SABARAGAMUWA UNIVERSITY OF SRI LANKA

Policy Title – Fall Back or Early exit qualification for an existing Undergraduate/ Postgraduate programme of study – Sabaragamuwa University of Sri Lanka

Policy Number – Policy / SUSL / Gov & Mgmt / 15

Effective Date – 26.07.2021

Revised Dates – NA

Approving Authority – The Council, Sabaragamuwa University of Sri Lanka

Administrative Responsibility – Deans of the Faculties, Faculty Boards, Senate, Council

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Overview

Sole ambition of the Sabaragamuwa University of Sri Lanka is to move towards its vision "to be an internationally acclaimed Centre of excellence in higher learning producing dynamic leaders and nation builders to guide the destiny of Sri Lanka. We, the Sabaragamuwa University of Sri Lanka, heading towards its vision through our mission "to search for and disseminate knowledge, promote learning, research and training to produce men and women proficient in their respective disciplines possessing practical skills and positive attitudes enabling them to contribute towards the manpower requirements of the nation. The university will be a Centre of excellence for research and development for Sri Lanka in general and the Sabaragamuwa Province in Sri Lanka".

The main as well the treasured assert in the university is our students and the success of any University is depend on the success of the students. But unfortunately the whole intake of the university will not be able to their ultimate goal of being a graduate at the end of the expected time due to various reasons that they encounter during their student life. The student who is failing in reaching the ultimate goal of

being a graduate, should not be sent out from the University with empty hand with lot of frustrations and anger on society. Hence there should be a way to award some qualification suitable for the knowledge and competencies gained by the student for a given programme though there are failures somewhere in the process.

Purpose

It is inevitable that all the student will be able to complete the academic work to get the ultimate qualification. Hence the purpose of this policy is to provide pathways for student registered for a programme of study leading to a particular qualification, to leave with a different qualification at a lower SLQF level.

Scope

This policy shall apply to existing undergraduate / postgraduate Programmes, offered by Sabaragamuwa University of Sri Lanka with the scope of allowing student to leave the University with some qualification avoiding unfortunate situation where the student is compelled to leave the programme without any qualification.

Legislative context

This policy is supported by the Commission Circular No 04/2021; Introduction of early exit or fall-back qualification for an existing undergraduate / postgraduate programme of study.

Definitions

Fall-back Qualification- Qualification given to the students who have completed the minimum period of study required for the full qualification, but are unable to fulfill all the requirement for award of that full qualification

Early exit Qualification- During a study programme, a student may not have the desire to complete the full study programme for which he/she enrolled. If a student chooses to terminate his/her studies during the study programme, he/she may have completed a sufficient number of credits to be granted a lower qualification than the enrolled degree.

SLQF – Sri Lanka Qualification Framework
QAC – Quality Assurance Council

UGC – University Grants Commission

Policy Statement

1. This policy may apply for the existing undergraduate / postgraduate Programmes, offered by Sabaragamuwa University of Sri Lanka.

2. This should provide pathways for students registered for a programme of study leading to a particular qualification, to leave with a different qualification at a lower SLQF level.

3. This pathway should designed to award lower qualification and such qualification should be designed as per the SLQF guidelines. Also the volume of work that must be completed in awarding the lower qualification must be clearly indicated. At the same time level descriptors are also be clearly specified.

4. Award of such qualification should be done only after the approval of the University Grants Commission, in accordance with the Commission circular 04/2021.

5. If the Student is expelled from the University on disciplinary grounds, he/she is not eligible for awarding early exit or fall back qualifications.

6. Early exit pathways are not applicable / recommended for undergraduate students to which students are admitted through the UGC.

7. A fall-back option should be available for any undergraduate student upon completion of the minimum period of study of the particular programme.

8. When designing early exit qualifications for post graduate programmes attention must be given to the 2nd, 3rd and 4th points of the Commission circular 04/2021.

9. When designing fall-back qualifications for post graduate programmes attention must be given to the 5th and 6th points of the Commission circular 04/2021.

10. In designing both early exit qualifications and fall-back qualifications, it is must to clearly specify the expected programme outcome or graduate competencies, the course structure and the assessment strategy, including requirements for award of each qualification.

11. Proposed Qualifications for degree programmes should be submitted to the relevant Faculty Board for its recommendation and it should be submitted to the Senate, subsequently to the Council for approval before the submission of application for UGC approval.

12. For all exit or fall-back qualifications, approval should be taken from the Commission through the submission of an application to the QAC/relevant Standing Committee (Application form for this purpose is in Annex 1 of the Commission 04/2021 Circular).

13. The effective date for the early exit or fall – back qualifications of a degree programme will be the date of the commission approval obtained.

14. Provision of early exit or fall-back qualification should be made available as by-laws for the existing programme of study.

15. After receiving the approval from UGC, early exit or fall-back qualifications can be awarded for the student who are unable to complete the degree programme successfully.

16. Upon a request from the student, Faculty board shall see the suitability of awarding such qualification for individual cases. With the Faculty board recommendation and the Senate approval, exit or fall-back qualification can be awarded to the particular student.

Implementation of the policy

1. Early exit and fall-back qualifications for existing study programme should be prepared as mentioned in the Commission circular 04/2021 and also according to this document including the relevant information.

2. The proposed qualifications with the recommendation of the relevant Faculty Board should be submitted to the Senate and the Council for approval.

3. With the mandate of the Senate and the Council for award of proposed qualification, the completed application with all the required signatures and annexures (as in the Commission circular 04/2021) should be submitted to, Director, Quality Assurance Council of the UGC, through E mail and with one hardcopy. After obtaining the clearance from QAC, the final amended version should be submitted to the QAC by the University for getting the approval from UGC.

4. The date of approval by UGC shall consider as the effective date of these qualifications.

5. If a student is willing to get fall-back or early exit qualifications, particular student should request it from the relevant faculty.

6. The request of the student should be considered at the relevant Faculty Board and suitability of awarding such qualification should be carefully checked according to the UGC approved qualification requirements. With the recommendations of FB it should be submitted to the Senate for its approval for awarding such qualification.

7. The effective date of award of such qualification should be the first day of the month after which the Senate approval is received.

Supporting Documents

Commission circular 04/2021

Curriculum of study programme

Responsibility:

Deans of the Faculties,

Senate,

Council,

Vice Chancellor

Promulgation:

i.   This policy will be circulated as a printed document among all the faculties and will be available in faculty websites

ii. Will appear in the QA (Quality Assurance) section of the university Website

iii. Will appear in the University Web site.

iv. Will be circulated among all the academic, academic supportive, administrative, non-academic staff members and students of the university.

Centre for Quality Assurance

Sabaragamuwa University of Sri Lanka,

 May 2021

***This policy has been approved at 252 nd Senate and 274th Council