

Introduction



University of Sri Jayawardenapura "Vijja Uppatatan Setta"

University of Sri Jayawardenapura was established by the Democratic Socialist Republic of Sri Lanka under the provisions of Universities Act No 16 of 1978. It is an autonomous university established under the provisions of this Act and the following subsequent amending Acts.

Historical background:

Present University of Sri Jayawardenapura originated through the Maligakanda Vidyodaya Pirivana a premier indigenous educational institution started by Ven. Hikkaduwe Sri Sumangla Thera, in year 1873..

It was elevated to university status under the provisions of Act No. 45 of 1958 and was designated Vidyodaya University of Sri Lanka. It was shifted to the present location at Gangodawila from Maligakanda and Ven' Welewitiye Soratha Nayake Thero was appointed as the first Vice-Chancellor of the University.

By Universities Act No. 01 of 1972 all the Universities in Sri Lanka were amalgamated. Accordingly Vidyodaya University of Sri Lanka was designated as Vidyodaya Campus. Under the provisions of Universities Act No 16 of 1978 it became an autonomous University by the name of University of Sri Jayawardenapura.

Location:

University of Sri Jayawardenapura is located about 500 meters away from Wijerama junction and 13 km along Colombo - Avissawella or High Level Road. It comes under Nugegoda postal area Mirihana police area and under Maharagama urban council.

Staff:

There are 494 permanent members of the Academic staff and 9740 undergraduates. Rest of the staff consists of nearly 765.

1. Amendments to Universities Act No. 16 of 1978 are as follows:

- 1 Universities Amendment Act. No. 7 of 1985
- 2 Universities Amendment Act. No. 24 of 1988
- 3 Universities Amendment Act. No. 26 of 1988
- 4 Universities Amendment Act. No. 33 of 1988
- 5 Universities Amendment Act. No. 3 of 1989
- 6 Universities Amendment Act. No. 1 of 1995
- 7 Universities Amendment Act. No. 57 of 2009

2

University Administration

2.1 Introduction

Recommendations and decisions pertaining to University educational and administrative matters are taken by the authorities established under the provisions of the Universities Act. These authorities consist of University Council, Senate, Faculty Board and Boards of Studies of the Faculty of Graduate Studies.

Details of these authorities and university officers and other officers responsible for implementing the recommendations and decisions are as follows:

2.2 Authorities

Council

Executive and Administrative authority of the university is the Council. The Vice-Chancellor is a member and the Chairman of the Council. The Council consists of all Deans, representatives of the Senate and members appointed by the University Grants Commissions. The Council of the University of Sri Jayewardenepura consists of seventeen (17) members.

Senate

Academic authority of the University is the Senate. The Vice-Chancellor is a member and the Chairman of the Senate. The rest of the members of the Senate consist of the Director of the Postgraduate Institute of Management, All Deans, All Heads of Departments, all Professors, representatives of Faculties and the Librarian. The Senate of the University of Sri Jayewardenepura consist of 115 members.

Faculty Boards

Every Faculty has a Faculty Board presided by the Dean of the Faculty. The Faculty Board consist of Professors, Associate Professors, Senior Lecturers, Lecturers, representatives of other Academic staff, student representatives and external Faculty Board members. Faculty Board is the principle authority of the university. It is the Faculty Board that make recommendations to the Senate with regard to academic matters.

Faculty of Graduate Studies

It is the responsibility of the Faculty of Graduate Studies to organise the award of Postgraduate degrees, supervision and taking decisions. The Faculty Board of the Faculty of Graduate Studies will be chaired by a Dean and will consist of representatives of the Board of Studies and representatives of the Council and other Faculties.

2.3. Posts and Services

Chancellor

As the Head of the University, the Chancellor will preside over the Convocation. The present Chancellor of the University of Sri Jayewardnepura is Ven. Professor Bellanwila Wimalaratna Nayake Thero, Shyamopalee Maha Nikaye Kalyani Samagri Dharma Maha Sangha Sabhawe Anunayaka.

Vice-Chancellor

The Chief Executive and the Academic officer of the University is the Vice-Chancellor. He is a member of the Council which is the Governing Authority and the Senate which is the principal academic authority and the chairman of both these authorities. Dr. N.L.A. Karunarane is the present Vice-Chancellor of the University of Sri Jayewardnepura.

Deans and Heads of Departments

Each Faculty of the University is administered under the Dean. Dean is the academic and administrative Head of the Faculty. The University of Sri Jayewardnepura consist of five Faculties and the names of the present Deans are as follows:

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|---|---|---|
| 1 | Faculty of Humanities and Social Sciences | : Prof. P Attukorala |
| 2 | Faculty of Applied Sciences | : Prof Sudantha Liyanage |
| 3 | Faculty of Management Studies & Commerce | : Prof. S.P.P. Amaratunga |
| 4 | Faculty of Medical Sciences | : Prof. W.M. Mohan De Silva |
| 5 | Faculty of Graduate Studies - | : Senior Prof. (Mrs.) S. Piyasiri
(Acting) |

Except for the Faculty of Graduate Studies all other Faculties of the University consist of academic departments related to subjects taught. Each Department is administered under a Head of Department appointed by the Council and the University of Sri Jayewardnepura presently consist of the following Academic Departments and names of the Heads of Departments are as follows:

Faculty of Humanities and Social Sciences

1	Dept. of Economics	: Dr. (Mrs.) D.P. Withanage
2	Dept. of English	: Mr. M.G. Lalith Ananda
3	Dept. of Geography	: Dr. Rev. Pinnawela Sangasumana
4	Dept. of History & Archaeology	: Mr Pathmasiri Kananangara
5	Dept. of Language and Cultural Studies	: Mr. D.P. Ratnayake
6	Dept. of Political Sciences	: Mr. H.A.A. Nishantha
7	Dept. of Pali & Buddhist Studies	: Rev. Dr. Magammana Pannananda
8	Dept. of Sociology and Anthropology	: Asso. Prof. W.M. Jayasundara
9	Dept. of Social Statistics	: Mr. C.L.K. Navaratne
10	Dept. of Sinhala and Mass Communication	: Prof. D. Ganganath Dissanayake
11	English Language Teaching Unit	: Mrs. M.K.K. Rathnayaka

Faculty of Applied Sciences

1	Dept. of Food Science and Technology	: Dr. (Mrs.) I. Wickramasinghe
2	Dept. of Botany	: Prof. (Mrs.) N. Salim
3	Dept. of Mathematics	: Dr. R. Sanjeewa
4	Dept. of Physics	: Dr. P. Geekiyanage
5	Dept. of Chemistry	: Prof. (Mrs.) S.L. Samarasinghe
6	Dept. of Forestry & Environment Science	: Prof. N.J.G.J. Bandara
7	Dept. of Statistics and Computer Science	: Dr. E.A.T.A. Edirisooriya
8	Dept. of Zoology	: Dr. B.G.D.N.K. de Silva

Faculty of Management Studies & Commerce

1	Dept. of Marketing Management	: Mrs. D.S.R. Samarasinghe
2	Dept. of Accounting	: Prof. Miss D.S.N.P. Senaratne
3	Dept. of Decision Sciences	: Dr. S.T.W.S. Yapa
4	Dept. of Information Technology	: Dr. K.M.S.D. Kulatunga
5	Dept. of Estate Management & Valuation	: Mrs. J. Edirisinghe
6	Dept. of Finance	: Dr. P.D. Nimal
7	Dept. of Human Resource Management	: Prof. K.H. Hemantha Kumara

8	Dept. of Public Administration	: Dr. K.H.G.A. Sisira Kumara
9	Dept. of Commerce	: Mr. E. Dayaratne
10	Dept. of Entrepreneurship	: Mr. M.V.S.S. Udayanga
11	Dept. of Business Economics	: Dr. U. Anurakumara
12	Dept. of Business Administration	: Mrs. G.D.V. Rupika Senadheera

Faculty of Medical Sciences

1	Dept. of Medical Sciences	: Dr. (Mrs.) R.T. Nanayakkara
2	Dept. of Anatomy	: Prof. (Mrs.) S.G. Yasawardena
3	Dept. of Microbiology	: Dr. (Mrs) S.G. Malavige
4	Dept. of Biochemistry	: Prof. (Mrs.) S. Ekanayake
5	Dept. of Parasitology	: Prof. (Mrs.) R. Wickramasinghe
6	Dept. of Family Medicine	: Dr. A.L.P de S Seneviratne
7	Dept. of Community Medicine	: Dr. C.S.E. Gunawardena
8	Dept. of Obstetrics and Gynaecology	: Dr. R.C. Fernandopulle
9	Dept. of Pharmacology	: Dr. (Mrs.) C.A. Wanigatunga
10	Dept. of Physiology	: Dr. (Mrs.) S.W. Wimalasekera
11	Dept. of Psychiatry	: Dr. K.P.M. Kulathunga
12	Dept. of Medical Education and	: Dr. (Mrs.) D.M.S. Fernando

Health Sciences

13	Dept. of Medicine	: Prof. S.B. Gunathilake
14	Dept. of Pathology	: Dr. (Mrs.) M.B.S. Seneviratne
15	Dept. of Surgery	: Dr. Aloka Pathirana
16	Dept. of Paediatrics	: Prof. (Mrs.) D.P.S. Gunesequera

Registrar

Registrar shall subject to the direction and control of the Vice-Chancellor, be responsible for the general administration of the University and the disciplinary control of its non-academic staff. He shall be responsible for the custody of the records and the property of the University. It is the duty of the Registrar to direct and control the functions of the Bursar. As officer appointed by the Council, the Registrar is the Secretary to the

Council and the Senate. To carry out the duties of the office of the Registrar, Deputy Registrars, Senior Assistant Registrars and Assistant Registrars of the University as follows:

Registrar	: Mr. K.G. Britto
Deputy Registrar (Academic Establishments)	: Miss M.W. S. de Silva
Deputy Registrar(Academic Student Affairs and Publications Division	: Mr. G. Piyaratne
Deputy Registrar (General Administration and Services)	: Mrs. A.H. Liyanage
Senior Assistant Registrar (Faculty of Medical Sciences)	: Mrs. K.W.D. Dayakanthi Perera
Senior Assistant Registrar (Faculty of Graduate Studies)	: Mrs. A.M.Sriyangani Mendis
Senior Assistant Registrar (Student Welfare)	: Mrs. K.P.Y.Thushari Malkanthi
Senior Assistant Registrar (Examination)	: Miss U.D.S.S. Gunasinghe
Senior Assistant Registrar (Legal and Documentation)	: Mrs. P.K.C. Senarath
Senior Assistant Registrar (External Examinations)	: Mrs. H.K.S.D. Geeganage
Senior Assistant Registrar (Humanities and Social Sciences):	Mrs. H.P. Weheragoda
Senior Assistant Registrar (Applied Sciences)	:
Assistant Registrar (Non-Academic Establishments)	: Mrs. P.N. Swarnalatha
Assistant Registrar (Capital Work and Planning)	: Mr. T. Rangunathan
Assistant Registrar (Management Studies & Commerce):	Miss S.D.D. Hiranthi
Assistant Registrar (Medical Sciences)	: Mrs. N. Mataraarachchi
Senior Assistant Registrar (Acting) Library Services	: Mrs. P.N. Swarnalatha

The students are advised to contact the relevant officers to get their work done.

Bursar and the Finance Division

The Bursar of University shall be responsible for the administration of the finances of the University subject to the direction and control of the Registrar. The Bursar is an officer of the University appointed by the Council. To assist the Bursar there are Deputy Bursar and four Senior Assistant Bursars and five Assistant Bursars. Their names are as follows:

Bursar	: Mrs. A.I.N. Pasquel
Deputy Bursar	: Mr. S.M.S.S. Nagahapitiya
Senior Assistant Bursar(Supplies)	: Mrs. G.D.C.K.D. Abeygunawardana
Senior Assistant Bursar(Faculty of Medical Sciences):	Mrs. W.A.L Wickramasinghe
Senior Assistant Bursar(Payments)	: Miss M.R.N. Kumari
Assistant Bursar(Faculty of Graduate Studies)	: Mrs. W.J. Gunsekera
Assistant Bursar(Faculty of Management Studies and Commerce)	: Mr. K.H.U. Wasantha Kumara
Assistant Bursar(External Examination)	: Mrs. S. Walpola
Assistant Bursar (Faculty of Humanities & Social Sc.)	: Mrs. G.W.L. Priyanthika
Assistant Bursar (Faculty of Applied Sciences)	: Ms. Manoja Gangani Kumbukege

Matters relating to payments and supplies are handled by this division. Nature of payments by the students can be made direct to the shroff-counter of the Finance division or the Bank branch close to the University premises or any Bank branch within the Inland s directed by the University.

Internal Audit Division

Deputy Internal Auditor	: Mr. M.M.J.R. Bogamuwa
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Government Audit Division

Superintendent of Audit	: Mr. W.D.B.J. Weliwatte
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Academic Activities and Degrees

3.1 Courses and Degrees

The University of Sri Jayewardenepura conducts the following courses to students who have gained admission to the University. These students are selected based on their performance at the General Certificate of Education Advanced Level examination. They are admitted to 3 or 4 years full time degree programmes. All the expenses to conduct these courses are met by the government under the free education policy. Accordingly general expenditure of the University of Sri Jayewardenepura for a day will be around three million rupees.

In addition according to the resources and facilities available in different faculties and the general needs and the job opportunities of the country the University offers Certificate and Postgraduate Diploma, M.A., M.Sc., M.Phil. and Ph.D. programmes. Most of these courses are catered to employed graduates and are conducted on a part time basis. These courses are fee-levying courses. Research relevant to postgraduate Degree are conducted in the University or in outside organizations. All postgraduate Degrees are conducted by the Faculty of Graduate Studies.

Different courses conducted by the University and their duration are as follows :

First Degree Courses

Faculty of Humanities & Social Sciences

1	B.A. (General) Degree course	:	(03 years)
2	B.A.General Degree in Management & Information Technology	:	(03 years)
3	B.A. Special Degree Course - Criminology	:	(04 years)
4	B.A. Special Degree Course - Economics	:	(04 years)
5	B.A. Special Degree Course -English Language	:	(04 years)
6	B.A. Special Degree Course - English Literature	:	(04 years)
7	B.A. Special Degree Course - History		(04 years)
8	B.A. Special Degree Course - Mass Communication		(04 years)
9	B.A. Special Degree Course - Philosophy & Psychology		(04 years)
10	B.A. Special Degree Course - Political Science		(04 years)

11	B.A. Special Degree Course - Pali	(04 years)
12	B.A. Special Degree Course - Archaeology	(04 years)
13	B.A. Special Degree Course - Buddhist Philosophy	(04 years)
14	B.A. Special Degree Course - Buddhist and Civilisation	(04 years)
15	B.A. Special Degree Course - Geography	(04 years)
16	B.A. Special Degree Course - Anthropology	(04 years)
17	B.A. Special Degree Course - Business Statistics	(04 years)
18	B.A. Special Degree Course - Sanskrit	(04 years)
19	B.A. Special Degree Course - Music & Cultural Studies	(04 years)
20	B.A. Special Degree Course - Dancing & Cultural Studies	(04 years)
21	B.A. Special Degree Course - Sociology	(04 years)
22	B.A. Special Degree Course - Sinhala	(04 years)
23	B.A. Special Degree Course - Social Statistics	(04 years)
24	B.A. Special Degree Course - Hindi	(04 years)
25	B.A. Special Degree Course - Management and Information Technology	(04 years)

Faculty of Management Studies & Commerce

1	B.Com. (Special) Degree Course	: (04 years)
2	B.Sc Marketing Management (Special) Degree Programme	: (04 years)
3	B.Sc Accounting Management (Special) Degree Programme	: (04 years)
4	B.Sc Estate Management & Valuation (Special) Degree Programme	: (04 years)
5	B.Sc Human Resource Management (Special) Degree Programme	: (04 years)
6	B.Sc Finance (Special) Degree Programme	: (04 years)
7	B.Sc Operations and Technology Management (Special) Degree Programme	: (04 years)
8	B.Sc Public Management (Special) Degree Programme	: (04 years)
9	B.Sc Entrepreneurship (Special) Degree Programme	: (04 years)
10	B.Sc Business Information System (Special) Degree Programme	: (04 years)
11	B.Sc Business Administration Degree Programme (Business Economics) (Special) Degree Programme	: (04 years)
12	B.Sc Business Administration (Special) Degree Programme	: (04 years)

Faculty of Applied Sciences

1	B.sc. General Degree course	: (03 years)
2	B.sc. Special Degree Course - Food Science and Technology	: (04 years)
3	B.sc. Special Degree Course - Microbiology	: (04 years)
4	B.sc. Special Degree Course - Mathematics	: (04 years)
5	B.sc. Special Degree Course - Aquatic Science	: (04 years)
6	B.sc. Special Degree Course - Computer Science	: (04 years)
7	B.sc. Special Degree Course - Physics	: (04 years)
8	B.sc. Special Degree Course - Chemistry	: (04 years)
9	B.sc. Special Degree Course - Forestry & Environmental Science	: (04 years)
10	B.sc. Special Degree Course - Plant Biology	: (04 years)
11	B.sc. Special Degree Course - Plant Biotechnology	: (04 years)
12	B.sc. Special Degree Course - Statistics	: (04 years)
13	B.sc. Special Degree Course - Zoology	: (04 years)

Faculty of Medical Science

1	MBBS course	: (05 years)
2	B.Sc Nursing (Special) Degree course	: (04 years)
3	B.Sc Nursing (General) Degree course	: (03 years)
4	Pharmacy (Special) Degree course	: (04 years)
5	Pharmacy (General) Degree course	: (03 years)
6	B.Sc Medical Laboratory Science (Special) Degree course	: (04 years)
7	B.Sc Medical Laboratory Science (General) Degree course	: (03 years)
8	B.Sc Human Biology (Special) Degree course	: (04 years)
9	B.Sc Human Biology (General) Degree course	: (03 years)

Postgraduate Degrees and Postgraduate Diplomas

The postgraduate degree course conducted by the six Board of Studies of the Faculty of Graduate Studies namely Social Sciences, Humanities, Management & Commerce, Medical Sciences, Biological Sciences, and Physical Sciences are as follow:

Research Degree Courses

These courses are conducted under Boards of Studies except Management Studies and Commerce

Board of Study in Humanities

M.A.	(02 years)
M.Phil	(02 years)
Ph.D.	(03 years)

Self Financing courses

Following are the self financing courses conducted by the Boards of Studies of Faculty of Graduate Studies

- 1 Postgraduate Diploma in Writership and Mass Communication: (01 year)
- 2 M.A Degree course in Mass Communication : (02 years)
- 3 M.A Degree course in Drama and Theatre : (02 years)
- 4 Postgraduate Diploma course in Teaching of English : (01 year)
Language and Literature

Board of Study on Social Sciences

- 1 Postgraduate Diploma course in Social Statistics : (01 year)
- 2 Postgraduate Diploma course in Business Statistics : (01 year)
- 3 Postgraduate Diploma course in Criminology and Criminal Justice : (01 year)
- 4 Postgraduate Diploma course in Sociology : (01 year)

Board of Study in Management Studies & Commerce

- 1 M.Sc Business Administration/Public Management/
Management (MBA/MPM/M.Sc Program) : (02 years)
- 2 Postgraduate Diploma course in Marketing Management : (01 year)
- 3 Postgraduate Diploma course in Applied Finance : (01 year)
- 4 Master of Applied Finance : (02 years)
- 5 Postgraduate Diploma course in Estate Management
and Valuation : (01 year)
- 6 M.Sc in Estate Management and Valuation : (02 years)

Board of study on Biological Sciences

- 1 M.Sc course in Fisheries and Aquatic Resource : (02 years)
- 2 M.Sc course in Foods Science and Technology : (02 years)
- 3 M.Sc course in Forestry and Environmental Science : (02 years)
- 4 M.Sc course in Usage of Medicinal and Aromatic Plants : (02 years)

Board of Study on Physical Sciences

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|---|---|---|------------|
| 1 | M.Sc Degree course in Polymer Science and Technology | : | (02 years) |
| 2 | Postgraduate Diploma course in Industrial Mathematics | : | (01 year) |
| 3 | M.Sc Degree course in Industrial Mathematics | : | (02 years) |
| 4 | Postgraduate Diploma course in Statistics | : | (01 year) |
| 5 | M.Sc Degree course in Statistics | : | (02 years) |
| 6 | M.Sc Degree course in Teaching of Physics | : | (02 years) |

Certificate and Diploma Courses

Following certificate courses are conducted by the Faculty of Humanities and Social Sciences. These courses are not considered as postgraduate courses.

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|---|--|---|-----------|
| 1 | Diploma course in Writership and Communication | : | (01 year) |
| 2 | Diploma course in Criminology and Criminal Justice | : | (01 year) |
| 3 | Certificate course in Japanese | | |
| 4 | Certificate course in English | | |
| 5 | Diploma course in Rural Development | : | (01 year) |
| 6 | Course in Computer Hardware | | |
| 7 | Course in Graphic Design & Desktop Publishing | | |
| 8 | Course in Java & SQL Programming | | |
| 9 | Course in database Management System | | |

Faculty of Management Studies & Commerce conducts the following certificate and Diploma courses. These courses are also not considered as postgraduate courses.

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|---|--|---|-------------|
| 1 | Diploma course in Marketing Management | : | (01 year) |
| 2 | Higher Diploma course in Marketing Management | : | (02 years) |
| 3 | Certificate course in Public Management | : | (01 year) |
| 4 | Certificate course in Small Business Management | : | (09 months) |
| 5 | Diploma course in Entrepreneurship Business Mgt. | : | (09 months) |

Faculty of Medical Sciences

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|-------------------------------|---|-----------|
| Diploma course in Counselling | : | (01 year) |
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3.2 Postgraduate Institute of Management

Postgraduate Institute of Management affiliated to the University of Sri Jayewardenepura is located at No 28, Lesley Ranagala Mawatha, Colombo 08. It is administered by a Director and is under the supervision of this University. Dr. Uditha Liyanage is the present Director.

4

Academic Student Affairs and Publication Division

4.1 Registration of students for degree courses

Students are registered to follow degree courses by the Academic , Student Affairs & Publication Division. Every student entering the University should register as a student of the University. Subsequently they should extend their registration at the beginning of each academic year. Registration of students who do not report for lecturer within one week of the commencement of the academic year will be cancelled and action will be taken to admit other students. If a student registered for a course does not attend the course on medical grounds she/he should inform the University medical officer. On the recommendation of the Medical Officer, a written request may be made to the Dean of the relevant faculty seeking a postponement of the registration for the next year. However the final decision on this will be made by the Senate on the recommendation of the Faculty Board.

Along with the first registration each student will be issued with a student record book, student identity card and a student hand book. It is the responsibility of the student to keep these safely. If a student misplaces his/her student record book or the student identity card he/she should report it to the Academic, Student Affairs & Publications Division. He will be required to pay a fine to obtain a copy.

Students will be required to pay registration and other fees for the first registration and subsequent extensions of registrations. Details regarding this and the applications will be issued to the students. Applications received after the closing date will be rejected. Each faculty will issue the subject combination relevant to the course, subject syllabus and examination criteria. Students are advised to obtain these from the faculty offices or relevant academic departments.

A student unable to complete the degree during the specified period by completing the courses and examinations, will be granted a further period of three consecutive years one year at a time by registering as a temporary internal student. A student registering as a temporary internal student will be granted permission to sit examinations only will not be entitled to any other benefits.

4.2. Convocation

Each year on a date decided by the Chancellor of the University, a Convocation will be held to confer the degrees to those who have passed the degrees. Those who pass the degrees after the conclusion of the Convocation will become eligible for the conferment of degrees in the subsequent year.

Following the University traditions the most significant official function of the University is the Convocation. Under the provisions of the Universities Act, when the President is present, he should preside over the Convocation, if not the Chancellor should preside. If both the President and the Chancellor are not present at the ceremony, the Vice-Chancellor should preside over the convocation.

After the release of the results of the relevant degree examination applications are invited for the Convocations. (applications are invited through the newspaper notices) Graduates will be permitted to accompany their parents or relatives. The academic staff and the officers of the University will attend this function. The students can obtain their degrees without attending the Convocation (In absentia) and the University can confer the first degree without a convocation.

4.3. Other activities

Issue of letters to outside organizations certifying the students status of those who are desirous of obtaining scholarships from the organizations. Submission of students' requests to Senate on academic and examination matters are the other functions of this division.

Student Welfare Division and Services

5.1. Introduction

Under the direction of Senior Assistant Registrar, Student Welfare Division handles all matters relating to student welfare work. Student hostel facilities, canteens, Mahapola scholarships, Bursaries and other scholarships, transport season tickets, student unions, subject unions, student elections and all matters relating to student welfare are the functions of this division.

5.2. Hostels

The following 21 hostels are run by the University. Some of these hostels are located within the University perimises while some others are located outside the University premises. No 1 to 13 are University property and No. 14 to 21 are private buildings obtained on rented basis. Right hand colum of the following chart indicate the accommodation provided in each of the hostels. Names of the hostels located within the University premises are indicated within brakets of the site map of the University.

Hostles located within the University premises

1	Prof. Kotagama Vachissara Hostel	For Student Bikkus	118
2	Wimaladharma Hostel	For Students	124
3	Prof. D.E. Hettiarachchi Hostel	For Students	68
4	Prof. Hema ellawala Hostel	For Students	118
5	Prof. Jinadasa Perera Hostel	For Students	190
6	Rahula Hostel	For Female Students	126
7	Soratha Hostel	For Female Students	354
8	Dharmapala Hostel	for Female Students	350
9	New Ladies Hostel	For Female Students	114
10	Dr. Wimala de Silva Ladies Hostel	For Female Students	696
			2258

Hostels Located outside the University premises.

11	Rathnapitiya Hostel No.01 70/2, University Mw. Ratthanapitiya, Borelesgamuwa	For Students	52
12	Raththnapitiya Hostel No.02 136, G. H. Perera Mw. Rattanapitiya Borelesgamuwa	For Students	46
13	Kalubowila, Sirigal Mw. Hostel 6/12, Sirigal Mw. Kalubowila Dehiwela	For Students	50
14	Kalubowila Hostel 223/2, Hospital Rd. Kalubowila	For Medical Faculty Female Students	56
15	Wanatha Road, Hostel I 54, Wanatha Rd, Gangodawila, Nugegoda	For Students	24
16	Wanatha Road, Hostel II 76, Wanatha Rd, Gangodawila, Nugegoda	For Students	58
17	Pirivena Road, Hostel 23, Pirivena Rd, Borelesgamuwa	For Students	40
18	42/2, 42/2 B, Hostel University Mawatha, Gangodawila, Nugegoda	For Students	55
19	Pasal Mawatha Hostel 93/2 Pasal Mawatha Gangodawila Nugegoda	For Students	18
20	Navinna Hostel 64/2 Sucharita Mawatha Navinna Maharagma	For Students	40
21	Euro Lanka Hostel	For Female Students	500
			939

Total Residential Students 3197

With all these hostels accommodation could be provided for 3197 students. When compared to total student community it is 33%. In providing residential facilities the first year and the final year students are given priority and selection will be made on a criteria approved by the University. All resident students should pay the fees prescribed by the University. The receipt for payment and two recent photograph (25x35mm) should be forwarded to the hostel sub-wardens. All resident students should follow the rules and regulations stipulated.

5.3. Administration of Hostels

For the administration of hostels two senior members of the Academic staff have been appointed as wardens. For day to day administration of the hostels the full-time sub-wardens are appointed. In addition members of the academic staff have been appointed as part-time sub-wardens. Employees have been appointed to hostels for other services.

5.4. Rules and regulations to be followed by residential students.

All residential student should adhere to the common rules and regulations and strictly follow the following rules. The residential student facilities of those who violate these rules and regulations will be withdrawn and penalty will be imposed and also legal action will be taken against them.

Common conditions and rules and regulations for residential students.

- 01 Resident students should occupy the rooms assigned to them and should not change rooms without the permission of the sub-wardens.
- 02 Special permit issued to occupy the relevant room of the hostels should be kept safely and produced whenever necessary.
- 03 Every student before taking over the room, should check the goods in the room and sign the register. Before signing they should check whether the glasses of the windows or louvers are broken and make an entry in the register. All students occupying the rooms will be jointly and severally responsible for the contents of rooms.
- 04 Any goods handed over should not be removed from the hostel. Further the permitted goods and no other goods belonging to the University should be brought into the rooms.
- 05 Furniture, equipment, lamps, wires, walls doors and windows in the rooms should not be damaged or defaced. If any damage is made, the cost of the damage and a fine of 25% will be charged by the University.

- 06 Keys of the rooms and other goods should be personally handed over to the sub-wardens at the time of the beginning of vacations or at the time of leaving the hostels or sudden closure and noted to that effect. At the time of closure of the hostels all personal belongings should be removed and all almirahs and cupboards should be kept unlocked.
- 07 All equipment fixed at common places of the hostels should be kept safely and it is the responsibility of the resident to preserve such items.
- 08 It is compulsory to use the mattress and bed sheet or the mat always.
- 09 All resident students should live without disturbance to others and maintain silence within the hostels.
- 10 All resident students should be appropriately dressed whenever they are in common areas of the hostel and visiting the offices.
- 11 Identity cards issued by the University should be kept in their possession and produce it whenever necessary.

Special rules for resident students.

01) Electrical appliances

It is strictly prohibited to use any electrical appliances other than those supplied by the University. It is also not permitted to shift any electrical appliance that are owned by the University. It is dangerous to touch electrical appliances, plugs switches and wires. University will not be responsible any dangers.

02) Cleanliness

Every resident students should keep the room assigned to them tidily. They should always use the dust bins provided and should not litter other places. It is prohibited to hang clothes on windows, doors and balconies. It is their responsibility to keep the bathrooms and lavatories clean.

03) Late attendance

Resident students when leaving the hostel for purposes other than (attending lectures or using the library) should sign the register kept for this purposes. You should include the time of departure and return. Female students should return before 8.30 p.m. and male students should do so before 9.00 p.m. A resident student who needs to leave the hostel for personal reasons should fill the printed form kept for the purpose and obtain formal approval from the Vice-Chancellor/Registrar/Warden/Sub-warden. This permit should be handed over to the fulltime Warden.

04) Liquor and Gambling

It is strictly prohibited to the students to consume liquor or drugs at the hostels or come to the hostels after consuming liquor or drugs. It is also prohibited for students to engage in gambling.

05) Visitors.

It is strictly prohibited to entertain visitors in their rooms without permission of the wardens/sub-wardens. Students who have not been provided with hostel facilities will be considered as visitors. All resident students are bound to inform the sub-warden when visitors are found in their rooms. Visitors are permitted to enter the hostel between from 7.00 a.m. and 5.00 p.m. It is strictly prohibited to entertain visitors at other times.

06) Checking of Rooms

Wardens can check the rooms at any time at their discretion. To object to such checking will be considered as a breach of discipline.

07) Conduct of meetings within hostel premises.

It is strictly prohibited to organize the establishment of unions or societies or organise discussions or meetings within the hostel premises without the prior approval of the Vice-Chancellor. If such permission is obtained the sub-wardens should be kept informed.

08) Medical Treatment

Whenever a resident student need to obtain medical treatment from a hospital, a vehicle pass will issued to a sick student or representative on receipt of a written request. When such a request is made the identity card of the sick student should be produced. The issue of vehicle pass to obtain medical treatment rest with the Sub-Wardens of the hostels, Chief Security Officer and the resident Assistant Registrar of the University. The resident student receiving out patient treatment should enter the details in the register kept in the hostels. When a patient is taken to hospital only two others in addition to the patient will be allowed to go in the ambulance.

The wardens and the full-time sub-wardens will be responsible in implementing these rules. Their details are given below:

Warden (Male hostels)

Mr. M.V.S.S. Udayanga Senior Lecturer Dept. of Entrepreneurship

Warden (Female Hostels)

Dr. (Mrs.) Chamalee Nahallege - Dept. of Sociology and Anthropology

Full-time sub-wardens

- | | |
|-------------------------------|---|
| 01 Mr. K.A.M.U. Attanayake | 1. Hemaellawala Hostel
2. Hettiarachchi Hostel
3. 93/2, Pasal Mawatha Hostel |
| 02 Mr. Ranjith Abeywarna | 1. 70/2, Rattanapitiya Hostel
2. 42/2, 42/2 B University Mawatha Hostel |
| 03 Mr. Samantha Priyadarshana | 1. Sirigal Mawatha Medical Faculty Hostel
2. Prof. Jinadasa Perera Hostel
3. Wimaladharma Hostel
4. Kotagama Vachissara Hostel |
| 04 Mr. Athula Guneratne | 1. 76, Wanatha Road Hostel
2. 62/4, Sucharicha Mawatha Hostel
3. 23 Pirivena Road , Borelesgamuwa Hostel |
| 05 Mrs. Suneetha Kottegoda | 1. Dr. Wimala de Silva Ladies Hostel |
| 06 Mrs. P.T.T.I Barathi | 1. Sorath Female Hostel
2. 54 Wanatha Road Female Hostel |
| 07 Mrs. Ishani Prasadika | 1. Dharmapala Female Hostel
2. New Female (Sorath Dharmapala) Hostel |
| 08 Mrs. B.G.A.P. Kariyawasam | 1. Rahula Female Hostel
2. Kalubowila Medical Faculty Female Hostel
3. 136, Wanatha Road Female Hostel |
| 09 Mrs. Jasmin Karunaratne | 1. Euro Lanka Hostel |

Part-time Hostel Sub-wardens

Name	Designation/Department	Hostel
Nawalapitiye Anuradha	Lecturer/Sinhala & Mass	Soratha Dharmapla
Sudhammika Bhikkuni	Communication	Hostel
Ms. I.M.P.s. Ilankoon	Tem. Demonstrator/Nursing Training Unit	Soratha Hostel
Ms. L.H. Asela Nilmini	Temporary Demonstrator/ Computer Center	Soratha Hostel
Mrs. R.M.N.C.K. Ramanayake	Temporary Demonstrator/ Dept. of Zoology	Dharmapala Hostel
Miss. S.A.M.L.K. Senanayake	Temporary Demonstrator/ Dept. of Zoology	Rahula Hostel
Miss. W.N.I. P. Gunasekera	Temporary Demonstrator/ Dept. of Geography	Rahula Hostel
Mrs. D.K. Namalee	Temporary Demonstrator/ Dept. of Geography	Dr. Wimala de Silva Hostel
Mrs. A.J.M.N.P. Abeykoon	Temporary Demonstrator/ Dept. of Geography	Dr. Wimala de Silva Hostel
Mrs. P.M. Shanika Ishani	Temporary Demonstrator/ Dept. of Geography	Dr. Wimala de Silva Hostel
Mrs. S.C. Kaviratne	Temporary Demonstrator/ Dept. of Geography	Dr. Wimala de Silva Hostel
Miss. Idumini Upamalika	Temporary Demonstrator/ Dept. of Social Statistics	54 Wanatha Rd, Hostel
Miss. Smanmali Kariyawasam	Temporary Tutor/ Dept. of Social Statistics	54 Wanatha Rd, Hostel
Miss. H.A. Leena Hettiarachchi	Tem. Tutor/ Dept. Political Science	136, Raththanapitiya Hostel
Miss. A.C.N. de Silva	Tem. Demonstrator/ Computer Center	Euro Lanka Hostel
Miss. B.M.K.M.M. Bandaranayake	Tem. Demonstrator/ Computer Center	Euro Lanka Hostel

Rev. Kadihingala Hemasiri	Tem. Demonstrator/ Dep. of Pali & Buddhist	Bhikku Hostel
Rev. Vitarandeniye Chandrasiri	Tem. Demonstrator/ Dep. of Pali & Buddhist	Bhikku Hostel
Rev. Panamure Chandima	Tem. Demonstrator/ Dep. of Pali & Buddhist	Bhikku Hostel
Rev. K. Pannaloka	Tem. Demonstrator/ Dep. of Pali & Buddhist	Bhikku Hostel
Rev. Malambiyawala Aggawansa	Tem. Demonstrator/ Dep. of Pali & Buddhist	Bhikku Hostel
Mr. W.T.A. Vishaka Vijetunga	Tem. Demonstrator/ Computer Center	Hettiarachchi Hostel
Mr. P.D.C. Udaya Shantha	Snr. Lecturer/ Dept. of Accountancy	76, Wanatha Rd, Hostel
Mr. Upul Kosman	Lecturer/ Dept. of Medical Education	70/2, Raththanapitiya
Mr. B.A. Sumanajith Kumara	Snr. Lecturer/ Dept. of Geography	Sirigal Mawatha Kalubowila Hostel
Mr. D.R. Gamini	Tem. Instructor/ Computer Center	Hettiarachchi Hostel
Mr. M.M.S. Aravinda Thilakarathna	Tem. Demonstrator/ Dept. of Sinhala & Mass Communication	Hettiarachchi Hostel
Mr. W. P.S. Tissera	Lecturer/ Dept. of Estate Mgt. Valuation	Jinadasa Perera Raththanapitiya
Mr. J.A. Ajith	Tem. Instructor/ Computer Center	42/2, G.H. Perere Mawatha
Mr. S.D.R. Gunasekara	Lecturer/ Dept. of Political Science	Wimaladharma Hostel
Mr. N.M.A. Jayasinghe	Tem. Demonatrator/ Dept. of Marketing	Wimaladharma Hostel
Mr. W.H.T. Gunawardena	Tem. Demonatrator/ Dept. of Marketing	Jinadasa Perera Hostel

5.5 Student Counseling Services

Members of the Academic staff have been appointed to advise University students on day to day problems and matters relating to courses and examinations. Student counselling service functions under the Director Student Counselling. Board of student counsellors for 2012 and their Departments are given below:

Chief Student Counsellor and the Director Student welfare

Prof. (Mrs.) W.T.P.S. K. Senarath - Associate Professor
Dept. of Botany

Student Counsellors

Faculty of Humanities & Social Sciences

1. Suneetha Thennakoon - Association Prof.
Dept. of Sociology & zgeography
2. Dr. Charmali Nahallage - Senior Lecturer
Dept. of Sociology & Anthropology
3. Mr. K.B.G Shantha Kumara Gamlath - Lecturer
Dept. of Political Science

Faculty of Management Studies & Commerce

1. Mrs. C.K. Batagoda - Senior Lecturer
Dept. of Human Resource Management
2. Mr. A.H.G.K. Karunarante - Senior Lecturer
Dept. of Accounting
3. Mr. A.A.J. Fernando - Senior Lecturer
Dept. of Accounting
4. Mr. Prathap C. Kaluthanthri - Lecturer
Dept. of Human Resource Management
5. Mrs. K.A.C. Chandrika - Senior Lecturer
Dept. of Estate Management & Valuvation
6. Mr. K.M.V. Sachithra - Lecturer (Probationary)
Dept. of Commerce
7. Mr. G.A.Chaturi Sajeevi - Lecturer (Probationary)
Dept. of Commerce

Faculty of Applied Sciences

1. Dr. P.K.P. Perera - Senior Lecturer
Dept. of Forestry & Environmental Sciences
2. Dr. Jagatha Jayasinghe - Senior Lecturer
Dept. of Food Sciences & Technology

- | | | |
|----|----------------------|--|
| 3. | Dr. Choola Abeyratne | - Senior Lecturer
Dept. of Physics |
| 4. | Dr. G.H.J. Lanel | - Senior Lecturer
Dept. of Mathematic |
| 5. | Mrs. Rangika Silva | - Lecturer
Dept. of Statistics & Computer Science |

Faculty of Medical Sciences

- | | | |
|----|-----------------------------|---|
| 1. | Dr. U.P.K. Hettiarachchi | - Senior Lecturer
Dept. of Bio-Chemistry |
| 2. | Dr. T.R. Nanayakkara | - Senior Lecturer
Dept. of Forensic Medicine |
| 3. | Dr. (Mrs.) Tusari Sugandika | - Senior Lecturer
Dept. of Bio-Chemistry |
| | Suresh | |
| 4. | Dr. Rasika Perera | - Senior Lecturer
Dept. of Bio-Chemistry |
| 5. | Dr. L.V. Athiththan | - Senior Lecturer
Dept. of Bio-Chemistry |
| 6. | Dr. (Mrs.) Buddika | - Lecturer |
| | Priyadarshani | Dept. of Medical Laboratory Sciences (MLS) |

5.6 Mahapola Scholarships, other Scholarships and Bursaries**5.6.1 Mahapola Scholarships**

Issue of Mahapola scholarships and recipients of Mahapola scholarships are handled by the University Grants Commission. Mahapola scholarship payment registers are prepared by the Mahapola Scholarship, division of the Ministry of Trade and Consumer Affairs. Payment of balance installment, stoppage of installments restitution of installments are matters to be decided by the Mahapola Trust Fund. Mahapola scholarships payment will be made only to those who are registered in the Universities to follow degree courses. Only ten(10) installements will be paid for an academic year. Dates on which Mahapola scholarship installement will be published by the Student Welfare Division Notices Board and other notice Boards. The students who do not receive three(03) installement at a stretch, their installment will be stopped.

Further details about Mahapola scholarships could be obtained from the Student Welfare Division. Details of the Mahapola scholarship recipients for the year 2011 are given below:

Faculty of Humanities & Social Sciences	1631
Faculty of Management Studies & Commerce	3600
Faculty of Medical Sciences	417
Faculty of Applied Sciences	709
<i>Total recipients</i>	<i>6357</i>

This is 65% of the total student population for 2011.

5.6.1.1. Conditions of Mahapola Scholarship

Conditions governing the award of Mahapola Scholarships are as follows:

In order to be eligible for the Mahapola Scholarships and to receive scholarship installments following conditions should be fulfilled.

- 1 Scholarship recipient will receive the monthly installment on the recommendation of the University depending on the progress of the Academic activities.
- 2 A maximum of 10 installments for an academic year scholarship will be paid for the duration of the course.
- 3 In order to be eligible for the receipt of installments students should engage in full-time course and those who do not attend courses will not be eligible to receive monthly installments.
- 4 If a student fails to obtain an installment it will be considered as an installment that has been abandoned and such installment will not be paid again.
- 5 After accepting the scholarship it will not be possible to change the course and it will not be possible to receive any other scholarship or bursary.
- 6 If a scholarship recipient change the course, or cease to follow the course or gain employment, such reasons will lead to the cancellation of the scholarship.
- 7 If it is necessary to get the course postponed, it should be informed to the Mahapola Trust Fund and if it is intended to get it extended to the next year that also should be indicated. Permission will be granted for a maximum of one year postponement.

- 8 It is necessary to attend Lectures, tutorials and practical and if not the payments of installments will be stopped and action will be taken accordingly.
- 9 Increase of income as a result of getting employed or engaging in business will also result in stoppage of payment of installments.
- 10 Final decision of scholarships and payment of installment rests with the Mahapola Trust fund.

5.6.2. Scholarships awarded by individuals Institutions and Gold Medals

(Details to be obtained from Student Welfare Division)

5.6.2.1. Scholarships awarded by various Institutions

01 University Grants Commission Scholarships.

These scholarships will be awarded to eligible students who are not in receipt of Mahapola and other scholarships. Installments will be paid by the University.

- 02 Scholarships awarded by the Education Employees Cooperative Thrift and Credit Society Limited Scholarships to children of the employees of the society who are selected to Universities will be eligible to receive this scholarship.
- 03 Scholarships awarded by the Commercial Bank, Selected students will receive scholarships from the Bank.
- 04 Scholarships awarded by Department of Public Trustee Selected students will receive scholarships from the Department.
- 05 Scholarships awarded by the Sri Lanka Police staff Welfare Society under the welfare proposal. The children of the members of the society who are selected to Universities will receive the scholarships.
- 06 Scholarships awarded by the Sri Lanka Ports Authority. The children of the employees of the institution who are selected to Universities will be eligible to receive scholarships.
- 07 Scholarships awarded by the Marine Services Private Limited. The children of the employees of the institution who are selected to Universities and only selected few will receive scholarships.

- 08 Scholarships awarded by the Sri Lanka Foreign Employment Bureau' The Children of the employees of the institution who are selected to Universities will be eligible to receive scholarships.
- 9 Scholarships awarded by the Petroleum Corporation.
- 10 Rehabilitation of Blind Trust Fund scholarships.
- 11 Scholarships awarded by the Assistance fund of the University of Sri Jayewardenpura.
- 12 Jayewardenpura Canada Alumni Association scholarships.
- 13 Scholarships awarded by Raja Jewellers.
- 14 Scholarships awarded by Mitsubishi Institution.
- 15 Scholarships awarded by Tsunami Sahana Institution.

5.6.2.2. Scholarships awarded to students by the University during the period of their study at the University.

(The work connected with the award of these scholarships will be handled by the respective faculties)

- 01 Raddelle Sri Pannaloka Scholarships (02 Scholarships, For Faculty of Humanities & Social Sciences)
- 02 Bellanwila Sri Somaratana Scholarships (02 Scholarships for Faculty of Humanities & Social Sciences)
- 03 Anulasiri and Aslin Dharmawardena Scholarships (Faculty of Applied Sciences)
- 04 Rajakeeya Panditha Baddegama Wimalawansa Scholarship (Faculty of Humanities & Social Sciences)
- 05 Prof. Hema Ellawela Scholarships (02 Scholarship, (Faculty of Humanities & Social Sciences)
- 06 Hidramani Memorial Scholarship (Faculty of Management Studies & Commerce)
- 07 P.L. Perera Scholarship (Faculty of Humanities & Social Sciences)
- 08 Senaka Bibile Scholarship (Faculty of Humanities & Social Sciences)

- 09 Prize given by Chemical Industries (Colombo) (Faculty of Medical Sciences)
- 10 Scholarships awarded by Sri Lanka Medical Association (United Kingdom)
(Faculty of Humanities & Social Sciences)
- 11 S.T.Sinnadurai Memorial Scholarship (Faculty of Management Studies &
Commerce)
- 12 A. W. Kaluarachchi Memorial Scholarship (Faculty of Humanities & Social
Sciences)
- 13 W.M.A. Weerakoon Memorial Scholarship (Faculty of Management Studies &
Commerce)
- 14 Prof. Wimal G. Balagalle Scholarship (Faculty of Humanities & Social Sciences)
- 15 Dr. Srimathie Wewela Scholarship (Faculty of Applied Sciences)
- 16 Faculty of Applied Sciences 78 batch scholarship (Faculty of Applied Sciences)

**5.6.3 Prizes and Gold Medals to be awarded at the end of the Convocation to
students selected by the University**

Faculty of Humanities & Social Sciences)

- 1 Sri Soratha Arts Faculty old Medal
- 2 R.M. Dingiri Menike Upasika Matha Memorial Gold Medal (B.A. Special
Degree Course - Archaeology)
- 3 Special Degree Award for Sociology & Anthropology Sc.
- 4 G.B. Senanayake Felicitation Gold Medal
- 5 Special Degree Award for Criminology & Criminal Justice
- 6 Professor Dhammika Wanasinghe Gold Medal (Geography)
- 7 Professor M.M. Karunanayake Gold Medal (Special Degree in Geography)
- 8 Professor P. Wison Gold Medal (Economics Special Degree)
- 9 Professor D.L. abeywardana Gold Medal (History Special Degree)
- 10 Madanwala Sri dharmodaya Gold Medal (Sanskrit Special Degree)

Faculty of Applied Science

- 11 Prize offered by Chemical Industries (Colombo) for B.Sc Special Degree (Chemistry)
- 12 Prof. Tuly de Silva Gold Medal - B.Sc Special Degree (Chemistry)
- 13 Prof. G.C.N. Jayasuriya Memorial Gold Medal - B.Sc General Degree (Chemistry)
- 14 L.A.C. Alles Mmemorial Award- B.Sc General Degree (Chemistry)
- 15 Prof. W.S. Fernando Gold Medal - Physical and Inorganic Chemistry
- 16 Dr. Srimathi Wewala Memorial Gold Medal B.Sc. Special Degree Mathematics
- 17 Prof. Wilson Eric Ratnayake Memorial Gold Medal B.Sc. Special Degree Zoology
- 18 Prof. R.A. Dayananda Memorial Gold Medal B.Sc. Special Degree Statistics
- 19 Prof. W.S. Fernando Gold Medal - for Statistics
- 20 Educational Merit Award by Chartusha Institute for B.Sc. Special Degree Computer Science
- 21 Gold Medal Awarded for Forestry and Enviromental Science Special Degree by Touchwood Investment
- 22 Prof. H.G. Nandadasa Gold Medal - B.Sc. Special Degree Plant and Biotechnology
- 23 Piyasiri Amilasith Yapa gold Medal for Botany
- 24 Finagal Lanka (Private) Gold Medal

Faculty of Management Studies and Commerce

- 25 Deshamanya Linus de Silva Memorial Gold Medal B.Sc. Special Degree Business Administration
- 26 Professor R.A.A. Perera Memorial Gold Medal B.Sc. Special Degree Business Administration

- 27 W.M.A. Weerakoon Memorial Gold Medal B.Sc. Special Degree Business Administration
- 28 Deshamanya Linus de Silva Memorial Gold Medal B.Sc. Management (Public Administration Special Degree)
- 29 Public Administration Past Students Gold Medal
- 30 Ramani Samaratunga Gold Medal (B.Sc. Management (Public)Special Degree)
- 31 Professor HemaWijewardena Gold Medal (B.Sc. Commerce Special Degree)
- 32 Gold Medal Awarded by the Department of Estate Managment and Valuation
- 33 Gold Medal Awarded for the subject Town and country planning by the Dept. of Estate Management and valuation
- 34 P.K.Y.Perera Gold Medal (for the subject Estate Management and Valuation)
- 35 Gold Medal Awarded by Sri Lanka Institute of Marketing (Marketing Management Special Degree)
- 36 Chartered Marketersof the United Kindom Gold Medal (for educational Merit and external activities of the (Marketing Management special Degree)
- 37 Gold Medal Awarded by Academic Staff of the Department of Human Resource Managment
- 38 Prof. Y.A.D.S. Samaratunga and B.R. de Silva Gold Medal Awarded (B.Sc Accountancy Special Degree)
- 39 Gold Medal Awarded by the Institute of Chartered Institute of Managment Accountants
- 40 Gold Medal Awarded by the Association of Chartered Certified Accountants
- 41 Gold Medal Awarded by the Institute of Chartered Accountants
- 42 Business Economics Gold Medal Awarded by the National Institute of Business Management
- 43 Gold Medal Awarded by the Sri Lanka Branch of the Chartered Financial Anlysts
- 44 Gold Medal Awarded by the Exchange Control Commission
- 45 Gold Medal Awarded by the Sri Lanka Microsoft Institute
- 46 Dr. Patric Mendis Prize

Faculty of Medical Sciences

- 47 Prof. Daysiri Fernando Gold Medal (MBBS Degree)
- 48 Gold Medal Awarded by Mr. H.L. Perera
- 49 Prof. M.T.M. Jiffrey Gold Medal (MBBS Degree)
- 50 Prof. Kingsley De Silva Gold Medal (MBBS Degree)
- 51 Niroshan Sri Deva Memorial Gold Medal for Clinical Medicine

5.6.4 Bursaries

Students who do not receive Mahapola scholarships are eligible to apply subject to the circulars and conditions governing Bursaries. Eligible students will receive 10(ten) installments of bursaries for an academic year. Notices indicating the dates on which Bursaries are paid will be displayed in the Students Welfare Division notice board and other notices boards.

5.6.4.1 The details of the recipients of bursaries for 2011

Faculty of Humanities & Social Sciences	825
Faculty of Management Studies & Commerce	561
Faculty of Applied Sciences	152
Faculty of Medical Sciences	77
Total	1615

This will be 17% of the total number of students for 2011.

5.6.4.2 Conditions governing the payment of bursaries

- 01 If any declaration in the application for Bursary is found to be fault, or if an important information is withheld in the application, registration of such a student will be cancelled.
- 02 If the family income, marital status, employment status or change in the income take place, it should be informed to the Registrar of the University in writing.
- 03 Bursaries could be obtained only during the period of study. Due to some reason you are temporarily unable to follow the course or leave before the completion of the course you should inform the Registrar of the University in writing.

- 04 It is possible to stop payment temporarily or withhold payment due to one or more of the following reasons:
- (a) Failure to sit any examination on the first occasion for any reason not acceptable by the vice-Chancellor.
 - (b) Complete failure at any examination. However if referred in the first examination and by following the second year course of studies the student is eligible to receive the bursaries.
 - (c) Failure to continue studies satisfactorily.
 - (d) Breach of conduct.
 - (e) Any reason decided by the Vice-chancellor.
- 05 University authorities have the right to temporary suspend withhold payment or restore the payment of bursaries.
- 06 Subject to maximum of 10 installment bursaries will be paid for an academic year. For whatever reason not more than 10 installments will be paid without the approval of the University Grants Commission.
- 07 Students who receive Mahapola scholarship will not be eligible for payment of bursaries.

5.7 Student Relief Fund

This programme commenced in the year 2007. The University students who are very poor and who satisfy the requirements are paid scholarships on a priority basis.

The students who qualify for these scholarships will be paid a maximum of 10 installments for an academic year. The value of scholarship will be around Rs. 1000.00.

5.8 Other Services

Following services are also available under the Student Welfare Division.

1. A tailoring shop is run at the Student Centre
2. 14 canteens are run at the University premises to provide food at concessionary rates. A canteen Committee is appointed by the Vice-Chancellor.

1. Director- Student Affairs
- 2 Warden - Female Hostels
- 3 Warden- Male Hostel
- 4 Chief Medical Officer
- 5 Assistant Registrar
- 6 Works Engineer
- 7 Public Health Inspector
- 8 President - Welfare Society
- 9 President - University Student Union

3. Milk and Milk food outlet are run at the University premises.

5.9 Career Guidance Unit

Mr Charles Fernando, Senior Lecturer of the Department of Public Administration was the first Director of the career Guidance unit till 31.12.2006. He worked with dedication and as a result has improved to the present state. Senior Lecturer of Department of Sociology and Anthropology Dr. Janak Kunarasinghe is the new Director.

This Unit which is framed on long standing and meaningful objectives and practical experience is today the leading Career Guidance Unit in the University system.

Following services are provided by this Unit:

- To advise and provide information to graduates in finding employment and completion.
- To develop and introduce attitudes of the outside world to undergraduate by organizing and conducting of training sessions and work-shops.
- Personality and merit development work-shops for all undergraduates for successful implementation of the above aims two special courses
- On proficiency development a computer centre and resource centre have been established.
- To assist graduates in directing them for fruitful business or industry.
- To provide information to new graduates on availability of jobs and training programme.

- To supply information to employers on their requirements by directing the graduates to provide necessary information.
- To actively participate in building a mutual understanding between the university students and the outside world specially the private sector.

All students are invited to get the benefits from these services. all details are displayed in the Notice Board of the career Guidance Unit. Alternative details could be obtained calling T. No. 011-5658826 or e-mail careers@sjp.ac.lk. For further details could be obtained from Professina Instructrss Ms. chaturangi Tennakoon, on intercom 8477 or Professiona Instructor Sameera Jayawardena on intercom 8478, Naveen Gallage at the office on intercom 8475.

6

Student Discipline and Punishments

6.1 Proctors and Deputy Proctors

Two posts of Proctor and Deputy Proctor have been created. (These appointments were approved at the meeting of the University Council on 29th November, 2004.

Proctor under the directions of the Vice-Chancellor performs duties relating to the discipline of University students. Powers duties and functions of the Proctor are found in By Law NO. 01 of 1986(amended). Senior Lecturer Mr. M.W. Jayasundara is the Proctor of the University. In order to assist him Deputy Proctors have been appointed from each Faculty.

Accordingly following members of the Academic staff have been appointed to the posts.

1. Proctor - Mr. M.W. Jayasundara, Senior Lecturer,
Department of Sociology and Anthropology.
2. Deputy Proctor- Faculty of Humanities & Social Sciences
Mr. A.R.P. Chanaka Udayakumara, Senior Lecturer,
Dept. of Sociology & Anthropology
3. Deputy Proctor- Faculty of Management Studies & Commerce
Mr. S.S. Naotunna, Senior Lecturer, Dept. of Commerce
4. Deputy Proctor- Faculty of Applied Science
Dr. K.K.W. Sarathkumara, Senior Lecturer, Dept. of Mathematics
5. Deputy Proctor- Faculty of Medical Sciences
Prof. (Mrs.) S.G. Yasawardena, Dept. of Anatomy

6.2 Marshals

On the decision of the Council on 01.01.2007, Marshals have been appointed for student discipline. At present 5 Marshals are in service. The duties of the Marshals are to assist the Proctor and Deputy Proctors to maintain discipline within the University. It is the duty of the Marshals to intervene and inform to the police or University authorities. They will take action to maintain Law and order within the University premises and hostels.

The Marshals presently in service are as follows:

- 1 Mr. A.K.S. Fernando
- 2 Mr. W.A.J. Wijeratne
- 3 Mr. H.P.S. Chandrasiri
- 4 Mr. Mahesh Abeywickrama
- 5 Mr. K.H. Kelum Geeth

6.3 COMMON GUIDELINES ON STUDENT DISCIPLINE.

UNIVERSITY GRANTS COMMISSION

Commission Circular No. 946

**No. 20, Ward Place,
Colombo 07.**

10th February 2011

Vice-Chancellors of Universities,
Rectors of Campuses,
Directors of Institutes,

COMMON GUIDELINES ON STUDENT DISCIPLINE

The University Grants Commission (UGC) having observed that Universities/ HEIs have adopted different procedures with regard to student disciplinary matters decided to issue the following set of common guidelines on student disciplinary procedure and imposing punishments to be adopted by each University/HEI.

The Commission is also of the opinion that it is desirable to delegate the disciplinary powers on students to Higher Educational Institutes attached to each University, by the Council of such University, to enable the Institute to exercise the same independently. In such instances, the power shall be retained with the University

to impose punishments by the Vice Chancellor based on the recommendations and to inquire into appeals forwarded by students of the Campuses & Institutes.

DISCIPLINARY PROCEDURE

1. Any charge of misconduct/indiscipline against a student shall in the first instance be reported to the Vice-Chancellor (VC) or to the Deputy Vice- Chancellor (DVC) if any /Rector.
2. Where the VC/DVC/Rector receives information relating to any misconduct indiscipline and considers that further particulars should be obtained, may request a member of the staff to proceed to the place in question and to report on the same within 24 hours.
3. Where the VC/Rector is satisfied on the availability of evidence relating to misconduct/ indiscipline, shall appoint one or more members of staff of the University/Campus or any other suitable person to investigate the facts and submit their conclusions and recommendations in writing to the VC/ Rector within 3 working days.
4. In cases where the VC/Rector deems it necessary in the context of the seriousness of the infringement of discipline or where the student pleads not guilty but has been revealed in the fact finding mission mentioned under 3 above, that the student/students have committed an act amounting to misconduct/indiscipline, the VC/Rector shall be empowered to impose an Out of Bounds Declaration on students with immediate effect upon giving reasons for same in writing to the relevant student pending a formal inquiry, and report the matter to the Council/ Campus Board as the case may be for their endorsement subsequently.
The Out of Bound Declaration shall mean a total prohibition on attendance/access to the University/Campus/Institute as the case may be and participation in any activity of the University/Campus/Institute, provided however that the VC/Rector may act on his/her discretion to permit such a student to enter the University for a specific purpose.
5. The VC/Rector shall on receipt of the investigation report on unlawful activities infringing student discipline, by the fact finding committee, cause charges to be framed in writing and sent under registered post within 5 working days from the receipt of the said report and where possible shall handover to the student or in the case of more than one student to individual students alleged to have committed

the offences requesting them to reply within 5 working days from the date of the Charge Sheet.

6. The VC/Rector may also order the withholding of the examination results of a student pending the inquiry or investigation.
7. If the student respondent/s plead/s guilty to the charge sheet or does not reply within the time specified, the VC shall proceed to impose on the student any of the punishments as recommended by the Board of Discipline/Senate as appropriate based on Schedule II and report to the Council.
8. In the case of a Campus, the Rector may report the same to the VC to which the Campus is attached, to follow the procedures laid down in 7 above.
9. If the student respondent/s plead/s not guilty to the charges, the VC/Rector shall appoint a committee of up to 3 members to hold a formal inquiry and submit the report within 14 days.

The Procedure to be followed has been set out in Schedule I

10. A student/s against whom such disciplinary action has been taken may appeal to the Council of the University against such decision within fourteen (14) days from the date of issuing of such decision.

RECORD OF PUNISHMENTS

All punishments and any disciplinary action taken shall be recorded in the students' personal file and may be reflected in the testimonial and the student record book.

Provided however the council shall have the power to consider the removal of records of punishments, having considered the gravity of the offence and the good/exemplary behavior of the student/s concerned and requests made by respective student/s.

Please take action accordingly with immediate effect.

(Prof. Gamini Samaranayake)
Chairman

SCHEDULE I

THE PROCEDURE TO BE FOLLOWED

1. The charge sheet shall contain specific charges. The VC/Rector shall serve the student respondent/s the charge sheet individually requesting to send the reply to the VC or Rector in writing within the time period granted.
2. If the respondent/s plead/s not guilty to the charges, the VC/Rector shall appoint a disciplinary committee of up to 3 members to hold a formal inquiry and submit the report within 14 days.
3. If the VC/Rector is not satisfied with the answers given, the student respondent/s shall be notified of the date of the inquiry by the Secretary to the Committee of inquiry appointed by VC/Rector from among teachers/administrative officers.
4. At the inquiry, the student respondent/s shall be informed of the evidence and have the right to defend him/herself. He/ She may make his/her own defence and call any witnesses for the defence.
5. The Disciplinary Committee may, taking into consideration the special circumstances of the situation deny a student charged with an offence, the opportunity to question the complainant regarding the complaint made or any witness relating to the evidence given by the witness.

Provided that in such a situation, the student charged with the offence shall have the right to seek in writing, through the Disciplinary Committee, clarification on specific issues relating to the complaint or evidence from the complainant or witness as the case may be. Upon the Disciplinary Committee directing such request to the complainant or the witness, he or she shall give his or her clarifications in writing to the student charged with the offence within the time stipulated by the Disciplinary Committee.

6. The Committee of Inquiry shall have the power to summon any witness required by the prosecution and by the defence.
7. Any Committee of Inquiry appointed by the VC/Rector shall have the power to summon any student of the University/Campus/Institute as the case may be to render whatever assistance needed to conduct Inquiries on matters pertaining to provision of any By-Law. A student who does not so comply shall be guilty of a punishable offence.

At a Committee of Inquiry a student shall be provided with relevant documents or extracts from the same, which have been used to frame charges against the students.

8. The Committee of Inquiry after finalizing its recommendations shall submit its report to the VC/Rector giving reasons for such findings and the verdict.
9. If the student/s had been found guilty for the charges the VC shall refer the same to the Board of Discipline (BOD)/Senate to determine the punishment within the scope of the Schedule II.
10. The said BOD shall consist of five members appointed by the VC. (In case of a disciplinary matter connected to the Campus/Institute, the VC may appoint all/or few members from the Campus/Institute)
11. In case of a Campus, the Rector shall forward the recommendations of the disciplinary committee to the VC of the University to which it is affiliated to follow the procedure specified under 9 above.
12. On receipt of the determination of the punishments by the BOD/Senate, the VC shall immediately place it before the Council for ratification. Thereafter the decision shall be conveyed to the student/s under registered post and where possible shall be hand delivered.
13.
 - (a) The VC/Rector may subject to the provisions in this section declare the University out of bounds to a student who is reported to have violated any of the provisions of this By-Law or against whom the formal disciplinary inquiry or a criminal case is pending or who is the subject of Police investigation, for a prescribed period of time.
 - (b) Declaration of the University out of bounds to a student (hereinafter called 'OUT OF BOUNDS DECLARATION') under this section shall mean a total prohibition on attendance/access to the Higher Educational Institution to which the student is attached and participation in any activity of the Higher Educational Institution, provided however that the VC/Rector may at his discretion permit such a student to enter the premises for a specific purpose.
 - (c) The out of bounds declaration may include such other reasonable conditions as the VC/Rector may think fit.

- (d) The out of bounds declaration under this section shall not be considered as a punishment. The purpose of this declaration under the provisions of this section is to protect the members of the University community in general or a particular member or members and the power shall be used only where the VC/Rector is of the opinion that it is necessary to take such action. Written reasons for the decision shall be recorded and made available to the student/s concerned.
- (e) No student shall be subjected to the out of bounds declaration unless he or she has been given an opportunity to make representations in person to the Deputy Proctor or Marshal or Chief Security Officer in the presence of the Registrar/ a Deputy Registrar. Where for any reason it appears to the VC/Rector that it is not possible for the student to attend in person, he or she shall be entitled to make the above representations in writing. The Deputy Proctor or Marshal or Chief Security Officer shall forward a written report to the VC/Rector within twenty four hours of such representations for making the decision on the out of bounds declaration.
- (f) However, in case of great urgency, the VC/Rector considering the seriousness of the infringement of discipline committed by the students, shall be empowered to impose the out of bounds declaration on a student with immediate effect upon giving the reasons in writing to the student/ students without following the above procedure.
- (g) The VC/Rector shall review the out of bounds declaration every thirty calendar days and shall record the reasons if the validity period of the declaration is extended.

APPEALS PROCEDURE

1. Any appeal made by the student/s against the decision to punish the student/s shall be made to the VC.
2. The VC shall place such appeal/s before the next immediate meeting of the council
3. The Council shall appoint an Appeals Committee consisting of 3 of its members for this purpose. The Appeals Committee shall elect its Chairman. The Registrar shall be the Secretary to the Appeals Committee
4. The Appeals Committee of the Council shall consider all appeals and submit a report to the Council within two weeks from the receipt of the appeal by the Committee.

5. The members of the Disciplinary Committee relating to the appeal in question, shall not participate in the proceedings of the Council (if they are members of the council) when it considers the report of the Appeals Committee.
6. The Council shall have the power to vary the decision taken on the disciplinary action against the student on the basis of the recommendation of the Appeals Committee. The decision of the Council on the appeal by the student shall be final.
7. The VC shall communicate the decision of the Council to the appellant student/s under registered post. The decision so communicated shall be final and conclusive.

SCHEDULE II

RECOMMENDED PUNISHMENTS FOR VIOLATION OF STUDENT DISCIPLINE

Offences	Recommended Maximum Punishments
<p>i. Refuses or neglects to produce the Student Identity Card when called upon to do so by the VC, DVC/Rector any other officer, any member of the Academic Staff or Administrative Staff or Security Staff or any other authorized by the VC/Rector.</p> <p><u>Explanation</u> Any student who refuses to produce the student identity card on request shall be deemed to be a trespasser and may also be dealt with in accordance with the normal Laws of the land.</p>	<p>Considering the gravity of the offence,</p> <p>a. suspension from the University/Campus for a period not exceeding one calendar year depending on the gravity of the offence and withholding of examination results or certificate as appropriate.</p> <p>or</p> <p>b. severe warning by the VC/Rector with a record of same in the personal file of the student.</p>
<p>ii. Violates the By-Laws on University/Campus Residence Facility (RF).</p>	<p>Recovery of cost incurred by the University/Campus as a result of violating, any by-laws , and considering the gravity of the offence,</p> <p>a. suspension from the University/Campus for a period not exceeding one calendar year and withholding of examination results or certificates as appropriate</p> <p>and /or</p> <p>b. denial of RF in the future</p> <p>or</p> <p>c. severe warning by the VC/Rector with a record of same in the personal file of the student.</p> <p>The above punishments may be in addition to any other punishments that may be imposed for violation of any other By-Laws of the University.</p>

<p>iii. Destroys, damages, defaces, alienates, misuses or unlawfully appropriates to himself any property of the University/Campus or any property in the custody of the University/Campus or held temporarily by the University/Campus.</p>	<p>A fine equivalent to 3 times of the replacement value or cost of misuse plus 25% of such value or cost, and Considering the gravity of the offence,</p> <ul style="list-style-type: none"> a. expulsion from the University/Campus or b. suspension from the University/Campus <p>for a period of two calendar years and withholding of examination as appropriate.</p>
<p>iv. Contravenes any By-Law, Regulation or Rule</p>	<p>Considering the gravity of the offence,</p> <ul style="list-style-type: none"> a. suspension from the University Campus for a period not exceeding one calendar year depending on the gravity of the offence and withholding of examinations as appropriate or b. severe warning by the VC/Rector with a record of same in the personal file of the student.
<p>v. Refuses to carry out any lawful order issued by the VC, DVC/Rector, any other officer, a member of the Academic or Administrative or Security Staff or any other employee or any other person authorizes by the VC/Rector.</p>	<p>Considering the gravity of the offence,</p> <ul style="list-style-type: none"> a. suspension from the University/Campus up to a period not exceeding one calendar year depending on the gravity of the offence and withholding of examination results or certificate as appropriate or b. severe warning by the VC/Rector with a record of same in the personal file of the student.

<p>vi. Furnishes the University/Campus with false information in relation to any matter in respect of which the University/Campus is entitled to true particulars which in the opinion of the VC/Rector, is calculated to mislead the authorities of the University/Campus.</p>	<p>a. Expulsion from the University/Campus for falsification of documents or b. suspension from the University/Campus for a period of one calendar year and withholding of examination results or certificate as appropriate, In other instances. or c. severe warning by the VC/Rector with a record of same in the personal file of the student.</p>
<p>vii. Smelling of liquor or under the influence of or in possession of an intoxicant, liquor, narcotic or other addictive drug, consuming or supplying liquor, narcotic, addictive drug or gambling within the precincts of the University/Campus.</p>	<p>Considering the gravity of the offence, a. suspension from the University/Campus for a period not exceeding two calendar years and/or withholding of examination results or certificate as appropriate or b. severe warning by the VC/Rector with a record of same in the personal file of the student.</p>
<p>viii. possessing or storing or carrying or using arms, weapons and/or any other substance with the intention of causing harm to persons or property within the precincts of the University/Campus.</p>	<p>a. Expulsion from the University/Campus for being in possession or storing or using arms and weapons within the precincts of the University/Campus or b. Suspension for three calendar years and/ or withholding of examination results or certificates as appropriate for being in possession or storing or carrying any other substance with the intention of causing harm to persons or property.</p>

ix.	Engages in such activities as are likely to disrupt the conduct of registration, teaching study, research or examinations in the University/Campus or in the administration of the University/Campus or obstructs an event organized by the University/Campus within or outside its premises or obstructs or disrupts any other authorized event held within the University/Campus premises.	Suspension up to one calendar year and / or withholding of examination results or certificates as appropriate and recovery of monetary damages as a result of obstruction or disruption.
x.	Obstructs or harasses any officer member of the academic or administrative staff, any other employee of the University/Campus or any other authorized person in the performance of his duties.	Suspension for two calendar years and withholding of examination results or certificates as appropriate.
xi.	Prevents or obstructs any student in carrying out his studies or research or disrupts any legitimate activities of a recognized student society/ association/union.	Suspension for one calendar year and withholding of examination results or certificates as appropriate.
xii.	Occupies or uses any property of the University/Campus otherwise that in accordance with rules or other provisions made by the University/Campus from time to time, or without the authority of the VC/Rector or the relevant member of staff.	Suspension for one calendar year and withholding of examination results or certificates as appropriate.

<p>xiii. Conducts himself in a manner which, in the opinion of the VC/ Rector, is detrimental to the good name of the University/Campus or to the maintenance or order and discipline within the University/ Campus.</p>	<p>Considering the gravity of the offence,</p> <ul style="list-style-type: none"> a. suspension from the University/ Campus for a period not exceeding two calendar years depending on the gravity of the offence and withholding of examination results or certificate as appropriate or b. severe warning by the VC/ Rector with a record of same in the personal file of the student
<p>xiv.</p> <ul style="list-style-type: none"> a. Abuse/harassment (including any form of ragging/molestation) sexual harassment and/or intimidation whether physical or mental of any student of the University, VC, DVC/ Rector, any other officer member of the academic or administrative staff, any other employee or any other person authorized to be within or outside the premises of the University/Campus or at an event organized by the University/ Campus. 	<p>Considering the gravity of the offence,</p> <ul style="list-style-type: none"> a. Expulsion from the University/ Rector or b. Suspension for two calendar years and withholding of examination results or certificates as appropriate. or c. suspension for a period not exceeding one calendar year and withholdings of examination results or certificate as appropriate or d. severe warning by the VC/ Rector with a record of same in student's personal file.
<ul style="list-style-type: none"> b. Display of posters in the University/ Campus premises by any student or students, which are intimidating or defamatory of the University, VC, DVC/Rector, other officer, member 	<p>Considering the gravity of the offence,</p> <ul style="list-style-type: none"> a. Expulsion from the University/ Campus or

<p>of the Academic or Administrative staff or any other employee of the University/Campus.</p>	<ul style="list-style-type: none"> b. Suspension for two calendar years and withholding of examination results or certificates as appropriate. or c. suspension for a period not exceeding one calendar year and withholdings of examination results or certificate as appropriate or d. severe warning by the VC/ Rector with a record of same in student's personal file.
<p>xv. Causing of physical injury or physical harm or threatens to cause same to any student of the University/ Campus, VC/Rector, any other officer, member of the academic or administrative staff, any other employee of the University/Campus or any other person authorized to be in the premises of the University/ Campus or at an event organized by the University/Campus.</p>	<p>Considering the gravity of the offence,</p> <ul style="list-style-type: none"> a. Expulsion from the University/ Campus or b. Suspension for two calendar years and withholding of examination results or certificates as appropriate. or c. suspension for a period not exceeding one calendar year and withholdings of examination results or certificate as appropriate or d. severe warning by the VC/ Rector with a record of same in student's personal file.

<p>xvi. Kidnapping, Hostage taking attempt to kidnap, or threatening to take hostage or kidnap VC, DVC/ Rector, other Officer, member of the academic or administrative staff, any student of the University/ Campus, an employee, or any other person authorized to be in the premises of the University/Campus or at an event organized with the authority of the University/Campus within or outside its premises.</p>	<p>Considering the gravity of the offence,</p> <ul style="list-style-type: none"> a. Expulsion from the University/ Campus or b. Suspension for two calendar years and withholding of examination results or certificates as appropriate. or c. suspension for a period not exceeding one calendar year and withholdings of examination results or certificate as appropriate or d. severe warning by the VC/ Rector with a record of same in student's personal file.
<p>xvii. Inciting of students to disrupt legitimate activities of the University/Campus.</p>	<p>Considering the gravity of the offence,</p> <ul style="list-style-type: none"> a. Expulsion from the University/ Campus or b. Suspension for two calendar years and withholding of examination results or certificates as appropriate. or c. suspension for a period not exceeding one calendar year and withholdings of examination results or certificate as appropriate or d. severe warning by the VC/ Rector with a record of same in student's personal file.

<p>xviii. Any student who has stolen or attempted the theft of property within the University/Campus premises or has retained stolen property belonging to the University/Campus or has caused willful damage to University/Campus property or to property of an officer, member, of the academic or administrative staff, an employee or a student of the University/Campus of any other person authorized to be in the premises of the University/Campus or at an event organized with the authority of the University/Campus within or outside its premises.</p>	
<p>(1). Theft.</p>	<p>Considering the gravity of the offence, a fine equivalent to the replacement value plus 25% of such value and,</p> <ul style="list-style-type: none"> a. Expulsion from the University/Campus <li style="text-align: center;">or b. Suspension for two calendar years and withholding of examination results or certificates as appropriate. <li style="text-align: center;">or c. suspension for a period not exceeding one calendar year and withholdings of examination results or certificate as appropriate <li style="text-align: center;">or d. severe warning by the VC/ Rector with a record of same in student's personal file.

(2). Willful damage	Considering the gravity of the offence, a fine equivalent to the replacement value plus 25% of such value and, a. Expulsion from the University/ Campus or b. Suspension for two calendar years and withholding of examination results or certificates as appropriate. or c. suspension for a period not exceeding one calendar year and withholdings of examination results or certificate as appropriate or d. severe warning by the VC/ Rector with a record of same in student's personal file.
(3). Attempted theft	Fine to be recommended by the committee to impose punishments and a. suspension for a period not exceeding one calendar year and withholdings of examination results or certificate as appropriate or b. severe warning by the VC/ Rector with a record of same in student's personal file.
(4). Retaining stolen property	Return the property and a fine to be recommended by the committee to impose punishments.

<p>xix. Violation of time limits for staying within the University/Campus premises or seeks entry to the University/Campus without authorization of the VC/Rector or any other relevant member of staff authorized by the VC/Rector, before or after the designated times or as specially notified by the VC/Rector.</p>	<p>severe warning by the VC/Rector with a record of same in student's personal file.</p>
<p>xx. Offers any gratification to any employee of the University/Campus as inducement or reward for that University employee's performing or abstaining from performing any official act, or expediting, hindering or preventing the performance of any official act by that University/Campus employee or by any other University/Campus employee.</p>	<p>Considering the gravity of the offence,</p> <ol style="list-style-type: none"> a. Expulsion from the University/Campus <li style="text-align: center;">or b. suspension for a period not less than six months and not exceeding two calendar years and withholding of examination results or certificate as appropriate
<p>xxi. Convening of meeting/s of a group of students, any society or association or union which has not been recognized by the University/Campus or without prior approval of the University/Campus or displaying or distributing publications/posters at the University/Campus without authorization of the VC/Rector or any other person authorized by the VC/Rector.</p>	<p>Considering the gravity of the offence,</p> <ol style="list-style-type: none"> a. suspension for a period not exceeding one calendar year and withholdings of examination results or certificate as appropriate <li style="text-align: center;">or b. severe warning by the VC/Rector with a record of same in student's personal file

<p>xxii. Establishing or assisting in establishing any society or association or union except as provided for in the relevant Section of the Universities Act No 16 of 1978 as amended and/or without following the authorized procedure in that regard.</p>	<p>Considering the gravity of the offence,</p> <ul style="list-style-type: none"> a. suspension for a period not exceeding one calendar year and withholdings of examination results or certificate as appropriate or b. severe warning by the VC/ Rector with a record of same in student's personal file
<p>xxiii. Failure to comply with the rules and regulations made by the University/ Campus on the conduct of affairs of any society/association/union.</p>	<p>Considering the gravity of the offence,</p> <ul style="list-style-type: none"> a. suspension for a period not exceeding one calendar year and withholdings of examination results or certificate as appropriate or b. severe warning by the VC/ Rector with a record of same in student's personal file
<p>xxiv. Convening any meeting or participating in any meeting of students in the precincts of the University contrary to the constitution of the relevant society/ association/union.</p>	<p>Considering the gravity of the offence,</p> <ul style="list-style-type: none"> a. suspension for a period not exceeding one calendar year and withholdings of examination results or certificate as appropriate or b. severe warning by the VC/ Rector with a record of same in student's personal file

<p>xxv. Distributing and/or displaying and/or publishing materials using print/ audio/video/electronic media/ any other mode of communication, which are defamatory and/or abusive of any recognized society/ association/union or VC, Deputy VC/Rector any officer/member of the academic or administrative staff, an employee, student of the University or any other person authorized to be present within the premises of the University or at an event organized with the authority of the University within or outside its premises.</p>	<p>Considering the gravity of the offence,</p> <ul style="list-style-type: none"> a. Suspension for two calendar years and withholding of examination results or certificates as appropriate, <li style="text-align: center;">or b. suspension for a period not exceeding one calendar year and withholding of examination results or certificate as appropriate <li style="text-align: center;">or c. severe warning by the VC/Rector with a record of same in student's personal file.
<p>xxvi. Defacing or mutilating property belonging to the VC, Deputy VC/ Rector any other officer, member of the academic or administrative staff, an employee, student of the University /Campus or any other person authorized to be present within the premises of the University /Campus or at an event organized with the authority of the University/Campus within or outside its premises.</p>	<p>Considering the gravity of the offence,</p> <ul style="list-style-type: none"> a. Expulsion from the University / Campus <li style="text-align: center;">or b. Suspension for two calendar years and withholding of examination results or certificates as appropriate, <li style="text-align: center;">or c. suspension for a period not exceeding one calendar year and withholding of examination results or certificate as appropriate <li style="text-align: center;">or d. severe warning by the VC/ Rector with a record of same in student's personal file.

xxvii. Inviting from outside the University /Campus, as a student of or on behalf of or at the request of students of the University/Campus, any speaker to address students, or any outside person for any purpose within the University /Campus, without the prior approval in writing of the VC/Rector or other teacher or officer designated for this purpose by the VC/Rector.	Considering the gravity of the offence, a. suspension for a period not exceeding one calendar year and withholdings of examination results or certificate as appropriate or b. severe warning by the VC/Rector with a record of same in student's personal file.
xxviii. Arranging or organizing any collection of money or goods in the name of the University/Campus in the precincts or outside the University/Campus without the prior approval in writing of the VC/Rector or other teacher or officer designated for this purpose by the VC/Rector.	Considering the gravity of the offence, a. Suspension for two calendar years and withholding of examination results or certificates as appropriate, or b. suspension for a period not exceeding one calendar year and withholdings of examination results or certificate as appropriate or c. severe warning by the VC/Rector with a record of same in student's personal file.
xxix. A student who has received three warnings within a period of 12 calendar months.	Suspension for a period of 12 months from the date of the last warning.
xxx. Failure to adhere to the severe warning	Suspension for one academic year
xxxi. A student under suspension committing a further offence.	Expulsion or a further period of suspension depending on the gravity of the offence.

xxxii. Publication of notice, posters within the University/Campus premises without the permission of authorities.	Suspension for three calendar months
xxxiii. Selling of Newspapers/periodicals or distributing of handbills within the University premises without approval of the VC/Rector.	Suspension for three calendar months
xxxiv. Communicating with higher authorities without going through the VC/Rector.	Suspension for six calendar months
xxxv. Communicating with press without the consent of the VC/Rector.	Suspension for one academic year.
xxxvi. A student who has received three warnings within a period of 12 calendar months.	Suspension for a period of 12 months from the date of the last warning.
xxxvii. Failure to adhere to the warning	Suspension for one academic year.
xxxviii. A student under suspension committing a further offence	A further period of suspension or expulsion depending on the gravity of the offence.
xxxix. Unauthorized or improper use of University/Campus computer system/network	Considering the gravity of the offence, a. Expulsion from the University/Campus or

	<ul style="list-style-type: none"> b. Suspension for two calendar years and withholding of examination results or certificates as appropriate. or c. suspension for a period not exceeding one calendar year and withholding of examination results or certificate as appropriate or d. severe warning by the VC/ Rector with a record of same in student's personal file.
<p>xl. any other offence or act of indiscipline not explicitly stated in the Schedule II</p>	<p>Considering the gravity of the offence,</p> <ul style="list-style-type: none"> a. Expulsion from the University/ Campus or b. Suspension for two calendar years and withholding of examination results or certificates as appropriate. or c. suspension for a period not exceeding one calendar year and withholding of examination results or certificate as appropriate or d. severe warning by the VC/ Rector with a record of same in student's personal file.

In addition to above, conditions accepted by the Senate and the Council of the University on student discipline under By Law No. 01 of 1986, will also be compulsory for the university student.

6.4 Act on prohibition of ragging and other forms of violence.

In Institutions Act No 20 of 1998 on Prohibition of ragging and other forms of violence in Educational Institutions (certified on 19th April 1998)
(please see Annex-3. Complete Act is reproduced there)

7

Security Division

A separate division has been established for security purposes within the University. The security service of the university consist of an internal staff and a private security service. Mr. K.M. Nimal Chandrasiri functions as the Head of the security service. He is resident at the official quarters of the University. Security service is operated on the directions of the university authorities and officials. It is operative during 24 hours of the day.

The main responsibility of the security service is to ensure the safety of the students and the staff. The security service is always prepared to prevent a breach of discipline within the University and assist to maintain a peaceful environment within the University.

The Head office of security service is located at the ground floor of the Ganaaeswara - Ratanasara building.

Telephone extension:	Main Gate	8741
	Chief Security Office	8778
	Direct Line	2758778

The students are requested to cooperate with the security officers on all matters within the University.

8

Library

8.1 Introduction

The library plays an important role in University education, learning, teaching and research. There is a collection of about two hundred thousand books in the library on different subjects. This include Sinhala, Tamil and English language books, in addition there are books published in Pali and Sanskrit and include local and foreign journals. Audio visual cassettes, compact discs, manuscript, brail books and micro photo copies are also found in the Library.

Senior Staff of the Library include the Librarian, Senior Assistant Librarian/ Assistant Librarians in charge of different sections, and Senior/Assistant Registrar. Following are the members of the staff.

Librarian	- Mrs. W.A.D.N.D. Wijayasundara
Senior Assistant Librarian (Medical Science)	- Mrs. C.S. Dharmaratne
Senior Assistant Librarian (Social Science)-	- Mrs. K.W.A.M. Koonpola
Senior Assistant Librarian (Applied Sciences)	- Ms. P.G. R. Samarawickrama
Senior Assistant Librarian (Information Technology)	- Mrs. G.D.M.N. Samaradivakara
Senior Assistant Librarian (Management)	- Mrs. G.D.M.N. Samaradivakara
Assistant Librarian(Journals)	- Mr. A.M. Shanthasiri Angammana
Assistant Librarian (Humanities)	- Mrs. Dimuthu Peterson
Assistant Registrar Library Service	- Mrs. P.N. Swarnalatha (Acting)

8.2 Library Time

Library service	:	8.00 a.m. to 6.00 p.m. (During academic sessions) 8.00 a.m. to 8.00 p.m. (During study leave and examination period)
General lending of books	:	8.00 a.m. to 4.00 or 6.00 p.m.
Reference lending of books	:	Last two hours on open days.
Office time	:	8.00 a.m. to 12 noon 1.00 p.m. to 4.00 p.m.

Towards the beginning of examinations the library will be kept open on Saturdays, Sundays and on public holidays on special occasions if the library is not open dates and time will be notified through notice board.

8.3 Organisation of the Library

All internationally recognised books have been classified under subjects through DV decimal classifications. Facilities have been provided to Manual Card catalogue users to find out details of Sinhala books from the commencement and English books from year 2000. Facilities have also been provided through computers to select books through online public access catalogue.

Classification of books of the library under subject streams is given below. In addition to the subject classification, the method of using library books has also been classified. Relevant codes have been shown in the margin.

PR (Permanent Reference) will not be allowed to be taken away.

SR ((Scheduled Reference) will be allowed for lending two hours before closure of the Library. It should be returned before 9.00 a.m. the following day.
(Medical Science before 1.00 p.m.)

GR (General Reference) to be lent only to be members of the academic staff.

L (lending) to be lent for period of two weeks.

8.3.1 Open Reading Room.

Open reading room located in the Library building is under the supervision of the Library.

8.3.2 Magazine Section

Magazines and journals on miscellaneous subject fields not included under general books are kept here. They are kept in the exhibition racks in alphabetical order according to the names of the magazines.

When a volume is complete they are bound together in alphabetical order. It is possible to check through visible index and computer catalogue from within the library and outside through the internet whether a particular magazine or journal is in the library. Miscellaneous pamphlets and collection of newspaper articles is also available. It is possible to access these through the internet. Permission will not be granted to remove journals from the library, and readers can get photocopies of the required articles. There is a photo copying unit in this section.

International network for the availability of scientific publications (INASP) connected network on programming for the enhancement of Research Information (PERI) project contains research articles on 12 Databases and in addition to Emerald Database through internet. It is possible to cover all teaching and research of the University through electronic magazine database. It is possible to obtain instructions and advice on pass words from the magazine section.

Relevant Database and URL are given below:

Database	URL
Acoustical Society of America	http://scitation.aip.org/JASA
American Institute of Physics	http://www.aip.or/pubs/
Beech Tree Publishing	http://www.ingentaconnect.com/ content/beech
British Psychological society	http://www.ingentaconnect.com/ content/bpsoc
Edinburgh University Press	http://www.eupjournals.com
Mary Ann Liebert, Inc., phulishers	http://www.eliebertonline.com
OSA - Optical Society of america	http://www.opticsinfobase.org/
Royal college of Physicians	http://www.ingentaconnect.com/ content/rcop/cm

Symposium Journals	http://www.symposium-journals.co.uk/
University of California Press	http://caliber.ucpress.net
University of Chicago Press	www.journals.uchicago.edu
Emerald	http://www.emeraldinsight.com
HINARI	http://www.who.int/hinari/en/

8.3.3 Multimedia Centre

Multimedia centre is located on the left upper floor of the Library. Multimedia Centre was established in September 2005 and it is possible for the members of the academic staff, postgraduate and final year Degree students for their research activities and can access to e-journal and database.

8.3.4 Lanka Hall (Special Collection)

Special Collection of books on all subjects are stored in the Lanka Hall. In addition, government publications such as Acts, Drafts, sessional papers, Administrative Reports, Bank Reports, publications of corporations, Authorities seares books and postgraduate theses are found in the Lanka Hall.

Reference in this section is limited to members of the academic staff and researchers. It will not be allowed take away books from this section.

Dictionaries, encyclopaedia, ordinances and other source books are kept in the fornt section of the Lanka Hall.

UNESCO publications received as gifts are also kept as a special collection. Library and information Science and important Pamphlets are also in the Lanka Hall. Facilities have been made to examine these through OPAC.

8.3.5 Conservation Room

National, Religious, Political, Cultural and Literary services personnel and personnel of emmence who have rendered exceptional services to the nation and collection of information relating to these matters are being done by this section. Another activity of this section is to conserve Diaries manuscripts of published and unpublished books, letters, photographs and art.

A special section of the Lanka Hall is reserved for the conservation of research, publications, personnel books of Vice-Chancellors, Deans and members of the academic staff and past students who have rendered distinguished service to the University of Sri Jayewardenepura while in service. All University publications are stored here.

8.3.6 Humanities Section

This is located on the upper floor on the right hand side of the Library. Books are stored on the following order. Classification number is indicated against the name of the subject.

000	General Books	400	Language
001	General Knowledge	410	Philology
070	Newspaper Art	420	English Language
100	Philosophy	4SO	Sinhala Language
133.5	Astrology	700	Art
150	Psychology	730	Statue Tecnique
160	Logic	750	Painting & Printing
170	Ethics	780	Music
181	Eastern Philosophy	790	Sports
190	Western Philosophy	800	Literature
200	Religion	820	English Literature
294.3	Busshism	8SO	Sinhala Literature

8.3.7 Social Sciences and Management Science.

This is located at the end of the ground floor of the Library. Books are stored on the following order.

301	Sociology and Anthropology	398	Folklore
310	Statistics	657	Accountancy
320	Political Science	658	Management
323	Human Rights	658.15	Financil Management
330	Economics	658.3	Human Resource Management
333,332	Valuation	658.8	Marketing Management

340	Law	711.4	Town land Country Planning
350	Public Administration	910	Geography
360	Social Problems Social	913	Archaeology
			Service
364	Criminology	920	Biography
368	Insurance	930-999	History
370	Education	95C	Ceylon History
380	Commerce		
390	Social Habits		

Reports of the Sri Lanka Central Bank, International Monetary Fund reports and publications of United Nation are also kept in this section.

8.3.8 Applied Science Section

Applied Science section is located on the right hand side of the ground floor verandah of the Library. Books are stored in the following order.

004-005	Computer Science	577	Environmental Science
500	Natural Science	580	Botany
510	Mathematics	590	Zoology
520	Astronomy	620	Engineering Science
530	Physics	630	Agriculture
540	Chemistry	634	Forestry
550	Geology	640	Home Economics
551.5	Climatology	644	Food Technology
560	Paleontology	668.9	Polymer Science
570	Biological Science	674	Timber Production

8.3.9 Medical Science Library.

This section is located in the main Library building where Medical Sciences Faculty and Faculty office are located. Books are stored on the following order.

150	Psychology	616.89	Psychological Medicine
519.5.1	Medical Statistics	616.96	Parasitology
572	Biochemistry	617	Surgery
575	Genetics	618	Obstetrics and Gynecology
610	Medicine & Family Medicine	618.92	Pediatrics
610.284	Medical Laboratory Science		
610.7	Medical Education		
610.73	Nursing		
611	Human Anatomy		
612	Human Physiology		
613	Health Development		
613.2	Food and Nutrition		
614.1	Forensic Medicine		
614.4	Community Medicine		
615	Pharmacology		
616	Clinical Medicine		
616.1	Microbiology		
616.7	Pathology		

Compact discs containing the database is also maintained. Magazines and journals relevant other medical science are stocked in racks in alphabetical order. World Health Organisation publications pertaining to Sri Lanka issued by other Health Organisations and books relating to Medical Science written by Sri Lankans are kept separately. Facilities have been made in the Library of the Medical Sciences for HINAR PUVMED MEDLINE and Cochrane Database under the auspices of the PERI project. e-magazines and inter library information through HELLIS Network and internet exploration for undergraduates is also provided.

8.3.10 Biological Science branch of the Library

Botany, Zoology and other biological science based books kept in the Zoology department building of the Faculty of Applied Science.

8.3.11 Service branch for the blind

Special service branch for the blind is maintained. Tapes and Compact Discs are available in this branch. Digital audio books are also maintained under the auspices of the DASIR Foundation of Sri Lanka.

8.4 Instructions on how to use Library.

8.4.1 Inquires and reader Education.

An inquiry counter is maintained to provide information on the Library and registration of readers.

The library has organised a series of orientation programmes for all new students entering the University. This includes introduction to the Library and guided tours and video exhibitions on how to use its resources.

8.4.2 Cloak Room

It is prohibited to bring personal belongings magazine, newspapers, files, Diskettes, Compact discs, Flash Drivers, umbrellas, Cameras, mobile phones and food. Such items should be kept in the cloak room and token obtained. It is not safe to keep money or expensive items and also big travelling bags.

8.4.3 Registration and Obtaining reader tickets

All registered students of the University are allowed to use the Library. Every student should fill the reader application form and the identity card and obtain membership. First year students are issued with three library tickets while second, third and fourth year students are issued with four library tickets.

It is an offence to hand over the Library ticket to another. Full responsibility lies on the person who borrow the books.

Library facilities have been provided to candidate registered for postgraduate degrees and diplomas.

8.4.4 Removal of Books

Administration of the removal of books from the library is done by the main counter. Removal of books from all section of the Library should be produced to the

officers of the counter along with library tickets and identity card and they should be sealed properly. Also all books and notes that are taken from the library should be produced to the security section of the library and they should be checked before removal. Books removed from the library should be handed over to the main counter and the library card should be obtained. Loss of a library books or library card damage to a book or not returning a book on due date will be subject to a fine.

8.4.5 Identity Card

When students come to the Library they should produce the identity card issued by the University to prove their identification.

8.4.6 Returning Books Late

Late fee should be paid in respect of general lending books and reference books (Reference books will be issued till 10.00 a.m. the following day.(For this purpose holidays will not be counted) . Reader will be exempted from the payment of the fine only on reasonable grounds.

If for some reason it is not possible to return the books on time it should be kept informed to the Librarian in writing. If it is necessary to keep the books for a further period, it is possible to get renewed them. It will be renewed only once and it will be allowed only if there are no requests from other readers.

8.4.7 Loss of Library Cards.

If a library card is lost, it should be immediately informed to the reader service section. It is possible to obtain a copy by filling the required form. If another person has obtained a book on a lost library card the owner will be responsible.

8.4.8 Loss of a Book obtained from the Library

When a library book is lost, the reader service section should be informed immediately. If it is not possible to find the book within one week, a copy of the book should be supplied or the cost of the book or the fee prescribed by the library along with a fine should be paid.

8.4.9 Vigilance in Obtaining a book

In obtaining a book from the library precaution should be taken to check whether the book is damaged in any way. If the book is torn or there are any missing of pages

and should be brought to the notice of the officer issuing the book. Same procedure should be followed when returning and the reader will be responsible for the safety of the book.

8.4.10 Disfiguring, theft or removing books

It will be considered a serious offence to negligent use of books, tearing and disfiguring books, theft of books or removing books without permission. Disciplinary action will be taken against offence and punishment will include suspension from the use of the library, suspension of examination result.

8.4.11 Release from the Library

Due to termination of academic work or termination of studentship a student will cease to enjoy library facilities. In such an event the student concerned should return the library books and library cards and get released from the library responsibilities. Till this release certificate is produced no student will get the Degree certificate or any other certificate from University.

8.4.12 Conduct within the Library

No student will be permitted to reserve a library seat by leaving pens, pencils or papers. When leaving the reading rooms students should remove all their belongings. If a reserved seat is not occupied within one hour. The seat will be given over to another reader. It is the responsibility of every readers to maintain strict silence in all sections of the Library. It is not allowed to have group discussions or have meetings in the Library. It is strictly prohibited to smoke, have food or use cellular phone within the library. If a book removed from the rack is not possible to place it back it is advisable to keep it near the table rather than attempting to locate where it belongs to. It is also not proper to disturb the arrangements on a rack.

8.4.13 Library Charges

When a student is registered in the University a library fee is charged. No other fee will be charged by the library. However when a library book is damaged the relevant fine will be charged.

8.4.13.1

Charges for scarce books will be decided by the Librarian. Binding charges and official charges of rs. 15.00 should be paid in addition to the value of the book.

8.4.13.2 Other charges

For a copy of the library ticket	Rs. 10.00
Charge for informing the loss of a card	Rs. 10.00
Copy of the library certificate	Rs.10.00
Loss of the token of cloak room	Rs.25.00

8.4.13.3 Charges for returning books late

Late handing over of lending books will be Rs. 10.00 for per book.

Late charges for reference books will be Rs. 10.00 for an hour.

Late charges for recommended Text Books will be Rs. 20.00 for the delay of one day.

Charges for loss of student tickets

- | | | |
|-----|------------------------------------|-------------------|
| (a) | For checking - for one application | Rs. 10.00 - 25.00 |
| (b) | Issue of copies - for one copy | Rs. 10.00 - 25.00 |

8.4.13.4 Other charges

- (1) Postgraduate student deposit (Refundable)

- | | | |
|-----|-------------------------------|---------------------------|
| (a) | For one year course | Rs. 1000.00 - Rs. 1500.00 |
| (b) | For course more than one year | Rs. 1500.00 - Rs. 2000.00 |

- (2) Postgraduate reader charges (Non-refundable)

- (a) For graduate readers*

For one year	Rs. 100.00 - Rs. 1000.00
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* Graduates of University of Sri Jayewardenepura, Graduate who have retired from the service and officers who have retired from service.

8.4.13.5 Photo coping charges **

C.M. 29 x 21 size (A4)	one side	Rs. 2.40
	both side	Rs. 2.65
C.M. 29 x 21size (B4)	one side	Rs. 2.50
	both side	Rs. 2.75
C.M. 29 x 21 size (A3)	one side	Rs. 2.50
	both side	Rs. 3.50
Legal size	one side	Rs. 2.30
	both side	Rs. 2.75

** Photo copying service is run by a private party. Charges may be changed from time to time on the recommendation of the Library.

Receipts will be issued for all these services by the Library. all readers should obtain receipts for these payments made to the library.

8.4.14 Further details

If there are any problems with regard to the use of library and its resources inquires should be made from Librarian or the Senior Staff. They are always prepared to assist you.

9

Rules and Regulations, Examination Irregularities and Punishments.

For the information and notice of all examination candidates By-Law No. 02 of 1986 is given below: These By-Laws were made under section 135(1) (h) of the University Act. No. 16 of 1978 as amended by Universities (amendment) Act No. 07 of 1985. These were approved by the special meeting of the council held on 02.11.1986 and came to effect on 01.12.1986. These were amended at the 252nd meeting of the Senate held on 29.05.2008 and approved at the 352nd meeting of the Council held on 11.09.2008 and at the 292nd meeting of the Senate held on 05.02.2012 and approved at the 401st meeting of the Council held on 10.05.2012 respectively.

Examination criteria, rules and regulation , examination irregularities punishments applicable to candidates sitting first degrees, postgraduate degrees and external degrees conducted by the university.

These examinations consist of components such as annual/semester/term tests and mid semester, continuous assessments, practical tests and research theses.

1. Criteria on conduct of examinations

- 1.1 All examination candidates should present near the examination hall 15 minutes before the commencement of examination and should enter the examination hall only after the announcement made by the supervisors.
- 1.2 After entering the examination hall candidates should occupy the seats allocated to them.
- 1.3 Examination candidates should bring to the examination hall only the permitted item such as pens, pencils, erasers, rulers and geometrical instruments. It is the responsibility of the candidates to ensure that no written or printed material is brought into the examination hall for their personal use or others use. Such material should not be kept in their possession and should not attempt to use them. It is the responsibility of every examination candidates to ensure that no attempt is made in whatever form to engage in examination irregularity.
- 1.4 It is strictly prohibited to bring mobile telephones or devices capable of storing data into the examination hall or use any such equipment in the examination hall.

- 1.5 No candidate will be admitted to the examination hall after 30 minutes from the commencement of the examination. No candidate will be allowed to leave the examination hall till the examination is over. No attempt should be made either to enter the examination hall or leave the examination hall without permission.
- 1.6 All examination candidates should bring their examination admission card, student record book and university identity card into the examination hall. Student record book and the identity card should carry the photograph of the student and should be duly signed by the Registrar of the university or by an officer authorized by the Registrar. If there is a discrepancy in the examination admission card, the student record book and identity card, it should be certified by the Registrar. In the absence of such a certificate, national identity card or a letter from the lecturer in charge of the subject in case of an internal student, and in the case of an external candidate a letter from "the Senior Assistant Registrar/ External Examinations certifying the studentship should be produced.
- 1.7 Examination candidates are required to produce any document in their possession when called for by supervisor/ invigilator.
- 1.8 Candidates will not be allowed to speak or to communicate with other candidates or borrow any article from other candidates or try to copy from other candidates. If any assistance is required, it should be indicated to the supervisor/ invigilator by raising the hand.
- 1.9 Candidates should use only the answer books and continuation sheets duly signed and dated by the supervisors / invigilators, to answer the question papers.
- 1.10 All stationery such as date stamped answer books, drawing paper, graph paper will be issued to the candidates. Any such item issued to candidates should not be destroyed in any manner. Only the stationery items supplied by the supervisor/ invigilator should be used by the candidates. Statistical tables and other items used should be left on the candidates table after use. No item whatsoever should be removed out of the examination hall under any circumstances.

- 1.11 Before commencement of answering, candidates should indicate their Index number with the code and write name of the examination in the proper place. All papers used should carry the index number. No candidate should indicate his/her name or any other identification mark on the answer script.
- 1.12 All sheets used for rough work should be attached to the answer sheets. All sections not relevant should be clearly struck off. Rough work should not be done on the admission card, time table or the question paper.
- 1.13 All examination candidates should behave properly within the examination hall so as not to disturb supervisors / invigilators, hall attendants and other candidates. Silence should be observed within the examination hall and the surroundings.
- 1.14 No candidate should produce an extract or in full, some other person's work without stating so, other than his, sessional paper, assignment, reference, research paper, practical or field book or thesis which amounts to theft of intellectual property.
- 1.15 No candidate should allow any other person to appear on his/her behalf of an examination and should not appear on behalf of other.
- 1.16 Supervisors and invigilators are authorized to obtain declarations from examination candidates regarding any incident occurring within the examination hall.
- 1.17 Every candidate should personally hand over his/her answer sheet to the supervisors / invigilators. Candidates should remain in their seats till all the answer sheets are collected and an announcements is made by the supervisor. Answer sheets should not be handed over to hall attendants or any other person under any circumstance. Once handed over to the supervisor / invigilator, no answer sheets will be given back to the candidates and candidates should not ask for same.
- 1.18 Candidates should know that they are liable for punishments on examination irregularities if the marking examiner is convinced that an examination irregularity has taken place.

2. Examination Irregularities

- 2.1 Keeping unauthorized documents in possession.
- 2.2 Keeping in possessions of mobile telephones or devices capable of storing data without permission.
- 2.3 Removing examination stationery out of the examination hall.
- 2.4 Copying or attempting to copy in any manner.
- 2.5 Keeping in possession or attempting to use examination stationery removed in the past.
- 2.6 Keeping notes on body or clothes.
- 2.7 Theft of intellectual property such as reproducing others work without stating so or information obtained from the internet.
- 2.8 To find out contents of a question paper or answer sheet unlawfully or attempting to do so.
- 2.9 Entering the examination hall without permission.
- 2.10 Leaving the examination hall without permission or attempting to do so helping such acts.
- 2.11 Attempting or assisting to tear any paper/answer book or destroying such items.
- 2.12 Disturbing the smooth functioning and peaceful atmosphere of the examination hall.
- 2.13 Behaving in a manner harmful to the self respect and causing mental stress of the supervisors/invigilators/hall attendents.
- 2.14 Planning and attempting to harm mentally or physically of the supervisors/ invigilators/hall attendents.
- 2.15 Trying to get another person to appear at the examination or trying to use the index number of another candidate at the examination.

- 2.16 Impersonation
- 2.17 Other examination irregularities determined by the senate.
- 2.18 Irregularities found by the marking examiner.
- 2.19 Aiding and abetting examination irregularities.

3. Punishments

- 3.1 Cancellation of answer scripts and limiting the marks of the repeat examination to that of an ordinary pass mark.
- 3.2 Delay the release of results of the final examination by one academic year.
- 3.3 Not to invite for the convocation / award ceremony.
- 3.4 Cancellation of results of the relevant semester and limiting the marks of the repeat examination to that of an ordinary pass mark.
- 3.5 Not to award classes / merit passes.
- 3.6 Suspension of studentship by one year.
- 3.7 Suspension of studentship by two years or three years.
- 3.8 Suspension of studentship by four years or five years.
- 3.9 Cancellation of studentship.
- 3.10 In the case of a non-student action will be taken according to the law of the land.
- 3.11 Not to recruit to the staff of the University academic / non academic, (temporary / permanent).

Listed below is a schedule giving details of the irregularities depending on the nature of irregularities

Examination irregularities	Punishments
2.1 Keeping in possession of unauthorized documents	<ul style="list-style-type: none">• Delay of releasing the results of the final examination by one academic year.• Not to invite for the convocation / award ceremony.• Cancellation of the results of the relevant semester and limiting the marks of the repeat examination to that of an ordinary pass marks. (3.2 , 3.3 , and 3.4)
2.2 Keeping in possession of mobile phones or devices that could store data.	<ul style="list-style-type: none">• Delay of releasing results of the final year examination by one academic year.• Not to invite for the convocation / award ceremony.• Cancellation of the results of the relevant semester and limiting the marks of the repeat examination to that of an ordinary pass mark. (3.2,3.3, and 3.4)
2.3 Removing examination stationery from the examination hall.	<ul style="list-style-type: none">• Cancellation of the answer script of the candidate and limiting the marks of the repeat examination to that of an ordinary pass mark. (3.1)
2.4 Copying or attempting to copy in any manner	<ul style="list-style-type: none">• Delay the release of results of the final year by one academic year.• Not to invite for the convocation / award ceremony.• Cancellation of the results of the relevant semester and limiting the marks of the repeat examination to that of an ordinary pass mark. (3.2, 3.3, and 3.4)

<p>2.5 Keeping in possession of stationery of the university removed earlier and attempting to use such stationery in the examination hall.</p>	<ul style="list-style-type: none"> • Delay the release of the final year examination by one academic year. • Not to invite for the convocation / award ceremony. • Cancellation of the results of the relevant semester and limiting the marks of the repeat examination to that of an ordinary pass mark. (3.2, 3.3, and 3.4)
<p>2.6 Keeping notes on body or clothes</p>	<ul style="list-style-type: none"> • Delay the release of the final year examination by one academic year. • Not to invite for the convocation / award ceremony. • Cancellation of the results of the relevant semester and limiting the marks of the repeat examination to that of an ordinary pass mark. (3.2 , 3.3 , and 3.4)
<p>2.7 (i) Reproducing and extract or in full some other persons work without stating so, other than his field record book, research paper, thesis or other book which amounts to theft of intellectual property</p>	<ul style="list-style-type: none"> • Not to award classes / merit passes. • Suspend the studentship by one year. • Not to recruit to the staff of the University Academic or non Academic. (temporary / permanent) (3.5, 3.6, and 3.11)
<p>(ii) Submitting a sessional paper, reference research paper, practical or field book or degree thesis in part or full from another person's work or internet without stating so, which amount to theft of intellectual property.</p>	<ul style="list-style-type: none"> • Cancellation of studentship. • Not to recruit to the staff of the University Academic or Non Academic. (temporary / permanent) (3.9 and 3.11)
<p>2.8 To find out the contents of a question paper or answer sheet unlawfully or attempting to do so.</p>	<ul style="list-style-type: none"> • Delay the release of results of the final year examination by one academic year. • Not to invite for the convocation / award ceremony.

	<ul style="list-style-type: none"> • Cancellation of the results of the relevant semester and limiting the marks of the repeat examination to that of an ordinary pass mark. • Not to award classes / merit passes. • Not to recruit to the staff of the university academic or non academic. (temporary / permanent) (3.2, 3.3, 3.4, 3.5 and 3.11)
2.9 Entering the examination hall without permission	<ul style="list-style-type: none"> • Delay the results of the final year examination by one academic year • Not to invite for the convocation / award ceremony. (3.2 and 3.3)
2.10 Leaving in the examination hall without permission or attempting to do so	<ul style="list-style-type: none"> • Cancellation of the answer script of the candidate and limiting the marks of the repeat examination to that of an ordinary pass mark. (3.1)
2.11 Destroying a paper or answer book or attempting to do so	<ul style="list-style-type: none"> • Delay the release of the results of the final examination year by one academic year. • Not to invite for the convocation / award ceremony. • Cancellation of the answer script of the relevant semester and limiting the marks of the repeat examination to that of an ordinary pass mark, • Not to award classes / merit passes. • Suspension of studentship by one year. • Not to recruit to the staff of the university academic or non academic. (temporary / permanent) (3.2, 3.3, 3.4, 3.5, 3.6 and 3.11)

<p>2.12 Behaving in a manner that will disturb the silence and smooth functioning of the examination hall.</p>	<ul style="list-style-type: none"> • Cancellation of the answer script and limiting the marks of the repeat examination to that of an ordinary pass mark. • Not to invite for the convocation award ceremony. (3.1 and 3.3)
<p>2.13 Behaving in a manner that will affect the self respect or cause mental stress of supervisors, invigilators or hall attendants.</p>	<ul style="list-style-type: none"> • Delay the release of the results of the final year by one academic year. • Not to award classes / merit passes. • Cancellation of results of the relevant semester and limiting the marks of the repeat examination to that of an ordinary pass mark. • Not to award classes. • Suspend the studentship by two or three years. • Not to recruit to the staff of the university academic or non academic. (temporary / permanent) (3.2, 3.3, 3.4, 3.5, 3.7 and 3.11)
<p>2.14 Planning or attempting to cause bodily or mental harm to supervisors, invigilators or hall attendants.</p>	<ul style="list-style-type: none"> • Cancellation of studentship. • Not to recruit to the staff of the university academic or non academic. (temporary / permanent) (3.9 and 3.11)
<p>2.15 (i) Using another candidate's Index number or attempting to do so.</p>	<ul style="list-style-type: none"> • Delay the release of the results of the final year by one academic year. • Not to invite for the convocation / award ceremony. • Cancellation of results of the relevant semester and limiting the marks of the repeat examination to that of an ordinary pass mark. • Not to award classes.

	<ul style="list-style-type: none"> • Suspension of studentship by four or five years. • Not to recruit to the staff of the university. academic or non academic. (temporary / permanent) (3.2, 3.3, 3.4, 3.5, 3.8 and 3.11)
2.15 (ii) To allow another to appear on his behalf	<ul style="list-style-type: none"> • Cancellation of studentship. • Not to recruit to the staff of the university academic or non academic. (temporary / permanent) (3.9 and 3.11)
2.16 Impersonation.	<p>If a student,</p> <ul style="list-style-type: none"> • Cancellation of studentship. • Not to recruit to the staff of the university academic or non academic. (temporary / permanent) (3.9 and 3.11) <p>If not a student</p> <ul style="list-style-type: none"> • To institute legal action against him / her according to the land. • Not to recruit to the staff of the university academic or non academic. (temporary / permanent) (3.10 and 3.11)
2.17 Any other examination irregularity determined	<ul style="list-style-type: none"> • Punishments determined by the senate.
2.18 Irregularities reported by the marking examiner and approved by the senate	<ul style="list-style-type: none"> • Punishments determined by the senate depending on the irregularity
2.19 Aiding and abetting to commit examination irregularities.	<ul style="list-style-type: none"> • All punishments for aiding and abetting examination irregularities.

4. Evidence that could be used in determining examination irregularities.
 - 4.1 Report on examination irregularity.
 - 4.2 Material evidence, eye witnesses (Records, photographs, videos) at the time of committing the irregularity.
 - 4.3 Written or verbal statements of the lecturer who found the irregularity.
 - 4.4 Written or verbal statements of the students.
 - 4.5 Verbal written statements of the student and the staff at the time of the incidents.
 - 4.6 Other evidence that could be used at the discretion of the chairman of the committee. (eg. marks obtained / answer scrip)
5. Examination irregularity committee of the senate.

All investigation in connection with examination irregularities should be subjected to senate examination irregularities committee.

Senate examination irregularities committee should meet within one week from the date on which it is reported to the Vice Chancellor and Senior Assistant Registrar examinations by the relevant examiner concerned. Such report should be made after the last date of the examination of the respective faculties or under 2.7 (i) 2.7 (ii) and 2.18

5.1 Composition,

Senate should appoint five professors from each faculty for a period of three years. Where no professor is available at least a senior lecturer should be appointed.

One professor should be appointed as chairman by the senate from among the members.

Senior Assistant Registrar / Examination, Assistant Registrar/External Examination, Senior Assistant Registrar/Faculty of Graduate Studies should be the convener /Secretary by virtue of office.

5.2 Procedure of investigation

- * Consideration of the report submitted by the supervisor.

- * Using evidence to determine the irregularity depending on the necessity.
- * It is mandatory to summon the accused for explanation (if not present it will not be an obstacle to continue with the investigation)

5.3 Decisions

To determine whether the accused is guilty or not. If guilty recommend the relevant punishment to the senate, depending on the irregularity.

5.4 Time frame

Above decisions should be reported to the senate for opened immediately after the meeting of the senate committee of the examination irregularities.

6. Implementation of the decisions appeals process

Above decisions should be implemented only after the approval of the senate has been received.

The students have the rights to appeal against any punishment imposed on examination irregularities.

Written appeals should be submitted to the Vice Chancellor within three weeks of intimating the punishments.

On receipt of these appeals the senate will appoint a committee comprising three professors other than the professors appointed to the examination irregularities committee to investigate the appeals and report the recommendations for senate approval.

7. Submission of medical certificate for inability to sit examinations.

(for internal candidates)

- 7.1 Internal students who are unable to appear for examinations on medical grounds should report to the university medical officer at least half an hour before the commencement of the examination.
- 7.2 Those who are unable to do so due to unavoidable circumstances should obtain a valid medical certificate from the government hospital of the residential area and submit it to the University medical officer as early as possible. Those who obtain treatment from private practitioners, Western, Ayurveda or Homeopathy should submit these medical certificates during the period of sickness to the

University medical officer for approval.

- 7.3 Medical leave recommended by the university medical officer should be submitted to the Senior Assistant Register/Examinations within 14 days of the conclusion of the examination.

(for external candidates)

- 7.4 External examination candidates who are unable to present themselves for examinations on medical grounds should submit medical certificates to senior Assistant Register / External examinations before the commencement of examination or during the period of examination.
- 7.5 Those who are unable to do so due to unavailable circumstances should obtain a valid medical certificate from the government hospital of the residential area within 14 days of the commencement of the examinations. Medical certificates issued by private practioners/Western/Ayurveda or Homeopathy will not be accepted.

10

Computer Centre

Computer center is located in the ground floor of the Sumangala building. This center is a common resource center for all students, Academic and non-academic staff.

The centre consisting of five main Laboratories is equipped with one hundred and twenty five (125) computers. One laboratory is completely reserved with internet facilities. While the other laboratories are equipped to suit the subject requirements. During the academic sessions of the University, the Computer center is opened from 8.00 a.m. to 8.00 p.m. on weekdays and during weekends are reserved according to course requirements. During the holidays the computer center will be kept open from 8.00 a.m. to 4.00 p.m.

The permanent staff of the computer centre consists of seven Computer Technology Instructors, two Technicians and one Laboratory attendant.

10.1 Service Facilities

As the University Computer and Information Technology centre, the following services are provided.

- * Conduct of Computer Literacy courses for students.
- * Conduct of Multimedia Technology Certificate course.
- * Conduct of special computer training programmes for students and staff and provide Advisory service.
- * Supply and maintenance of internet and electronic mail.
- * Computerisation of academic and non-academic divisions and making information systems.
- * Building and maintaining internal computer net work and improving related facilities.
- * Providing Technical advice.

10.2 Use of the computer centre

- * Students can use the facilities of computer Centre for requirements of different academic departments under the guidance of academic staff.

- * Individual training, data analysis can be done with prior permission under the supervision of Computer Instructors, when the scheduled lectures are not held.
- * Students who wish to use computers and laboratories for research work should obtain prior permission.
- * Use of floppy, disks, CD, flash drive or other external storage devices are prohibited. the computer kept at the office of the centre could be used. However for very special requirements it may be allowed.
- * It should be ensured that the computer centre is used purely for academic work and it should not be used for personal or external purposes.
- * In entering the laboratories only required documents and valuable items should be brought in and other goods should be kept at the place reserved for this purpose. It will be advisable for those who intend coming to the Computer Centre not to bring valuable items.
- * All inquiries should be referred to Computer Centre Office.

10.3 Internet Facilities

- * Computer Centre is connected to LEARN of the University Grants Commission and through internal computer Network internet facilities have been provided to other section of the University behind the ground floor of the Sumangala Building a separate Laboratory has been installed for student internet requirements.
- * Any internal student of the University can use the internet facilities of the Computer Centre and should reserve a convenient time not exceeding to two hours by signing the register kept at the Computer Centre.
- * Due to limited facilities available students are advised to confine themselves to the reserved time without making it inconvenient to others.

10.4 Computer Literacy course.

To enhance the computer literacy rate of the undergraduates, this course is being conducted by the Computer Centre of the University. the course is meant for students who do not offer Computer Science and use of computer software.

The final year students who satisfy the above requirements can enter this course at their discretion. The registration is done by the Computer Centre at the initial stage of the academic year. This is a practical course conducted throughout the academic year and students who obtain a high percentage of marks at examinations will be awarded a certificate by the computer Centre. Further details could be obtained through www.sjp.ac.lk/cc.

10.5 Multimedia Technology Certificate Course

This course is open to first year students of the University, who are competent in the fields of audio visual and Mass Communication and to enhance the practical knowledge of undergraduates.

At the beginning of each academic year the computer centre calls for applications for registration. After calling of applications a preliminary examination is held to selected candidates. Candidates receiving adequate requirements will be selected for the course.

This course which commence with providing a basic knowledge of computing runs for two academic years and give a practical knowledge in the fields of audio visual. This course which will not clash with the degree course runs from 5.00 p.m. to 8.00 p.m. and those completing the course satisfactorily will receive certificates from the Computer Centre. Further details could be obtained through the web site www.sjp.a.lk/cc.

Information Technology Resource Centre.

This is the main unit which provide technology facilities to the Faculty of Management Studies & Commerce. For the academic use of the students there are 7 computer Laboratories with a network connected to 420 computers. Out of these two laboratories are set apart for internet and other requirements at the students and other Laboratories are used on time tables under the supervision of Lecturers. This will fulfill the requirements of the future management and consist of Modern Technologies. Although these seven Laboratories are separate, Lectures and used data will be broadcast in other Laboratories through Audio visual aids. Information Technology Resource Centre is opened daily from 8.00 a.m. to 8.30 .p.m. and used by more than 5000 undergraduates and Postgraduates.

In terms of the memorandum of understanding with Microsoft Company software of all computers consist of most modern licenced software could be obtained and action in this connection will be taken by Information Technology Resource Centre. Internet facilities of the Technology Resource Centre without wiring within the building and outside is available and students could use.

20 Academic Staff members in the Information Technology field serve the Technology Resource Centre and is managed by Coordinator.

12

Physical Education Division

12.1 Introduction

Formulation of sport programmes for University students training of sportsmen and sports women for 34 sport items and organisation of sport events are the main functions of the Physical Education division. Inter University meets, games organized by the National sports Association giving formal training International games administration and maintenance of grounds for different games are the other activities of Physical education division.

Present Acting Director of Physical Education is Mr. Asoka Amarasena. Mrs. Thamara Jayasekera, Mr. Lal Chandrakumara, Mr. Nishantha Vidanage and Mrs. Ramani Kulathilake serve as permanent Sports Instructors. In addition there are part-time visiting Instructors appointed for different sport items.

To assist the sports activities a Sports Advisory Board consisting of members of the Academic staff and a sports council consisting of sports captains. Every year office bearers will be selected.

12.2 Sports Advisory Board.

Sports Advisory Board consist of the following members.

1. Eight permanent members interested in sports appointed by the Vice-Chancellor (two member from each Faculty)
- 2 Director of the Physical Education
- 3 Two members of the full-time Physical education Instructors (one should be an Instructress)
4. President of the sports Council, Secretary and Vice- President or other representative (one should be sportswoman)
5. University Chief Medical Officer or his representative (should be a medical officer of the University)
- 6 . Director Student Affairs.

7. Senior Assistant Registrar (Student Welfare) or his or her representative.
8. Bursar or his or her representative
9. Works Engineer or his representative
10. Assistant Registrar (Capital Works Division)
11. Project Engineer (Capital Works Division)

12.3 Sports Council.

University sports Council consist of captains and Vice-Captains of Different sports teams. It consist of President, Vice- President, Secretary, Assistant Secretary, Junior Treasurer, Two editors and two committee members.

They will be selected at the first meeting of the Academic year.

Objectives of the sports council

1. To give an understanding on the values of Physical Education to internal students of the University and to give them a physical development through mental development.
2. To provide an opportunity for improvement of sports activities and methods.
3. To encourage sports by playing tournaments. with internal and external sports societies.
4. To develop discipline by encouraging sports among students.

12.4 sports and sport tournaments

Following physical training Instructor/Instructresses of the Physical Education Division of the University have provided facilities and training for the following sports items under their supervision.

Mr. T.S.A. Amarasena

*(Acting Physical Education
Director)*

Cricket (males)
Foot Ball(males)
Wrestling (males)
Rugger (males)
Weight Lifting (males)
Judo (males)
Thaikondo (females/males)
Karate(females/males)

Mrs.Thamara Jayasekera

*(Physical Training
Instructress)*

Basket Ball (females/males)
Net Ball (females)
Hockey (females/males)

Mr. Lal Chandrakumara

*(Physical Training
Instructor)*

Athletes (females/males)
Road Race (females/males)
Swimming Carrom (Males)
Base Ball (males)

Mrs. N. Nishanthi Vidanage

*Physical Training
Instructress)*

Badminton (females/males)
Table Tennis (females/males)
Tennis (females/males)

Mrs. J.M. Ramani Kulathileke

*Physical Training
Instructress)*

Volley Ball (females/males)
Elle (females/males)
Chess (females/males)

The Physical Education division organized the following games.

1. Freshers meets
2. Freshers Senior games
- 3 Inter Faculty games
4. (Invitees /Open) University games

In addition friendly games with outside team, inter University games, Combined University teams.

Sport teams of selected all University combined, National championship tournaments, world University tournaments held once in two years are some of the tournaments participated. In addition sportsmen and sportswomen take part in National association representing Sri Lanka are also sponsored.

Inter University sports festival organised by few Universities is held every year and Mini Olympics held in every three years is organised by a single University.

12.5 Colours Award

End of each year colours Award ceremony will be organized by the Physical Education Division and the Sports Council. Sportsmen and sportswomen who reach the required standard under the approved criteria will be awarded colours with the approval of the Advisory Board. The criteria and further details could be obtained from the Physical Education Division.

In addition the sportsmen and women who perform well at the inter University meet will be awarded merit awards of the Sri Lankan Universities.

13

Medical Centre and Medical Facilities

Medical Center consist of a Chief Medical Officer, four Medical Officers, Dental Surgeon, Staff Nurses and Pharmasist.

Medical centre is opened from 8.00 a.m. to 4.00 p.m. and patients are treated during this period. Dental surgery is opened during week days from 8.30 a.m. to 3.30 p.m. Medical facilities are provided to students and staff of the University. Following are the important points to be followed in obtaining medical facilities.

1. All students entering the university shoyl submit his/her medical history sheet to the medical centre within two weeks form receving the registration number. this will be necessary to register at the \medical Centre and obtain treatment from the Medical Centre.
2. Students who require an appointment to see the Medical Officer will be required to register at the counter. If not for urgent treatment, students can obtain a suitable time according to the time available.

Instructions for students who are not attending lectures for a long time on medical grounds.

3. Students who not attending lectures for a long time should obtain an approval from the medical officer through a medical certificate. Students who are not in a position to see the medical officer because of illness should submit a medical certificate from the District Medical Officer of the residential area within one month. If the period of absence is less than one month, the student should submit the medical certifice as soon as the period is over. Private medical certificates or medical certificate from Ayrveda practioners will not be accepted. Students receiving treatment from private medical practitioners and Ayrveda practitioners should meet the University Medical Officer and get their medical certificate approved.

Students who are re-registering for examinations on medical grounds and not attending lectures/practical classes these medical certificates will be very necessary in calculating their percentage of attendance. Late submission of medical certificate for examination purposes are given under 9.6.

4. There is an ambulance for health service transportation. This ambulance will be available to take critically ill students to the hospital during the period the medical centre is kept open.
5. During the period the Medical Centre is closed the University has made arrangements to provide the ambulance service to students if necessity arises to take a student to hospital in an emergency. To obtain such facilities please refer under 5.4 (8) (Special Rules for Resident students - Medical treatment) of the Student Welfare service.
6. Facilities have been provided through medical centre to obtain psychological treatment for students. Educational mental or physical advice is available here and this facility is open for employees too.

14

University Student Council and Faculty Student Councils, and other student unions and Societies.

14.1 Provision of the University Act.

The provision of the University Act. 16 of 1978 as amended by Universities (Amendment) Act No. 07 of 1985 and Act No 26 of 1988 on Student Councils, Faculty Students Unions are given below. (Provisions No. 113, 114, and 117 have been removed under amendments)

Paragraph 112: University student council, Faculty union etc.

- (1) Each Higher Educational Institute shall have a student council, its composition and the duties and functions should be specified under the sub section of the Act (see below)
- (2) Each Higher Educational Institute shall have a Faculty Union, its composition and duties and functions should be specified under the sub-section of the act.
- (3) Procedure for selection of office bearers for (1) and (2) above and the election procedure and duties and functions of the office bearers should be decided by the governing authorities of the Higher Educational Institute concerned through By Laws.

Paragraph 115: Recognition of certain Unions societies and other Associations.

- (1) A society formed by any Higher educational Institute with an objective to promote academic and social activities which consists of only students of that Institute can be acceptable to that Higher Educational Institute.
- (2) Registration procedure, duties, functions and the duties and function of the officers of accepted societies under (1) should be decided by By-Laws of the governing authorities of the Higher educational Institute concerned.

Paragraph 116: Allocation of funds for approved purposes by the governing authorities of University student councils, Faculty Unions and Societies.

Funds could be approved from time to time for purposes approved by the governing authorities, to University Student Councils, Faculty Unions and other societies recognized under section 115.

Paragrap 118: Temporary suspension or dissolution of a union society or other associations.

If the Chief Executive of the institute feels that the activities of a Student Council or any other society is damaging to the good name of the institute or an obstruction to the smooth administration or against the provisions of the Act or any other instrument, the chief executive can temporary suspend or dissolve any such society.

Paragrap 112: Sub-Paragrap

University Student Council and Faculty Union

1. (1) Each Student Council and Faculty union of the Higher Educational Institute should represent the whole student community.
 - (2) Each Student Council and Faculty Union of the Higher Educational Institute should consist of all members and should have the following office bearers:
 - (a) President
 - (b) Vice-President
 - (c) Secretary
 - (d) Editor and
 - (e) Junior Treasurer
-
2. Duties and functions of the University councils:
 - (a) Development of feelings and harmony among University students.
 - (b) Organisation supervision of activities connected with recreation facilities, educational religious, student counselling, provision of food in consultation with the management of University.
 - (c) To implement an exchange of views about living conditions and working conditions of students in consultation with the management of the Higher Educational Institute.

- (d) To represent the membership of the various committees appointed by the Management regarding welfare activities of the students of the Higher Educational Institute.
 - (e) To cooperate and assist the management of the University to maintain discipline.
 - (f) To represent students at disciplinary inquiries.
 - (g) To develop cultural, literary and aesthetic feelings among students and publish student magazines and journals.
 - (h) To build an understanding among citizens of the country towards Arts, living and social welfare.
 - (i) In organising programmes on extension courses and adult education, work to be jointly done by the students and the University staff.
 - (k) To safeguard the good name of the Higher educational Institute.
 - (l) To conduct debates on topics of public interest.
 - (m) To develop national well being and national conciliation.
 - (n) To protect and safeguard the property of the Higher Educational Institute.
 - (o) To take steps to improve and develop interest towards educational activities.
 - (p) To undertake activities given by the management from time to time.
- 3 (a) There should be a Senior Treasurer for the student union and he should be a Senior Lecturer nominated by the officials.
- (b) An office of the student union can hold a post of office bearer of the Faculty Union concurrently.
- (c) The office bearers under this Act can hold office only till the academic year.
- (d) When a vacancy occurs in an office bearer's post action should be taken to fill the position immediately. The person selected to fill the vacancy shall hold office for the unexpired period of office of his predecessor.
- (e) When a vacancy occurs in an office bearer's position action should be taken by the students of that faculty to appoint a suitable person to fill the vacancy. The person selected to fill the vacancy shall hold office for the unexpired period of office of his predecessor.
- 4 (1) A student Union of a University with the approval of the Chief Executive of the Higher Educational Institute can collect money for any social, cultural or welfare activities approved by Chief Executive of that Higher Educational Institute.

- (2) Management of the Higher Educational Institute should formulate the accounting procedure for spending money of student unions.
5. Management of the Higher Educational Institute should formulate the procedure of keeping record of meeting of University Student Union and Faculty Unions.
6. (1) All students of a faculty should be represented in a Faculty union. All office bearers of the union should be elected by the students of the faculty for each academic year by secret ballot.
 - (2) Faculty Union
 - (a) President
 - (b) Vice President
 - (c) Secretary
 - (d) Editor
 - (e) Junior Treasurer
 - (f) following other members as decided by each Higher Educational Institute.
 - (i) Two members for a faculty which has less than two hundred registered students.
 - (ii) four members for a faculty which has two hundred and one to four hundred registered students.
 - (iii) Six members for a faculty which has four hundred and one to six hundred registered students.
 - (iv) Eight members for a faculty which has more than six hundred registered students.
7. *Duties and functions of faculty Union should be as follows:*
 - (a) Development of combined life and welfare of the faculty student community.
 - (b) Steps to be taken to improve the academic activities of the students.
 - (c) To safeguard the good name of the faculty and institute.
 - (d) To incur expenditure and make recommendations to student council of the University on matters such as common welfare of the faculty student community and
 - (e) To ensure that matters concerning academic and welfare activities of the faculty union are decided by majority vote.

14.2 Election Procedure of Student Unions University of Sri Jayewardenepura

By-Law No. 01 of 1990 on student unions.

By-Law enacted by the Council of the University of Sri Jayewardenepura under the provisions of Universities Act No. 16 of 1978 as amended by Act No. 7 of 1985 and Act No. 26 of 1988- paragraphs 135 and 112 (3)

- (1) This By-Law will be identified as By-Law No. 1 of 1990.
- (2)
 - (i) University of Sri Jayewardenepura Student Council (to be referred as University Student Council) will represent the entire undergraduate community of the University.
 - (ii) University Student Council will consist of office bearers of each faculty union.
 - (iii) Under the provisions of paragraph 17 of this By-Law, following office bearers of the Student Council should be selected from among members of the Student Council.
 - (a) President
 - (b) Vice-President
 - (c) Secretary
 - (d) Editor
 - (e) Junior Treasurer
- (3)
 - (i) University of Sri Jayewardenepura shall have a Faculty Union for each of the faculties.
 - (ii) Faculty Union shall have the following members
 - (a) President
 - (b) Vice-President
 - (c) Secretary
 - (d) Editor
 - (e) Junior Treasurer
 - (f) Following other members
 - i Two members for a faculty which has two hundred or less registered student.
 - ii Four members for a faculty which has two hundred and one to four hundred registered students.

- iii Six members for a faculty which has four hundred and one to six hundred registered students.
 - iv Eight members for a faculty which has more than six hundred and one to six hundred registered students.
 - v A senior teacher of the faculty nominated by that Union will be appointed by the Chief Executive officer of the Institute as the Senior Treasurer of that Faculty Union.
- (4) The students of each faculty will be the voters in selecting office bearers and other members of the Faculty Union.
- (5) A student of a faculty
- (a) If not registered as a full-time student in the academic year in which the election is held.
 - (b) If a suspension order has been issued by the Faculty Board/ University
 - (c) If at the time of voting or contesting if he has to pay some money to the University and if he has not entered into an agreement with the University to refund that money, he will not be eligible to vote or contest.
- (6) (1) In each academic year before the expiry of seven days of the first term, the Registrar of the University shall publish a notice within the University giving the following details.
- (a) Name of each faculty union
 - (b) Designation of office bearers to be elected for each faculty union and the total of other members.
 - (c) i Office bearers of the faculty union and names of eligible voters.(to be referred as eligible students)
 - ii Election of office bearers and other members should be announced before the date fixed by the Chief Executive of the University.
 - iii Any question regarding the number of members selected for any Faculty Union or as to whether a student is eligible to vote or contest, should be referred to the chief executive of the University. His decision will be final on these matters.

- (7) Within one week of the publication of the notice by the Chief Executive under paragraph 6 (i) Deans of the respective faculties should be appointed as election officers for the conduct of election of office bearers and other members of the faculty union.
- (8) (i) Chief Executive officer should fix a date , time and the place for the calling of nomination for office bearers and other members as election officer of the Faculty Union. Registration number and the signature of the proposer and seconder should be there.
- The Date should be after expiry of seven days and before fourteen days after the publication of the notice under 6 (i)
- (ii) The Registrar of the University without delay announce the date of acceptance of nominations, the period and place for each Faculty union.
- (iii) Election officer should accept the nominations on the specified date and time as shown above.
- (9) (i) Any registered undergraduate of a faculty qualifies to be nominated as an office bearer or other member at the election.
- (ii) Any undergraduate of a faculty can be nominated for election as an office bearer or any other member by submitting a nomination form duly proposed and seconded by two registered undergraduate students of that faculty.
- (iii) The nomination form should be in accordance with the first schedule and name, registration number and the signature of the proposer and seconder should be there.
- (iv) Registered undergraduate nominated for election should sign the nomination form to indicate his willingness for the nomination.
- (v) No student can be nominated to more than one post at the election.
- (10)(i) Every office bearer or committee member of a Faculty Union should hand over the nomination paper (with a copy) on the date, time and place specified under 8 to the election officer specified under 7 in person or by the proposer and seconder.
- (ii) Election officer should take action to paste a copy of the nomination paper outside the nomination place as soon as he receives a nomination paper.

- (iii) Objection could be made to the election officer on a candidate's nomination paper on one of the following or all of them:
 - (a) Candidate not having qualified under paragraph 5
 - (b) Proposer or Secunder not being a registered undergraduate of the faculty.
 - (c) Proposer or Secunder not having signed the nomination paper.
 - (d) Nomination paper not being in accordance with the By-Law.
 - (e) Candidate under the suspension order of the faculty or the University .
 - (iv) Election officer will not accept any objection made if not made within half an hour of the time fixed for acceptance of nominating papers.
 - (v) A person objecting against a candidate's nomination should be made in writing with the signature and the reason for objection should be clearly made.
 - (vi) If the election officer feels that action should be taken with regard to the objections made against a candidates nomination paper, he should make an endorsement to that effect.
 - (vii) Validity status of the objection should be indicated to the candidate without delay. If his decision on the validity is accepted it will be the final decision of the election officer.
- 11 (i) In an election for office bearers, if not more than one candidate is nominated the election officer shall announce that particular candidate has been duly elected.
- (ii) In an election for committee members, if not more than the required number under paragraph 6 have been nominated the election officer shall announce that particular number of candidates have been duly elected.
- (iii) In any Faculty student union, if for a certain office bearers post no nomination have been received or all the nominations received have been rejected or for committee members posts, nominations received one less than the number specified under paragraph 6 (i), the election officer shall bring this matter to the attention of the Chief Executive officer and the Chief Executive officer shall fix a date , time and place to receive fresh nominations.
- 12 If for an election of office bearer's two or more valid nominations have been received and for committee members election more than the required number of

valid nominations have been received election officer shall announce the name of the accepted office bearer and names of the accepted committee members within the University.

- 13 (i) Chief Executive Officer of the University should fix a date and time for election of office bearers and committee members of each Faculty students union. This date and time should be within 14 days of the receipt of nominations for the faculty students union. Due to prevailing condition or emergency if the Chief Executive officer does not take any contrary decision, the date and time for each faculty student union shall remain.
 - (ii) Afterwards the Registrar of the University should announce within the University, the date and time of the election for office bearers and committee members of the faculty students union.
 - (iii) Election officer should conduct the election by secret ballot. In this exercise he can appoint any person or persons to assist him.
 - (iv) In an election of a faculty student union each candidate can appoint two students to represent him at the time of election and time of counting. Before the time of commencement of voting the names and registration numbers of the appointed students should be given to the election officer in writing. However during the time of voting and counting only one representative of the candidate will be allowed to be present.
- 14 (i) In a faculty student union election, candidate contesting each post and an equivalent number of committee members given in the notice under 6 (i) and all qualified students are eligible to vote (However such student should not use his right to the maximum)
 - (ii) Election officer should announce that candidate receiving the highest number of votes for each post has been duly elected.
 - (iii) Election officer should announce that candidates receiving highest number of votes have been selected as committee members. (It should be announced that person receiving highest number of votes has been selected as the first. The person receiving the next highest has been selected next and so on) However it should be equivalent to the number selected for that faculty in the notice given under 6 (i).
 - (iv) If at the election two or more candidates receives equal number of votes and by adding votes the candidates qualify to be an office bearer or committee

member, determination of who should receive the additional votes should be decided by lottery.

- (v) If any candidate received no votes, it should be considered that he had received zero votes.
- 15
- (i) Term of office of an official selected for a Faculty Student Union will terminate at the end of the academic year in which he was selected.
 - (ii) No student shall hold office for more than one academic year.
 - (iii) If any official or committee member or
 - (a) Ceases his studentship or
 - (b) Resigning from office as an official or committee membership after informing the Senior Treasurer in writing or
 - (c) Has received a suspension order from the University or expelled, it should be considered as having vacated his position as office bearer's post or committee member's post.
 - (iv) When an office bearer's post or committee member's post of a faculty student union falls vacant, students of the faculty should make arrangements to fill the vacancy as soon as possible. The person selected to fill the vacancy will hold office for the unexpired period of his predecessor.
 - (v) With regard to nominations and elections the chief executive officer should follow the provisions of this By-Law and other provisions in conducting the elections.
- 16
- (i) Duties and functions of the President of the Faculty, Student Union are as follows
 - (a) Preside at all meetings of the Faculty Student union.
 - (b) Implementations of the decisions of the faculty student union.
 - (c) To summon meetings of the faculty student union.
 - (ii) Duties and functions of the Vice-President of the Faculty Student Union are as follows:
 - (a) To perform any duties and functions assigned by the Faculty Student union.

- (b) To preside at any meeting of the Faculty Student Union in the absence of the President.
- (c) To assist the President in carrying out his duties.
- (iii) Duties and functions of the Secretary of the faculty student union are as follows:
 - (a) To keep records all activities of the Faculty Student Union.
 - (b) To summon meetings of the Faculty Student Union on the direction of the president or when a written request is made by not less than one third of the total membership of the students of the Faculty Student Union.
 - (c) To ensure the release of minutes of meetings of the faculty at the request of any student of the faculty.
- (iv) Duties and function of the Junior Treasurer of the Faculty Student Union are as follows:
 - (a) To keep custody of the funds of faculty student union in his charge.
 - (b) Keeping accounts and records of all income and expenditure and keeping books according to regulations.
 - (c) To keep the Senior Treasurer informed within one week of receipt of any funds by the faculty student union.
 - (d) To make payments out of the Faculty Student Union with the approval of the Senior Treasurer.
 - (e) Oprepare the budget for the academic year within one month of selection of office bearers of the Faculty Student Union.
 - (f) To prepare supplementary estimate when required.
 - (g) To submit a report on the financial position to Faculty Student Union. before the expiry of one month of the end of the term.
 - (h) To submit the income of the Faculty Student Union to the Auditor appointed by the chief Executive through the Senior Treasurer, before two weeks of the academic year in which the faculty student union was selected.
- 17 (i) The Chief Executive should fix a date for the first meeting of the University Student Council and officers and committee members would be selected at

this meeting. This date under paragraph 4 of the constitution should be within two weeks of the date on which the election of office bearers and committee members of the faculty student union was held.

- (ii) A senior officer of the university should be appointed as the election officer to conduct this election, by secret ballot. This senior officer should be appointed by the Chief Executive. This senior officer should be the chairman and he should make arrangements to conduct the election in proper manner.
 - (iii) After the conclusion of the election of office bearers, a Senior teacher should be nominated by the student council as Senior Treasurer to be appointed by the Chief Executive.
 - (iv) Election officer should submit a report on the election, to Chief Executive Officer.
- 18
- (i) Period of office of the selected office bearers of the Student Council should end at the termination of the academic year.
 - (ii) No committee member should hold same office for more than one academic year.
 - (iii) Any office bearer or committee member or
 - (a) Ceases to be an office bearer or committee member or
 - (b) If resigning from any post after informing the Senior Treasurer in writing should be treated as having vacated his position
 - (iv) If an official position of the Student Council falls vacant, the student council should take immediate steps to fill the vacancy. The person so selected will hold office for the unexpired period of his predecessor. However under 115 (iii) when a vacancy occurs in a Student Council, the election to fill the vacancy would be held after filling that vacancy.
- 19
- (i) Duties and functions of the President of Student Council should be as follows:
 - (a) To preside at all meetings of the Council.
 - (b) To implement the decisions of the Council.
 - (c) To summon the meetings of the Council.

- (ii) Duties and functions of the Vice-President of the Student Council.
 - (a) To preside at all meetings in the absence of the President.
 - (b) To assist the President in discharging duties.
 - (c) To carry out any other functions assigned to him by the council.
 - (iii) Duties and functions of the Secretary of the Student Council:
 - (a) To keep records of proceedings of the Council.
 - (b) To summon meetings of the Council on the President's directive or when there is a written request by not less than one third of the membership. and
 - (c) To ensure the submission of minutes of meeting at the request of any registered student.
 - (iv) Duties and functions of the Junior Treasurer of the Student Council:
 - (a) To keep the funds of the Council in his custody.
 - (b) To maintain accounts, subject to rules and regulations keep a record of income and expenditure and certify that accounts have been properly maintained.
 - (c) To inform the Senior Treasurer of the receipt of any funds to the Council.
 - (d) To make payments from the council with the approval of the Senior Treasurer.
 - (e) To prepare and submit to the council a budget within one month of the selection of office bearers.
 - (f) If necessary to prepare a supplementary estimate.
 - (g) To submit to the Council a report on financial position before one month of the end of term.
 - (h) Income and expenditure statement along with a balance sheet to be submitted to the Auditor appointed by Chief Executive Officer through the Senior Treasurer within two weeks of the academic year in which the council was selected.
20. If any question arises with regard to any interpretation of this By-Law, it should be referred to the Council and its determination shall be final.

14.3 Other Student Societies

The By-Law enacted under paragraph 115 (i) of the University Act No 16 of 1978 on student unions and other societies.

1. This By-Law will be referred to as By-Law on student unions and other societies.
2. Organisers who wish to form a society should inform to the Vice-Chancellor and obtain permission to conduct a meeting. The letter seeking permission should indicate the objectives of the proposed society.
3. After obtaining permission from the Vice-Chancellor, should summon the meeting. Draft of the constitution containing the objectives of the society should be prepared in four copies and handed over to the student welfare branch.
4. This draft should be referred to the committee comprising Deans and student counsellors for views and submit it to the Vice-Chancellor.
5. After the draft is approved by the Vice-chancellor a meeting should be summoned to select the officials and the list of names of the officials should be referred to the student welfare division.
6. Selection of officials could be done by open vote or secret ballot.
7. At least a lecturer should be nominated as Senior Treasurer and needs the approval of the Vice-Chancellor.
8. If it is felt that the society is not constituted properly or due to some reasonable reason there is objection to the society, it should be submitted to the Vice-Chancellor and his decision on this matter will be final.
9. After fulfilling the requirements, the student welfare branch will register the society. After information of the registration, the society can function officially.
10. Financial transaction should be in accordance with financial transaction of student unions. It is the responsibility of the Senior Treasurer and Junior Treasurer to ensure this.
11. The constitution of a society generally should follow the following principles:

- i. Name of the Society :** In accordance with the relevant subject academic social or religious form.
- ii Address :** Should be within the University of sri Jayewardenepura
- iii Membership of the society:** If it is a subject society it should be confined to the students following the subject.
- iv Objectives of the society:** Academic, Social or religious uplift
- v Officials**
 - (a) Patrons (Professors, Head of Departments Lecturer in charge of the subject)
 - (b) President, Vice President, Secretary, Assistant Secretary, Junior Treasurer, two academics and four other committee members.
 - (c) Senior Treasurer should be at least a Lecturer with his concurrence approval should be obtained from the Vice Chancellor
 - (d) Period of office of these officials will be for one year.

Officials under (b) above should be elected by majority votes with proposals and secondments.

vi Powers and responsibilities of the officials.

- (a) Officials should always work under the rules and regulations of the constitution.
- (b) Junior Treasurer should perform duties relating to finances of the society. He should perform his duties in consultation with the Senior Treasurer. He should not be a final year student.

vii Financial Activities.

- (a) For activities of the society funds can be charged from the membership. Maximum that can be charged is Rs. 10/-. If for any special reason additional charge becomes necessary the approval of the Vice-Chancellor will be necessary.

- (b) It will be necessary to submit a financial plan to the society to implement any major task during the official period of the society. If it becomes necessary to implement any additional task the approval of the committee should be obtained.
- (c) Receipt of funds to the society in addition to payments, books would be maintained properly to show the income and expenditure. At the end of the year final accounts and the balance sheet should be prepared and audited by the Auditor appointed by the society and submitted to the final general meeting and submitted to the Student Welfare Branch through the Senior Treasurer. The reports referred to above should be approved by the general meeting and referred to the student Welfare Branch before the expiry of two weeks of the official period of the officials.

viii Meetings.

- (a) At least two general meetings should be held each year.
- (b) In terms of the approved rules and regulations before two weeks of the period of office annual general meeting should be summoned.
- (c) The committee can decide to have special general meetings when necessary. On a written request made by not less than one third of the membership a special general meeting can be called, and this meeting should be held within 14 days.

The council of the University of Sri Jayewardenepura approved this constitution at its 22nd meeting held on 28.03.1980 and issued by the Student Welfare Branch.

15

Religious and cultural Organisations

15.1 Art circle.

University Art Circle is the organisation responsible for Art and cultural activities of the University. It is identified by the University of Sri Jayewardenepura as the Art Circle of the University of Sri Jayewardenepura.

Art Circle consist of 40 members and Vice-Chancellor appoints them in December each year for the ensuing year. It will be divided among Academic, Non-academic staff and students in the following manner.

- (a) Sixteen permanent members of the academic staff who are interested in Arts.
- (b) Senior Assistant Registrar (Student Welfare Branch) or other officer of the student Welfare Branch including 12 other members of the non-academic staff who are interested in Arts.
- (c) 12 Students who are interested in arts.

Objectives.

Art circle has the following objectives.

1. To assist and improve the cultural and aesthetic values of the University.
2. To improve the task of arts and development of merit among the University community.

In order to achieve the objectives the art circle organises drama and music, exhibitions, lectures, discussions, seminars and competitions.

Office Bearers.

- | | |
|---------------------|---------------------|
| 1. President | 2. Secretary |
| 3. Senior Treasurer | 4. Junior Treasurer |

Of those posts President and Senior Treasurer are held by member of the academic staff. Secretary post goes to the representative of the Student Welfare Branch by virtue of office. The post of Junior Treasurer will be a member the non-academic staff.

To organise any Arts or Cultural event, by the student unions, it will be necessary obtain the approval of the President or Senior Treasurer. In order to obtain a hall for the event, a prescribed form obtainable from the Student Welfare Branch has to be filled and obtain the approval of the President or the Senior Treasurer. Permission of the relevant Dean is also necessary.

Any programme organised by the student where money is to be charged, the entry ticket should bear the signature and the official seal of the Secretary. It will be prohibited to sell tickets without the seal. In such programmes three complementary tickets should be given to the Student Welfare Branch to supervise such programmes. Every programme where money is to be collected 10% of earnings should be handed over to the Treasure and a receipt should be obtained. It is the responsibility of the students or student societies to adhere to this requirement. Examination results of the responsible students will be withheld till all the accounts are settled.

It will be mandatory to obtain approval of the Art Circle when events are organised by students without the involvement of societies. Before such programmes are organised it will be necessary to discuss with President, Treasurer and Secretary and obtain approval.

Details of the Art circle can be obtained from the President Dr. Praneeth Abhayasundara, senior lecturer of the Department of Sociology and Anthropology or Secretary Senior Assistant Registrar(Student Welfare Branch).

15.2 Cultural Centre.

In order to safe guard and further development of indigenous culture and ethics, this centre is located at the University of Sri Jayewardenepura under the auspices of the Ministry of Cultural and National Heritage. Management of the cultural centre is by the officer in charge of the centre and full supervision of the President of the Art Circle.

All University cultural activities and connected research activities and giving cooperation to these matters are the main functions of the centre. Training programmes required for this purpose are conducted daily by consultants who are competent in various subjects. Students of the four faculties, academic and non-academic staff and their children are the beneficiaries. The Ministry of Cultural and National Heritage gives the full cooperation to implement these activities.

Personal development of University students solutions to their problems are also done through counselling.

15.3 Buddhist Society

Objectives of the Buddhist society are given below:

1. Following high Buddhist traditions and safe guarding ethics in the University and whole society and up lifting Buddhist traditions.
2. To develop harmony among teachers, students and employees.
3. Cooperate with local and foreign Buddhist societies.
4. To develop a liking towards buddhist way of life by conducting lectures and seminars.
5. To make an attempt to build a future generation of learned and good qualities.
6. To encourage thinking as a buddhist and follow the buddhist way of life and reap the benefits of buddhist values.
7. To attempt to solve the problems by giving priority to discipline as stated by Lord Buddha.

Any academic, non-academic or students can obtain the membership of the Buddhist Society.

The executive committee of the Buddhist Society should consist of 18 students representing all faculties, 10 members of the academic staff and 7 members of the non-academic staff. Bhikkus of the academic staff, Vice-Chancellor and all Deans of the faculties will be patrons of the society by virtue of office.

Office of the Buddhist society is located at the first floor left of the Sumangala Building.

15.4 Bhikku Society.

Formation of the society was approved by the Council of the University of Sri Jayewardenepura at its 184 meeting.

The objectives of the Bhikku society are as follows:

1. To help and improve external activities in addition to educational activities of the bhikkus.
2. To work towards the welfare of bhikkus of the University.
3. To conduct lectures and seminars within the University to promote Buddhist and cultural activities within the University.
4. In working towards common aims, to cooperate with organisations that have the same objectives as of the Bhikku society.
5. To work towards the development of peace and harmony within the University community.
6. Face day to day problems and achieve the responsibilities of the young bhikkus.

Bhikku society of the University is a non-political independent organisation and all University Bhikku teachers are patrons of Bhikku society.

15.5 Muslim Majlis society of University of Sri Jayewardenepura

University of Sri Jayewardenepura at its 130th meeting of the Council has approved the formation of this society.

According to the constitution of this society the main objectives of the society are to promote and develop learning among the membership and build up peace with the followers of other religious to commemorate Islam religious and cultural functions to develop economic social educational and cultural activities of the membership.

To achieve these objectives the society has implemented large number of programmes during the University inaugural year.

For religious purpose the society has a separate organisation Muslim Majlis society emphasises that the society will cooperate with other societies as University students.

15.6 Christian Societies.

Christian Society.

The main objective of the Christian society is to build up peace and harmony among the University Students and cooperate in common activities.

Conduct of monthly prayers, weekly bible study, organisation of carols to welcome new students are some of the main functions.

Catholic Society.

To work with Catholic societies of other Universities to promote harmony among the students.

Monthly prayers, weekly get together Christmas get together, bible discussions, prayers and annual pilgrimages and conduct seminars for O/L students in under privileged areas.

Special feature of the society is to organise National tasks every year in collaboration with the Sri Lanka catholic students union.

Annex - I

Mission of the University

The mission of the University of Sri Jayewardenpura, founded upon the tenet *Vijja Uppatam Settha* ('among all that rise knowledge is greatest') is to excel as an institution of higher learning.

The University is committed to the pursuit and transmission of knowledge through teaching, scholarship and research and active service to the community in an environment which values creativity, fairness and professional growth. The University's endeavour is to contribute to national development by providing a balanced education, which blends the finest in theory and practice, and by forging interaction between the University and the wider policy.

The Faculty of Humanities and social Sciences

The Faculty of Humanities & Social Sciences is committed to the development of the community and the nation at large through the dissemination and enhancement of knowledge enriched with the country's cultural heritage.

The Faculty of Management Studies & Commerce

The mission of the Faculty of Management Studies & Commerce is to be a centre of excellence for management education in Sri Lanka. It is committed to the highest standards of learning and teaching, promotion of scholarship and research, and integration of theory and practice through interaction with private and public sector entities and the wider society.

Faculty of Medical Sciences

The mission of Faculty of Medical Sciences is to be a centre of academic and excellence in providing human resources of the highest quality, services of the highest standards and quality for health care, and to disseminate knowledge on health.

The Faculty of Graduate Studies

The Faculty of Graduate Studies is committed to excellence in teaching, research and scholarship in divers fields of advanced learning to be of service to the country, its people and mankind.

Annex - 2

University Song (Please see page 84 of Sinhala version)

Annex - 3

Prohibition of ragging and other forms of violence in Educational Institutions Act. No. 20 of 1998

[Certifies on 29th April, 1988]

L.D.- O.7/98.

An Act to eliminate ragging and other forms of violence, and cruel, inhuman and degrading treatment, from educational Institutions.

Be it enacted by the Parliament of the Democratic, Socialist Republic of Sri Lanka as follows:-

1. This Act may be cited as the prohibition of Ragging and Other Forms of Violence in Educational Institutions Act, No. 20 of 1998.
2. (1) Any person who commits, or participates in ragging, within or outside an educational institution, shall be guilty of an offence under this Act and shall on conviction after summary trial before a Magistrate be liable, to rigorous imprisonment for a term not exceeding two years and may also be ordered to pay compensation of an amount determined by court, to the person in respect of whom the offence was committed for the injuries caused to such person.
(2) A person who, whilst committing ragging causes sexual harassment or grievous hurt to any student or a member of the staff, of an educational institution shall be guilty of an offence under this Act and shall on conviction after summary trial before a Magistrate be liable to imprisonment for a term not exceeding ten years and may also be ordered to pay compensation of an amount determined by court, to the person in respect of whom the offence was committed for the injuries caused to such person.
3. Any person who, within or outside an educational institution, threatens, verbally or in writing, to cause injury to the person, reputation or property of any student or a member of the staff, of an educational institution (in this section referred to as "the victim") or to the person, reputation or property of some other person in whom the victim is interested, with the intention of causing fear in the victim or of compelling the victim to do any act which the victim is not legally required to do, or to omit to do any act which the victim entitled to do, shall be guilty of an offence under this Act and shall on conviction after summary trial before a Magistrate be liable to rigorous imprisonment for a term not exceeding five years.

4. Any person who does any act, by which the personal liberty and the freedom of movement of any student or a member of the staff of an educational institution or other person within such educational institution or any premises under the management and control of such educational institution, is restrained without lawful justification and for the purpose of forcing such student, member of the staff or person to take a particular course action, shall be guilty of an offence under this Act and shall on conviction after summary trial before a Magistrate, be liable to rigorous imprisonment for a term not exceeding seven years.
5. Any person who unlawfully obstructs any student or a member of the staff of an educational institution, in such a manner as to prevent such student or member of the staff from proceeding in any direction in which such student or member of the staff, has a right to proceed, shall be guilty of an offence under this Act and shall on conviction after summary trial before a Magistrate be liable to rigorous imprisonment for a term not exceeding seven years.
6. Any person who unlawfully restrains any student or a member of the staff of an educational institution in such a manner as to prevent such student or member of the staff from proceeding beyond certain circumscribing limits, shall be guilty of an offence under this Act and shall on conviction after summary trial before a Magistrate be liable to imprisonment for a term not exceeding seven years.
7. (1) Any person who, without lawful excuse, occupies, by force, any premises of, or under the management or control of, an educational institution shall be guilty of an offence under this Act, and shall on conviction after summary trial before a Magistrate be liable to imprisonment for a term not exceeding ten years or to a fine not exceeding ten thousand rupees or to both such imprisonment and fine.
(2) Any person who causes mischief in respect of any property of, or under the management or control of, an educational institution shall be guilty of an offence under this Act and shall on conviction after summary trial before a Magistrate be liable to imprisonment for a term not exceeding twenty years and a fine of five thousand rupees or three times the amount of the loss or damage caused to such property, whichever amount is higher.
8. Where a person is convicted of an offence under this Act, the court may, having regard to the gravity of the offence-
 - (a) in any case where the person convicted is a student of an educational institution, order that such person be expelled from such institution;

- (b) in any case where the person convicted is a member of the staff of an educational institution, order that such person be dismissed from such educational institution.
- 9. (1) A person suspected or accused of committing an offence under subsection (2) of section 2 or section 4 of this Act shall not be released on bail except by the judge of a High Court established by Article 154P of the Constitution. In exercising his discretion to grant bail such Judge shall have regard to the provisions of section 14 of the Bail Act, No.30 of 1997.
- (2) Where a person is convicted of an offence under subsection (2) of section 2 or section 4 of this Act, and an appeal is preferred against such conviction, the Court convicting such person may, taking into consideration the gravity of the offence and the antecedents of the person convicted, either release or refuse to release, such person on bail.
- 10. Notwithstanding anything in the code of Criminal Procedure Act, No. 15 of 1979-
 - (a) The provisions of section 303 of that Act shall not apply in the case of any person who is convicted,
 - (b) The provisions of section 306 of that Act shall not apply in the case of any person who pleads or is found guilty,
by or before any court of any offence under subsection (2) of section 2 or section 4 of this Act.
- 11. All offences under this act shall be deemed to be cognizable offences for the purposes of the application of the provisions of the Code of Criminal Procedure Act, No. 15 of 1979, notwithstanding anything contained in the first Schedule to that Act.
- 12. Where in any prosecution for an offence under this Act, a question arises whether any person is a student or a member of the staff of an educational institution or whether any premises or property is the property of, or is under the management and control of, an educational institution a certificate purporting to be under the hand of the head or other officer of such educational institution to the effect that the person named therein is a student or a member of the staff of such educational institution, or that the premises or property specified therein is the property of, or is under the management and control of, such educational institution, shall be admissible in evidence without proof of signature and shall be prima facie evidence of the facts stated therein.

13. (1) If in the course of a trial for an offence under this Act, any witness shall on any material point contradict either expressly or by necessary implication a statement previously given by him in the course of any investigation into such offence, it shall be lawful for the Magistrate if, after due inquiry into the circumstances in which the statement was made, he considers it safe and just-
- (a) to act upon the statement given by the witness in the course of the investigation, if such statement is corroborated in material particulars by evidence from an independent source; and
 - (b) to have such witness at the conclusion of such trial, tried before such court upon a charge for intentionally giving false evidence in a stage of a judicial proceeding.
- (2) At any trial under paragraph (b) of subsection (1) it shall be sufficient to prove that the accused made the contradictory statements alleged in the charge and it shall not be necessary to prove which of such statements in false.
14. The provisions of this act shall be in addition to, and not in derogation of the provisions of the Penal code, the Convention Against Torture and Other Cruel, Inhuman or Degrading Treatment or Punishment Act, No. 22 of 1994 or any other law.
15. Every court shall give priority to the trial of any person charged with any offence under this Act and to the bearing of any appeal from the conviction of any person for any such offence and any sentence imposed on such conviction.
16. In the event of any inconsistency between the Sinhala and Tamil texts of this Act, the Sinhala text shall prevail.
17. In this Act unless the context otherwise requires-
- "criminal force", "fear" , "force" , "grievous hurt" , "hurt" and "mischief" shall have the respective meanings assigned to them in the Penal Code;
- "educational institution" means-
- (a) a Higher Educational Institution;
 - (b) any other Institution recognized under Chapter IV of the University Act, No. 16 of 1978;
 - (c) the Buddhist and Pali University established by the Buddhist and Pali University of Sri Lanka act, No. 74 of 1981;
 - (d) the Buddha Sravaka Bhikku University, established by the Buddha Sravaka Bhikku University Act, No. 26 of 1996'

- (e) any Institute registered under section 14 of the Tertiary and Vocational Education Act, No. 20 of 1990'
- (f) any Advanced Technical Institute established under the Sri Lanka Institute of Technical Education Act, No. 29 of 1995;
- (g) a Pirivena registered under the Pirivana Education Act, No 64 of 1979 and receiving grants from State funds and includes a Pirivena Training Institute established under that Act;
- (h) the Sri Lanka Law College;
- (i) the National Institute of Education established by the National Institute of Education Act, No. 28 of 1985;
- (j) a College of Education established by the College of Education Act, No. 30 1986, or a Government Training College;
- (k) a Government school or an assisted school or an unaided school, within the meaning of the Education Ordinance (Chapter 185);

and includes any other institution established for the purpose of providing education, instruction or training ;

"head of an educational institution" means the Vice-Chancellor, Mahopadyaya, Director, President, Principal or any other person howsoever desingnated chrged with the administration and management of the affairs of such educational institution;

"Higher Educational Institution" has the meaning assigned to it in the Univer sities Act, No. 16 of 1978;

"ragging" means any act which causes or is likely to cause physical or psychological injury or mental pain or fear to a student or a member of the staff of an educational institution;

"student" means a student of an educationa;

"sexual harassment" means the use of criminal force, words or actions to cause sexual annoyance or harassment to a student or a member of the staff, or an educational institution;

Annex - 4

Guide Lines introduced to control ragging in Universities and other Higher Educational Institutes.

Ragging was earlier intended to get to know each other and develop cordial relationship among the students. Ragging was in excitant in the University system all over the world from the distant past. In contrast the system of ragging in Sri Lankan Universities are very dangerous and had brought death to many students . The ragging has become so fearful it has caused physical and mental disabilities to many students. In many instances ragging is confined to groups of students or classes with the intention of installing political ideals taken as a whole unpleasant incidents specially to treats to lives are some of the major problems. Most of these incidents take place during the period of registration of new students.

In order to control this situation Act No. 20 of 1998 on ragging and other form of criminal acts was introduced. According to this Act ragging means causing bodily or mental damage to a student or any member of the staff of any educational institute.

Form of ragging

A Person engaged in ragging within a educational institute or outside will be an offender under this Act.

(a) A person responsible for causing sexual damage or causing serious injury to a student or a member of staff.

(b) If a student or a member of staff of a Higher Educational Institute is frightened with the intentin of forcing him to do unlawful things or causing bodily damage or property damage.

(c) In a Higher Educational Institute or and premises within the management of that institute, forces to do unlawful things or causing obstruction to personal freedom of a student or member of staff.

(d) Illegally obstructing a student or member of staff in lawful duties.

(e) Occupying the premises of a Higher Educational Institute or other premises under the management of that institute without permission.

(f) Causing damage the property of Higher Educational Institute or any property coming under the management of that institute.

It is observed that during the recent past Universities and Higher Educational Institutes have not taken adequate action to control ragging under the provisions of this Act and this has caused serious concern among the general public and especially new students.

Despite the fact that Act which was introduced in 1988, there have been serious incidents as a result of ragging and in order to implement the provisions of this act

promptly these guide lines have been prepared. Universities Higher Educational Institutes implement these provisions according to their procedures/By-Laws.

1. Conclusion

- 1.1 A declaration should be signed by students and should be counter signed by the parents/guardians. By signing this declaration students undertake not to engage in any form of ragging.

(annex I and specimen)

- 1.2 There should be committee to stop any form of ragging. The membership of the committee should be as follows:

- ✧ Vice-Chancellor
- ✧ Deans of Faculties
- ✧ One member of the Council out of the members appointed by the UGC.
- ✧ Proctor of the University if any
- ✧ University Medical Officer
- ✧ Sub-Wardens of the hostels
- ✧ Senior Assistant Registrar will be the convenor of the committee
- ✧ Deputy Vice-chancellor
- ✧ Student Counsellors

This committee members should meet at least twice a month during the period of ragging and should report to the Council. According to the requirement of each University/ Higher Educational Institute, elimination of ragging committees can be appointed.

- 1.3 Under the provisions of this Act a detailed hand bill should be prepared. This should contain what acts should be considered as ragging and punishment.
- 1.4 Members of academic staff belonging to the level of Senior Lecturer Grade II or above should be appointed as Temporary Student Counsellors for a period of three months or more. Each temporary student Counsellor should be assigned 20-25 students.
- 1.5 All heads of departments and the unit heads should know all forms of ragging as specified under the Act.
- 1.6 Action taken regarding ragging should be prominently displayed in the Library, canteens and hostels.
- 1.7 Security staff should be kept informed about the action taken to prevent ragging.
- 1.8 New students and the parents should be kept informed about the features of the Act.
- 1.9 Senior students should be kept informed of the consequences of ragging.
- 1.10 New students should be admitted during the period of holidays of the Senior Students.

- 1.11 An orientation programmes should be conducted with regard to course of action to be taken by the students when any form of ragging take place.
- 1.12 All Officers should be encouraged to be present after office hours and during week-ends, all 24 hours, to supervise the activities within the educational institute and immediate surrounding areas.
- 1.13 The police of the area should be kept informed of the places and the periods likely to be taking place ragging.
- 1.14 People and the media should be kept informed of the measures taken to curb ragging.
- 1.15 Student counsellors and hostel sub-wardens should be encouraged to be present in the University premises voluntarily or through a duty roster.
- 1.16 To commence new programmes for new students to familiarise the University culture and surroundings.

2. Action to be taken when ragging take place

- 2.1 To arrange facilities to report complaints opening or confidentially.
- 2.2 To encourage complaints physical evidence, record evidence with photographs and injuries.
- 2.3 To report to police, incidents of ragging under the provisions of Act No. 20 of 1998 on ragging.
- 2.4 If necessary to obtain medical reports after mental examination.
- 2.5 To report to police under the provisions of criminal procedure Act 22 of 1994 any torture , inhuman acts.
- 2.6 To find details of damage to University property as a result of ragging.
- 2.7 To follow the procedure laid down in prohibition of ragging Act. No. 20 of 1998.
- 2.8 Under the provisions of Act No. 20 of 1998 to report to the University Grants Commission all incidents of ragging and imposed punishments, weekly during the first three months of registration of new students.

3 Punishments

All actions referred to in the above Act are unailable offences and deserves rigorous imprisonment for 10 years. In terms of the Act a student found guilty can be expelled from the institution and in the event of bodily harm or damages to property compensation should be paid.

Specimen of the Declaration form

Applicant or Student;s Declaration

- (1) I have read carefully and understand the contents of the Act No. 20 of 1998 on ragging and other forms of criminal acts in educational institutions and the rules on prohibition of ragging and Commission Circular No of 15th January, 2010.
2. I agree and certify not to
- 2.1 engage in any acts deemed to be ragging
- 2.2 encourage, take part or give publicity to ragging
- 2.3 cause any person bodily, mentally or other form of harassment.
- (3) I agree that if found guilty of ragging that I will be liable for punishment under University rules and By-Laws.

Date:- Month Year.....

.....
Signature of student

Name:

Registration No.

Address

Undertaking of Parents/Guardians

1. have read carefully and understand the contents of Act No. 20 of 1998 on ragging and other forms of criminal Acts in educational institutions and the rules on prohibition ragging and commission circular No. of 15th January, 2010.
2. I certify that my son/daughter/insured will not take part in any form of ragging.
3. I agree that if found guilty of any form of ragging he/she shall be liable for punishment under existing University rules and By-Laws.

.....
Signature of Parent/Guardians

Name :-

Relationship to student: -.....

Address:-

Annex - 5

Telephone Directory

University of Sri Jayewardenepura
Gangodawila Nugegoda

General Numbers :- 2802695, 2802696, 2803191, 2803192, 2082022, 2802023
Fax Number: 2801604

Registrar's Office - 2802293
Bursar's Office - 2801030
e-mail - uni@sjp.ac.lk
Website - ww.sjp.ac.lk

Designation	Name	Office	Residence
Vice-Chancellor	Dr. N.L.A.Karunaratne	2802350	2518640
Vice-Chancellor's Office		2758202 2803474	
Registrar	Mr. K.G. Brito	2758204	
Bursar	Mrs. A.I.N. Pasqual	2801030	
Deputy Registrar (Academic Student Affairs Division)	Mr. G. Piyaratne	2803473 2758229	
Deputy Registrar (Academic Establishments)	Miss M.W. S. de Silva	2803755 2758206	2335318
Deputy Registrar (General Admi.&Registrar)	Mr. A.H. Liyanage	2758241	
Senior Assistant Registrar (Examination)	Miss U.D.S.S. Gunasinghe	2802136	3082112
Senior Assistant Registrar (Student Welfare)	Mrs. K.P.Y.Thushari Malkanthi	2803195	3180859
Senior Assistant Registrar (External Examinations)	Mrs. H.K.S.D. Geeganage	2758232	
Senior Assistant Registrar (Legal and Documentation)	Mrs. P.K.C. Senarath	2758208	
Assistant Registrar (Non-Academic Establishments)	Mrs. P.N. Swarnalatha	2802754	3162168
Assistant Registrar (Capital Work and Planning)	Mr. T. Ragunathan	2758202	8210

(Medical Sciences)

Deputy Bursar	Mr. M.S.S. Nagahapitiya	2801030	
Senior Assistant Bursar	Mrs. G.D.C.K..D. Abeygunawardana	2804029	2775520
(Supplies)			
Senior Assistant Bursar (Payment)	Miss. M.R.N. Kumari	2804197	
Assistant Bursar			
(Faculty of Graduate Studies)	Mrs. W.J. Gunasekera	2804029	
Deputy Internal Auditor	Mr. M.M.J.R. Bogamuwa	2802165	
Govt. Superintendent of Audit	Mr. W.D.B.J. Weliwatte	2802181	2847545

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Librarian	WADND Wijesundera	2804194	2412236
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Senior Assistant Librarian	Mrs. C.S.Dharmaratne	2803492	3189597
(Medical Science)			
Senior Assistant Librarian	Mrs. K.W.A.M. Koonpola	2758516	
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Assistant Librarian (Humanities)	Mrs. Dimuthu Peterson	2758517	
Assistant Registrar (Acting)	Mrs. D.N. Swarnalatha	2758520	

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Health Services Office	2758499		
Medical Officer	Dr Shantha Hettiarachchi	2803199	0713017520
Senior Medical Officer	Dr. A.D.S. de Silva	2758504	
Medical Officer	Dr. DMLRH Perera	2758504	0715318549
Medical Officer(Dental)	Dr. CA Wijesinghe	2758501	
Act. Director Physical Education	Mr. TSA Amarasena	2803475	0715489050
Chief Security Officer	Mr. Nimal Chandrasiri	2758778	0714439295
Director Student Welfare	Prof. (Mrs.) W.T.P.S.K. Senarath	2758429	0718136014
Director Staff Development			
Centre	Dr. R.B. Marasinghe	2758558	
Project Manager	Mr. A.N. Punchihetti	2803195	
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Works Engineer	Mr. O.A. Karunaratne	2801185	
Career Guidance Unit		2758475	

Faculty of Humanities and Social Sciences

Dean	Prof. P Attukorala	2803196	2845619
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Student Hand Book

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Dept. of English	Mr. M.G. Lalith Ananda	2758309	2899495
Dept. of Geography	Dr. Rev. Pinnawala Sangasumana	2782959	
Dept. of History & Archaeology	Mr Pathmasiri Kananangara	2758291	
Dept. of Language and Cultural Studies	Mr. D.P. Ratnayake	2758318	
English Language Teaching Unit	Mrs. M.K.K. Ratnayake	2802499	
Dept. of Political Sciences	Mr. H.A.A. Nishantha	2802014	
Dept. of Pali & Buddhist Studies	Rev. Dr. Magammana Pannananda	2758308	2753135
Dept. of Sociology and Anthropology	Mr. W.M. Jayasundara	2802207	0362230672
Dept. of Social Statistics	Mr. C.L.K. Navaratne	2802751	2685091
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Faculty of Applied Sciences			
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Senior Assistant Registrar		2758401	
Assistant Bursar	Mr. M.G. Kumbukage	2758397	
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Dept. of Botany	Prof. (Mrs.) N. Salim	2801414	2843559
		2758428	
Dept. of Mathematics	Dr. R. Sanjeewa	2803470	
Dept. of Physics	Dr. P. Geekiyanage	2758368	
Dept. of Chemistry	Prof. (Mrs.) S.L. Samarasinghe	2804206	2691480
Dept. of Forestry & Environment Science	Prof. N.J.G.J. Bandara	2804685	
Dept. of Statistics and Computer Science	Dr. Dr. E.A.T.A. Edirisooriya	2758388	
Dept. of Zoology	Dr. B.G.D.N.K. de Silva	2804515	5679118
Faculty of Management Studies & Commerce			
Dean	Prof. S.P.P. Amaratunga	2803343	2335474
Assistant Registrar	Miss. S.D.D. Hiranthi	2758802	2567899
Assistant Bursar	Mr. K.H.U.D. Kumara	2758804	0342264764
Dept. of Marketing Management	Mrs. D.S.R. Samarasinghe	2758809	2516502
Dept. of Accounting	Prof. Miss D.S.N.P. Senaratne	2801297	
Dept. of Decision Sciences	Dr. S.T.W.S. Yapa	2758867	0382299744

Dept. of Information Technology	Dr. K.M.S.D. Kulatunga	3132497	0718331871
Dept. of Estate Management & Valuation	Mrs. J. Edirisinghe	2802004	2793451
Dept. of Finance	Dr. P.D. Nimal	2801118	2758328
Dept. of Human Resource Management	Prof. Hemantha Kumara	2802010	2758816
Dept. of Public Administration	Dr. K.H.G.A. Sisira Kumara	2758814	
Dept. of Commerce	Mr. E. Dayaratne	2758299	2780294
Dept. of Entrepreneurship	Mr. M.V.S.S. Udayanga	2758826	
Dept. of Business Economics	Dr. U. Anurakumara	2802005	
Dept. of Business Administration	Mrs. G.D.V. Rupika Senadheera	2803472	
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Assistant Registrar	Mrs N. Mataraarachchi	2758540	
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Dept. of Anatomy	Prof. (Mrs.) S.G. Yasawardena	2802164	2833761
Dept. of Microbiology	Dr. (Mrs) C.S. Malavige	2802026	2863419
Dept. of Biochemistry	Prof. (Mrs.) S. Ekanayake	2803578	2778943
Dept. of Parasitology	Prof. (Mrs.) Renu Wickramasinghe	2801028	2598014
Dept. of Family Medicine	Dr. A.L.P de S Seneviratne	5516914	2722180
Dept. of Community Medicine	Dr. C.S.E. Gunawardena	2758589	
Dept. of Obstetrics and Gynaecology	Dr. R.C. Fernandopulle	2758611	0712738341
Dept. of Pharmacology	Dr. (Mrs.) C.A. Wanigatunga	2801491	2733170
Dept. of Physiology	Dr. S.W. Wimalasekera	2802182	
Dept. of Phychiatry	Dr. (Mrs.) P.K. Kulatunga	2802497	
Dept. of Medical Education and Health Sciences	Dr. (Mrs.) D.M.S. Fernando	2758583	
Dept. of Medicine	Dr. S.B. Gunathilake	2758555	
Dept. of Pathology	Dr. (Mrs.) M.B.S. Seneviratne	2758720	
Dept. of Surgery	Dr. Aloka Pathirana	2758660	
Dept. of Paediatrics	Prof. (Mrs.) D.P.S. Gunsekera	2758171	
Coordinator/Nursing Course	Ms. SMKS. Seneviratne		0113182366
Coordinator/Pharmacy	Mrs. SMDKG Senaratne	0113182368	
Coordinator/Medical Laboratory	Dr. Mrs. Inoka Uluwaduge	0113182367	
Faculty of Graduate Studies			
Dean	Se. Prof. (Mrs.) S. Piyasiri	2802551	0718064048

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Assistant Bursar			
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Coordinator/ M.Sc in Forestry & Environmental Science	Dr. (Ms) UADP Gunawardena	2758406	0714166159
Coordinator/ M.Sc in Food Science	Prof. KKDS. Ranaweera	2758468	0712413537
Coordinator/ MBA/MPM/M.Sc in Management Progr.	Dr. P.D. Nimal	2758813	2700586
Coordinator/ M.Sc in Applied Statistics	Dr. BMSG Banneheka	2803470	4962516
Coordinator/ M.Sc in Fisheries & Aquatic Resources Development	Dr. RRMKP Ranatunga	2804515	2801795
Coordinator/ M.Sc in Physics Education	Dr. P. Geekiyanage	2758363	0382237644
Coordinator/ M.Sc in Industrial Utilization of Medical & Aromatic Plants	Dr. (Mrs.) M.G.C.P. Padumadasa	2804206	0714492911
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Coordinator/ PGD in Criminology & Criminal Justic	Mr. M.W. Jayasundara	2802207	362236072
Coordinator/ PGD in Sociology	Dr. Jaynatha Jayasiri	2758257	2750016
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70/2, Rattanapitiya Hostel	Mr. Ranjith Abeywarna	2518621	2568621
42/2, 42/2 B University Mawatha	Mr. Ranjith Abeywarna	4301742	4892121
Sirigal Mawatha Medical Faculty Hostel	Mr. Samantha Priyadarshana		
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Sorath Female Hostel	Mrs. P.T.T.I Barathi	2758508	
54 Wanatha Road Female Hostel	Mrs. P.T.T.I Barathi	2758777	
Dharmapala Female Hostel	Mrs. Ishani Prasadika	2758511	
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Rahula Female Hostel	Mrs. B.G.A.P. Kariyawasam	2758498	2758 509
Kalubowila Medical Faculty Female Hostel	Mrs. B.G.A.P. Kariyawasam	2132029	
136, Wanatha Road Female Hostel			
Euro Lanka Hostel	Mrs. Jasmin Karunaratne	3132029	

උපග්‍රන්ථය 5 විශ්වවිද්‍යාල භූමියේ සිතියම
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