

UNIVERSITY OF COLOMBO

MASTERS IN GEOGRAPHY AND MASTER OF ARTS IN GEOGRAPHY AMENDED BY-LAWS

By-Laws made by the Council of the University of Colombo under Section 135 of the University Act No. 16 of 1978 as amendmended.

By-Laws

- 1.
- 1.1 These By-Laws may be cited as the Master of Arts in Geography or Masters in Geography amended By-Laws No. 01.. of 2021.
- 1.2 These By-Laws shall come into operation on its receiving approval by the Council or on such other date as decided by the Council.

Part I - General

2. Subject to these By-Laws a student may be awarded either the degree of Masters in Geography (referred to as M.Geo) or the degree of Master of Arts in Geography (referred to as M.A. Geo) if she/he:
 - (a) has been a registered student of the University for the period prescribed by these by-Laws;
 - (b) has thereafter pursued the programme of study in the University to the satisfaction of the Vice-Chancellor as prescribed by these By-Laws, and other Regulations and Rules of the University;
 - (c) has satisfied the Examiners on all forms of assessments including continuous assessment (such as assignments, etc) semester-end examinations and extended essay submitted embodying research on a subject approved by the senate as the case may be;
 - (d) has paid such registration and examination fees and other dues as may be payable by her/him to the University; and
 - (e) has fulfilled all other requirements prescribed by these By-Laws and the Regulations and Rules of the University.
3. **3.1** Application for registration for the programmes leading to **M. Geo and M.A. Geo** shall be invited by notice in the newspapers and /or on the University notice board and/or on-line through the website/internet.

3.2 A person who wishes to follow the programmes leading to **M. Geo and M.A. Geo** shall make an application to the Registrar when the said programmes are advertised.

3.3 The application has to be on the prescribed form providing the information as she/he may be required to submit, including her/his qualifications for undertaking the course of study.

- 4.** Applications received by the Registrar shall be referred to the Head, Department of Geography. The Departmental committee appointed by the Head, having examined the applications for necessary initial qualifications, and having interviewed the candidates if so desired, shall make its recommendations to the Faculty Board through the Head of the Department about applicants to be accepted for registration.

Part II – Admission and Registration

- 5. 5.1** No candidate shall be eligible for admission to the programmes leading to the **M.A. Geo** unless she/he has the following requirements.:

- 1.** B.A Special Degree in Geography of a recognized University/Institution with at least a second class lower division pass;
or
General Degree in Arts with Geography as a subject with at least a second class lower division pass;
or
B.A. Special Degree in Geography with a Postgraduate Diploma in a relevant field.
- 2.** Good working knowledge of English.

- 5.2** No candidate shall be eligible for admission to the programmes leading to the **M. Geo** unless she/he has the following requirements:

- 1.** B.A Special Degree in Geography of a recognized University/Institution;
or
General Degree from a recognized University/Institution with Geography as a subject;
or
A Degree of Postgraduate Diploma in a relevant field.
Or
Any Degree of Social Science or Humanities from a recognized University with a minimum of three-year relevant work or research Post-qualifying experiences.
- 2.** Good working knowledge of English.

- 6. 6.1** On acceptance by the Faculty a person shall forthwith register as a postgraduate student of the University upon payment of the prescribed registration and other fees.

6.2 A person who has already been registered as an internal/external student/candidate of any University or Higher Educational Institution shall not be registered for the M.Geo and M.A. Geo programmes and a person may not register himself/herself concurrently as an Internal or External student of any other University or Higher Educational Institution.

6.3 The minimum period for registration for the **M.Geo** programme shall be a **one-year** duration. The initial registration shall be valid for one year counted from the date of commencement of the course (hereafter referred to as the first period of registration). Any registration after the lapse of the first period of registration shall be for a period of one year at a time.

6.3.1 **M.A. Geo** programme shall be of **two years** duration. The initial registration shall be valid for two years counted from the date of commencement of the course (hereafter referred to as the first period of registration). Any registration after the lapse of the first period of registration shall be for a period of one year at a time.

6.4 The registration for M.Geo and M.A. Geo shall be deemed to have lapsed at the expiry of its period of validity. A student whose registration has so lapsed may renew her/his registration for a further period, provided that she/he is considered eligible for such registration by the Faculty. However, no registration shall be renewed after the expiry of the period of registration approved by the faculty. No registration for M.Geo shall be renewed after a period three years and for M.A.Geo maximum period shall be four years.

6.5 Notwithstanding anything stated to the contrary, the University shall have the right to cancel at any time the registration of a candidate.

7. 7.1 A postgraduate student who is accepted as a candidate for the M.Geo or M.A. Geo shall devote her/his time to her/his studies at the University.

7.2 A registered student shall abstain from participating at classes (lectures, discussions, seminars etc.) or leave the Island, or withdraw from an examination without prior approval of the Faculty Board.

7.3 A registered student for the M.A. Geo programme (2 years) shall not be transferred into the M. Geo programme (1 year) under any circumstance unless otherwise decided by the Supervisor subject to the Departmental approval for special valid reasons.

7.4 In a case of such accepted transfer, the said student shall submit a term paper instead of the dissertation while abiding by all provisions related M. Geo programme (1 year) referred in Part II (Course details) and Part III (Criteria for Pass/Reference/Failure) of the by-laws.

7.5 Such accepted transfer is not subject to a refund of any paid registration fees for the M.A. Geo programme.

Part III - Course Details

8. **8.1** The programme of study leading to the M.A. Geo unless otherwise decided by the Senate for special reasons shall be of two academic years and will be offered in two parts, namely Part I and Part II.

(a) In the first academic year, the student shall follow eight taught courses from among the courses given in the schedule I. The courses to be taught during any particular academic year shall be decided by the Department based on the availability of resource persons and students demand. The Medium of instruction shall be Sinhala, English or Tamil depending on the availability of resource persons. The student will also prepare a research design which will be equal to two-course units in credit on a subject or problem of her/his choice. This leads to the eventual preparation of the dissertation under the guidance of an academic supervisor.

(b) In the second academic year, mandatory monthly seminars on research methodology and academic writing will be offered by the department in order to support students' independent research process. Each student shall work on her/his research and submit a dissertation not exceeding Fifty Thousand (50,000) and not less than Forty Thousand (40,000) words under supervision based on original research. A student shall be allowed to submit the dissertation only after passing the written Examination.

(c) Each student shall be required to give two seminars during the period of her/his work on the dissertation: one at the beginning of the second academic year on the basis of her/his detailed research proposal and the other within the next six months, on the basis of research work completed by that time.

8.1.1 The programme of study leading to the M. Geo unless otherwise decided by the Senate for special reasons shall be of one academic year.

(a) A student shall follow eight taught courses from among the courses given in the schedule I. The courses to be taught during any particular academic year shall be decided by the Department based on the availability of resource persons and students' demand. The Medium of instruction shall be Sinhala, English or Tamil depending on the availability of resource persons.

(b) A student shall work on her/his research under the guidance of a supervisor assigned by the department and submit an extended essay not exceeding 15,000 (Fifteen Thousand) and not less than Twelve Thousand (12,000) words. A student shall submit the extended essay within one month of the completion of the written examination.

8.2 The titles of course units taught shall be as those set out in the schedule I and the Senate shall have power, on the recommendation of the Faculty Board, to amend, add to, delete from, or vary the courses, their titles, syllabi and other details of the programmes.

9. In each of the taught courses, fifty per cent (50%) of marks shall be allocated through a system of continuous assessment based on the performance at take-home assignments and/or term papers/practical exercises. The balance fifty per cent (50%) of marks shall be awarded on the performance at the written examination held after the period of teaching at the end of the first academic year.
10. (a) The answer scripts at the written examination shall be assessed by two independent examiners appointed by the University Senate on the recommendation of the Faculty Board.
- (b) The student shall make a presentation based on the extended essay submitted to the department at the end of M.Geography programme which shall be evaluated by a three-member panel appointed by the department and shall be marked out of twenty percent (20%). The rest of the marks of eighty percent (80%) goes to the written extended essay which shall be examined by two examiners appointed by the University Senate on the recommendation of the Faculty Board.
- (c) (i) The dissertation shall be assessed by two independent examiners appointed by the University. The student shall, through her/his supervisor, notify the Registrar in charge of Examinations, of her/his intention to submit her/his dissertation for examination at least two months before such submission so as to enable the University authorities to make the required arrangements for the examination of the dissertation. The student shall submit to the Registrar, three copies of the thesis prepared in accordance with the rules set out in Schedule II.
- (ii)(a) The student shall submit her/his dissertation 24 months after the date of first registration. Provided that he/she has already passed the written Examination and possess a valid registration.
- (b) The dissertation shall represent a significant contribution to knowledge carried out by an examination or interpretation of existing material and presented in a lucid and systematic manner. It shall also demonstrate the student's knowledge of methods of research, his/her competence to present material systematically and his/her ability to exercise critical and independent judgment.
- (iii) The Senate, on the recommendation of the Faculty Board, shall appoint two examiners to examine and report on the dissertation.
- (iv) Each examiner shall submit to the Deputy Registrar/ Senior Assistant Registrar in charge of Examinations a written report under confidential cover on the dissertation and give definite recommendations for accepting or rejecting or recommending a minor or major revision or resubmission of the thesis as the case may be and in the event of a resubmission or rejected the thesis as to how the extended time should be regarded in respect of the **M.A. Geo** Degree according to the provisions of section 10(c), (ii)(b) and section 11 of these By-Laws.

(v) The student shall be subjected to a viva voce examination by a Board of Examiners, which shall consist of:

- (1) The Vice-Chancellor and/or the Dean of the Faculty of Arts
- (2) The two examiners appointed to assess the dissertation
- (3) The Head, Department of Geography
- (4) The Supervisor/s as Observer/s

11. After consideration of the reports of the examiners and the performance of the oral exam the Board of Examiners shall convey to the Senate any one of the following decisions:

(a) (i) The dissertation has been accepted for the award of the degree without **revisions**.

(ii) The dissertation has been accepted for the award of the degree subject to **minor revisions** which shall be carried out within three months.

OR

(b) That the dissertation is referred back to the student as significant revisions are required to be carried out by the student and that the revised dissertation be submitted not earlier than 3 months but not later than 6 months from the reference. The revision shall have to be guided by the examiners' comments and the Supervisor has to certify that revisions were so carried out. The revised dissertation shall be sent to one of the examiners for him/her to certify that the revised dissertation had reached the required standard and that it could be accepted.

OR

(c) That the dissertation is failed and not accepted. A completely new dissertation shall have to be resubmitted not earlier than one year but not later than two years. If a student fails to reach the required standard in the resubmitted dissertation by satisfying either section 11 (a) i or ii, she/he shall be struck off the registration list of M. Geo students.

12. (i) When a dissertation is accepted for the award of the M.A. Geo Degree, three copies shall be submitted to the University. Two copies out of the three submitted shall be retained by the University.

(ii) Any person wishing to consult a dissertation shall be required to sign a statement acknowledging that she/he had been given access to the dissertation for consultation and undertaking that no part of the dissertation will be published or paraphrased without the prior consent of the author and the University.

13. 13.1 A student shall not be permitted to sit the examination unless; she/he,

- (a) has been duly registered as M. Geo and M.A. Geo student as from the commencement of the relevant academic year.
- (b) followed at least eighty per cent (80%) of the classes held;
- (c) she/he has registered with the Examinations Branch of the University for the examination she/he intends to sit;
- (d) the Head, Department of Geography has certified that she/he has completed the course of studies leading to the examination by attending the required proportion of lectures, tutorial classes and other forms of instruction in each course;
- (e) her/his student registration continues to be in force; and
- (f) her/his application for entry to the examination has been accepted.

13.2 All rules relating to the Examination Procedure, offences and Punishment Regulation No. 1 or 1986 shall *mutatis mutandis* apply to, or in relation to, the M. Geo and M.A. Geo Examination.

Part IV – Criteria for Pass/Reference/Failure

14. 14.1 The results of the Examinations held for M. Geo shall be determined in respect of course work and an extended essay. The certification shall be only after completing both components mentioned above. The results of the Examinations held for M.A. Geo shall be determined separately in respect of course work and dissertation.

14.2 The student who successfully completes Part I of the examination will be issued a letter by the University stating that she/he has completed Part I. In case of failure, they shall also be informed accordingly.

14.3 The pass mark in each course including the research design shall be 50 per cent. In Part II, the acceptance of the dissertation for the award of the Degree by the Board of Examiners shall be as laid down in sections 10 (c) (ii) b) and 11(a) of this By-Law.

15. 15.1 A student who does not satisfy the minimum conditions for a pass in Part I, as laid down in 14 above, shall be deemed to have either been referred or failed in the relevant part.

15.2 To qualify for the award of the M. Geo a student should successfully complete both components of the programme viz coursework and the extended essay. The necessary minimum conditions for a pass in the M. Geo examination shall be C pass mark (50% or more) in all eight-course units and the extended essay.

Marks	Grade	Grade point (GP)
90-100	A +	4.00
80-89	A	4.00
75-79	A-	3.70

70-74	B+	3.30
65-69	B	3.00
60-64	B-	2.70
55-59	C+	2.30
50-54	C	2.00
45-49	C-	1.70
40-44	D+	1.30
30-39	D	1.00
00-29	E	0.00

15.3. To qualify for the award of the M.A. Geo, a student should successfully complete both coursework and dissertation components of the programme. The necessary minimum conditions for a pass in the coursework component of the M.A. Geo examination shall be:

A pass mark (50% or more) in all eight units and the research design and the acceptance of the dissertation.

15.4 In the dissertation component of the MA Geo the acceptance of dissertation for the award of the degree shall be decided by the Board of Examiners as laid down in section 10 (a) of this By-Law.

- 16.** The referred student is required to reach the 50 per cent mark in the referred course at the next examination to be held unless Senate approval has been obtained to repeat the referred course in a subsequent examination. This would be considered as the last chance of completing Part I of the examination.
- 17.** A student who fails to satisfy the requirements of section 11 (a) or (b) shall be deemed to have failed Part II of the examination.
- 18.** A student who does not satisfy the minimum conditions for a pass in the course unit/s of M.Geo/M.A. Geo shall repeat the exam in two further attempts.
- 19.** All students shall be informed individually of the results of their examinations. In case of failure, they shall also be informed of the subjects in which they failed.
- 20.** **20.1** The fees for application, registration, tuition, examination and library facilities shall be determined from time to time by the Council of the University. The fees paid shall under no circumstance be refunded.

20.2 There will be additional fees charged from repeat students as determined by the Council on the recommendation of the Faculty Board depending on the expenses to be incurred by the University to service their repeat attempts in the M.Geo and M.A. Geo examination process.

20.3 The fee payable for a certificate or statement of results or a transcript shall be determined by the Council of the University. Transcripts of examination results shall only be submitted to another academic institution.

20.4 A fee shall be charged for the replacement of a lost student identity card or a lost library card at rates determined by the Council.

Part V- Interpretation

21. In these By-Laws, unless the context otherwise requires:

"Council" means the Council of the University of Colombo constituted by the Universities Act No. 16 of 1978.

"Registrar" means the Registrar, Acting Registrar, Deputy Registrar, Senior Assistant Registrar or any other officer authorized to sign for, and on behalf of the Registrar of the University of Colombo.

"Senate" means the Senate of the University of Colombo constituted by the Universities Act No. 16 of 1978.

"Faculty Board" means the Board of the Faculty of Arts constituted under University Act No. 16 of 1978.

"Application" means an application for registration or for entry to an examination.

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

Schedule I

Compulsory Course Units

GMA 501 – Research Methodology (03 credits)

Optional Courses Units

GMA 502 - Geographical Thought and Methodology (03 credits)

GMA 503 - Geography of Tourism and Recreation (03 credits)

GMA 504 - Regional Development and Planning in Sri Lanka (03 credits)

GMA 505 - Natural Hazards and Disaster Management (03 credits)

GMA 506 - Irrigation and Agriculture Development (03 credits)

- GMA 507** - Geomorphology (03 credits)
GMA 508 - Project planning and Implementation (03 credits)
GMA 509 - Geographical Information Systems (03 credits)
GMA 510 - Statistical Techniques in Geography (03 credits)
GMA 511 - Environmental Pollution and Management (03 credits)
GMA 512 - Biodiversity and Conservation (03 credits)
Extended Essay – Six (06) credits

Masters in Geography (M. Geo) – One year (30 Credits)

(8-course units (03 credits per course unit x 8-course units = 24 and extended essay (06 credits)

Master of Arts in Geography (M.A. Geo) – Two years (60 Credits)

Part-1 (30 credits) - 8 course units (03 credits per course unit x 8 course units = 24 credits and Research Design (06 credits)

Part-2 Dissertation (30 credits)

Schedule II

M. Geo – Format of the extended essay

- 1.** Each **extended essay** to be submitted in partial fulfilment of the requirements of M.Geo shall be word-processed or typewritten with one point five (1.5) spacing; on quarto paper measuring 26.7cm x 20.3cm on one side of the paper only. There should be margins of at least 3.2cm at the top and bottom of a page.
- 2.** The **extended essay** shall incorporate in the following order:
 - (a)** A title page giving the title of the **extended essay**, the degree for which it is submitted, along with the name of the Faculty, the full name of the student and the date of submission for the degree.
 - (b)** A table of contents.
 - (c)** The following declaration, signed by the student:
"I certify that this **extended essay** does not incorporate without acknowledgement any material previously submitted for a degree or diploma in any University, and to the best of my knowledge and belief it does not contain any material previously published or written by another person except where due reference is made in the text".

- (d) The **extended essay** should be signed and approved by the supervisor before submission and a page shall be assigned for the purpose.
 - (e) An acknowledgement by the student of help given or work carried out by any other person or organization which is incorporated in the study.
 - (f) The main text
 - (g) Bibliography
 - (h) Appendices, if any.
 - (i) When published papers are submitted as additional evidence of research, they shall be bound in the back of the dissertation as an appendix.
 - (j) The **extended essay** shall be spiral bound with covers.
3. Diagrams, figures, photographs etc. should, wherever practicable be drawn or photographed on quarto paper. All full-page figures should form a right-hand page with the legend either at the bottom or, if necessary, on the page facing the figures. Diagrams, maps, tables, etc. exceeding quarto size should be folded so as to read as a right-hand page when opened. If diagrams, figures and photographs etc. are to be mounted on a page, a dry mounting process should be used.
 4. Wherever possible, tables should be inserted in the proper place in the text, but lengthy or bulky tables should appear as an appendix/appendices

M. A. Geo – Format of the Dissertation

The dissertation to be submitted for a Higher Degree in the Faculty of Arts. Unless otherwise approved by the Faculty, shall be word-processed or typewritten double-spaced; on quarto paper measuring 26.7cm x 20.3cm on one side of the paper only. There should be margins of at least 3.2cm at the top and bottom of a page. The dissertation shall be spiral bound with a cover.

The final corrected dissertation shall be sewn, trimmed and bound with stiff covers, covered with a dark cloth.

On the spine of the final corrected dissertation shall be given in gold lettering of suitable size, the surname of the student and the title of the dissertation abbreviated if necessary. If the lettering will not fit across the spine it shall run along the spine reading from top to bottom.
