SABARAGAMUWA UNIVERSITY OF SRI LANKA – CENTRE FOR QUALITY ASSURANCE INTRODUCING NEW UNDER GRADUATES PROGRAMS-APPLICATION PROCEDURE – FLOW CHART

01. Submission of the proposal by the HOD to the Dean of the Faculty (When the proposal is prepared, the Department should consult the Department Curriculum Committee)
02. Obtain recommendation from the Faculty Curriculum committee and Faculty QAC (as the FQAC coordinator is a member of the faculty curriculum committee these can be synchronized)
03. Submit the proposal for the approval of Faculty Board and obtain the approval
04. The proponent nominates two External Reviewers and submits for the approval of the Council through faculty curriculum committee, FB & the Senate
05. Proposal should be sent to the External Reviewers for their recommendations.
06. Revised proposal with reviewer's comments should be submitted to the Faculty Curriculum Committee and to the Faculty Board
07. Revised proposal is submitted to the Director/CQA and thereby to the University Curriculum Evaluation Committee (UCEC) for evaluation and checking the compliances
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08. If there are any comments from UCEC that should be considered and amended
09. Submit for the approval of the Senate and the Council
10. Obtain the Council approval and submit the proposal to the QAC of UGC using the Application Form for Approval of New Undergraduate Degree programs