MBA (California, USA), BSc (SJP), CTHE (Col), SEDA (UK), Passed Finalist (CIMA)]

Professor

TI: Sustainability and Business, Business Ethics and CSR, Environmental Management, Management Theory and Practice

RI: Sustainability and Businesses, Spirituality, Corporate Ethics, Teaching and Learning Sustainability in Higher Education, Internationalization in Higher Education

✉ sashika@mos.cmb.ac.lk



Mr. S Sasidaran

[MEcon (Col), BCom (Col), CTHE (Col)]

Senior Lecturer – Grade I

TI: Psychology, Sociology, Culture and Organizational Response, Organization Theory, Environmental Management, Organizational Design and Structure, Behaviour.

RI: Cultural Impact on Organizations, Sociological Issues and Their Impacts on Organizations and Organizational Design and Structure

✉ sasidaran@mos.cmb.ac.lk



Dr. Seuwandhi B. Ranasinghe

[PhD (Glasgow, UK), MBA (UOC), BBA (UOC), SEDA (UK) accredited teacher in Higher Education, CTHE (UOC)]

Senior Lecturer – Grade II

TI: Organization Theory and Design, Personality Development, Knowledge Management, Critical Perspectives of Organization Studies

RI: Organization studies, Postcolonial studies, Feminist studies

✉ seuwandhi@mos.cmb.ac.lk



Ms. KK Kapiyangoda

[MBA (Col, Sri Lanka), BBA (Col, Sri Lanka), CTHE (Col, Sri Lanka), Staff and Educational Development Association (SEDA, UK), Passed Finalist CIMA, Reading for PhD (Col, Sri Lanka)]

Senior Lecturer - Grade II

TI: Auditing, Taxation, Organization Theory

RI: Organizational Culture and Management, Entrepreneurship, Family Businesses, Management Controls

✉ kumudukapiyangoda@mos.cmb.ac.lk



Dr. JC Athapaththu

[PhD (QUT-Australia), Msc. (USJP, Sri Lanka), BSc in Computation & Management (Peradeniya, Sri Lanka), PQHRM (IPM, Sri Lanka), CTHE (Col, Sri Lanka), Staff and Educational Development Association (SEDA, UK), Fellow of the Higher Education Academy (UK)]

Senior Lecturer - Grade II

TI: Management Information Systems E-Business Managing Technology in Hospitality Industry

RI: E-commerce, Social Commerce, Sharing Economy, ICT in Small Business

✉ jayani@mos.cmb.ac.lk



Mr. Sahan J Fernando

Reading for PhD (Deakin, Australia), MBA (Col, Sri Lanka), BBA (Col, Sri Lanka), PQHRM (CIPM, Sri Lanka), CTHE (Col, Sri Lanka), SEDA (UK)]

Senior Lecturer (Transitional) (on study leave)

TI: Strategic Finance, Crisis Management, Entrepreneurship and Venture Creation

RI: Entrepreneurship, Social Issues in Management, Cross-sector Partnerships, Institutional Theory

✉ sahanfernando@mos.cmb.ac.lk



Ms. DCL Digoarachchi

[MBA (PIM, SJP), BBA (Col, Sri Lanka), SEDA (UK) accredited teacher in Higher Education, CTHE (Col, Sri Lanka)], Reading for MPhil, (FGS, Col), ICASL (CAB II)]

Senior Lecturer - Grade II

TI: Personality Development, Sociology & Psychology, Organization Theory & Design

RI: Organizational Leadership, Sensemaking and Sensegiving, Supply Chain Disruptions

✉ chethanee@mos.cmb.ac.lk



Ms. T Kuhendran

[MBA (PIM, SJP), BBA (Col, Sri Lanka), ACCA Affiliate (UK), CTHE (Col, Sri Lanka), SEDA (UK) accredited teacher in Higher Education]

Senior Lecturer (Transitional) (on study leave)

TI: Organization Theory and Design, Academic Writing, Personality Development

RI: Careers of Women, Gender Studies

✉ tkuhendran@mos.cmb.ac.lk



Ms. MSD Senavirathna

[BBA (Col, Sri Lanka), Reading for MBA (Col, Sri Lanka), MAAT, ACPM, ICASL (CBA)]

Assistant Lecturer

TI: Management Process and Practice, Environmental Management, Contemporary Issues in Management, Creativity and Innovation, Organizational Culture and Management, Team development Personality Development

RI: Organization Studies, Critical Perspectives of Organization Studies, Postcolonial Studies Contemporary Issues in Management and Organization

✉ shanika@mos.cmb.ac.lk



Mr. W Udula Subodha Vaas

[BBM (Special) Accountancy (Kel, Sri Lanka), Reading for MBA (Col, Sri Lanka), Passed Finalist (CIMA)]

Assistant Lecturer

TI: Management Accounting, Financial Accounting, Strategic Management, Strategic Finance

RI: Management Accounting, Financial Accounting, Strategic Management, Strategic Finance

✉ udulas@mos.cmb.ac.lk



Ms. Rumesi Wijesiri Gunawardana

BBA (Col, Sri Lanka), ICASL (Corporate Level)]

Assistant Lecturer

TI: Auditing, Organization Theory and Design, Management Process & Practice, Environmental Management

RI: Organization Studies, Organizational Performance, Organizational Culture & Management

✉ rumeshigunawardana@gmail.com



3.7 Department of Marketing

It is with pleasure that I welcome you to the Department of Marketing, Faculty of Management and Finance, University of Colombo. The University of Colombo with a proud history of over 115 years, is widely acclaimed to be one of the most prestigious educational institutes of the country. Concurrently the Faculty of Management and Finance offers a multitude of programmes at various levels and among its seven departments, the Department of Marketing is a twelve year old department and looks after two streams within its umbrella the Marketing stream and Hospitality & Leisure Management (HLM) stream. Our department has around 200 students and fourteen permanent teaching faculty.

In today's fast-paced and ever-evolving business landscape, marketing is not just a function; it is the lifeblood of any successful organization.

As marketers, you have the unique op-

portunity to shape consumer behavior and influence the way people perceive and interact with products and brands. Marketing is an ever-changing field the digital revolution, evolving consumer behavior, and globally transcending borders, keep this field dynamic and exciting. As marketers, you will be lifelong learners, always adapting to stay at the forefront of industry trends.

You have made the right decision to pursue a career in the field of marketing, where our course is designed and constantly updated to help you acquire vital marketing skills to face the dynamic corporate world.

We are thrilled to extend a warm and enthusiastic welcome to you as you embark on an exciting academic adventure with us and we wish you a successful and inspiring journey ahead!

Head of Department
Dr. W Pamarathne Gamage

Academic Staff of the Department of Marketing



Professor MPP Dharmadasa

[PhD (Bond, Australia), MBA (Col), Bsc (Bus.Adm) (SJP), CTHE (Col)]

Professor

TI: Strategic Management, Operations Management and International Business

RI: Strategic Management Issues, International Business, International Marketing and Family Controlled Business

✉ pradeep@mkt.cmb.ac.lk



Professor Fazeela Jameel Ahsan

[PhD (Strathclyde, UK), MCom (India), BCom (Sri Lanka)]

Professor

TI: Brand Management, International Services, Destination Marketing, Marketing Communications, Green Branding

RI: Quality culture, Innovation, Sustainability, Green Marketing, Tourism Marketing, Women in Business and Women in Entrepreneurship

✉ fazeelaja@mkt.cmb.ac.lk



Professor Maduka Udunuwara

[PhD (Edith Cowan University, Western Australia), MBA (PIM, SJP), BCom (Col), CTHE (Col)]

Professor

TI: Marketing, Customer Relationship Management, Destination Marketing and Management, Research Methodology

RI: Consumer Behaviour in Travel and Tourism, Services Marketing and Management, Customer Relationship Management, Customer Service

✉ maduka@mkt.cmb.ac.lk



Professor K Kajendra

[PhD in Marketing (Delhi, India), MBA (Cochin, India), MCom (Kelaniya), BCom (Jaffna), Japan Foundation fellow (Gukshuin University, Tokyo)]

Professor

TI: Marketing Management, Consumer Behaviour, Customer Relationship Management, Organisational Behaviour, Research Methods

RI: Marketing, Consumer Behaviour and Organizational Behaviour

✉ kajendra@mkt.cmb.ac.lk



Associate Professor Pradeep Randiwela

[MCom (Marketing) (Col), BCom (Peradeniya), MHRM (UK)]

Associate Professor

TI: Marketing Management, Strategic Marketing, Marketing Communication, Services Marketing

RI: Customer Centricity, Services Marketing and Service Culture, Sensory Marketing

✉ p_randiwela@mkt.cmb.ac.lk



Dr. Dinuka Wijetunga

[PhD (Melbourne, Australia), MBA (PIM-SJP), BSc. Marketing (SJP), CTHE (Col), Dip.M (CIM, UK)]

Senior Lecturer – Grade I

TI: Consumer Behaviour, Consumer Culture, Research Methods

RI: Consumer Culture and Critical Marketing

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Dr. W Pemarathne Gamage

[PhD (Kelaniya, Sri Lanka), MCom (Kelaniya), PG (Dip) Business Management (Col), BSc. Bus. Adm (SJP), BA in RMSED (Costa Rica)]

Senior Lecturer – Grade I

TI: Marketing, Strategic Management, Ethics and Corporate Social Responsibility

RI: Sustainability, Creativity, Strategic Orientation

✉ pemarathne@mkt.cmb.ac.lk



Dr. Ruwangi Chandrasekara

[PhD (PIM, (SJP), MBA (Col), BBA (Col), CIMA P.Finalist (UK), CTHE (Col), SEDA (UK)]

Senior Lecturer – Grade I

TI: Brand Management, Consumer Culture, Qualitative Research

RI: Culture and Conflict/Cultural Tensions, Identity

✉ ruwangic@mkt.cmb.ac.lk



Mr. WMGPCB Wijekoon

[MBA (Col), BBA (Col), CTHE (Col), SEDA (UK)], Reading for PhD (PIM-SJP)

Senior Lecturer – Grade II

TI: Operations Management, Supply Chain Management, Marketing Research, Marketing Communications, Crisis Management

RI: Sustainable Consumption, Corporate Reputation Management

✉ pcbwijekoon@mkt.cmb.ac.lk



Ms. Dhanushanthini Ajanthan

[MBA (Col), BCom (Jaffna), HNDA (SLIATE), CTHE (Jaffna), CTHE (Col), SEDA (UK) Reading for PhD (FGS UOC)]

Senior Lecturer – Grade I

TI: Marketing, Consumer Behaviour, Global Marketing, Brand Management

RI: Relationship Marketing Orientation, Brand Equity, Social Media Marketing

✉ dhanushanthini@mkt.cmb.ac.lk



Ms. AD Shanika Lakmali

[MBA (Col), BBA (Col), MaTE (Col), CTHE (Col), SEDA (UK), Reading for PhD (RMIT University, Australia)]

Senior Lecturer (Transitional) (on study leave)

TI: Marketing Management, Destination Management, Consumer Behaviour, Brand Management, Event Management, Relationship Marketing

RI: Customer Citizenship Behaviour, Consumer psychology, Consumer Behavior in Circular Economy

✉ shanikalakmali@mkt.cmb.ac.lk



Ms. WH Thejani Madhuhansi

[MSc in Management (USJ), BSc in Marketing (SUSL), CTHE (UOC), SEDA (UK), ACIM, DipM (UK), Reading for PhD (University of Canterbury, New Zealand)]

Senior Lecturer (Transitional) (on study leave)

TI: Marketing Management, Sustainable Marketing, Tourism Planning and Development, Services Marketing

RI: Sustainable Tourism, Circular Economy, Consumer Decision-making

✉ thejahewage@mkt.cmb.ac.lk



Ms. Thivyaashani Sivasubramaniam

[MSc. Management (SJP), BBA (EUSL), PGEDBM (IBSL), DBF (IBSL), BETA (PolyU), CTHE (UOC), SEDA (UK), Reading for PhD (The Hong Kong Polytechnic University, Hong Kong)]

Senior Lecturer (Transitional) (on study leave)

TI: Brand Management, e-Business, Fundamentals of Hospitality Business, Global Marketing, Management Information Systems, Services Marketing

RI: Behavioural Intentions, Destination Branding & Experiential Marketing, Social Identity

✉ thivyaas@mkt.cmb.ac.lk



Mr. KDEM Kathriarachchi

[MPhil (Col), MBA (PIM, USJ), BBA (Col), CTHE, SEDA (UK), ACMA (UK), CGMA, Reading for PhD (Massey University, New Zealand)]

Lecturer (on study leave)

TI: Advertising Management, Marketing Communications, Global Marketing

RI: Consumer Behaviour, Ethical Consumption, Social Business

✉ eranjanak@mkt.cmb.ac.lk



Mr. SDK Wickramasinghe

[BBA (Col), Diploma in Accounting and Business (ACCA), Diploma in Digital Marketing (SLIM)]

Assistant Lecturer

TI: Digital Marketing, Global Marketing, Marketing Management

RI: Social Media, Branding

✉ sanju@mkt.cmb.ac.lk



3.8 Department of Hospitality and Leisure Management

Welcome to the Department of Hospitality and Leisure Management program, where you'll begin an inspiring journey into one of the world's most dynamic and impactful industries.

The hospitality and leisure industry is a cornerstone of the global economy, representing one of the largest sectors in terms of employment and economic impact. From hotels and resorts to restaurants, travel services, and event management, the industry provides countless opportunities for those with the right skills and knowledge. It is also an essential driver of tourism, cultural exchange, and sustainable development, helping communities grow and enhancing people's lives through memorable experiences.

With Sri Lanka's rich cultural heritage and natural beauty, hospitality and leisure management plays a crucial role in our nation's development, attracting international visitors and strengthening the local economy. Professionals in this field must navigate unique challenges, from promoting sustainable tourism to adapting to changing consumer demands. This program will prepare you to meet these challenges with confidence, equipping you with a

deep understanding of industry principles, managerial techniques, and innovative strategies.

Our curriculum is designed to provide you with both foundational knowledge and advanced skills. Through coursework, hands-on projects, and internships, you'll gain practical experience and a well-rounded understanding of what it takes to succeed in this competitive landscape. You'll also benefit from insights shared by industry leaders, guest lecturers, and faculty who are committed to supporting your personal and professional growth.

The department will guide you every step of the way. We value collaboration, innovation, and excellence and encourage you to make the most of the resources and support available to you.

We look forward to working with you to contribute to the growth and sustainability of this vital industry, locally and globally.

Head of Department
Professor Maduka Udunuwara

Academic Staff of the Department of Hospitality and Leisure Management



Professor Maduka Udunuwara

[PhD (Edith Cowan University, Western Australia), MBA (PIM, SJP), BCom (Col), CTHE (Col)]

Professor

TI: Marketing, Customer Relationship Management, Destination Marketing and Management, Research Methodology

RI: Consumer Behaviour in Travel and Tourism, Services Marketing and Management, Customer Relationship Management, Customer Service

✉ maduka@mkt.cmb.ac.lk



Ms. WH Thejani Madhuhansi

[MSc in Management (USJ), BSc in Marketing (SUSL), CTHE (UOC), SEDA (UK), ACIM, DipM (UK), Reading for PhD (University of Canterbury, New Zealand)]

Senior Lecturer (Transitional) (on study leave)

TI: Marketing Management, Sustainable Marketing, Tourism Planning and Development, Services Marketing

RI: Sustainable Tourism, Circular Economy, Consumer Decision-making

✉ thejahewage@mkt.cmb.ac.lk



Ms. Thivyaashani Sivasubramaniam

[MSc. Management (SJP), BBA (EUSL), PGEDBM (IBSL), DBF (IBSL), BETA (PolyU), CTHE (UOC), SEDA (UK), Reading for PhD (The Hong Kong Polytechnic University, Hong Kong)]

Senior Lecturer (Transitional) (on study leave)

TI: Brand Management, e-Business, Fundamentals of Hospitality Business, Global Marketing, Management Information Systems, Services Marketing

RI: Behavioural Intentions, Destination Branding & Experiential Marketing, Social Identity

✉ thivyaas@mkt.cmb.ac.lk

04. Student Support Units



4.1 Academic Affairs Unit

The necessity of establishing a separate unit to coordinate the activities of the first two years of the BBA Degree Programme arose with the introduction of the semester system in the revised BBA Program in 2004. Subsequently, the Academic Affairs Unit was established by the Faculty in the same year.

The main feature of this semester-based curriculum is the design of the BBA Programme with eight semesters: Semesters I, II, III, and IV encompass the first two years as a common program, while Semesters V, VI, VII, and VIII offer two years of specializations based on students' interests and performance during Semesters I, II, III, and IV of the program. Students do not belong to any specific department until they reach Semester V of the Degree program. However, under the new curriculum implemented in the academic year of 2024, the common program has been shortened to three semesters, and students will specialize in their preferred field starting from Semester IV. The selection criteria will include the student's preference, department capacity, and z-score.

The Academic Affairs Unit is directly responsible for coordinating the academic program of Semesters I, II, III, and IV until the 2023 intake. From the 2024 intake onwards, the unit is responsible for Semester I, II, and III of the BBA Honours Degree programme. The unit is currently in charge of preparing semester and examination timetables for all semesters of the BBA Honours Degree Programme. It also maintains records on student lecture attendance for the common program and is responsible for selecting students for specialization. At present, the unit is staffed with a Coordinator and a Management Assistant. Any student requests concerning the common program should be directed to the Coordinator of this unit.

Unit Coordinator

Dr. A.M.C.P. Atapattu

Contact Details

 **011 250 62 71**
 **coordinator.aau@fmf.cmb.ac.lk**
 **aauroffice@fmf.cmb.ac.lk**



4.2 Skills Development and Career Guidance Unit

In today's fast-evolving higher education landscape and a labour market that is continually reshaping both locally and globally, it has become increasingly important to support and enhance the employability of our Bachelor of Business Administration graduates. The Faculty of Management and Finance is committed to delivering a four-year program that not only provides specialised knowledge but also equips our undergraduates with a comprehensive understanding of industry roles, required competencies, and an awareness of how these align with their individual interests and strengths.

The Career Guidance Unit (CGU) at the Faculty of Management and Finance exists to address this need, proactively preparing our students to thrive in their future careers. Headed by the CGU Coordinator, the unit operates through two main functions: Career Guidance and Career Counselling. The Career Guidance arm focuses on developing essential resources and databases, while the Career Counselling division emphasises personal interactions between students and CGU staff, helping students explore career options that match their unique profiles.

The CGU is dedicated to fostering partnerships with a variety of organisations from the private, public, and NGO sectors. Through these collaborations, we offer a range of initiatives, including Faculty development programs, industrial training, student assessment centres, personal tutoring, corporate engagement events, and an annual career fair, among others. Additionally, the CGU organises workshops on soft skills development, conducts graduate employability surveys, and provides stress relief and counselling sessions. Together, these efforts are designed to create well-rounded, industry-ready graduates who can meet the challenges of the modern workforce.

As we move forward, the CGU remains passionate about building meaningful, mutually beneficial relationships with industry partners, all with the goal of producing capable, confident, and employable graduates.

Unit Coordinator

Gunapala Ranaweera

Contact Details

☎ +94-11-2506354

✉ coordinator@cgum.cmb.ac.lk

4.3 Computer Unit

The Computer Unit is one of the key supporting units of the Faculty of Management and Finance which provides services to undergraduates, postgraduate students and to the staff of Faculty of Management and Finance.

At present, the computer unit has two computer laboratories with fully networked 100 computers in each and other infrastructure facilities. These laboratories are available for the students providing them required facilities for data analysis of their research work, computer applications in their course work and free internet access throughout the day. The unit serves around 2000 undergraduates, 1000 postgraduates and for about 100 staff members at the moment. Comput-

er Unit facilitates undergraduate and postgraduate courses by providing Sage 50 Accounting software, Enterprise Resource Planning (Sage evolution) software, Eviews, NVivo, SPSS, Amos, and recent office packages.

The Computer Unit is responsible for developing and maintaining the faculty web-site and email services while administering the Faculty computer network. Further, unit administrates the Learning Management System (LMS) and Student Information System (SIS). The Unit is responsible for the registration of new students as well as Course Registration and Exam Registration in each semester through the SIS.

Learning Management System (LMS) at Faculty of Management and Finance

LMS is a web-based software application for the administration, documentation, tracking, reporting and delivery of educational courses or training programs or learning and development programs. LMS creates an environment where students can interact with content, collaborate with other learners and communicate with their teachers outside the classroom. Students can get their lecture notes, upload assignments, group discussions and do their mid-term Exams on-line through the LMS. It allows teachers to easily manage classes and track their students' progress, highlighting areas of strength and weakness for on-going

performance improvement.

How to log into the LMS:

The URL of the Undergraduate Learning Management System is <http://lms.mgmt.cmb.ac.lk>.

Each of the students has a login account to the LMS. Students are required to use their registration number or faculty provided e-mail address as the user name and given password to log on to the system.



05. Postgraduate and Mid-career Development Unit



Unit Coordinator
Professor B Nishantha

The main objective of this Unit is to develop, organize and ensure the smooth functioning of postgraduate and mid-career development programmes for executive and managerial staff of modern corporate and state-sector organizations. Currently, the Unit conducts several postgraduate programmes such as DBA, MBA, MBA in HRM, MBA in Finance, MBA in International Business, MBA in Accounting and Information Management, MBA in Marketing, EMBA, and mid-career programmes such as Executive Diploma in Business Administration (EDBA). In addition, the Unit is equipped with resources and the capacity for running customized training programmes for the industry.

06. MPhil/PhD Programme Unit



Coordinator
Professor AAC Abeysinghe



Coordinator
Chair Professor Arosha S. Adikaram

Recognizing the much-needed contribution to the achievement of academic excellence in Management education, the Faculty of Management and Finance introduced its MPhil/PhD programme in Management and finance in 2014. This programme adopts contemporary approaches for a comprehensive research training, obtaining services of high calibre academics from Sri Lanka as well as foreign universities. The programme currently is successfully operating with the participation of local and foreign students and their favourable reviews, which are visible in the programme website.

07. The Doctor of Business Administration (DBA) Degree Programme



Coordinator

Chair Professor Tharusha Gooneratne

The Doctor of Business Administration (DBA) programme was launched by the Faculty in 2019 with the aim of producing practitioner researchers equipped with knowledge and skills which are imperative in transforming business practices in organisations. The programme is essentially for outstanding managers, who hold masters level qualification and significant work experience, and aspire to enhance their careers combining academic rigor and managerial relevance. The degree programme extends for over three academic years (six semesters). It comprises of a fine blend of management theory and practice as well as research through an array of taught courses (which are assessed through continuous assessments and end-semester examinations), workshops on contemporary business practices and business research, seminars and the completion of a thesis on an approved topic.

08. Student Counselling and Faculty Student Counsellors

Student Counselling

Student counsellors provide services to advise students to resolve their psychological, academic, and personal problems. There are eight student counsellors, including a permanent student counsellor in the faculty. These permanent and temporary student counsellors are selected from academic staff representing all departments to counsel students regarding their academic as well as personal

problems. University student counselling center is located between the Arts Faculty and the main Library and students are welcome to walk in anytime to get assistance to their problems such as stress related to exams and presentations, relationship difficulties, loneliness, difficulties with alcohol and drugs, or any other psychological issue.

Student Counsellors



Mr. S. Sasidaran



Mr. RYH De Alwis
Seneviratne



Mr. WMPM
Wijayawardhana



Ms. SW
Thenuwara



Ms. D Ajanthan



Ms. AT De Silva



Mr. Isuru
Chandradasa



Mr. DDC
Lakshman



Mr. HKDK
Fernando



Ms. WMAP
Wanninayake

09. Marshal Office



Act. Deputy Chief Marshal

Mr. AVPD De Silva

071 44 13 057 | 011 25 83 107 | 011 25 59 906

Marshals have been appointed to assist the authorities in maintaining discipline within the university premises. Marshals will intervene in instances of misconduct and breakdown of law and order. They have to report to the Police or relevant university authorities, especially to the Senior Student Counsellor. They are duty-bound to intervene in any indiscipline or misconduct within university premises and at hostels. Marshal's office is located near the New Arts Theatre of the University. Mr. AVPD De Silva is the Acting Deputy Chief Marshal.

10. Administrative, Academic Support and Non-Academic Staff

Administrative Staff



Deputy Registrar
Ms. GMY Dannangoda



Deputy Bursar
Ms. SAND Abeysundara

Academic Support Staff - Computer Instructors



Ms. CR Palliyaguru
[BSc(OUSL),
Postgraduate Dip.(IT) (UCSC),
ACS, MSc (Computer Sc)
(UCSC), MCS (SL)]



Ms. VPCP Vidanapathirane
[BSc(Kelaniya),
Postgraduate Dip. in IT
(UCSC),MSc. in
Computer Science (UCSC)]



Mr. KDNC Perera
[Bsc in Computer Science
(Special) (Col), MSc in
Information Technology
(UCSC)]



Mr. KKDPP Ranaweera
[Bsc(Hons) (special) in
Information Technology
(SLIIT), PGD in Mgt.(Col)],
M.Sc in ISM (UOC)]



Ms. KWNS Anuradhani
[BSc in Information Systems
(UCSC), Masters in Information
Technology (UCSC)], MCS (SL)]



Ms. Samantha Peiris
[BSc(Eng) Peradeniya,
MSC(Computer Science)
Peradeniya]

Non-Academic Staff

Dean's Office



Ms. WNS Wasalage



Ms. MT Fouzena



Ms. NNM Silva



Mr. SGL Dhanasiri



**Ms. RN
Nanayakkara**



**Ms. WAH
Dayadaree**



**Ms. UMMS
Rathnayake**



**Ms. SDW
Sandamali**



**Ms. IA
Nishsanka**



**Ms. W.C.I.
Perera**



**Mr. D
Wijesinhe**



**Mr. KGG
Somawansa**

Accounts Branch



**Mr. HWL
Wijerathna**



**Mr. HHR
Samaranyaka**



**Mr. WMKN
Wijetunga**

Department of Accounting



Ms. RMT Lasanthi



Mr. GASP Gurusinghe

Department of Business Economics



Ms. WMPAD Wickramasinghe

Department of Finance



Mr. O Epitawela



Mr. S Abeykoon

Department of Human Resources Management



Ms. WDK Senani



Mr. TMN Karunasekera

Department of International Business



Ms. SMD Maheshika



Mr. WMCV Wanninayaka

Department of Management and Organization Studies



Ms. LN Edirisuriya



Mr. NMS Banduthilaka

Department of Marketing



Mr. DAGH Jayarathna



Mr. WMSB Mallawa

11. Bachelor of Business Administration (BBA) Honours Degree Programme: Introduction to Curriculum

11.1 Overview

In response to the changes in the higher education sector globally and nationally, the Faculty introduced a new curriculum to its Bachelor of Business Administration Honours Degree Programme in the year 2023. The overarching goal of this curriculum is to bridge the gap between academic-oriented higher education and requirements of the industry to produce university graduates competent in both academic and practical knowledge. In restructuring the curriculum, the following objectives were specified:

- To update the course content, to match with the goals of the specialisation area.
- To enhance course offerings to be compatible with graduate attributes of the faculty.
- To match with the global education standards.

BBA Honours Degree Programme¹

BBA is a four-year full-time honours degree programme. The Faculty offers BBA Honours Degree in specialised streams ; Accounting, Business Economics, Finance, Hospitality and Leisure Management, Human Resource Management, International Business, Management and Organization and Marketing. Accordingly, the students of the Faculty can read for the following Degrees:

- » Bachelor of Business Administration Honours in Accounting
- » Bachelor of Business Administration Honours in Business Economics
- » Bachelor of Business Administration Honours in Finance
- » Bachelor of Business Administration Honours in Hospitality and Leisure Management
- » Bachelor of Business Administration Honours in Human Resources Management
- » Bachelor of Business Administration Honours in International Business
- » Bachelor of Business Administration Honours in Management and Organization Studies
- » Bachelor of Business Administration Honours in Marketing

¹ Please refer By-Laws and Regulations of the BBA Honours Degree Programme for further details.

A brief description of each Degree Programme follows.

» **BBA Honours in Accounting**

Those who are interested in and eligible to read for BBA Honours in Accounting will be trained to analyse business and organisational activities from an accounting perspective, report business/economic affairs to necessary stakeholders, and design, implement, and operate management control systems in organisations.

» **BBA Honours in Business Economics**

The students specialising in Business Economics will be trained to analyse business phenomena from an economic perspective. Unlike in a traditional Degree Programme in Economics, these students will have the opportunity to study all core management courses. The exposure to various modules in economics will enhance their economic understanding and skills needed to analyse business and managerial situations.

» **BBA Honours in Finance**

Those who are interested in and eligible to read for a BBA Honours in Finance will be trained to analyse business and organisational activities from a financial perspective. This Degree Programme will also provide students with an understanding of the wide-ranging implications and opportunities arising from on-going processes of financial and overall management integration.

» **BBA Honours in Hospitality and Leisure Management**

Hospitality and Leisure Management is a prospective area in the world. The economy of Sri Lanka is expecting a significant contribution from this sector. New projects have been initiated for developing hotels as well as tourism and leisure management. Therefore, there is a wider window of opportunity for new employment in the area. This degree programme focuses on developing academically qualified professional managers to drive the industry in view of its potential for employment creation, foreign exchange earnings, and promoting inclusive growth.

» **BBA Honours in Human Resource Management**

This programme intends to provide participants with the opportunity to understand Human Resources Management as an integral part of the overall business of an organisation. Further, it would create infrastructure for the participants to acquire the competency to relate Human Resources Management with other functional areas of management.

» **BBA Honours in International Business**

This Degree Programme provides students with the opportunity to specialise in International Business related studies with the purpose of understanding global perspectives of Marketing, Accounting, Finance, Human Resource Management, Economics and Law, giving them the edge in an environment where internation-

al business practices are being widely carried out. Furthermore, the students can specialise in International Business keeping their identity as management graduates intact.

» **BBA Honours in Management and Organization Studies**

This Degree Programme has been designed to provide students with necessary knowledge, skills, and training on different aspects of management and organisations. While providing a sufficient theoretical understanding on the field of management and organisation studies, it aims to enable students to analyse contemporary issues in management and organisational activities.

» **BBA Honours in Marketing**

This program has been designed to provide students with necessary knowledge, skills, attitudes and training to identify marketing opportunities and to capitalise on them for the betterment of organisations, customers, and society as a whole by integrating and leading all relevant parties within and outside the organisation.

11.2 Structure of the BBA Honours Degree Programme

The curriculum of the Degree Programme consists of eight (08) Semesters. The Semesters I, II and III of the programme are common to all students of the Faculty irrespective of their prospective area of specialisation.

11.2.1 Semesters I, II, III of the Degree Programme

The first three Semesters lay the foundation for the following five Semesters where students select their area of specialisation. The curriculum of Semesters I, II and III of the programme are divided into four (04) course clusters as mentioned below:

- » Basic disciplinary courses
- » Environmental learning courses
- » General skill courses
- » Management and business skill courses

» **Basic disciplinary courses**

The objective of this course cluster is to provide students with an inter-disciplinary knowledge leading to analysing and understanding the complex nature of the world of business and management. An inter-disciplinary knowledge of this kind is relevant and useful to all students of the Faculty irrespective of their chosen field of specialisation.

» **Environmental learning courses**

This course cluster provides students with a general understanding of relevant aspects of the business environment. These courses focus on how the business environment affects the affairs of organisations and vice versa.

» **General skill courses**

These courses provide students with necessary competencies to be a rational, learned and creative person while building the foundation for taking effectively courses offered at a later stage in the Degree Programme.

» **Management and business skill courses**

This course cluster aims at making students equipped with competencies required to be an effective business manager. Drawn upon relevant disciplines, these courses concentrate on techniques that could be used in managerial work.

11.2.2 Semesters IV, V, VI, VII, VIII of the Degree Programme

The curriculum of the Semesters IV, V, VI, VII, and VIII consists of three (03) course clusters, which will be offered in the third and fourth years. They are:

- » Advanced disciplinary courses
- » Strategic/applied courses
- » Seminars, research, and projects.

» **Advanced disciplinary courses**

Students will proceed to take these courses with the knowledge gained from basic disciplinary courses and Environmental learning courses. Advanced disciplinary courses will be offered under the following areas of specialisation: Accounting, Business Administration, Business Economics, Finance, Hospitality and Leisure Management, Human Resources Management, International Business and Marketing. The objective of this cluster is to develop advanced theoretical and methodological frameworks to specialise in respective areas of study.

» **Strategic/applied courses**

These courses provide students with a general understanding of strategic processes within organisations and relate such understanding to chosen fields of specialisation.

» **Seminars, research, and projects**

These courses provide advanced knowledge and strategic perspectives developed from the respective areas of specialisation. The objective of this cluster is to provide research/industrial exposure to students in their chosen field of

study to apply models and concepts with clear understanding. The project will be either a dissertation or an independent study.

11.3 Course Unit System (CUS)

» The Academic Year and Semesters

Each academic year is divided into two Semesters. The Calendar of Dates for the academic year provides you with information on the duration of the Semesters, study leave and examinations.

» Registration for Courses

At the start of the Semester, a notice will be displayed requesting students to register for courses. Registration for courses has to be done on Student Information System (SIS) using the Username and Password provided to students at the beginning of the BBA Honours Degree Programme. Core courses will be displayed automatically and students have to manually select the optional courses.

» Course Codes and Associated Academic Departments

Courses offered in the BBA Honours Degree Programme have been coded based on the relevant Academic Departments. Course codes and the associated Academic Departments are shown in Table 01.

Table 01: Course Codes and Associated Academic Departments

Course Code	Associated Academic Department
ACT	Department of Accounting
BEC	Department of Business Economics
FIN	Department of Finance
HRM	Department of Human Resources Management
INB	Department of International Business
MOS	Department of Management and Organization Studies
HLM /MKT	Department of Marketing

Each course characterises its identification code (year + number of credits allotted + sequence of offering the course by the respective Academic Department). For example, the course ACT 1301 – Advanced Financial Accounting indicates that this course is offered by the Department of Accounting. The first digit of

the code (1) indicates that it is a course at year 1 of the Degree Programme. The second digit (3) signifies that it is a three-credit course and, finally, the last two digits (01) indicate that it is the second three-credit course offered by the Department of Accounting (digits 00 are for the first course).

» **Changing Optional Courses**

Within the first four weeks of the Semester, students are allowed to make changes to their original selection of optional courses. Students are required to make all requests for such alterations in writing. Further, students should not change the courses they have registered for without the approval of the relevant Head of the Department and the Dean's Office.

» **Time Tables**

A Master Timetable for each Semester will be announced at the beginning of each Semester and should be considered as fixed.

11.4 Guidelines for Handling Continuous Assessment Scheme

1. Assignments for continuous assessment may take the form of in-class tests, presentations, projects, take-home assignments, interviews/oral examinations, etc. and any such assignments shall be given before the end-of-Semester examination.
2. For all types of assignments, there shall be an assignment handout to be issued to students which may include essentially:
 - III. what is required to be done
 - IV. format of the submission
 - V. the date of submission and to whom to be given, i.e. respective department which handles the particular course. This deadline shall be announced at the beginning of each Semester.
3. The teacher concerned shall submit a copy of the original attendance sheet of the mid-Semester test to the department which handles the particular course.
4. The number of assignments given per course shall be dependent upon the number of credits it carries. Thus, the number of assignments shall be calculated as follows:

-
- I. one assignment for a course carrying one credit
 - II. a minimum of one and a maximum of two assignments for a course carrying two credits
 - III. a minimum of two and a maximum of three assignments for a course carrying three and four credits.
5. A student who fails to submit his/her assignment on or before the due date and wishes to submit it on a later date will be imposed with a penalty mark proportionate to the number of dates taken since the due date. This penalty mark shall be calculated as follows:
- I. a deduction of 25% of marks from the total marks, if the assignment is submitted within two working days from the due date
 - II. a deduction of 50% of marks from the total marks, if the assignment is submitted within five working days from the due date.
6. No assignment shall be accepted after the lapse of five working days from the original due date. However, if a student submits the take-home assignment after this date, it shall be considered only on medical grounds and in exceptional reasons approved by the relevant Head of the Department. In such case, a medical certificate issued by a registered medical practitioner shall be produced by the student within five working days from the original due date to the relevant Department along with a written request made on the form which can be obtained at the office of the Dean of The Faculty of Management & Finance. Medical certificates shall be accepted only in case of absence at classroom tests.
8. The teacher concerned is required to provide students with marks and comments on continuous assessments, reflecting their strengths and developmental needs within two to three weeks from the deadline for submission.
9. The Department concerned shall publish marks of continuous assessment before the end-of-Semester examination and announce a deadline of one week from the date of publishing such marks enabling students to seek any clarifications.
10. For repeat candidates, their continuous assessment marks for a particular course shall be carried forward if it is 12 or more (refer By-Laws and Regulations of the Degree of Bachelor of Business Administration). All other repeat candidates shall be given a fresh assignment by the teacher concerned before the repeating Semester examination. In this case, the teacher concerned shall make an announcement informing repeat candidates to work on a new

assignment and submit it before the repeating Semester examination.

10. In the course outline for each course, it shall be mentioned clearly how the continuous assessments are handled, i.e. type of assignment/s, marks allocated, tentative date/s for submission, etc. This arrangement shall be made in addition to issuing the assignment handout to students as stated in (2) above.

11.5 Frequently Asked Questions (FAQs) on Examination (or Assignment) Matters

Q...I was exempted from the English Proficiency Course; still, I would like to follow the English Course. Can I do it?

A...Technically speaking, such a request does not make sense. However, the answer is “Yes”. A student who has already been exempted from the English Proficiency Course and who still wants to follow the English Course should meet the Coordinator/Head of Department of English Language Teaching (DELT), Faculty of Arts to negotiate an appropriate level for him or her (currently there are four levels in English Course) to register for.

The By-Laws of the Bachelor of Business Administration Degree Programme makes it compulsory for undergraduates to pass the Level III of the Proficiency in English Examination conducted by University of Colombo to obtain the BBA Honours Degree.

Q...Can I withdraw a course after sitting for the End-of-Semester examination of that particular course?

A...When you sit for the final Semester examination you have completed the whole process of evaluation associated with the course in question. Therefore, it is not possible to withdraw a course and substitute it with another after the student has sat for the Semester examination.

Q...Can I select courses ahead of time or courses to be offered in Semesters to come?

A...No, you can only select courses offered in the respective Semester, plus repeat courses, if any.

Q...Can I exchange course(s) with better grades for other course(s) with poor grades?

A...Yes, however, By-Laws and Regulations of BBA Honours Degree Programme permit such arrangements only in case of the specialisation optional courses. For this type of arrangement, students are required to satisfy all evaluation requirements which include continuous assessments.

Q...Can I select a different course(s) to satisfy the credit requirements for failed courses at the repeat attempt?

A...Yes, you can substitute course(s) in place of a repeat course(s) under the “Withdrawn Failing” category. However, the new course should be selected within the same category/area of specialisation. For such an arrangement, students are required to obtain written permission from the relevant Department and then the Faculty Board. It should also be noted, however, that this new course(s) will be considered as a repeat attempt. Please refer By-Laws and Regulations of BBA Honours Degree Programme for further information.

Q...How does the continuous assessment scheme function? Is it compulsory?

A...Yes, it is compulsory. You are required to undertake all pieces of continuous assessments conducted in a Semester. In order to be considered as having completed a course, you should have completed all assignments and the Semester-end examination. When you sit for the Semester-end examination, it indicates that you have completed the process of evaluation with regard to the respective Semester and course(s).

Under the continuous assessment system, you will be evaluated at least twice during a Semester before the Semester-end examination/assessment. The Semester-end examination is the final stage of the whole process of evaluation of the course(s) concerned. The continuous assessments may be in the form of written tests, take-home assignments, individual or group presentations, etc. The weight assigned to the continuous assessment component is 30% whilst Semester-end examination carries 70%. You are advised to consult the relevant Department(s) for examination guidelines.

Q...Can I carry forward my marks of the continuous assessment for the next attempt?

A...There are two modalities of carrying forward continuous assessment marks:

- I. Students who have successfully completed their continuous assessment evaluations, but have not been able to complete the Semester-end examination of a particular course (due to a genuine reason)

can carry forward the marks obtained at the continuous assessment until he/she sits for the Semester-end examination of the course(s) in question. The maximum period for which such marks can be carried forward is two consecutive years.

- II. If a student has failed at the Semester-end examination, and is considered as a repeat candidate at the next attempt, then he/she cannot carry forward his/her marks of the continuous assessments for repeat attempt unless he/she has obtained at least 40% of marks allocated to the continuous assessment component of the course(s) concerned. In case he/she has obtained less than 40%, then he/she has to re-submit/re-sit for the relevant assessment during the next relevant Semester. Marks of the continuous assessments obtained at the repeat attempt are considered for final evaluation, even though the marks are less than the first attempt. In both cases, you are strongly advised to make a written request to the relevant Department(s), to carry forward your marks with the approval of the Faculty Board.

Q...What should I do, if I couldn't complete/submit my continuous assessments?

A...You will get "0" marks for the continuous assessments. Mid-Semester exams, assignments, classroom tests, oral presentations etc. are not repeated under any circumstances. The dates for these tests are notified at the beginning of each Semester. It is, therefore, the responsibility of the student to sit for these tests and complete their assignments on time.

However, if a student is unable to complete an assignment due to any unavoidable circumstances, then he/she can request the relevant Department in writing for a make - up test. Requests of this kind should reach the Department with supporting documents within one week of the original date of assignment or mid-Semester exam.

Students are advised, however, that it is the respective Academic Department which makes the final decision concerning such requests. All make-up tests/assignments should be completed before the Semester-end examination of the course.

Q...Should I apply for Semester-end examinations? If so what is the process?

A...Eighty percent (80%) attendance of lectures is needed for being eligible to sit for the end-of-Semester examination. The registration for end-of-Semester

examination should be duly completed on the Student Information System (SIS) on or before the date stipulated by the examination branch. Students cannot apply for examinations in courses other than those courses they have registered for.

Q...How does the university administration facilitate students with disabilities?

A...Students with disabilities should obtain a letter from the University Medical Officer (UMO) stating any disability that will impede their writing ability at the examination, and this letter should be brought to the examination hall. Such disabled students will be given twenty (20) minutes extra for each hour of the examination.

Q...If I am absent at the end-of-Semester examinations due to genuine reasons like illness, what is the procedure of submitting medical certificates?

A...Students who, due to genuine reasons such as illness, are unable to sit the end of Semester examination(s) should submit a letter with a valid medical certificate endorsed by the UMO to the Examination Branch of the University of Colombo as soon as possible. Students should also submit copies of the letter and medical certificate (MC) to the UMO at the same time. Once the Faculty Board accepts the medical certificate, the courses will then be considered as —MC in the results sheet. When the course is offered again at the next relevant Semester, students can sit for the Semester-end examination and complete such course(s) at a future date without hindering their prospects for a class.

Q...What is the process of completing repeat/incomplete course units?

A...Students are required to inform the Head of the respective Department of the repeat and/or incomplete courses. Examination application forms must be handed over to the Examinations Branch. For all repeat attempts, the required examination fees must be paid. Students should obtain the relevant information from the Examination Branch of the University of Colombo. Students have the original attempt and two subsequent attempts for a certain course module.

Q...Is it mandatory to complete all failed courses within the immediate next two years? What would be the impact of the completion of failed courses on my Grade Point Average (GPA)?

A...It is mandatory to complete all failed courses if there are any. A student can get his/her Degree only if he/she has passed all the required courses. When failed courses are successfully completed, the actual grade earned by the student for the repeat courses will be shown in the detailed result sheets, transcripts, etc. with the special symbol `RC`. However, when computing the GPA, the grade point value assigned to the repeat course would be 2.00 only.

Q...What is plagiarism and cheating in academic work?

A...Plagiarism is the presentation of another's academic work without acknowledging appropriately. Whether one presents another's academic work as one's own intentionally or unintentionally, it is taken as academic misconduct. Not only direct quotation but also paraphrasing should be acknowledged appropriately i.e. in-text citation and referencing following the American Psychological Association (APA) Manual. Even with proper acknowledgement, inclusion of another's academic work in a given assignment should be limited.

Often reported forms of cheating may include copying of another student's work completely or partly, getting another to do the assignment completely or partly, inclusion of the name(s) of student(s) who has/have not contributed to the assignment appropriately and reporting fieldwork which the student(s) has/have not carried out.

Q...What is the procedure we have to follow in getting ethics approval for research work?

A...The prescribed application forms that are available in academic departments, need to be completed and submitted to the ethics committee of the respective departments, before conducting data collection

Q...Does the university have a sexual harassment policy?

A...Yes. Please refer 'Athwela' published by the Senior Student Counsellor's office for more details.

Q...Does the university have a social media policy ?

A...Yes. Please refer the following link for the guidelines. This is also available in the University of Colombo website under students' information.
<https://cmb.ac.lk/social-media-guidelines/>

12. Bachelor of Business Administration (BBA) Honours 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.

These By-Laws may be cited as the By-Laws of the Bachelor of Business Administration Honours in Accounting, Business Economics, Finance, Hospitality and Leisure Management, Human Resource Management, International Business, Management and Organization Studies and Marketing Degree Programmes No: of 2023.

Part I – General

1. The Council of the University of Colombo shall have the authority to confer the Bachelor of Business Administration Honours in Accounting, Business Economics, Finance, Hospitality and Leisure Management, Human Resource Management, International Business, Management and Organization Studies and Marketing Degree (hereinafter referred to as “The Degree”) on a person who has been recommended for the conferment of the said Degree by the Senate of the University.
2. The Senate shall not make such a recommendation unless the person has successfully fulfilled all requirements and conditions, including those relating to the programme of study and assessment, laid down in these By-Laws and has complied with other Rules and Regulations of the University.

Part II – Admission and Registration

3. Admission of a person to the Degree Programme shall be carried out by the authorized statutory body under the Universities Act, No. 16 of 1978 as subsequently amended and/or relevant any other Law, By-Law or Regulation.

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4. A person who has been admitted to the Degree Programme under the law, By-Law or relevant regulation in force shall register himself/herself with the University of Colombo by returning the duly perfected registration form.
 5. It shall be the duty and responsibility of the student who is registered with the Faculty of Management and Finance to keep her/his registration valid by paying the prescribed fees in time until she/he completes the Degree Programme.
 6. The registration shall be, unless otherwise decided by the Senate on the recommendation of the Faculty Board of the Faculty of Management and Finance, valid for one academic year at a time and shall be renewed annually subject to the provisions of these By-Laws.
 7. Subject to these By-Laws, a student may be awarded the Degree of Bachelor of Business Administration (BBA) Honours in Accounting, Business Economics, Finance, Hospitality and Leisure Management, Human Resource Management, International Business, Management and Organization Studies, or Marketing if he/she 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, continuous assessments, assignments, term-papers, reports, oral examinations, dissertation, 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.

8. Subject to the provisions of Section (1) above, the degree programme may be offered as BBA Honours Degree (Sri Lanka Qualifications Framework [SLQF] 6) in Accounting, Business Economics, Finance, Hospitality and Leisure Management, Human Resource Management, International Business, Management and Organization Studies, and Marketing. Subject to the provisions of Section (1) above, BBA Degree (SLQF 5) may be awarded as a Fall-Back option of the above Honours Degrees. 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 specialized streams.

Part II – Programme Structure

9. The BBA Honours in Accounting, Business Economics, Finance, Hospitality and Leisure Management, Human Resource Management, International Business, Management and Organization Studies, and Marketing shall be full-time four-year Degree programmes with 120 credits (SLQF 6) and are conducted on semester basis.
10. The BBA Degree offered as the Fall-Back option shall be a full-time programme with 90 credits (SLQF 5) and is conducted on semester basis. On the request of a student, she may be considered for the award of the BBA Degree under the Fall-Back option once the four (04) years of study period applicable for the BBA Honours Degrees specified in Section (3) above are completed for the relevant student intake.
11. The Programme of study leading to the BBA Honours in Accounting, Business Economics, Finance, Hospitality and Leisure Management, Human Resource Management, International Business, Management and Organization Studies, and Marketing Degree programmes shall be

organised in eight (08) semesters.

12. The duration of each semester shall, under normal circumstances, be a continuous period of 26 weeks from its beginning, which includes lectures, continuous assessment(s), study leave, End-of-Semester examinations and vacation, if any.
13. The teaching and learning of the BBA Honours in Accounting, Business Economics, Finance, Hospitality and Leisure Management, Human Resource Management, International Business, Management and Organization Studies, and Marketing Degree programmes shall consist of lectures, seminars, workshops, discussions, simulations, practical components, self-study, guided reading, Dissertation/Applied Research, Industrial Training, etc. as prescribed by Regulations and/or Rules of the University. The period within which the student should complete the degree shall be a minimum of four (04) years and a maximum of eight (08) years from the commencement of her initial registration, unless it is revised by the Senate on the recommendation of the Faculty under exceptional circumstances.
14. There shall be End-of-Semester examinations for the courses where End-of-Semester examination is part of the course evaluation, 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.
15. Semester I, II, and III shall consist of the prescribed courses as stipulated in Annexure A, Table A1 of Part C: Schedule of these By- Laws and Regulations. Criteria for selecting students to different specialisations of the BBA Honours in Accounting, Business Economics, Finance, Hospitality and Leisure Management, Human Resource Management, International Business, Management and Organization Studies, and Marketing Degree programmes are stipulated in Section 9 of Regulations. Semester IV, V, VI,

VII, and VIII shall consist of core courses, specialisation core courses, and specialisation optional courses prescribed in Annexure B, Tables B1 to B8 of Part C: Schedule of these By-Laws and Regulations. The Senate shall have the authority on the recommendation of the Faculty to amend this structure in exceptional circumstances.

16. A student shall earn a minimum of 120 credits inclusive of 47 credits from the prescribed courses in Semester I, II, and III and a minimum of 73 credits from the courses offered under the respective specialisation in semester IV, V, VI, VII, and VIII to qualify for the award of the BBA Honours in Accounting, Business Economics, Finance, Hospitality and Leisure Management, Human Resource Management, International Business, Management and Organization Studies or, Marketing Degree Programme (SLQF 6).
17. A student shall earn a minimum of 90 credits inclusive of 47 credits from the prescribed courses in Semester I, II, and III and a minimum of 43 credits from the courses offered in semester IV, V, VI, VII, and VIII to qualify for the award of the BBA Degree (SLQF 5) offered as the Fall-Back option.
18. 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.
19. The number of credits assigned to a course normally reflects the number of contact hours per week and the hours of the End-of-Semester examination where applicable.
20. The list of courses, the syllabuses and the number of question papers in each course of Degree programmes shall be those set out under Regulations passed by the Senate from time to time.
21. The medium of instruction of the Degrees shall be English.

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22. The courses offered in Semester I, II, and III shall be common to all students of the BBA Honours in Accounting, Business Economics, Finance, Hospitality and Leisure Management, Human Resource Management, International Business, Management and Organization Studies, and Marketing Degree programmes.
23. A student shall not be eligible for attending the End-of-Semester examination unless she has registered 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.
24. A student shall be deemed to have successfully completed Semester II, II, and III of the BBA Honours in Accounting, Business Economics, Finance, Hospitality and Leisure Management, Human Resource Management, International Business, Management and Organization Studies, and Marketing Degree programmes, when she has;
- a. earned 47 credits from courses offered in Semester I, II, and III, and,
 - b. earned a grade point not less than 2.00 (grade C) for each course offered in Semester I, II, and III.
25. Semester IV, V, VI, VII, and VIII of the BBA Honours in Accounting, Business Economics, Finance, Hospitality and Leisure Management, Human Resource Management, International Business, Management and Organization Studies and Marketing Degree programmes consist three (03) categories of courses namely core courses, specialisation core courses, and specialisation optional courses. Distribution of credit requirement for each of the categories is presented in Annexure A, Tables A2 – A9 of Part C: Schedule of these By- Laws and Regulations.
26. In case of a student who has earned more credits than the required

minimum number of credits from specialisation optional courses of any semester, the course(s) for which most satisfactory performance has been obtained shall be considered for the calculation of Grade Point Average (GPA). The courses which may not be considered for the calculation of GPA shall be considered as audited courses and the title(s) and grade(s) obtained for such audited course(s) shall be indicated in the academic transcript issued by the University.

Part III – Evaluation / Examination

27. The examinations of Semester I, II and III of the Degree programmes shall be 'Bachelor of Business Administration (Semester - I, II and III) Examinations'. The examinations of Semester IV, V, VI, VII, and VIII shall be 'Bachelor of Business Administration Honours in Accounting, Business Economics, Finance, Hospitality and Leisure Management, Human Resource Management, International Business, Management and Organization Studies, or Marketing (Semester - IV, V, VI, VII, and VIII) Examinations'.
28. The 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. The Board of Examiners may take into consideration the continuous assessments, oral presentations, reports, dissertation, industrial training, case studies, and/or any other forms of evaluations.
29. a. Performance of a candidate of the BBA Honours in Accounting, Business Economics, Finance, Hospitality and Leisure Management, Human Resource Management, International Business, Management and Organization Studies, or Marketing Degree programme shall be evaluated through a combined system of continuous assessments as prescribed by the Regulations and Rules relevant for the programmes (See Annexure B: Schedule of these By-Laws and Regulations) and End-of-Semester examinations for courses except Industrial Training, Dissertation/Applied

Research, Community Development Project, Entrepreneurship and Venture Creation, Seminar on Research, Seminar on Applied Research, INB 4226 - Special Topics in International Business, MOS 4228 - Seminar on Case Study Development and Analysis, and Foreign Language I, II, III and IV (HLM 2000, HLM 3001, HLM 3002, HLM 4003).

b. For the final grading of courses where End-of-Semester examination is a part of the evaluation, the continuous assessment(s) and the End-of-Semester examination shall be marked out of a maximum mark as given below, except for ACT 4316 - Business Case Analysis, FIN 4323 - Business Case Analysis in Finance, HRM - 4320 - Seminar: Case Studies in HRM and, MOS 4228 - Seminar on Case Study Development and Analysis courses:

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

c. For the final grading of ACT 4316 - Business Case Analysis, FIN 4323 - Business Case Analysis in Finance, HRM 4320 - Seminar: Case Studies in HRM courses, maximum marks for the continuous assessment(s) and the End-of-Semester Examination shall be allocated as follows:

- Continuous Assessment(s) - 50%
- End-of- Semester Examination - 50%

d. For courses specified in 23 (c) above, a candidate is required to attempt all continuous assessments and End-of-Semester Examination, to be considered for the completion of the course.

e. Final grading of INB 4226 - Special Topics in International Business, MOS 4228 - Seminar on Case Study Development and Analysis, MKT 4324 - The Practical Marketing Landscape and, Foreign Language I, II, III and IV courses (HLM 2000, HLM 3001, HLM 3002, HLM 4003) shall entirely (100%) be based on continuous assessment(s) marks.

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- f. The final grading of Industrial Training, Dissertation/Applied Research, Community Development Project, Entrepreneurship and Venture Creation, Seminar on Research, and Seminar on Applied Research shall be based on the criteria stipulated in Sections 17 to 21 of the Regulations.
30. No candidate shall be considered to have successfully completed the BBA Honours in Accounting, Business Economics, Finance, Hospitality and Leisure Management, Human Resource Management, International Business, Management and Organization Studies or Marketing Degree Programme (SLQF 06) or BBA Degree (SLQF 05), unless she fulfills the credit requirement stipulated in these By Laws, successfully completes the Level-III of Proficiency in English Examination, and successfully completes non-credit compulsory courses.
31. Performance of students in each course shall be graded and grade point values shall be assigned according to Table 1 below.

Table 1: 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) ¹
35 – 39	C-	1.70
30 – 34	D+	1.30
25 – 29	D	1.00
00 – 24	E	0.00

Academic transcript shall include Grade Point Average (GPA) of each Semester and overall GPA of the Degree separately. The GPA of the Degree shall be calculated excluding grade point value obtained for the Industrial Training course. The Formula for GPA calculation shall be:

$$\frac{\sum_{i=1}^n c_i \times (GP)_i}{\sum_{i=1}^n c_i}$$

¹ Note: * Minimum grade/grade point required to successfully complete a course

Where; n = number of courses completed during the period considered for the GPA calculation, C_i = number of credits of a course, and $(GP)_i$ = Grade Point Value of a course.

32. A candidate is deemed to have failed a particular course if she has obtained less than 40% (minimum 2.00 grade point value) for that course. She shall repeat all courses so failed and obtain a score of at least 40% (minimum 2.00 grade point value) for each of those courses or obtain a score of at least 40% (minimum 2.00 grade point value) in another specialisation optional course(s) approved by the Head of Department in lieu of a failed specialisation optional course(s). In case of a failed specialisation course(s) a student shall re-sit such course(s) as a repeat candidate in the first occasion at which the examination is held for such course(s) 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 failed. However, even if a student selects an alternative course in a subsequent academic year, it shall be considered as a repeat attempt. No repeat candidate shall be permitted to repeat more than two (02) times, a specialisation optional course(s) failed or deemed to have failed in the first attempt or an alternative course(s) in her repeat attempts.

33. A student shall not be permitted to register for the End-of-Semester examination unless;

- a. she has followed at least 80 % of the classes held (see Annexure D of Part C: Schedule of these By-laws and Regulations);
- b. 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;

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- c. her application for entry to the examination has been accepted;
 - d. she has registered with the Examinations Branch of the University for the examination she intends to sit; and
 - e. her student registration continues to be in force.
34. A student who registered for a course in a particular semester of the BBA Honours Degree Programmes shall take the End-of-Semester examination in the first occasion.
35. 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.
36. 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.
37. 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. 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 and which, shall be taken into account in computing the total number of occasions.
38. A student shall not take any of the examinations on more than three (03) occasions and in computing the total number of occasions any occasion on which she is deemed to have taken the

examination in terms of these By-Laws there shall be taken into account.

39. 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 examinations of the BBA Honours in Accounting, Business Economics, Finance, Hospitality and Leisure Management, Human Resource Management, International Business, Management and Organization Studies, and Marketing degree programmes.
40. 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.
41. Rules relating to continuous assessments, Dissertation/Applied Research, 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
42. A student who fails in one or more courses of an End-of-Semester examination may retake the End-of-Semester examination without attending lectures. in the repeating semester if the student has earned a minimum of 40% of the allocated marks for the continuous assessment(s). The marks obtained for the continuous assessment(s) may be carried forward to the repeating Semester only in the case of a student who has earned a minimum of 40% marks for the continuous assessment(s). In such cases, the marks for the End-of-Semester examination in the repeating semester and the marks of continuous assessment(s) carried forward shall

be taken into consideration for the computation of gradings of those courses. In case a student decides to attempt the continuous assessments of the repeating course in the repeating semester, the continuous assessment marks obtained in the repeating semester shall be considered for the final grading even though the marks are less than the marks earned in previous attempts.

Part IV - Award of the Degree

43. No student shall qualify for the award of the BBA Honours in Accounting Degree, unless she has:

- a. successfully completed Semesters I to III of the BBA Degree Programme as stipulated in Section 18 of these By-Laws,
- b. earned 73 credits from Semesters IV to VIII of the BBA Honours in Accounting Degree including:
 - 13 credits from core courses;
 - 54 credits from specialisation core courses for those who select the Dissertation option or 52 credits from specialisation core courses for those who select the Applied Research option and;
 - a minimum of 06 credits from specialisation optional courses for the Dissertation option or 08 credits from specialisation optional courses for the Applied Research option,
- c. earned a GPA of not less than 2.00 for the entire Degree programme. The GPA of the programme shall be calculated excluding the number of credits obtained for the Industrial Training course, and
- d. successfully completed the Level-III of the Proficiency in English Examination conducted by the University of Colombo.

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

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- a. successfully completed Semesters I to III of the BBA Degree programme as stipulated in Section 18 of these By-Laws,
 - b. earned 73 credits from Semesters IV to VIII of the BBA Honours in Business Economics Degree including:
 - i. 13 credits from core courses;
 - ii. 56 credits from specialisation core courses for those who select the Dissertation option or 54 credits from specialisation core courses for those who select the Applied Research option and;
 - iii. a minimum of 04 credits from specialisation optional courses for the Dissertation option or 06 credits from specialisation optional courses for the Applied Research option,
 - c. earned a GPA of not less than 2.00 for the entire Degree programme. The GPA of the programme shall be calculated excluding the number of credits obtained for the Industrial Training course, and
 - d. successfully completed the Level-III of the Proficiency in English Examination conducted by the University of Colombo.
45. No student shall qualify for the award of the BBA Honours in Finance Degree, unless she has:
- a. successfully completed Semesters I to III of the BBA Degree as stipulated in Section 18 of these By-Laws,
 - b. earned 73 credits from Semesters IV to VIII of the BBA Honours in Finance Degree including:
 - i. 13 credits from core courses;
 - ii. 56 credits from specialisation core courses for those who select the Dissertation option or 54 credits from specialisation core courses for those who select the Applied Research option and;

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- iii. a minimum of 04 credits from specialisation optional courses for the Dissertation option or 06 credits from specialisation optional courses for the Applied Research option,
 - c. earned a GPA of not less than 2.00 for the entire Degree programme. The GPA of the programme shall be calculated excluding the number of credits obtained for the Industrial Training course, and
 - d. successfully completed the Level-III of the Proficiency in English Examination conducted by the University of Colombo.
46. No student shall qualify for the award of the BBA Honours in Hospitality and Leisure Management Degree, unless she has:
- a. successfully completed Semesters I to III of the BBA Degree as stipulated in Section 18 of these By-Laws,
 - b. earned 73 credits from Semesters IV to VIII of the BBA Honours in Hospitality and Leisure Management Degree including:
 - i. 13 credits from core courses;
 - ii. 54 credits from specialisation core courses for those who select the Dissertation option or 52 credits from specialisation core courses for those who select the Applied Research option and;
 - iii. a minimum of 06 credits from specialisation optional courses for the Dissertation option or 08 credits from specialisation optional courses for the Applied Research option,
 - c. earned a GPA of not less than 2.00 for the entire Degree programme. The GPA of the programme shall be calculated excluding the number of credits obtained for the Industrial Training course,

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- d. successfully completed all non-credit courses for Foreign Language I, II, III and IV (HLM 2000, HLM 3001, HLM 3002, HLM 4003), and
 - e. successfully completed the Level-III of the Proficiency in English Examination conducted by the University of Colombo.
47. No student shall qualify for the award of the BBA Honours in Human Resource Management Degree, unless she has:
- a. successfully completed Semesters I to III of the BBA Degree as stipulated in Section 18 of these By-Laws,
 - b. earned 73 credits from Semesters IV to VIII of the BBA Honours in Human Resource Management Degree including:
 - i. 13 credits from core courses;
 - ii. 56 credits from specialisation core courses for those who select the Dissertation option or 54 credits from specialisation core courses for those who select the Applied Research option and;
 - iii. a minimum of 04 credits from specialisation optional courses for the Dissertation option or 06 credits from specialisation optional courses for the Applied Research option,
 - c. earned a GPA of not less than 2.00 for the entire Degree programme. The GPA of the programme shall be calculated excluding the number of credits obtained for the Industrial Training course, and
 - d. successfully completed the Level-III of the Proficiency in English Examination conducted by the University of Colombo.
48. No student shall qualify for the award of the BBA Honours in International Business Degree, unless she has:
- a. successfully completed Semesters I to III of the BBA Degree

as stipulated in Section 18 of these By-Laws,

- b. earned 73 credits from Semesters IV to VIII of the BBA Honours in International Business Degree including:
 - i. 13 credits from core courses;
 - ii. 56 credits from specialisation core courses for those who select the Dissertation option or 54 credits from specialisation core courses for those who select the Applied Research option and;
 - iii. a minimum of 04 credits from specialisation optional courses for the Dissertation option or 06 credits from specialisation optional courses for the Applied Research option,
- c. earned a GPA of not less than 2.00 for the entire Degree programme. The GPA of the programme shall be calculated excluding the number of credits obtained for the Industrial Training course, and
- d. successfully completed the Level-III of the Proficiency in English Examination conducted by the University of Colombo.

49. No student shall qualify for the award of the BBA Honours in Management and Organization Studies Degree, unless she has:

- a. successfully completed Semesters I to III of the BBA Degree as stipulated in Section 18 of these By-Laws,
- b. earned 73 credits from Semesters IV to VIII of the BBA Honours in Management and Organization Studies Degree including:
 - i. 13 credits from core courses;
 - ii. 50 credits from specialisation core courses for those who select the Dissertation option or 48 credits from specialisation core courses for those who

select the Applied Research option and;

- iii. a minimum of 10 credits from specialisation optional courses for the Dissertation option or 12 credits from specialisation optional courses for the Applied Research option,
- c. earned a GPA of not less than 2.00 for the entire Degree programme. The GPA of the programme shall be calculated excluding the number of credits obtained for the Industrial Training course, and
- d. successfully completed the Level-III of the Proficiency in English Examination conducted by the University of Colombo.

50. No student shall qualify for the award of the BBA Honours in Marketing Degree, unless she has:

- a. successfully completed Semesters I to III of the BBA Degree as stipulated in Section 18 of these By-Laws,
- b. earned 73 credits from Semesters IV to VIII of the BBA Honours in Marketing Degree including:
 - i. 13 credits from core courses;
 - ii. 50 credits from specialisation core courses for those who select the Dissertation option or 48 credits from specialisation core courses for those who select the Applied Research option and;
 - iii. a minimum of 10 credits from specialisation optional courses for the Dissertation option or 12 credits from specialisation optional courses for the Applied Research option,
- c. earned a GPA of not less than 2.00 for the entire Degree programme. The GPA of the programme shall be calculated excluding the number of credits obtained for the Industrial

Training course, and

- d. successfully completed the Level-III of the Proficiency in English Examination conducted by the University of Colombo.

51. No student shall qualify for the award of the BBA Degree (SLQF 5) as the Fall-Back option, unless she has:

- a. successfully completed Semesters I to III of the BBA Degree as stipulated in Section 18 of these By-Laws,
- b. earns a minimum of 43 credits from the courses offered in Semesters IV to VIII of the specialisation that she has registered, and
- c. successfully completed the Level-III of the Proficiency in English Examination conducted by the University of Colombo.

Part V: Award of Classes

52. In addition to fulfilling the degree awarding criteria specified in Sections 37 to 44 of these By-Laws, the student shall meet the following criteria to qualify for the award of classes:

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 Resource Management, BBA Honours in International Business, BBA Honours in Management and Organization Studies or BBA Honours in Marketing with a First Class if she;

- a. secures a GPA of not less than 3.70 excluding the grade point value of Industrial Training course,
- b. earns a minimum grade point of no lower than 4.00 (grade

A) for 50% (58 credits) of the total credits considered for calculating the GPA,

- c. fulfils the above requirements within four (04) academic years from the first academic year of registration, in her first attempt, except in the case of an approved valid reason by the Senate on the recommendation of the Faculty.

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 Resource Management, BBA Honours in International Business, BBA Honours in Management and Organization Studies or BBA Honours in Marketing with a Second Class (Upper Division) if she;

- a. secures a GPA of not less than 3.30 excluding the grade point value of Industrial Training course,
- b. earns a minimum grade point of no lower than 3.70 (grade A-) for 50% (58 credits) of the total credits considered for calculating the GPA,
- c. fulfils the above requirements within four (04) academic years from the first academic year of registration, in her first attempt, except in the case of an approved valid reason by the Senate on the recommendation of the Faculty.

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 Resource Management, BBA Honours in International Business, BBA Honours in Management and Organization Studies or BBA Honours in Marketing with a Second Class (Lower Division) if she;

- a. secures a GPA of not less than 3.00 excluding the grade point

of Industrial Training course,

- b. earns a minimum grade point of no lower than 3.30 (grade B+) for 50% (58 credits) of the total credits considered for calculating the GPA, and
- c. fulfils the above requirements within four (04) academic years from the first academic year of registration, in her first attempt, except in the case of an approved valid reason by the Senate on the recommendation of the Faculty.

Part VI – Interpretation

53. In these By-Laws, 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 BBA Honours in Accounting, Business Economics, Finance, Hospitality and Leisure Management, Human Resource Management, International Business, Management and Organization Studies and Marketing degree.

“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 Honours in Accounting, Bachelor of Business Administration Honours in

Business Economics, Bachelor of Business Administration Honours in Finance, Bachelor of Business Administration Honours in Hospitality and Leisure Management, Bachelor of Business Administration Honours in Human Resource Management, Bachelor of Business Administration Honours in International Business, Bachelor of Business Administration Honours in Management and Organization Studies and Bachelor of Business Administration Honours in Marketing, and as the Fall-Back option, Bachelor of Business Administration 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 lectures, continuous assessment(s), 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.

54. Any question regarding the interpretation of these By-Laws shall be referred to the Council whose decision thereon shall be the final.

55. 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 Programmes under the earlier By-Laws.

56. These By-Laws will be effective for students who register for the BBA Degree Programmes in 2024 or thereafter.

13. Bachelor of Business Administration (BBA) Honours Degree Programme: Regulations and Courses

Regulations made by the Senate of the University of Colombo under Section 136 of the Universities Act No. 16 of 1978 as subsequently amended.

1. These Regulations may be cited as the Business Administration Honours in Accounting, Business Economics, Finance, Hospitality and Leisure Management, Human Resource Management, International Business, Management and Organization Studies and Marketing Degree Programmes No: of 2023 as subsequently amended.

Part A: The Structure and Courses of the BBA Honours Degree Programmes

2. The Bachelor of Business Administration (BBA) Degree Programme may be offered as BBA Honours Degree (SLQF 6) in Accounting, Business Economics, Finance, Hospitality and Leisure Management, Human Resource Management, International Business, Management and Organization Studies Marketing and BBA (SLQF 5) as Fall-Back option as the case may be. The Senate shall have the right, on the recommendation of the Faculty, to vary, add, decrease or merge these specializations.
3. The BBA Honours in Accounting, Business Economics, Finance, Hospitality and Leisure Management, Human Resource Management, International Business, Management and Organization Studies, and Marketing Degree programmes shall be divided into eight (08) Semesters as Semester I, Semester II, Semester III, Semester IV, Semester V, Semester VI, Semester VII, and Semester VIII.
4. All courses of the BBA Honours in Accounting, Business Economics, Finance, Hospitality and Leisure Management, Human Resource Management, International Business, Management and Organization Studies, and Marketing Degree Programmes are offered under the credits system except for the course on Second Language, and the Foreign Language courses offered under the Hospitality and Leisure Management specialization . The number of credits assigned to each course shall normally be the number of contact hours per week of the respective course prescribed by the By-Laws and Regulations of the BBA Honours in Accounting, Business Economics, Finance, Hospitality and Leisure Management, Human Resource Management, International Business, Management and Organization Studies, and Marketing Degree Programmes. A credit shall consist of fifty (50) notional hours except for the Industrial Training, Applied Research and Dissertation courses for which a credit shall consist of hundred (100) notional hours.

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5. Course codes, course titles, number of credits allocated for each course, and course status of courses offered in Semesters I to III are shown in Table A1 of Annexure A in Part C: Schedule of these Regulations. These courses have been designed in compliance with the Competency Framework of the Faculty of Management & Finance as stipulated in Annexure E of these Regulations.
 6. A student who is reading for the BBA Honours in Accounting, Business Economics, Finance, Hospitality and Leisure Management, Human Resource Management, International Business, Management and Organization Studies or Marketing Degree programme (SLQF 6) should earn a minimum of 120 credits for being eligible for the Degree. Irrespective of the area of specialization, she shall earn 47 credits from Semesters I to III and a minimum of 73 credits from Semesters IV to VIII of the Degree programme.
 7. A student who is requesting for the BBA Degree (SLQF 5) as the Fall-Back option should earn a minimum of 90 credits for being eligible for the Degree. She shall earn 47 credits from Semesters I to III, and a minimum of 43 credits from Semesters IV to VIII of the respective BBA Honours Degree Programme.
 8. A student shall have the option to apply for her preferred area of specialization as stipulated in these By-Laws and Regulations of the BBA Honours in Accounting, Business Economics, Finance, Human Resource Management, Hospitality and Leisure Management, International Business, Management and Organization Studies or Marketing Degree programme before the date announced by the Dean prior to the commencement of Semester IV.
 9. Students shall be selected for the specialization of the BBA Honours in Accounting, Business Economics, Finance, Hospitality and Leisure Management, Human Resource Management, International Business, Management and Organization Studies, and Marketing Degree programme based on their preference. In case the number of students applied for a particular specialization exceeds the maximum number of students that can be accommodated in a given academic year, the selection shall be made based on ranking of Z-scores earned by the students at the GCE (A/L) Examination.
 10. Courses offered in the BBA Honours in Accounting, Business Economics, Finance, Hospitality and Leisure Management, Human Resource Management, International Business, Management and Organization Studies, and Marketing Degree programmes are categorized as core courses, specialization core courses, specialization optional courses, non-credit compulsory courses, and non-credit optional courses. The distribution of credits among core, specialization core and specialization optional courses of Semesters IV to VIII are specified in Tables A2-A9 of Annexure A in Part C:

Schedule of these Regulations.

11. All core courses and specialization core courses offered in Semesters IV to VIII of the BBA Honours in Accounting, Business Economics, Finance, Hospitality and Leisure Management, Human Resource Management, International Business, Management and Organization Studies, and Marketing Degree Programmes are compulsory for students and, the students are required to successfully complete the minimum number of courses from the specialization optional courses as specified in Tables B1-B8 of Annexure B in part C: Schedule of these Regulations. Students who are opting for the BBA Degree (SLQF 5), which is the Fall-Back option, should complete 43 credits from any core, specialization core or specialization optional courses offered in Semesters IV to VIII as specified in Tables B1-B8 of Annexure B in part C: Schedule of these Regulations.
12. With regard to Dissertation and Applied Research courses, the following shall be applicable:
 - a. Dissertation/Applied Research shall consist of a study and research towards the preparation and submission of a Dissertation/report on Applied Research, based on an approved research topic. Before a student commences her Dissertation or a group of students commence their Applied Research, she/they shall submit a proposal by the end of Semester VI to the relevant Department for approval. Student(s) shall not proceed with the research towards the preparation of the Dissertation/report on Applied Research until the Department approves the proposal. Student shall successfully complete the course on Seminar on Research/Seminar on Applied Research before registering to Dissertation/Applied Research course in Semester VII.
 - b. A student(s) whose proposal for the Dissertation/Applied Research is not approved shall resubmit a revised version of the proposal to the Head of the Department on or before the specified date for the resubmission.
 - c. A student(s) whose proposal for the Dissertation/Applied Research is approved shall assign a supervisor(s) by the Department on the recommendation of the Faculty.
 - d. Students shall require obtaining ethics approval from the Ethics Review Committee of the Department before starting work on the Dissertation/Applied Research.
 - e. Applied Research shall be a group research project where a group shall consist of a minimum of two (02) students and a maximum of three (03) students.

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13. A student of the BBA Honours in Accounting, Business Economics, Finance, Hospitality and Leisure Management, Human Resource Management, International Business, Management and Organization Studies or Marketing Degree programme shall undergo an Industrial Training at any relevant organization/institute in the state, corporate or non-government sector for a minimum period of six (06) months in Semester VIII. Proposed organization/institute shall be approved by the Head of the Department before commencing the industrial training. The progress of the student's training shall be supervised by both academic department and the organization/institute. The minimum training period of six (06) months may vary as decided by the Senate on the recommendation of the Faculty under exceptional circumstances.
 14. There shall not be an End-of-Semester examination for the courses titled Seminar on Research, Seminar on Applied Research, Industrial Training, Dissertation, Applied Research, Entrepreneurship and Venture Creation, Community Development Project, Foreign Language courses offered by Hospitality and Leisure Management specialization, course on Special Topics in International Business, Seminar on Case Study Development and Analysis course offered by the Department of Management and Organization Studies, and The Practical Marketing Landscape course offered by the Department of Marketing.

Part B: Evaluations/Examinations of the Degree Programmes

15. End-of-Semester examination and the continuous assessment(s) shall take the following form:
 - a. For each course other than Seminar on Research/Applied Research, Industrial Training, Dissertation/Applied Research, Foreign Language courses offered by the Hospitality and Leisure Management specialization, course on Special Topics in International Business and Seminar on Case study Development and Analysis offered by the Department of Management and Organization Studies, there shall be a written open or closed book End-of-Semester examination of two (02) or three (03) hours duration consisting of compulsory and/or selective questions as specified in the question paper. The question paper shall carry a score of 100 marks.
 - b. There shall also be continuous assessment(s) which may include individual and/or group assignments, mid-semester tests, quizzes, term papers, executive reports, presentations, case analysis, etc.
 - c. For the final grading of the courses except for the courses on Case Analysis (ACT 4316, FIN 4323, HRM 4320 and MOS 4228), the End-of-Semester examination and the continuous assessment(s) are computed as follows:
 - Continuous Assessment(s) 30%
 - End-of-Semester Examination 70%

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- d. The final grading of the courses on Case Analysis (ACT 4316, FIN 4323, HRM 4320), the End-of-Semester examination and the continuous assessment(s) are computed as follows:
- Continuous Assessment(s) 50%
 - End-of-Semester Examination 50%
16. Evaluation of Foreign Language courses offered in the Hospitality and Leisure Management specialization (HLM 2000, HLM 3001, HLM 3002, HLM 4003), Course on Special Topics in International Business (INB 4226), Seminar on Case Study Development and Analysis (MOS 4228) offered by the Department of Management and Organization Studies, and The Practical Marketing Landscape (MKT 4324) course offered by the Department of Marketing shall be based on a series of continuous assessments.
17. Entrepreneurship and Venture Creation course, Community Development Project, and Industrial Training courses are evaluated based on the project reports and oral presentations by the examiners appointed by the Senate on the recommendation of the Faculty.
18. With regard to the examination of the Seminar on Research/Seminar on Applied Research, the following shall be applicable:
- a. Allocation of marks:
 - Continuous assessments (CA) 50%
 - Final written proposal (FP) 50%
 - b. Evaluation of Seminar on Research/Seminar on Applied Research and issuing Provisional Results (whether the student “pass or fail” for the purpose of registering for the Dissertation/Applied Research course)
 - i. A student who obtains marks 40% or above for each of CA and FP Passes the course. Such a student shall be allowed to proceed with the Dissertation/Applied Research based on the submitted proposal.
 - ii. A student who obtains 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 shall be allowed to proceed with the Dissertation/Applied Research based on the submitted proposal.
 - iii. A student who obtains marks below 40% for both CA and FP shall be considered to have failed. Such a student shall not be allowed to proceed with the Dissertation/Applied Research in the following semester and shall repeat both CA and FP components of Seminar on Research/Seminar on Applied Research in the succeeding academic year and proceed to the Dissertation/Applied Research in Semester VII of the succeeding academic year.

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- iv. A student who obtains marks 40% or above for FP but below 40% for CA with an overall total mark below 40% shall be considered to have failed the course. Such a student shall not be allowed to proceed with the Dissertation/Applied Research in the following semester and shall repeat both CA and FP components of the Seminar on Research/Seminar on Applied Research in the succeeding academic year and proceed to the Dissertation/Applied Research in Semester VII of the succeeding academic year.
- v. A student who obtains 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% fulfils the general By-Laws requirement of passing the course, 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.
- c. Evaluation of Seminar on Research/Seminar on Applied Research - Final Results Adjustments of 'Provisionally Failed' Students
- i. This adjustment is applicable only to category (v) above. The provisional results of all other categories shall be considered as the final result.
- ii. A student who obtains 40% for the re-submitted proposal shall Pass the course. Such a student shall be allowed to proceed with the Dissertation/Applied Research based on the re-submitted proposal.
- iii. A student who obtains below 40% for the re-submitted proposal shall be considered to have Failed. Such a student shall repeat the FP component of Seminar on Research/Seminar on Applied Research in the succeeding academic year (CA marks can be carried forward) and proceed to the Dissertation/Applied Research in Semester VII of the succeeding academic year.
- d. The procedure shall continue to apply even in the case of any change in the proportions of marks allocated for CA and FP specified in (a) above.
19. With regard to the allocation of marks of the Dissertation/Applied Research, the following shall be applicable:
- a. Allocation of marks of the Dissertation
- Supervisor Assessment 20%
 - Examiner Evaluation of the Dissertation 80%

b. Allocation of marks of the Applied Research

- Supervisor Assessment 20%
- Examiner Evaluation of the Report on Applied Research 50%
- Examiner Evaluation of the Oral Presentation on Applied Research 30%

20. With regard to the evaluation of Dissertation/Applied Research, the following shall be applicable:

- a. The date for the submission of the Dissertation/Report on Applied Research shall be announced by the Head of the Department with the approval of the Faculty at the beginning of Semester VII. The date of submission shall not exceed more than one month after the completion of the End-of-Semester examinations of Semester VII.
- b. Students shall submit a soft copy of the Dissertation/report on Applied Research to the Learning Management System (LMS) with the recommendation of the appointed Supervisor on or before the announced date for submission. A hard copy of the same shall be submitted to the respective department.
- c. Dissertation shall consist of a minimum of 15,000 words and the report on Applied Research shall consist of a minimum of 20,000 words excluding Tables, Annexures, Figures, etc. and shall be submitted in accordance with the format given in Part C: Schedule of these Regulations.
- d. Dissertation/report on Applied Research shall be evaluated by two (02) independent examiners appointed by the Faculty on the recommendation of the Head of the Department and marked out of 100. 80% of average marks assigned by the examiners and 20% of marks given in the Supervisor Assessment shall be considered in the final grading.
- e. There shall be an oral examination for the Applied Research. Two (02) independent examiners shall be appointed to the oral examination panel by the Faculty on the recommendation of the Head of the Department and shall grade the oral presentation of students out of 100. 50% of the average marks assigned by two (02) examiners of the Applied Research, 30% of the average marks assigned by the examiners of the oral examination and 20% of marks allocated in the Supervisor Assessment shall be considered in the final grading.
- f. A student who fails to secure a minimum 2.00 grade points (C Grade) at the evaluation by the examiners shall be directed to re-submit the revised Dissertation/report on Applied Research within a specified period which shall not exceed one (01) year.

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21. With regard to the examination of the Industrial Training, the following shall be applicable:
- i. The Industrial Training shall be evaluated based on two (02) components, namely, an industrial training report and an oral presentation on the report. Each of the components shall carry a weight of 70% and 30%, respectively. A minimum mark of 40% should be secured for each of the components to obtain a minimum of 2.00-grade points (C grade) for the Industrial Training. The evaluation process of the two (02) components is stipulated in Subsections (ii) and (iii) below.
 - ii. With regard to the examination of the oral presentation on the industrial training report, the following shall be applicable:
 - a. The date for the oral presentation shall be announced by the Head of the Department at the beginning of the eighth semester. The date of the presentation shall not exceed more than four (04) weeks after the completion of the End-of-Semester examinations of Semester VIII.
 - b. The oral presentation shall be evaluated out of 100 marks by two (02) independent examiners appointed by the Head of the Department. 30% of the average marks assigned by two (02) examiners of the oral presentation shall be considered in the final grading of the performance of the Industrial Training course.
 - iii. With regard to the Examination of the Industrial Training report component, the following shall be applicable:
 - a. The date for the submission of the Industrial Training Report shall be announced by the Head of the Department at the beginning of the eighth semester. The date of submission shall not exceed more than four (04) weeks after the completion of the End-of-Semester Examinations of Semester VIII.
 - b. The students shall submit a soft copy of the industrial training report to the LMS with the recommendation of the appointed Supervisor on or before the announced date for submission. A hard copy of the same shall be submitted to the respective department.
 - c. The Industrial Training report shall be approximately 6,000 words excluding Tables, Annexures, Figures, etc. and shall be submitted in accordance with the format given in Part C: Schedule of these Regulations.
 - d. The Industrial Training Report shall be evaluated by an examiner appointed by the Faculty on the recommendation of the Head of the Department and marked out of 100. 70% of the marks assigned by the examiner of the industrial training report shall be considered in the final grading of the Industrial Training course.

22. Any question regarding the interpretation of these Regulations shall be referred to the Council whose decision thereon shall be final.

23. These Regulations will be effective for students who register for the BBA Degree Programmes in 2024 or thereafter.

Part C Schedule

The format of the final version of Dissertation/report on Applied Research/Industrial Training report to be submitted as a partial fulfilment of the BBA Honours in Accounting, Business Economics, Finance, Hospitality and Leisure Management, Human Resource Management, International Business, Management and Organization Studies, and Marketing Degree Programmes of the Faculty of Management and Finance shall be in A4 (8.27" x 11.69") size paper, 1.5 line spacing and with margins of 1" on all four sides of each page. The font Type of the document shall be Times New Roman and the Font Size shall be 12.

The Dissertation/report on Applied Research and the Industrial Training report shall organize in the following order:

- a. a title page giving the title of the Dissertation/report on Applied Research /Industrial Training report, the Degree for which it is submitted, the name of the Faculty, the full name of the student and the date of submission;
- b. the following declaration, signed by the candidate:

"I certify that this Dissertation/report on Applied Research report/Industrial Training report does not incorporate without acknowledgement any material previously submitted for a Degree or Diploma in any University, and to the best of my knowledge and belief it does not contain any material previously published or written by another person or myself except where due reference is made in the text."

- c. certification of the supervisor to submit the Dissertation/report on Applied Research/ Industrial Training report;
- d. an acknowledgement by the student of assistance rendered or work done by any other person or organization (if desired);
- e. an abstract (only for the Dissertation/report on Applied Research);
- f. a table of contents;
- g. a list of tables and figures;
- h. the main text;
- i. references or bibliography; and
- j. appendices, if any;

Other than these guidelines, students shall follow the American Psychological Association (APA) guidelines in the preparation of the Dissertation/report on Applied Research/ Industrial Training report.

Wherever possible, Tables shall be inserted in the proper place in the text, but comprehensive Tables shall appear as appendices/appendices.

Annexure A: Credits offered in Semesters I – VIII of the BBA Honours Degree Programmes

Table A1: Credits and Courses Offered in Semesters I, II and, III of the BBA Degree Programmes				
Course Code	Course Title	Credits	Course Status	Semester Offered
BEC 130001	Business Mathematics	3	Core	I
ACT 130101	Financial Accounting	3	Core	I
MOS 130201	Management Process and Practice	3	Core	I
MOS 120001	Business Communication and Academic Writing	2	Core	I
BEC 120101	Information and Communication Technology (ICT)	2	Core	I
BEC 120201	Microeconomics	2	Core	I
	Total Credits in Semester I	15		
BEC 130301	Business Statistics	3	Core	II
BEC 130401	Macroeconomics	3	Core	II
ACT 130501	Management Accounting	3	Core	II
HRM 130601	Organizational Behavior	3	Core	II
FIN 120301	Fundamentals of Finance	2	Core	II
MOS 120401	Legal Environment	2	Core	II
AAU 100001	Second Language ¹	NC	Optional	II
	Total Credits in Semester II	16		
INB 230701	Elements of International Business	3	Core	III
FIN 230801	Financial Management	3	Core	III
HRM 230901	Human Resource Management	3	Core	III
MKT 231001	Marketing Management	3	Core	III
MKT 231101	Operations Management	3	Core	III
AAU 210001	Community Development Project	1	Core	III
	Total Credits in Semester III	16		
Notes: NC = No Credits				

Table A2: Credits offered in Semester IV-VIII - BBA Honours in Accounting						
Semester	Core	Specialization Core		Specialization Optional		Total Credits (Per Semester)
IV	5	10		-		15
V	3	11		2		16
VI	5	9		2		16
		Dissertation	Applied Research	Dissertation	Applied Research	
VII	-	14	12	2	4	16
VIII	-	10	10	-	-	10
Total Credits (Per course type)	13	54	52	6	8	73

Table A3: Credits offered in Semester IV-VIII - BBA Honours in Business Economics						
Semester	Core	Specialization Core		Specialization Optional		Total Credits (Per Semester)
IV	5	10		-		15
V	3	11		2		16
VI	7	9		2		16
		Dissertation	Applied Research	Dissertation	Applied Research	
VII	-	14	12	2	4	16
VIII	-	10	10	-	-	10
Total Credits (Per course type)	13	54	52	6	8	73

Table A4: Credits offered in Semester IV-VIII - BBA Honours in Finance						
Semester	Core	Specialization Core		Specialization Optional		Total Credits (Per Semester)
IV	5	10		-		15
V	3	11		2		16
VI	5	9		2		16
		Dissertation	Applied Research	Dissertation	Applied Research	
VII	-	16	14	-	2	16
VIII	-	10	10	-	-	10
Total Credits (Per course type)	13	56	54	4	6	73

Table A5: Credits offered in Semester IV-VIII - BBA Honours in Human Resource Management						
Semester	Core	Specialization Core		Specialization Optional		Total Credits (Per Semester)
IV	5	10		-		15
V	3	11		2		16
VI	5	9		2		16
		Dissertation	Applied Research	Dissertation	Applied Research	
VII	-	16	14	-	2	16
VIII	-	10	10	-	-	10
Total Credits (Per course type)	13	56	54	4	6	73

Table A6: Credits offered in Semester IV-VIII - BBA Honours in Hospitality and Leisure Management						
Semester	Core	Specialization Core		Specialization Optional		Total Credits (Per Semester)
IV	5	10		-		15
V	3	9		4		16
VI	5	9		2		16
		Dissertation	Applied Research	Dissertation	Applied Research	
VII	-	16	14	-	2	16
VIII	-	10	10	-	-	10
Total Credits (Per course type)	13	54	52	6	8	73

Table A7: Credits offered in Semester IV-VIII - BBA Honours in International Business						
Semester	Core	Specialization Core		Specialization Optional		Total Credits (Per Semester)
IV	5	10		-		15
V	3	11		2		16
VI	5	9		2		16
		Dissertation	Applied Research	Dissertation	Applied Research	
VII	-	16	14	-	2	16
VIII	-	10	10	-	-	10
Total Credits (Per course type)	13	56	54	4	6	73

Table A8: Credits offered in Semester IV-VIII - BBA Honours in Management and Organization Studies						
Semester	Core	Specialization Core		Specialization Optional		Total Credits (Per Semester)
IV	5	8		2		15
V	3	11		2		16
VI	5	9		2		16
		Dissertation	Applied Research	Dissertation	Applied Research	
VII	-	12	10	4	6	16
VIII	-	10	10	-	-	10
Total Credits (Per course type)	13	50	48	10	12	73

Table A9: Credits offered in Semester IV-VIII - BBA Honours in Marketing						
Semester	Core	Specialization Core		Specialization Optional		Total Credits (Per Semester)
IV	5	8		2		15
V	3	9		4		16
VI	5	7		4		16
		Dissertation	Applied Research	Dissertation	Applied Research	
VII	-	16	14	-	2	16
VIII	-	10	10	-	-	10
Total Credits (Per course type)	13	50	48	10	12	73

Annexure B: Courses offered in Semesters IV – VIII of the BBA Honours Degree Programme

Table B1: Courses offered for the BBA Honours in Accounting

Course Code	Course Title	Credits	Course Status	Semester Offered
ACT 231201	Quantitative Techniques for Decisions	3	Core	IV
ACT 220501	Management Information Systems	2	Core	IV
ACT 231301	Advanced Financial Accounting	3	Specialization Core	IV
ACT 231401	Taxation	3	Specialization Core	IV
ACT 220701	Auditing	2	Specialization Core	IV
ACT 220801	Business and Corporate Law	2	Specialization Core	IV
ACT 331301	Research Methods	3	Core	V
ACT 331601	Computer Based Accounting	3	Specialization Core	V
ACT 320901	Advanced Auditing	2	Specialization Core	V
ACT 321001	Advanced Management Accounting	2	Specialization Core	V
ACT 321101	Financial and Sustainability Reporting	2	Specialization Core	V
ACT 321201	Public Sector Accounting	2	Specialization Core	V
ACT 321301	Business Process Management	2	Specialization Optional	V
ACT 321401	Working Capital Management	2	Specialization Optional	V
ACT 331401	Strategic Management	3	Core	VI
ACT 320601	Entrepreneurship and Venture Creation	2	Core	VI
ACT 331501	Enterprise Resource Planning	3	Specialization Core	VI
ACT 321501	Contemporary Discourses in Accounting	2	Specialization Core	VI
ACT 321601	Data Analytics	2	Specialization Core	VI
ACT 321701	Seminar on Applied Research*	2	Specialization Core	VI
ACT 321801	Seminar on Research*	2	Specialization Core	VI
ACT 321901	Corporate Governance and Ethics	2	Specialization Optional	VI
ACT 322001	Financial Modelling	2	Specialization Optional	VI
ACT 480001	Dissertation**	8	Specialization Core	VII
ACT 460001	Applied Research**	6	Specialization Core	VII
ACT 422101	Project Management	2	Specialization Core	VII
ACT 422701	Risk Management	2	Specialization Core	VII
ACT 422201	Strategic Management Accounting	2	Specialization Core	VII
ACT 422301	Change Management	2	Specialization Optional	VII
ACT 422401	Forensic Accounting	2	Specialization Optional	VII
ACT 422501	Special Topics	2	Specialization Optional	VII
ACT 422601	Tax Planning and Management	2	Specialization Optional	VII
ACT 440001	Industrial Training	4	Specialization Core	VIII
ACT 431601	Business Case Analysis	3	Specialization Core	VIII
ACT 431701	Investment Analysis and Portfolio Management	3	Specialization Core	VIII
Notes:				
* Students who opt for Dissertation option shall select ACT 321801 - Seminar on Research and students who opt for Applied Research shall select ACT 321701 - Seminar on Applied Research.				
** Students shall select either ACT 480001 - Dissertation or ACT 460001 - Applied Research.				

Table B2: Courses offered for the BBA Honours in Business Economics

Course Code	Course Title	Credits	Course Status	Semester Offered
BEC 231201	Quantitative Techniques for Decisions	3	Core	IV
BEC 220501	Management Information Systems	2	Core	IV
BEC 231501	Advanced Economics Theory	3	Specialization Core	IV
BEC 231601	International Trade Theory and Practice	3	Specialization Core	IV
BEC 220701	Advanced Statistics	2	Specialization Core	IV
BEC 220801	Auditing and Taxation	2	Specialization Core	IV
BEC 331301	Research Methods	3	Core	V
BEC 331701	Econometrics	3	Specialization Core	V
BEC 331801	International Finance	3	Specialization Core	V
BEC 331901	Managerial Economics	3	Specialization Core	V
BEC 320901	Labour Economics	2	Specialization Core	V
BEC 321001	Behavioral Economics	2	Specialization Optional	V
BEC 321101	Economics of Organizations	2	Specialization Optional	V
BEC 321201	Economics of Tourism	2	Specialization Optional	V
BEC 331401	Strategic Management	3	Core	VI
BEC 320601	Entrepreneurship and Venture Creation	2	Core	VI
BEC 332001	Project Management	3	Specialization Core	VI
BEC 321301	Data Analytics	2	Specialization Core	VI
BEC 321401	Development Economics	2	Specialization Core	VI
BEC 321501	Seminar on Applied Research*	2	Specialization Core	VI
BEC 321601	Seminar on Research*	2	Specialization Core	VI
BEC 321701	Financial Econometrics	2	Specialization Optional	VI
BEC 321801	Qualitative Data Analysis	2	Specialization Optional	VI
BEC 321901	Statistical Software for quantitative Data analysis	2	Specialization Optional	VI
BEC 480001	Dissertation**	8	Specialization Core	VII
BEC 460001	Applied Research**	6	Specialization Core	VII
BEC 432101	Industrial Economics	3	Specialization Core	VII
BEC 432201	Financial Economics	3	Specialization Core	VII
BEC 422001	Economics of Entrepreneurship and SMEs	2	Specialization Optional	VII
BEC 422101	Environmental Economics	2	Specialization Optional	VII
BEC 422201	Microfinance	2	Specialization Optional	VII
BEC 422301	Public Sector Economics	2	Specialization Optional	VII
BEC 440001	Industrial Training	4	Specialization Core	VIII
BEC 432301	Global Economic Trends	3	Specialization Core	VIII
BEC 432401	Sri Lankan Economy	3	Specialization Core	VIII
Notes:				
* Students who opt for Dissertation option shall select BEC 321601 - Seminar on Research and students who opt for Applied Research shall select BEC 321501 - Seminar on Applied Research.				
** Students shall select either BEC 480001 - Dissertation or BEC 460001 - Applied Research.				

Table B3: Courses offered for the BBA Honours in Finance

Course Code	Course Title	Credits	Course Status	Semester Offered
FIN 231201	Quantitative Techniques for Decisions	3	Core	IV
FIN 220501	Management Information Systems	2	Core	IV
FIN 231501	Corporate Finance	3	Specialization Core	IV
FIN 231601	Financial Mathematics	3	Specialization Core	IV
FIN 220701	Financial Institutions and Markets	2	Specialization Core	IV
FIN 220801	Financial Reporting and Analysis	2	Specialization Core	IV
FIN 331301	Research Methods	3	Core	V
FIN 331701	Business Valuation	3	Specialization Core	V
FIN 331801	Financial Econometrics	3	Specialization Core	V
FIN 331901	Theory and Practice of banking	3	Specialization Core	V
FIN 320901	Auditing and Assurance	2	Specialization Core	V
FIN 321001	Behavioural Finance	2	Specialization Optional	V
FIN 321101	Fixed Income Securities	2	Specialization Optional	V
FIN 331401	Strategic Management	3	Core	VI
FIN 320601	Entrepreneurship and Venture Creation	2	Core	VI
FIN 321201	Investment Analysis & Portfolio Management	3	Specialization Core	VI
FIN 321301	Business Analytics	2	Specialization Core	VI
FIN 321401	Corporate Governance and Business Ethics	2	Specialization Core	VI
FIN 321501	Seminar on Applied Research*	2	Specialization Core	VI
FIN 321601	Seminar on Research*	2	Specialization Core	VI
FIN 321701	Microfinance	2	Specialization Optional	VI
FIN 321801	Public Financial Management	2	Specialization Optional	VI
FIN 480001	Dissertation**	8	Specialization Core	VII
FIN 460001	Applied Research**	6	Specialization Core	VII
FIN 432101	Risk Management and Insurance	3	Specialization Core	VII
FIN 432201	Taxation	3	Specialization Core	VII
FIN 421901	Financial Derivatives & Alternative Investments	2	Specialization Core	VII
FIN 422001	Financial Modeling and Forecasting	2	Specialization Optional	VII
FIN 422101	Investment Banking	2	Specialization Optional	VII
FIN 422201	Real Estate Finance	2	Specialization Optional	VII
FIN 440001	Industrial Training	4	Specialization Core	VIII
FIN 432301	Business Case Analysis in Finance	3	Specialization Core	VIII
FIN 432401	International Financial Management	3	Specialization Core	VIII
Notes:				
* Students who opt for Dissertation option shall select FIN 321601 - Seminar on Research and students who opt for Applied Research shall select FIN 321501 - Seminar on Applied Research.				
** Students shall select either FIN 480001 - Dissertation or FIN 460001 - Applied Research.				

Table B4: Courses offered for the BBA Honours in Hospitality and Leisure Management

Course Code	Course Title	Credits	Course Status	Semester Offered
HLM 231201	Quantitative Techniques for Decisions	3	Core	IV
HLM 220501	Management Information Systems	2	Core	IV
HLM 231501	Introduction to Hospitality and Tourism	3	Specialization Core	IV
HLM 231601	Tourism Planning and Development	3	Specialization Core	IV
HLM 220601	Global Tourism Industry	2	Specialization Core	IV
HLM 220701	Sri Lankan Cultural Heritage and Tourism	2	Specialization Core	IV
HLM 200001	Foreign Language I	NC	Specialization Core	IV
HLM 331301	Research Methods	3	Core	V
HLM 331701	Accommodation Operations	3	Specialization Core	V
HLM 331801	Customer Relationship Management	3	Specialization Core	V
HLM 331901	Front Office Management	3	Specialization Core	V
HLM 320801	Cross Cultural Management	2	Specialization Optional	V
HLM 320901	Destination Management	2	Specialization Optional	V
HLM 321001	Economics of Tourism	2	Specialization Optional	V
HLM 321101	Resort Planning and Management	2	Specialization Optional	V
HLM 300101	Foreign Language II	NC	Specialization Core	V
HLM 331401	Strategic Management	3	Core	VI
HLM 320601	Entrepreneurship and Venture Creation	2	Core	VI
HLM 332001	Restaurant and Lodging Management	3	Specialization Core	VI
HLM 321201	Consumer Behaviour in Travel and Tourism	2	Specialization Core	VI
HLM 321301	Data Analytics	2	Specialization Core	VI
HLM 321401	Seminar on Applied Research*	2	Specialization Core	VI
HLM 321501	Seminar on Research*	2	Specialization Core	VI
HLM 321601	Airline Reservation and Ticketing	2	Specialization Optional	VI
HLM 321701	Event Management	2	Specialization Optional	VI
HLM 321801	Tourism Marketing	2	Specialization Optional	VI
HLM 300201	Foreign Language III	NC	Specialization Core	VI
HLM 480001	Dissertation**	8	Specialization Core	VII
HLM 460001	Applied Research**	6	Specialization Core	VII
HLM 432101	Kitchen Operations	3	Specialization Core	VII
HLM 432201	Food and Beverage Management	3	Specialization Core	VII
HLM 421901	Personality Development	2	Specialization Core	VII
HLM 422001	Health, Safety and Crisis Management in Tourism	2	Specialization Optional	VII
HLM 422101	Tour and Travel Agency Operations	2	Specialization Optional	VII
HLM 400301	Foreign Language IV	NC	Specialization Core	VII
HLM 440001	Industrial Training	4	Specialization Core	VIII
HLM 432301	E-Tourism	3	Specialization Core	VIII
HLM 432401	Sustainable Tourism Development	3	Specialization Core	VIII

Notes:

* Students who opt for Dissertation option shall select HLM 321501 - Seminar on Research and students who opt for Applied Research shall select HLM 321401 - Seminar on Applied Research.

** Students shall select either HLM 480001 - Dissertation or HLM 460001 - Applied Research.

Table B5: Courses offered for the BBA Honours in Human Resource Management

Course Code	Course Title	Credits	Course Status	Semester Offered
HRM 231201	Quantitative Techniques for Decisions	3	Core	IV
HRM 220501	Management Information Systems	2	Core	IV
HRM 231501	Learning and Development	3	Specialization Core	IV
HRM 231601	Performance and Talent Management	3	Specialization Core	IV
HRM 220701	Employee Resourcing	2	Specialization Core	IV
HRM 220801	Personality Appreciation	2	Specialization Core	IV
HRM 331301	Research Methods	3	Core	V
HRM 331701	Employee and Industrial Relations	3	Specialization Core	V
HRM 320901	e-HRM	2	Specialization Core	V
HRM 321001	Health, Safety and Wellbeing	2	Specialization Core	V
HRM 321101	Labour Law	2	Specialization Core	V
HRM 321201	Rewards Management	2	Specialization Core	V
HRM 321301	Business Communication for HR	2	Specialization Optional	V
HRM 321401	Tax Planning and Auditing	2	Specialization Optional	V
HRM 331401	Strategic Management	3	Core	VI
HRM 320601	Entrepreneurship and Venture Creation	2	Core	VI
HRM 331801	International Human Resource Management	3	Specialization Core	VI
HRM 321501	HR Analytics	2	Specialization Core	VI
HRM 321601	Seminar on Applied Research*	2	Specialization Core	VI
HRM 321701	Seminar on Research*	2	Specialization Core	VI
HRM 321801	Strategic Human Resource Management	2	Specialization Core	VI
HRM 321901	Change Management	2	Specialization Optional	VI
HRM 322001	Project Management	2	Specialization Optional	VI
HRM 322101	Team Development and Leadership	2	Specialization Optional	VI
HRM 480001	Dissertation**	8	Specialization Core	VII
HRM 460001	Applied Research**	6	Specialization Core	VII
HRM 422201	Advanced HR Analytics	2	Specialization Core	VII
HRM 422301	Contemporary Issues in HRM	2	Specialization Core	VII
HRM 422401	Employee Counseling and Coaching	2	Specialization Core	VII
HRM 422501	Industrial Psychology	2	Specialization Core	VII
HRM 422601	Conflicts, Negotiation and Crisis Management	2	Specialization Optional	VII
HRM 422701	HR Ethics and Social Responsibility	2	Specialization Optional	VII
HRM 422801	Special Topics in HR	2	Specialization Optional	VII
HRM 440001	Industrial Training	4	Specialization Core	VIII
HRM 431901	Culture, Diversity, and Inclusion	3	Specialization Core	VIII
HRM 432001	Seminar: Case Studies in HRM	3	Specialization Core	VIII

Notes:

* Students who opt for Dissertation option shall select HRM 321701 - Seminar on Research and students who opt for Applied Research shall select HRM 321601 - Seminar on Applied Research.

** Students shall select either HRM 480001 - Dissertation or HRM 460001 - Applied Research.

Table B6: Courses offered for the BBA Honours in International Business

Course Code	Course Title	Credits	Course Status	Semester Offered
INB 231201	Quantitative Techniques for Decisions	3	Core	IV
INB 220501	Management Information Systems	2	Core	IV
INB 231501	Global Marketing	3	Specialization Core	IV
INB 231601	International Trade Theory and Practice	3	Specialization Core	IV
INB 220701	International Business Theory	2	Specialization Core	IV
INB 220801	Supply Chain and Logistics Management	2	Specialization Core	IV
INB 331301	Research Methods	3	Core	V
INB 331701	International Finance	3	Specialization Core	V
INB 320901	Cross-cultural Management	2	Specialization Core	V
INB 321001	International Digital Business	2	Specialization Core	V
INB 321101	International Organizations and Institutions	2	Specialization Core	V
INB 321201	Managerial Economics	2	Specialization Core	V
INB 321301	Destination Marketing	2	Specialization Optional	V
INB 321401	Global Leadership	2	Specialization Optional	V
INB 331401	Strategic Management	3	Core	VI
INB 320601	Entrepreneurship and Venture Creation	2	Core	VI
INB 331801	International Accounting and Taxation	3	Specialization Core	VI
INB 321501	Business Analytics and simulation	2	Specialization Core	VI
INB 321601	International Human Resource Management	2	Specialization Core	VI
INB 321701	Seminar on Applied Research*	2	Specialization Core	VI
INB 321801	Seminar on Research*	2	Specialization Core	VI
INB 321901	Econometrics	2	Specialization Optional	VI
INB 322001	Project Management	2	Specialization Optional	VI
INB 480001	Dissertation**	8	Specialization Core	VII
INB 460001	Applied Research**	6	Specialization Core	VII
INB 422101	Crisis Management in International Business	2	Specialization Core	VII
INB 422201	Foreign Direct Investments (FDIs) and Multinational Enterprises (MNEs)	2	Specialization Core	VII
INB 422301	International Relations	2	Specialization Core	VII
INB 422401	International Trade Law	2	Specialization Core	VII
INB 422501	Internationalization of SMEs	2	Specialization Optional	VII
INB 422601	Special Topics in International Business	2	Specialization Optional	VII
INB 440001	Industrial Training	4	Specialization Core	VIII
INB 431901	Contemporary Issues in International Business	3	Specialization Core	VIII
INB 432001	Sustainability and Business Ethics	3	Specialization Core	VIII
Notes:				
* Students who opt for Dissertation option shall select INB 321801 - Seminar on Research and students who opt for Applied Research shall select INB 321701 - Seminar on Applied Research.				
** Students shall select either INB 480001 - Dissertation or INB 460001 - Applied Research.				

Table B7: Courses offered for the BBA Honours in Management and Organization Studies

Course Code	Course Title	Credits	Course Status	Semester Offered
MOS 231201	Quantitative Techniques for Decisions	3	Core	IV
MOS 220501	Management Information Systems	2	Core	IV
MOS 231501	Organization Theory	3	Specialization Core	IV
MOS 231601	Taxation and Auditing	3	Specialization Core	IV
MOS 220701	Personality Development	2	Specialization Core	IV
MOS 220801	Crisis Management	2	Specialization Optional	IV
MOS 220901	Supply Chain & Logistics Management	2	Specialization Optional	IV
MOS 331301	Research Methods	3	Core	V
MOS 331701	Digital Business	3	Specialization Core	V
MOS 321001	Managing Innovation	2	Specialization Core	V
MOS 321101	Organizational Change and Development	2	Specialization Core	V
MOS 321201	Project Management	2	Specialization Core	V
MOS 321301	Quality Management	2	Specialization Core	V
MOS 321401	Organizational Leadership	2	Specialization Optional	V
MOS 321501	Sustainability in Business	2	Specialization Optional	V
MOS 331401	Strategic Management	3	Core	VI
MOS 320601	Entrepreneurship and Venture Creation	2	Core	VI
MOS 331801	Contemporary Issues in Small Business Management and Entrepreneurship	3	Specialization Core	VI
MOS 321601	Contemporary Issues in Management	2	Specialization Core	VI
MOS 321701	Data Analytics	2	Specialization Core	VI
MOS 321801	Seminar on Applied Research*	2	Specialization Core	VI
MOS 321901	Seminar on Research*	2	Specialization Core	VI
MOS 322001	Counseling in Organizations	2	Specialization Optional	VI
MOS 322101	Financial Reporting and Governance	2	Specialization Optional	VI
MOS 322201	Knowledge Management	2	Specialization Optional	VI
MOS 322301	Managing Business Across Borders	2	Specialization Optional	VI
MOS 480001	Dissertation**	8	Specialization Core	VII
MOS 460001	Applied Research**	6	Specialization Core	VII
MOS 422401	Analytical Techniques for Business Research	2	Specialization Core	VII
MOS 422501	Business Ethics and Corporate Social Responsibility	2	Specialization Optional	VII
MOS 422601	Business Negotiations	2	Specialization Optional	VII
MOS 422701	Impression Management and Organizational Politics	2	Specialization Optional	VII
MOS 422801	Seminar on Case Study Development and Analysis	2	Specialization Optional	VII
MOS 422901	Social Theories for Research	2	Specialization Core	VII
MOS 440001	Industrial Training	4	Specialization Core	VIII
MOS 431901	Indigenous Management	3	Specialization Core	VIII
MOS 432001	Management Profession in Sri Lanka	3	Specialization Core	VIII
Notes:				
* Students who opt for Dissertation option shall select MOS 321901 - Seminar on Research and students who opt for Applied Research shall select MOS 321801 - Seminar on Applied Research.				
** Students shall select either MOS 480001 - Dissertation or MOS 460001 - Applied Research.				

Table B8: Courses offered for the BBA Honours in Marketing

Course Code	Course Title	Credits	Course Status	Semester Offered
MKT 231201	Quantitative Techniques for Decisions	3	Core	IV
MKT 220501	Management Information Systems	2	Core	IV
MKT 231501	Consumer Behavior	3	Specialization Core	IV
MKT 231601	Integrated Marketing Communication	3	Specialization Core	IV
MKT 220701	Services Marketing	2	Specialization Core	IV
MKT 220801	Sales & Retail Management	2	Specialization Optional	IV
MKT 220901	Supply Chain & Logistics Management	2	Specialization Optional	IV
MKT 331301	Research Methods	3	Core	V
MKT 331701	Brand Management	3	Specialization Core	V
MKT 331801	Customer Relationship Management	3	Specialization Core	V
MKT 331901	Strategic Marketing	3	Specialization Core	V
MKT 321001	B2B Marketing	2	Specialization Optional	V
MKT 321101	Destination Marketing	2	Specialization Optional	V
MKT 321201	Global Marketing	2	Specialization Optional	V
MKT 331401	Strategic Management	3	Core	VI
MKT 320601	Entrepreneurship and Venture Creation	2	Core	VI
MKT 332001	Marketing Research	3	Specialization Core	VI
MKT 321301	Data Analytics	2	Specialization Core	VI
MKT 321401	Seminar on Applied Research*	2	Specialization Core	VI
MKT 321501	Seminar on Research*	2	Specialization Core	VI
MKT 321601	Advertising Management	2	Specialization Optional	VI
MKT 321701	Consumer Sociology & Critical Mkt	2	Specialization Optional	VI
MKT 321801	Event Management	2	Specialization Optional	VI
MKT 321901	Marketing, Innovation & Technology	2	Specialization Optional	VI
MKT 480001	Dissertation**	8	Specialization Core	VII
MKT 460001	Applied Research**	6	Specialization Core	VII
MKT 432101	Digital Marketing	3	Specialization Core	VII
MKT 432201	Sustainable Marketing	3	Specialization Core	VII
MKT 422001	Personality Development	2	Specialization Core	VII
MKT 422101	Export Marketing	2	Specialization Optional	VII
MKT 422201	Relationship Marketing	2	Specialization Optional	VII
MKT 422301	Social Media Marketing	2	Specialization Optional	VII
MKT 440001	Industrial Training	4	Specialization Core	VIII
MKT 432301	Contemporary Issues in Marketing	3	Specialization Core	VIII
MKT 432401	The Practical Marketing Landscape	3	Specialization Core	VIII
Notes:				
* Students who opt for Dissertation option shall select MKT 321501 - Seminar on Research and students who opt for Applied Research shall select MKT 321401 - Seminar on Applied Research.				
** Students shall select either MKT 480001 Dissertation or MKT 460001 - Applied Research.				

Annexure C: Policy on Continuous Assessments

1. Continuous Assessments may take the form of in-class tests, presentations, projects, take-home assignments, interviews/oral examinations, etc. and any such assignments shall be completed before the commencement of the End-of-Semester examination.
2. For all types of Continuous Assessments, there shall be written guidelines to be communicated to students which may include essentially:
 - i. What is required to be carried out?
 - ii. Format of the submission
 - iii. The date of submission and to whom to be submitted, (i.e., respective Department which handles the particular course). The deadline for submission shall be announced at the beginning of the semester.
3. In case of an in-class test or mid-term test, the teacher concerned shall submit a copy of the original attendance sheet of students to the Department, which handles the particular course.
4. The number of assignments given per course shall be dependent upon the number of credits of a course. Thus, the number of assignments shall be calculated as follows:
 - i. a minimum of one and a maximum of two assignments for a course carrying two credits.
 - ii. a minimum of one and a maximum of three assignments for a course carrying three credits.
5. A student who fails to submit her assignment on or before the due date and wishes to submit it on a later date will be imposed a penalty mark proportional to the number of days taken since the due date. This penalty mark shall be calculated as follows:
 - i. a deduction of 25% of marks from the total marks earned for the assignment, if the assignment is submitted within two working days from the due date.
 - ii. a deduction of 50% of marks from the total marks earned for the assignment, if the assignment is submitted within five working days from the due date.

No assignment shall be accepted after the lapse of five working days from the original due date. However, if a student submits a take home assignment after this date, it shall be considered only on medical grounds and very exceptional reasons approved by the relevant Head of the Department. In such case, a medical certificate issued by

a registered medical practitioner shall be produced by the student within five working days from the original due date to the relevant department along with a written request made on the prescribed form which is available at the Academic Affairs Unit/ respective Department.

6. The teacher concerned is required to provide students with marks and comments on Continuous Assessments, reflecting their strengths and developmental needs within two to three weeks from the deadline for submitting the assignment(s).
7. The department concerned shall publish marks of continuous assessment(s) before commencing the End-of-Semester examination and announce a deadline of one week from the date of publishing such marks, enabling students to seek any clarifications thereof.
8. For repeat candidates, their continuous assessment marks for a particular course shall be carried forward if it is 40% or more. All other repeat candidates shall inform the willingness to submit a fresh assignment(s), to the teacher concerned at the beginning of the repeating semester. In this case, after consultation with the Head of the Department, the teacher concerned shall make an announcement informing repeat candidates to work on a new assignment(s) and submit it before the repeating semester examination.

In the course outline for each course, it shall be mentioned clearly, how the Continuous Assessments are handled, i.e., type of assignment(s), marks allocated, tentative date(s) for submission, etc. This arrangement shall be made in addition to issuing assignment hand-out to students as stated in (2) above.

Annexure D: Attendance Policy and Policy on the Submission of Medical Certificates

Students who read for BBA Degree Programmes are not allowed to sit for the End-of-Semester examination of any course unless she has maintained at least 80% of attendance for the lectures conducted. Relevant lecturer(s) or the academic administrator shall make the following decision when a student fails to meet the 80% attendance as described in this document.

Table D1: Decisions related to 80% attendance

Nature of the case	Decision	Decision maker
A request from for being absent lectures for a continuous period of four (04) weeks or more duration due to illness or important commitment and supported with evidence acceptable to the Faculty Board and Senate.	Recommend permitting to sit for the same paper at the immediate End-of- Semester examination as a fresh attempt and submit to the Faculty Board for its recommendation	Academic Affairs Unit Coordinator or the Head of the Department as the case may be on the request of the respective lecturer/s
A request from for being absent lectures for a continuous period of four (04) weeks duration due to illness or important commitment and yet not supported with evidence acceptable to the university	Recommend permitting to sit for the same course at the immediate End-of- Semester examination as a repeat to the Faculty board for its recommendation	Academic Affairs Unit Coordinator or the Head of the Department as the case may be on the request of respective lecturer(s)
A request for being absent from lectures for a continuous period of less than four (04) weeks duration	Reject and not forward to the Academic Affairs Unit or the Head of the Department as the case may be by the respective lecturer(s)	Respective lecturer(s)
Not requested for being absent from lectures	Considered as absent	Respective lecturer(s)

Procedure**Request for being absent from lectures**

- a. A request shall be submitted with the recommendation of the relevant lecturer/s to the Academic Affairs Unit or the Head of the Department as the case may be at least two weeks before the last lecture of the course with a copy of the request.
- b. Submission of the request shall be recorded in the register maintained by the Academic Affairs Unit or the Department and the student shall obtain the proof on his/her request from the office staff who accepted the request.
- c. Students shall not submit the request to the Academic Affairs Unit or the Head of the Department if the request is rejected by the relevant lecturer(s).

Note:

1. Students' eligibility to sit for the semester-end examinations for any given course is determined based on their attendance for all the lectures conducted for that course during the said semester excluding the last two weeks.
2. Evidence acceptable to the university is given below;
 - a. Continuous illness – District Medical Officer (DMO) or University Medical Officer (UMO) recommended medical certificate.
 - b. Important Commitments – Representation of the University or country at a national or international event, commitment to close relatives i.e., parents or siblings are considered important commitments and proof of evidence for such participation and commitment will be considered on a case-by-case basis.

Annexure E: Competency Framework of the Faculty of Management & Finance (FMF), University of Colombo

1. Introduction

The competency framework was built in line with the objectives of the Faculty and the expectations of the industry. Sri Lanka Qualifications Framework (SLQF) and the categories of learning outcomes specified for SLQF Level 6 Honours Bachelors were also considered in this endeavor. This specifies the ideal characteristics a graduate from the Faculty of Management & Finance of the University of Colombo will equip themselves with by the end of their learning experience. Therefore, it serves as a set of guidelines and as an indicator of the quality of our graduates.

The attributes of professional conduct, communication, teamwork, personal effectiveness, creativity and innovativeness and conceptual knowledge and skills constitute the common competencies of the Faculty of Management & Finance. With the consultation of industry representatives, specific competencies to be focused on under each attribute were developed for every specialization area (i.e., Accounting, Business Economics, Finance, Hospitality and Leisure Management, Human Resources Management, International Business, Marketing and BBA [Honours] and, BBA Degree as the Fall-Back option) giving a customized approach to competency development.

The Faculty has taken steps to ensure that these competencies are embedded in the courses offered in the BBA curricula and other learning activities so that our graduates remain competitive in the job market.

2. Definitions of Graduate Attributes Table: Definition of Graduate Attributes

Graduate Attribute	Definitions
Conceptual knowledge and skills	Graduates of FMF, University of Colombo will be experts in their respective fields, who can demonstrate sound conceptual knowledge, apply core concepts of the area of study in their working environment and derive reasonable judgements/solutions through reflective analysis.
Communication	Graduates of FMF, University of Colombo will be excellent communicators, who can express information, ideas, issues and solutions clearly, succinctly, efficiently and effectively to any audience, whether it is technical or non-technical or organizational or social, using verbal, non-verbal and written forms of communication.
Teamwork	Graduates of FMF, University of Colombo will be excellent team players, who can function effectively in teams either as a team leader or a team member in multi-disciplinary, and multicultural professional environments.

Creativity and innovativeness	Graduates of FMF, University of Colombo will be innovative and creative individuals, who can engage and challenge the status quo by using their imagination to produce new ideas and to initiate change in their working environment. They will be open to new experiences and be willing to take calculated risks.
Professional conduct	Graduates of FMF, University of Colombo will be adept professionals, who can comply with professional requirements of their respective profession, display ethical behavior, respect others, tolerate different views and opinions, demonstrate positive attitudes, recognize social responsibility and be accountable for their actions.
Personal effectiveness	Graduates of FMF, University of Colombo will be self-achievers, who can understand and manage themselves, be determined to achieve personal goals, adapt to changing environments, accept challenges and be self-motivated. They will engage in learning as a continuous process for growth and development.

1. Specific Competencies of BBA Graduates

Table G2: Specific Competencies of BBA Graduates

Graduate Attribute	Accounting	Business Economics	Finance	Human Resources Management	Hospitality and Leisure Management	International Business	Marketing	Management and Organizational Studies
Professional Conduct	<ol style="list-style-type: none"> Behavioral standards Responsibility Transparency 	<ol style="list-style-type: none"> Responsibility Integrity Use of full potential Professional conduct Compliance Transparency 	<ol style="list-style-type: none"> Integrity Transparency Professional conduct 	<ol style="list-style-type: none"> Adaptability Empathy Trustworthiness 	<ol style="list-style-type: none"> Responsibility Integrity Use of full potential Professional conduct Compliance Transparency 	<ol style="list-style-type: none"> Ethical behavior Professionalism 	<ol style="list-style-type: none"> Responsibility Integrity Use of full potential Professional conduct Compliance Transparency 	<ol style="list-style-type: none"> Integrity Professional behavior Valuing diversity Ethical Conduct
Communication	<ol style="list-style-type: none"> Literacy Clarity in Writing Presentation skills 	<ol style="list-style-type: none"> Negotiation Network building Effective persuasion Cultural literacy Effective writing 	<ol style="list-style-type: none"> Coordination Effective presentations Negotiation 	<ol style="list-style-type: none"> Verbal Communication Listening Skills Business writing skills 	<ol style="list-style-type: none"> Negotiation Network building Geniality Cultural literacy Familiarity with languages 	<ol style="list-style-type: none"> Cross-cultural communication Coordination 	<ol style="list-style-type: none"> Negotiation Network building Effective persuasion Cultural literacy Effective writing 	<ol style="list-style-type: none"> Empathy Negotiation Listing Skills Cultural awareness
Teamwork	<ol style="list-style-type: none"> Adaptability Empathy Leadership 	<ol style="list-style-type: none"> Collaboration Leadership Conflict resolution Adaptability Empathy 	<ol style="list-style-type: none"> Leadership Mutual respect Conflict resolution 	<ol style="list-style-type: none"> Team Support Team working ability 	<ol style="list-style-type: none"> Collaborative Leadership Conflict resolution Adaptability Empathy 	<ol style="list-style-type: none"> Collaboration Networking Empathy 	<ol style="list-style-type: none"> Collaborative Leadership Conflict resolution Adaptability Empathy 	<ol style="list-style-type: none"> Leadership Accountability Adaptability Resourcefulness
Personal Effectiveness	<ol style="list-style-type: none"> Determination Compliance behavior Self-confidence 	<ol style="list-style-type: none"> Assertiveness Personal branding Adaptability Initiative Perseverance Confidence and 	<ol style="list-style-type: none"> Adaptability Accountability Passion for knowledge Time management 	<ol style="list-style-type: none"> Tolerance Respect Time Management Organizing Skills Diversity Management 	<ol style="list-style-type: none"> Assertiveness Personal branding Adaptability Initiative Perseverance 	<ol style="list-style-type: none"> Adaptability Accountability and leadership Passion for Knowledge Informational literacy 	<ol style="list-style-type: none"> Assertiveness Personal branding Adaptability Initiative Perseverance 	<ol style="list-style-type: none"> Organizing skills Self-efficacy Passion Assertiveness Reflectiveness Diversity management

Creativity and innovation	<p>1.Critical thinking</p> <p>2.Novel thinking</p> <p>3.Reading habits</p>	<p>7. Leadership and accountability</p> <p>8. Financial literacy</p> <p>1.Unique thinking</p> <p>2.Critical thinking</p> <p>3.Ability to deal with ambiguity</p> <p>4.Entrepreneurial thinking</p>	<p>1. Imaginative</p> <p>2. Innovative thinking</p> <p>3.Analytical Skill</p> <p>4.Strategic and positive thinking</p>	<p>1.Creativity</p> <p>2.Innovations</p>	<p>1. Unique thinking</p> <p>2. Critical thinking</p> <p>3. Forward looking</p> <p>4. Marketing research</p> <p>5. Ability to deal with ambiguity</p>	<p>5. Confidence and self-awareness</p> <p>1. Analytical skills</p> <p>2. Global awareness</p>	<p>1. Unique thinking</p> <p>2. Critical thinking</p> <p>3. Forward looking</p> <p>4. Marketing research</p> <p>5. Ability to deal with ambiguity</p>	<p>1. Entrepreneurship skills</p> <p>2. Creative thinking</p> <p>3. Dealing with ambiguity</p>
Conceptual Knowledge and Skills	<p>1. Thorough and contemporary subject knowledge</p> <p>2. Problem Solving</p> <p>3. Familiarity with subjective realities</p>	<p>1. Contemporary business and economic knowledge</p> <p>2. Rationality</p> <p>3. Analytical skills</p> <p>4. Holistic thinking</p> <p>5. Digital literacy</p> <p>6. Economic research fluency</p>	<p>1. Broad understanding on the theoretical/ technical concepts and their interrelations</p> <p>2. Critical thinking</p> <p>3. Application</p>	<p>1. Theoretical and practical HR knowledge</p> <p>2. Industry Adaptability</p>	<p>1. Contemporary hospitality and leisure knowledge</p> <p>2. Rationality</p> <p>3. Holistic thinking</p> <p>4. Digital literacy</p>	<p>1. Knowledge comprehension</p> <p>2. Application</p> <p>3. Research</p>	<p>1. Contemporary marketing knowledge</p> <p>2. Rationality</p> <p>3. Holistic thinking</p> <p>4. Digital literacy</p>	<p>1. Strategic thinking</p> <p>2. Attending to details</p> <p>3. Analytical skills</p> <p>4. Contemporary knowledge</p>

14. Examination Procedure, Offences and Punishments

Regulations made by the Senate and approved by the Council of the University of Colombo under Section 136 read with Section 29 of the Universities Act No. 16 of 1978 and amended by the Universities (Amendment) Act No. 7 of 1985.

REGULATIONS

These Regulations may be cited as the Examination Procedure, Offences and Punishment Regulations No. 1 of 1986.

Examination Procedure

1. Candidates are required to be at the Examination Hall at least 15 minutes before the commencement of each paper, but shall not enter the Hall until they are requested to do so by the Supervisor.
2. No candidate shall be admitted to the Examination Hall for any reason whatsoever after the expiry of half-an-hour from the commencement of the examination. Nor shall a candidate be allowed to leave the hall until half-an-hour has lapsed from the commencement of the examination or during the last 15 minutes of the paper.
3. On admission to the Hall, a candidate shall occupy the seat allotted to him and shall not change it except on the specific instructions of the Supervisor.
4. A candidate shall have his Student Record Book and the Admission Card with him in the Examination Hall on every occasion he presents himself for a paper. His candidature is liable to be cancelled if he does not produce the Record Book, when requested to do so. If he fails to bring his Record Book on any occasion, he shall sign a declaration in respect of the paper for which he had not produced the Record Book in the form provided for it and produce the Record Book to the Registrar on the following day. If a candidate loses his Record Book in the course of the Examination he shall obtain a duplicate Record Book/Identity Card from the Registrar, for production at the Examination Hall.
5. Admission Cards signed in the presence of the Supervisor/Invigilator shall be handed over to the Supervisor/Invigilator on each occasion when a candidate sits a paper.
6. Candidates shall bring their own pens, ink, mathematical instruments, eras-

ers, pencils or any other approved equipment or stationery which they have been instructed to bring.

7. Examination stationery (i.e. writing paper, graph paper, drawing paper, ledger paper, precise paper etc.) will be, supplied as and when necessary. No sheet of paper or answer book supplied to a candidate may be torn, crumpled, folded or otherwise mutilated. No papers other than those supplied to him by the Supervisor/Invigilator shall be used by a candidate. Log tables or any other material provided shall be used with care and left behind on the desk. All material supplied, whether used or unused, shall be left behind on the desk and not removed from the examination halls.
8. No candidate shall have on himself or in his clothes, or on the Admission Card, Time Table, Record Book or any other object he is permitted to bring into the Examination Hall, any notes, signs, formulae, or any other unauthorized material. Books, notes, parcels, hand bags etc. which a candidate has brought with him should be kept at a place indicated by the Supervisor/Invigilator. The envelope in which the Admission Card has been posted to him should not be brought into the Examination Hall.
9. A candidate may be required by the Supervisor to declare any item in his possession or person.
10. Every candidate shall enter his Index Number at the appropriate place on the answer book and on every continuation paper. He shall also enter all necessary particulars as indicated in the cover of the answer book. A candidate who inserts on his script an Index Number other than his own is liable to be considered as having attempted to cheat. The Supervisor/Invigilator has the authority to check the answer scripts of the candidates. A script that bears no Index Number or an Index Number which cannot be identified is liable to be rejected. No candidate shall write his name or any other identifying mark on the answer scripts.
11. Candidates are under the authority of the Supervisor and shall assist him by carrying out his instructions and those of his Invigilators, during the examination and immediately before and after it.
12. Every candidate shall conduct himself in the Examination Hall and its precincts so as not to cause disturbance or, inconvenience to the Supervisor or his staff or to other candidates. In entering and leaving the Hall, he shall conduct himself as quietly as possible. A candidate is liable to be excluded from the Examination Hall for disorderly conduct.

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13. Absolute silence shall be maintained in the Examination Hall and its precincts. A candidate is not permitted for any reason whatsoever to communicate or to have any dealings with any person other than the Supervisor/Invigilator. The attention of the Supervisor/Invigilator shall be drawn by the candidate by raising his hand from where he is seated.
 14. After the examination has commenced, no candidate shall be permitted to leave the Examination Hall even temporarily. In case of an emergency, the Supervisor/Invigilator shall grant his permission to do so but the candidate will be under his constant surveillance.
 15. Candidates shall stop work promptly when ordered by the Supervisor/Invigilator to do so. If this instruction is not followed, the Supervisor/Invigilator has the authority to make an endorsement to this effect on the answer scripts.
 16. All calculations and rough work shall be done only on paper supplied for the examination, and shall be cancelled and attached to the answer script. Such work should not be done on admission cards, time tables, question papers, record books or on any other paper. Any candidate who disregards these instructions is liable to be considered as having written notes or outlines of answers with the intention of copying.
 17. Any answer or part of an answer which is not to be considered for the purpose of assessment shall be neatly crossed out. If the same question has been attempted in more than one place the answer or answers that are not to be considered shall be neatly crossed out.
 18. Every candidate shall hand over the answer script personally to the Supervisor/Invigilator or remain in his seat until it is collected. On no account shall a candidate hand over his answer script to an attendant, a minor employee or another candidate.
 19. A candidate who has handed over his answer script shall under no circumstances be entitled to call it back.
 20. No candidate shall remove his or any other candidate's answer scripts from the Examination Hall.
 21. No candidate shall copy or attempt to copy from any book or paper or notes or similar material or from the scripts of another candidate. Nor shall any candidate either help another candidate or obtain help from another candi-

date or any other person. Nor shall any candidate conduct himself so negligently that an opportunity is given to any other candidate to read anything written by him or to watch any practical examination performed by him. Nor shall any candidate use or obtain any other unfair means to render improper assistance at the examination.

22. No candidate shall submit a practical or field book or dissertation or project study or answer script which has been done wholly or partly by anyone other than the candidate himself.
23. No person shall impersonate a candidate at the examination nor shall any candidate allow himself to be so impersonated by another person.
24. If circumstances arise which in the opinion of the Supervisor render the cancellation or postponement of the examination necessary, he shall stop the examination, collect the scripts already written and then report the matter as soon as possible to the Vice- Chancellor/Registrar.
25. The Supervisor/Invigilator is empowered to require any candidate to make a statement in writing on any matter which may have arisen during the course of the examination and such statement shall be signed by the candidate. No candidate shall refuse to make such statement or to sign it.
26. Every candidate who registers for an examination shall be deemed to have sat the examination unless:
 - (a). he is permitted by the Senate for a valid reason to withdraw from such examination on a ground acceptable to the Senate within the specified period or.
 - (b). (b) he submits a medical certificate prior to the commencement of the examination. The medical certificate shall be from the University Medical Officer. If this is not possible, the medical certificate should be obtained from a Government Medical Practitioner and submitted to the University Medical Officer at the earliest possible time, but in any case not later than one week from the first day of the examination.
27. When a candidate is unable to present himself for any part or section of an examination, he shall notify or cause to be notified this fact to the Registrar immediately. This should be confirmed in writing with supporting documents within 48 hours by registered post.

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28. A student who withdraws or absents himself from an examination shall not be eligible for Honours at the next examination unless the Senate decides otherwise.
 29. Candidates who are unsuccessful at the first attempt will be given two further consecutive attempts to complete the examination.
 30. No student shall sit an examination, if he has exhausted the number of attempts that he is allowed to sit that particular examination, unless he has been granted special permission to do so by the Senate.

Examination Offences and Punishments

The following schedule of punishments lists the punishments applicable to each category of offence identified.

Offence	Punishments
01. Not producing/ uploading the identity Card when required to do so.	Warning by the Rector/ Dean/ Director of the particular Campus/ Faculty/ Institute or School by which the particular examination was conducted and withholding of results until the Identity Card is produced.
02. Possession of unauthorized materials	Minimum of cancellation of the results of that particular examination and a maximum of the cancellation of the results of the entire semester/year-end/stream examination during which the offence was committed.
03. Collusion	Minimum of cancellation of the results of that particular examination and a maximum of the cancellation of the results of the entire semester/year-end/stream examination during which the offence was committed.
04. Removing examination stationery or any other material provided for the examination out of the examination hall.	Written warning by Vice Chancellor in the 1st instance. Cancellation of the results of the examination for repeating the offence.

05. Writing the candidate's name on the answer script or including some other identifiable mark in the answer script.	Written warning by the Rector/ Dean/ Director and cancellation of results of the examination if the offence is repeated.
06. Not including the index number in the answer script or including it in an unidentifiable manner.	Cancellation of the results of the paper of that semester/year-end /stream examination, in which the offence was committed.
07. Writing someone else's Index number on the answer script	Cancellation of the results of the paper of that semester/year-end /stream examination, in which the offence was committed.
08. Submitting a word-processed or type-set answer script in an online timed examination.	Cancellation of the results of the paper of that semester/year- end /stream examination, in which the offence was committed.
09. Disorderly Conduct	Cancellation of the results of the paper and/ or expelling the candidate from the examination hall if he/she refuses to abide by the instructions given by the Supervisor in consultation with the Rector/ Dean/ Director.
10. Impersonation	
10.1 Impersonating any candidate in the examination hall/ during an online examination or attempting to do so before the commencement of the examination	Expelling the impersonator from the examination hall and preventing the impersonator (if impersonator is also a student of the University) from sitting any examinations during two years immediately following the date on which the offence was committed.

10.2 Allowing himself/ herself to be impersonated by another person	Preventing the candidate from sitting any examinations during four consecutive years immediately following the date on which the offence was committed.
11. Entering and leaving the examination hall without permission	
11.1 Entering the examination hall without permission or attempting to do so or helping such acts.	Delaying the release of the final results by one academic year Not granting permission to attend the convocation/ award ceremony
11.2 Leaving the examination hall without permission or attempting to do so or helping such acts.	Cancellation of the answer script of the candidate and limiting the marks of the repeat examination to that of an ordinary pass mark.
12. Obtaining or attempting to obtain prior knowledge of Examination papers/ questions	Cancellation of the results of the entire semester/year/ stream examination.
13. Plagiarism / Assisted Writing	
13.1 Assignments/term papers/ project Reports (considered as an assessment component of the subject/course unit)	Assigning zero marks and issuing a written warning by the Rector/ Dean/ Director.
13.2 Extended essay/ dissertation (considered as a subject/ course unit) Cancellation of the results of the extended essay/dissertation and consider it as an exhausted attempt.	Cancellation of the results of the extended essay/dissertation and consider it as an exhausted attempt.
13.3 Thesis/dissertation/research paper (partial requirement of Postgraduate Degree)	Cancellation of the results of the thesis/dissertation/research paper and suspension from the University for such period as the Senate decides on the recommendation of the Examinations Committee.

14. Forging signature of any official of the University or Outsiders related to the Examination process and alteration of official documents	
14.1 In dissertation/thesis by undergraduates	Cancellation of the results of the dissertation/thesis and consider it as an exhausted attempt.
14.2 In other examination or official documents (such as transcript, testamur) - by undergraduates	Appropriate punishment recommended by the Examinations Committee and approved by the Senate.
14.3 In any document (including dissertation/thesis, transcripts, testamur) - by Postgraduate students	Cancellation of candidature in the programme.
15. Aiding and abetting any of the above examination offences.	If aiding and abetting are done by another candidate of the University, the same punishment as the person committing the offence is applicable.

15. Scholarships and Awards

In order to recognize exceptional performance of its students, the Faculty of Management and Finance has introduced the following scholarships and awards programmes.

Scholarships

- Eight (08) students of the Faculty of Management and Finance benefit from the Mitsubishi Foundation Scholarship annually.
- The Mitsubishi Corporation International Scholarship is awarded to fifteen (15) students of the Faculty of Management and Finance annually.

Awards

The following prizes and medals are awarded to students of the Faculty of Management and Finance, based on their performance at the end of the degree programme.

- MBA Graduate Award III for the best overall performance in Bachelor of Business Administration Degree Programme
- Mrs.Thimali Dharmasiri Gold Medal for the Best Performance in Bachelor of Business Administration in Marketing Degree Programme
- Aitken Spence Gold Medal for Management Accounting
- Commercial Bank Gold Medal for the best performance in Bachelor of Business Administration in Accounting Degree Programme
- Sri Lanka Association for Securities and Investment Analysis Gold Medal for Financial Management
- ACCA Gold Medal for the best performance in Financial Accounting of the Bachelor of Business Administration Degree Programme
- CLC Gold Medal for the best performance in Management Process and Practice of the Bachelor of Business Administration Degree Programme
- Link Natural - Dr. Devapriya Nugawela Gold Medal for the best overall performance in Bachelor of Business Administration in Human Resources Management

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- MBA Graduate Award III for the best overall performance in Bachelor of Business Administration Degree Programme
 - Mrs.Thimali Dharmasiri Gold Medal for the Best Performance in Bachelor of Business Administration in Marketing Degree Programme
 - Aitken Spence Gold Medal for Management Accounting
 - Commercial Bank Gold Medal for the best performance in Bachelor of Business Administration in Accounting Degree Programme
 - Sri Lanka Association for Securities and Investment Analysis Gold Medal for Financial Management
 - ACCA Gold Medal for the best performance in Financial Accounting of the Bachelor of Business Administration Degree Programme
 - CLC Gold Medal for the best performance in Management Process and Practice of the Bachelor of Business Administration Degree Programme
 - Link Natural - Dr. Devapriya Nugawela Gold Medal for the best overall performance in Bachelor of Business Administration in Human Resources Management
 - Suntel Gold Medal for the most outstanding HRM Graduate of the Year
 - CIM Sri Lanka Gold Medal for the best performance in Bachelor of Business Administration in Marketing Degree Programme
 - Nolimit Gold Medal for the most outstanding performance in Global Marketing
 - Amana Bank Gold Medal for the most outstanding performance in Services Marketing in Bachelor of Business Administration in Marketing Degree Programme
 - CFA Society Sri Lanka Gold Medal for the best performing student of Bachelor of Business Administration in Finance Honors Degree Programme
 - Mastercard Gold Medal for the best performance in Contemporary Issues in Business Economics of Bachelor of Business Administration in Business Economics Degree Programme
 - Professor JASK Jayakody Memorial Gold Medal for the most outstanding student of the year

University of Colombo Award for Academic Excellence in Bachelor of Business Administration Honours

The award shall be presented to the student who achieves the highest average mark with a First Class in each degree programme.

Open Awards

The following Open Awards are to be presented at the General Convocation to the students who excelled at their studies and extracurricular activities.

- Student of the Year Award

In making the selection, consideration will be given among other criteria to the student's excellence in academic studies, sportsmanship, interest in aesthetic and cultural activities, proven leadership among his peers, exemplary conduct and character.

- Canekeratne Prize for General Merit

The prize is awarded to a student who graduate with a First or Second Class (Upper Division) Pass in the Special Degree Examination and has considerable achievements in extracurricular activities.

- D.P.P. Samarasekara Peace Prize

The prize is awarded to a student who shows a marked interest either within the University community or outside it in activities which foster social harmony and/or shows courtesy, consideration, kindness and understanding in assisting those in distress.

- Prof. Tilak Hettiarachchi Award for Academic Excellence

The award shall be presented to an undergraduate who secured a First Class in the Special or General Degree Programme of any Faculty in the University of Colombo. Consideration shall be given to publication and research carried out during his/her undergraduate career; Prizes and Medals won; Scholarships/Studentships obtained at the Year I examination; any other endowed Scholarships/Bursaries including Commonwealth Elective Bursary obtained for academic performances during the undergraduate career; etc.

Dean's List and Dean's List Award

Names of the Dean's List students shall be selected and announced two (02) times for a batch of students. First round of selection shall be made based on the results of Semester I to III and announced subsequent to the releasing of Semester III results. Second round of selection shall be made based on the results of Semester IV to VIII and announced subsequent to the releasing the final results of the Degree programme.

To consider for the inclusion in the Dean's List in round one, a student shall obtain 47 credits and Grade Point Value (GPV) of 4.00 (A or A+ Grades) for a minimum of 24 credits from courses in Semester I to III. Students who obtain 73 credits and a minimum of GPV 4.00 (A or A+ Grades) for 40 credits in Semester IV to VIII consider in including in the round two of the Dean's List. A student who repeats a course or found guilty for disciplinary breaches shall not be considered for the Dean's List. A student who is unable to fulfill the above credit requirement due to medical concerns shall be considered as a registered student for the purpose of Dean's List of a succeeding batch of students with whom he/she completes the credit requirement.

Subject to a minimum Grade Point Average (GPA) of 3.70 and the credit requirements in (2) above, top 5% GPA achievers among registered students for Semester III End-of-Semester examinations qualify for the round one Dean's List and top 5% GPA achievers among registered students for Semester VIII End-of-Semester examination of each department (there will be a separate Dean's List for each department) qualify for the round two Dean's List.

Dean's List Award shall be awarded for a student whose name has been included in both rounds of Dean's Lists. A certificate shall be awarded for a Dean's List Awardee at the awarding ceremony organized by the Faculty.

These criteria shall apply to the students who enroll in the Faculty of Management and Finance to read Bachelor of Business Administration Degrees with effect from 2024/2025 academic year onwards. If and when necessary, the criteria can be amended by the Faculty Board.

16. Other Relevant Information

16.1 Teaching, Learning and Assessment

16.1.1 Lectures and Continuous Assessment

Depending on the course requirements, teaching methods of the Faculty involve lectures, seminars, presentations and group discussions.

As part of the continuous assessment some courses require students to carry out off-campus assignments individually or in groups. In such situations, students will be required to visit organisations, study their practices, and produce reports. In some modules, separate tutorial sessions may be organised in conjunction with main lectures. As tutorial sessions are important in both clarifying issues arising during lectures and recognising the evaluation style of each subject, students are encouraged to participate in these sessions regularly. The Faculty also welcomes and encourages student initiatives towards organising academic activities such as guest lectures by industry experts, to complement the theory learnt in the classroom, and as means to initiate a dialogue with the industry. The students also have the opportunity to meet relevant course facilitators personally. A few hours from each course facilitator's timetable are allocated for this purpose. Within these consultation hours, the students can seek solutions to the questions left unanswered during the lecture/tutorial sessions. If students face any problem relating to their courses, they are advised to discuss it with lecturers. If they are unable to find a satisfactory solution, they may bring the issue to the notice of the relevant Head of the Department.

16.1.2 Proficiency in English

As the BBA Honours Degree programme is conducted only in English medium, and all reading material are provided in English language, students are strongly advised to improve their linguistic competence in the English language. Throughout the four years of study, Department of English Language Teaching Unit (DELT) of the University of Colombo offers several courses for the purpose of improving English knowledge of our students with special emphasis on technical terms used in management studies. Students who do not possess the required competency in English are encouraged and advised to attend these classes regularly. In order to qualify for the award of BBA Honours Degree, students are required to pass at least Proficiency in English level-III examination.

16.2 Facilities for Students

16.2.1 Library Facilities and Reading Requirements

Students are expected to read at least the reading material prescribed by the course facilitators. The main library of the University of Colombo has a rich collection of books in management and finance.

The Faculty also annually recommends to the library of the University of Colombo for subscribing to academic journals in the discipline of management; specifically, students have the opportunity to access resources such as Emerald, Insight and Google Scholar through the university network. Within this context, in addition to the prescribed reading material, students may expand their reading territory independently. Given that formal university education is able to lay only the foundation needed for your career development, such a habit of independent reading is strictly warranted.

16.2.2 Blended Learning

The Faculty has made initiatives to use blended learning, which provides online modes of teaching in addition to more traditional place-based teaching methods. This mainly provides the opportunity for students to learn from remote locations as well as enabling the use of online evaluations for assessments.

16.2.3 Student Information System (SIS) at UOC

All new students have to get registered with SIS (Student Information System), where their personal and academic details are recorded. At the first registration, students are provided with a Username and a Password in order to login into the system.

Students should register via the system not only for the Courses (at the beginning of each Semester) but also for End-of-Semester Examinations (two weeks prior to the commencement of the examination). Duration for the Course Registration and the Examination Registration will be notified in advance. Moreover, once results of End-of-Semester Examinations are issued the system provides the facility for students to check their results. In addition, students are able to apply for medicals through the SIS.

16.2.4 Single-Sign-On

Single Sign-On (SSO) service permits to access multiple web applications with your University of Colombo username and password. Through this facility, students are able to get free access to journals, databases and library repositories.

16.2.5 The Health Centre at UOC

The Health Centre serves the majority of faculties, units, and centers of the university, and is located in “Samson’s Bungalow” on Reid Avenue.

It provides a wide range of services to students, which include conducting medical examinations for new entrants, administering vaccinations on a needs basis, medical counseling and laboratory testing. In addition, it provides services such as issuing medical certificates on request, recommending special medical leave as needed, facilitating specialist advice and inpatient care on referral at the National Hospital of Sri Lanka, issuing medical certificates for driving licenses, and supplying medicines on a long term basis for chronic illnesses.

17. Important Contact Details

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