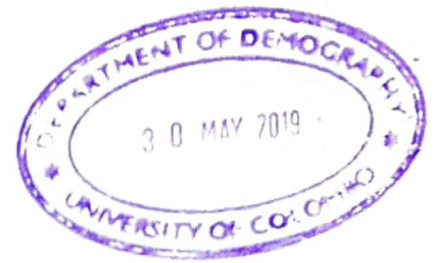


Approved by the
Council Meeting on
10/4/2019
30/5/2019



UNIVERSITY OF COLOMBO
FACULTY OF ARTS
DEPARTMENT OF DEMOGRAPHY

MASTER IN DEMOGRAPHY (MADEM)

By-laws made by the Council of the University of Colombo under section 135 of the Universities Act No. 16 of 1978 and its subsequent amendments.

By-Laws

1. (1) These amended By-Laws may be cited as the Masters in Demography by Laws No. 14 of 2019.
- (2) These amended By-Laws shall be deemed to have come in to operation with effect from

PART I - GENERAL

2. Subject to these By-Laws a person may be awarded the Masters in Demography (hereinafter referred to as the "MADEM Degree") if she/he has:
 - (a) been duly registered for the MADEM program for the period prescribed by these By-Laws;
 - (b) pursued the program 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) satisfied the examiners on all forms of assessments including continuous assessments (such as assignments, class room test, presentations etc.) semester-end examinations conducted under the prescribed course and extended essay component;
 - (d) paid the registration, tuition, supervision, examination, library and other fees and deposits as may be payable by the candidate to the University;
 - (e) ensured that the registration continues to be in force; and

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- (f) fulfilled all other requirements prescribed by these By-Laws and the Rules and Regulations of the University
3. (1) Applications for registration for the program leading to the MADEM shall be invited by notice in the newspapers and/or on the University notice board and/or on-line through the website/internet;
- (2) A person who wishes to follow the program leading to the MADEM shall make an application through the conventional and/or on-line mode to the Registrar when the said program is advertised.
- (3) The application shall be on the prescribed form providing the information as the candidate shall be required to submit, including the candidate's qualification for undertaking the program of study.
- (4) There shall be a Coordinator for the program and she/he shall be appointed by the Dean, Faculty of Arts.
- (5) The relevant Registrar in charge of the subject shall refer the applications received to the Coordinator of the program. The Coordinator, having examined the applications for necessary minimum qualifications, shall call the qualified candidates for a selection test and/or an interview to be conducted by a panel including the Dean-Faculty of Arts, Head/Department of Demography, Program Coordinator and two other senior academic staff members from the Faculty of Arts on which selections may be made. The list of candidates so selected shall be recommended to the Senate through the Higher Degrees Committee and Faculty Board of the Faculty of Arts (hereinafter the Faculty Board).
- (6) No candidate shall be eligible for admission to the program leading to the MADEM, unless she/he has the following requirements as per SLQF 2015.
- i) A Bachelor's degree with at least a Second Class Honours from a recognized University/Institution in Demography/Population Studies; or
 - ii) A Bachelor's Degree in Demography/Population Studies or any other related discipline, with minimum of two years of prior work experience in a related discipline; or
 - iii) Postgraduate Diploma (SLQF 8) in Demography/Population Studies from a recognized University/Institution or an equivalent qualification acceptable to the Faculty Board and the Senate of the University of Colombo; or
 - iv) Professional qualification from a recognized professional body acceptable to the Faculty Board and the Senate of University of Colombo with minimum of three years prior learning/work experience in Demography/Population Studies; or
 - v) Completion of NVQ level 7 Completion of NVQ level 7 (equivalent to Bachelor's degree in SLQF) with relevant work in the field of

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Demography/Population Studies as determined by the Faculty Board and the Senate of the University of Colombo.

AND

A good knowledge of English language and satisfactory performance at a selection test and/or an interview.

Each application under clause (v) shall be considered on its GPA.

- (7) If the number of persons who have applied and/or who are registered for the study program in any given academic year is not sufficient, in the opinion of the Faculty Board, to make the conducting of the study program financially viable, the Faculty Board reserves the right not to conduct the program, subject to the University refunding any fees except the application fees, that may have been received from candidates.
- (8) (1) On acceptance of the candidature by the Faculty Board and the Senate, a person shall forthwith register as a postgraduate candidate for MADEM of the University of Colombo upon payment of the prescribed registration, tuition, examination, library and other fees and/or deposits.
- (2) Unless otherwise decided by the Faculty Board, the minimum period of registration for the MADEM program shall be one academic year, and the maximum period shall not exceed three academic years counted from the date of commencement of the program. The initial registration (herein after referred to as first period of registration) shall be valid for an academic year from the date of commencement of the program.
- (3) The registration for MADEM program shall be deemed to have lapsed at the expiry of its period of validity. A candidate whose registration has so lapsed may renew her/his registration for a further period of another academic year subject to clause 17 (3), provided the Faculty Board consider her/him eligible for such registration. However, no registration shall be renewed after the expiry of two academic years from the end of the first period of registration. Any such candidate may seek registration for the MADEM program as a fresh candidate if she/he failed to obtain the MADEM after the expiry of the maximum period of registration (i.e. three years), in competition with new applicants under the rules and regulations in force at the time of seeking such fresh registration.

- (4) Notwithstanding anything stated to the contrary, the University shall have the right to cancel at any time the registration of a candidate for the program after due process and for cause assigned.
- (5) A person who is registered as a candidate for the program shall devote her/his time to her/his studies at the University.
- (9) No student shall abstain from participating at classes (lectures, discussions, seminars etc.) or leave the island, or withdraw from examination or a classroom test whether conducted through the conventional mode and/or information communication technology driven on-line mode or a combination of multi-modes, without prior approval from the Faculty Board.

PART II – STRUCTURE OF THE PROGRAM

- (10) (1) The MADEM program, unless otherwise decided by the Senate on the recommendation of the Faculty Board for special reasons, shall be one academic year with seven (07) courses of 24 total credits, and an extended essay component of 7000- 8000 words which carry 06 credits, offered in two semesters as prescribed in the schedule.
- (2) The titles of the courses, syllabi, course codes, credit values and other details are set out in the Schedule 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, course codes, credit values and other details of the program. Such amendments shall come into effect after due notice.
- (11) The program of study and examinations leading to the MADEM program shall be conducted in the conventional mode and/or through the information communication technology driven on-line mode or a combination of multi-modes and these By-Laws, and other relevant By-Laws, rules and regulations passed by the University of Colombo shall be so applied and interpreted in order to facilitate the effective conduct of the study program without compromising its integrity and quality.
- (12) The medium of instruction and examination shall be English/Sinhala.
- (13) The Senate, on the recommendation of the Faculty Board shall appoint a Board of Examiners to conduct examinations and assess the performance of candidates.

PART III

SCHEME OF EVALUATION AND

CRITERIA FOR PASS, MERIT, DISTINCTION OR INCOMPLETE

14. (1) Each course shall carry a maximum of 100 marks. The evaluation of a candidate's performance at each of the course shall take the forms of continuous assessments and end of semester written examinations.
- (2) In each of the taught courses, 50 percent of the maximum mark shall be based on continuous assessments which assess the performance of the candidate at assignments, classroom tests, quizzes, reports, discussions, seminars and oral presentations.
- (3) The balance 50 percent of marks shall be used for assessing the performance of the candidates at the end of semester closed book written examination in an examination hall setting.
15. The candidates may be evaluated in respect of continuous assessments by the teachers concerned. The end of semester written question papers of the courses shall be prepared, as far as possible, by the relevant teachers and moderated by an expert of the subject. The examination of written answer scripts of the end of semester examinations shall be assessed by two independent examiners appointed by the University Senate, on the recommendation of the Higher Degrees Committee and the Faculty Board.
16. The End of Semester Examination of each semester shall be held far as possible at the end of the relevant semester, unless the Senate on the recommendation of the Higher Degrees Committee and the Faculty Board decides otherwise.
17. (1) A candidate shall take the End of Semester Examination at the very first occasion when it is held for the Semester after the completion of lectures and other forms of instruction.
- (2) Any candidate who fails to take the End-of-Semester Examination at the very first occasion when it is held for the semester after the completion of lectures and other forms of instruction shall, unless excused on medical grounds or any other valid grounds approved by the Senate on recommendation of the Higher Degrees Committee and Faculty Board, be deemed to have exhausted an attempt at taking the Examination when calculating the total number of attempts at which a candidate can take the Examination.
- (3) No candidate shall be eligible to take the End-of-Semester Examination on more than three occasions (attempts) and in calculating the number of occasions (attempts) a

candidate is eligible to take the Examination, the deemed attempt as referred to in sub-Clause (2) above shall also be taken into account.

18. (1) A person shall not be permitted to take the End of Semester Examination unless she/he has:
- (i) been duly registered as a MADEM candidate from the commencement of the academic year for which the examination is held;
 - (ii) satisfied the attendance requirements at lectures, seminars etc. as prescribed by the Higher Degrees Committee and the Faculty Board;
 - (iii) has ensured that she/he has paid the necessary examination fees and made other payments to the University duly in respect of the entire examination or those courses which she/he has been required to take, as the case may be;
 - (iv) registered with the Examinations Branch of the University for the examination she/he intends to sit; and
 - (v) duly applied for the examination in accordance with the prescribed manner.
- (2) A candidate shall be issued the relevant admission card by the University to enter the Examination Hall where the End of Semester Examination is held once she/he satisfies the requirements mentioned in the Sub-Clause (1) above.
- (3) All rules relating to the examinations and assessments as contained in the examination Procedure, Offences and Punishment Regulation No. 1 of 1986, and its subsequent amendments shall *mutatis mutandis* apply to the MADEM examinations as well.
- (4) Without prejudice to the generality of the Regulation No. 1 of 1986, rules relating to different forms of Class Room Tests shall be formulated and implemented by the Coordinator and the relevant course teacher. Any matters relating to such rules shall be decided by the Higher Degrees Committee and the Faculty Board on the recommendation of the Coordinator and the Department of Study relevant to the program. Such rules may vary from course to course as well as from year to year. Such rules shall be tabled at the Faculty Board as soon as possible. No change of these rules can take place without giving adequate notice to the candidates of the program.
19. (1) Rules relating to assignments, presentations, class-room tests and other examinations shall be announced, from time to time, by the program Coordinator in consultation with the teachers and the Head- Department of Demography with the approval of the Higher Degrees Committee and the Faculty Board and such rules shall not be changed or revoked unless otherwise decided by the Faculty Board.

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(2) The Senate, on the recommendation of the Faculty Board, shall have the power to set down the rules governing the conduct of examinations and assessments as well as to deal with any situation for which rules have already not been made.

20. (1) Each of the seven (07) taught courses and the extended essay component shall carry a maximum Grade Point Value (GPV) of 4.00.

(2) A candidate's performance in each of the courses shall be graded according to the following scheme and the calculation of Grade Point Average (GPA) is carried out considering the Grade Point Value for each such courses and credits allocated accordingly.

Scheme of Assessment

Range of Marks	Grade	Grade Point Value	Pass/ Not completed
90-100	A ⁺	4.00	} Distinction
80-89	A	4.00	
75-79	A ⁻	3.70	
70-74	B ⁺	3.30	Merit
65-69	B	3.00	} Pass
60-64	B ⁻	2.70	
55-59	C ⁺	2.30	} Not Completed
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	

(Source: UGC Circular No. 901)

$$GPA = \frac{\sum_1^n GPV_i C_i}{\sum_1^n C_i}$$

Where GPV_i and C_i are the Grade Point Value earned and credit values allocated respectively for the n^{th} courses. Any calculated GPA shall be rounded to the second decimal place.

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21. A candidate shall be deemed to have been successful at the examination leading to the award of the MADEM if she/he obtains a Grade Point Value of not less than 2.70 each for all the taught courses totaling 24 credits and 06 credits for the extended essay component.
22. A candidate who has been successful at the examination leading to the award of the MADEM may be awarded a Distinction Pass at the examination if she/he obtains a minimum Grade Point Average (GPA) of 3.70 or more during the first period of registration.
23. A candidate who has been successful at the examination leading to the award of the MADEM may be awarded a Merit Pass at the examination if she/he obtains GPA score between 3.30 and 3.69 during the first period of registration.
24. (1) A candidate shall be deemed to have an incomplete result in one or more taught courses and extended essay of the MADEM if she/he obtains a GPV of less than 2.70.
- (2) A candidate who has incomplete result having obtained a GPV of less than 2.70 in any taught course/s during a particular semester shall repeat the written examinations of the respective course/s at the next available occasion. Such candidates shall be given the option of carrying forward the continuous assessment marks earned for that respective course/s conducted during the particular semester.
- (3) A candidate who fails to obtain at least a GPV 2.70 in the extended essay shall be considered unsuccessful and incomplete in the extended essay and shall re-submit the extended essay within a period of one year.
25. A candidate with incomplete results shall be eligible for two further attempts provided she/he has a valid registration. She/ he shall take the courses in which she/he has been unsuccessful on the very next occasion when the examination is held provided that she/he is eligible to take the examination.
26. The University shall announce through notification the names of candidates who have passed the MADEM examination and those who have incomplete results in the MADEM examination after completing the whole examination.

PART IV - MISCELLANEOUS

27. (1) The fees for application, tuition, examination, and repeat examination, library facilities shall be determined from time to time by the Council of the University on the recommendation of the Faculty Board. The fees paid shall under no circumstances be refunded, except under section 7 of these By-laws.

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(2) There shall be additional fees charged from repeat candidates as determined by the Faculty Board and the Council depending on the expenses to be incurred by the University to service their repeat attempts in the instruction and examination process.

(3) The fee payable for a certificate or statement of results or transcripts shall be determined by the Council.

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

PART IV- INTERPRETATIONS

28) In these bylaws unless the context otherwise requires:

‘Council’ means the Council of the University of Colombo constituted by the Universities Act No. 16 of 1978 as amended subsequently.

‘Senate’ means the Senate of the University of Colombo constituted by the Universities Act No. 16 of 1978 as amended subsequently.

‘Registrar’ means the Registrar, the Acting Registrar, Deputy Registrar or any other officer authorized to sign for an on behalf of the registrar of the University of Colombo.

‘Faculty Board’ means the Faculty of Board of the Faculty of Arts of the University of Colombo.

‘Department’ means the Department of Demography, Faculty of Arts, University of Colombo.

‘Head’ means the Head, Department of Demography, University of Colombo.

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

Schedule
Masters in Demography (MADEM)
SLQF Level 9

The program of study of Masters in Demography shall offer the subjects as given below in the academic year (Semester I and II)

Academic Year / Semester	Code of Course Unit	Name of Course Unit	Number of Credits
Semester I	MADEM 6101	Demographic Techniques	04
	MADEM 6102	Research Methodology	04
	MADEM 6103	Population and Sustainable Development	03
	MADEM 6104	Statistics	04
Semester II	MADEM 6205	Mortality and Morbidity	03
	MADEM 6206	Nuptiality and Fertility	03
	MADEM 6207	Migration and Urbanization	03
	MADEM 6208	Extended Essay	06
Total Credits			30

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