University of Moratuwa, Sri Lanka

Eligibility and Performance Criteria

for the award of the

Postgraduate Diploma in Electronics and Automation

Effective from

Eligibility and Performance Criteria

(Formulated under clause 6.3 of By-Law No. 50:2010)

1   Title of Diploma: *Postgraduate Diploma*

   1.1   **Title of Award:** *Postgraduate Diploma in Electronics and Automation*
   1.2   **Programme Type**: A (*Taught Programme)*
   1.3   **Programme Mode**: *Part-time*

2   Extended Eligibility Requirements

Minimum eligibility requirements, constrained as per clause 2.1 of the ByLaw No. 50:2011, and to be generally used in advertising the course.

The selection of students to the Postgraduate Diplomas will be made by the Department of Electronic and Telecommunication Engineering, in accordance with the following extended eligibility requirements, approved by the Senate.

   2.1   The Degree of Bachelor of the Science of Engineering of the University of Moratuwa specializing in Electronics/Electrical/Mechanical/Computer Engineering; **or**

   2.2   Any other engineering degree of at least four years full-time duration or equivalent, from a recognized University, in a relevant field as may be judged by the Faculty of Engineering and approved by the Senate; **or**

   2.3   Any recognized category of membership of a recognized Professional Institute, obtained through an academic route, with a minimum of one year of recognized appropriate experience obtained after the membership, as may be approved by the Senate, subject to successful performance in the placement examination of the programme; **or**

   2.4   A minimum three year full-time degree from a recognized University, specializing in a relevant field, and a minimum one year experience in a relevant field after graduation, both as may be judged by the Faculty of Engineering and approved by the Senate, subject to successful performance in the placement examination of the programme.

3   Participation in the Academic Programme:

   3.1   80% attendance is usually required in lectures, as specified under clause 4.1(a) of the By-Law

   3.2   Participation is compulsory in assignments, as specified under clause 4.1(b) of the By-Law.

   3.3   Undertaking research in a specific area is compulsory, as specified in clause 4.1(c) of the By-Law.

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

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

   3.6   Prior approval must be obtained in writing from the University, with the necessary documentation, for leave of absence (as defined by the Senate). Only such leave will be considered for any official purpose, such as considering a subsequent attempt as a first attempt.

3.7   Only approved leave obtained on medical grounds will be normally be considered by the Senate in extending the maximum duration of study.

4   Evaluation and Grading

4.1   The performance of each student in each module will be evaluated by continuous assessment (CA) and end-of-semester examination (WE).

4.2   The CA component in a module normally carries a weightage of not less than 30% and not more than 60% of the total marks.

4.3   The continuous assessment of a student may be based on a specified combination of assignments including coursework, project work, design project work, laboratory work, tutorials, field trips, field camps, quizzes, presentations, term papers and participation in the course activities.

4.4   Each Candidate should obtain at least 40% from each of CA and WE components to obtain a pass grade a module.

4.5   Grade C+ or above is required to earn credit for and pass a module.

4.6   A student failing to reach 40% in one of CA or WE components receives an incomplete grade I, and is required to repeat only the failed component/s as a repeat candidate to complete the module.

4.7   A student obtaining at least 40% in each of CA and WE components but fails to pass a module receives an incomplete grade I, and is required to repeat either of the component/s as a repeat candidate to complete the module.

4.8   A student failing to reach 40% in both CA and WE components receives an F grade, and must repeat both components in order to upgrade the result.

4.9   The grades *F* or *I* can be improved up to a *C+* grade and considered for calculating the GPA. Students who wish to upgrade need to complete their examinations and obtain the upgraded grade before the relevant final board of examiners after the graduation requirements are met.

4.10   The grade achieved for each module will be entered on the student's permanent record in the registry. The grade at the first attempt or the improved grade earned at a subsequent attempt, if any, will be recorded.

4.11   Except when an Academic Concession has been granted, the highest grade obtainable at a repeat attempt is the grade "C+" and it will be used for calculating Grade Point Average (GPA).

4.12   Grade N signifies an Academic Concession granted, in the event a student is unable to sit for the WE due to illness or other compelling reason accepted by the Senate. In such instances the student must make an appeal, with supporting documents, to the Director Postgraduate Studies for an Academic concession.

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

Table 5.1 Grading System

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

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

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

where n_i is the number of credits for the ith module and g_i is the grade points earned for that module.

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

5 Academic Concession

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

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

6 Graduation Requirements

6.1 A candidate is deemed to have passed the Postgraduate Diploma if candidate has successfully completed at least 40 credits including:
a) subjects specified under clause 4.1 (a) of the Bylaw;
b) assignments specified under 4.1(b) of the Bylaw; and
c) project specified under 4.1(c) of the Bylaw.

6.2 If the student is unsuccessful in any of the parts 6.1a, 6.1b, or 6.1c above, the student may be re-examined.

6.3 Classes will not be awarded.