**Eligibility and Performance Criteria**

(Formulated under clause 6.3 of By – Law No. 49/X/XX: 2010)

1. Title of the Degree : ***Master of Spatial Planning Management & Design***

1.1 Title of Award :***Master of Spatial Planning Management & Design***

1.2 Programme : ***A***

1.3 Programme Mode : ***Full-time***

1. Minimum eligibility requirements, constrained as per clause 2.1 of the By-law No. 49/X/XX: 2010, and to be generally used in advertising the course.

The selection of students to the Masters programme will be made by the Department of Town & Country Planning, in accordance with the following extended eligibility requirements, approved by the Senate.

2.1 The Honors Degree of Bachelor of Science in Town & Country Planning of the University of Moratuwa

Or

2.2 Any Bachelor’s Degree of at least five years duration in Architecture from a recognized University as judged by the Faculty and approved by the Senate

Or

2.3 Any Bachelors Degree of at least four years duration in Civil Engineering, Landscape Architecture, Transport & Logistics Management, Quantity Surveying, Facilities Management, Agriculture, Economics, Estate Management & Valuation, Geography, Law, Sociology, Planning from a recognized university as judged by the Faculty and approved by the Senate

Or

2.4 Bachelor of Built Environment Degree from the University of Moratuwa

and

Minimum of one year post-qualifying experience in area of planning and urban development as judged by the Faculty and approved by the Senate

Or

2.5. Any other Degree of at least three years duration in a relevant field from a recognized university as judged by the Faculty and approved by the Senate

and

Minimum of one year post-qualifying experience in area of planning and urban development as judged by the Faculty and approved by the Senate

Or

2.6. A recognized category of membership of a recognized Professional Institute in a relevant field obtained through an academic route, as judged by the Faculty and approved by the Senate

and

Minimum of one year post-qualifying experience in area of planning and urban development as judged by the Faculty and approved by the Senate.

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1. **Participation in the Academic Programme:** 
   1. 80% attendance is usually required in lectures, and project work as specified under clause 4.1.1(a) of the By-Law.
   2. Participation is compulsory in assignments, as specified under clause 4.1.1(b) of the By-Law.
   3. Undertaking research in a specific area is compulsory, as specified in clause 4.1.1(c) of the By-Law.
   4. The Masters degree programme is expected to be completed in two academic years, but permitted to complete in four academic years without the need of an extension as specified under section 5 of the By-Law.
   5. It is the responsibility of the student to obtain an extension to the permitted duration, through the Head of Department. Such requests to extend the duration will be taken, considering the progress of the student at the time of request.
   6. Prior approval must be obtained in writing from the University, with the necessary documentation, for leave of absence (as defined by the Senate). Only such leave will be considered for any official purpose, such as considering a subsequent attempt as a first attempt.
   7. Only approved leave obtained on medical grounds will be normally be considered by the Senate in extending the maximum duration of study.

**Exceptions**

* 1. The candidates are considered for exemptions to up to 30 credits of the course requirements for credits earned for similar course modules offered by another recognized university as may be approved by the Senate.
  2. Candidates who have covered sufficient content of the non-GPA modules offered in this course, in other academic programmes may be considered for exemptions, as may be approved by the Senate.

1. **Evaluation and Grading**
   1. The performance of each student in each module will be evaluated by continuous assessment (CA) and end-of-semester examination (WE).
   2. In modules that evaluate the performance of the students by both CA and WE, the CA component normally carries a weightage of not less than 30% and not more than 60% of the total marks.
   3. The continuous assessment of a student may be based on a specified combination of assignments including coursework, project work, design project work, laboratory work, tutorials, field trips, field camps, quizzes, presentations, term papers and participation in the course activities.
   4. Each Candidate should obtain at least 40% from each of CA and WE components to obtain a pass grade a module.

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* 1. Grade C+ or above is required to earn credit for and pass a module.
  2. A student failing either CA or WE receives an incomplete grade I, and is required to repeat only the failed component/s as a repeat candidate to complete the module.
  3. A student failing both CA and WE receives an F grade, and must repeat both components in order to upgrade the result.
  4. The grades *F* or *I* can be improved up to a *C+* grade and considered for calculating the GPA. Students who wish to upgrade need to complete their examinations and obtain the upgraded grade before the relevant final board of examiners after the graduation requirements are met.
  5. The grade achieved for each module will be entered on the student’s permanent record in the registry. The grade at the first attempt or the improved grade earned at a subsequent attempt, if any, will be recorded.
  6. Except when an Academic Concession has been granted, the highest grade obtainable at a repeat attempt is the grade “C+” and it will be used for calculating Grade Point Average (GPA).
  7. Grade N signifies an Academic Concession granted, in the event a student is unable to sit for the WE due to illness or other compelling reason accepted by the Senate. In such instances the student must make an appeal, with supporting documents, to the Director Postgraduate Studies for an Academic concession.
  8. Letter grades based on the Grade point system and corresponding description, as illustrated in the Table 5.1 will be used to express the performance at each module. Benchmark percentages are given for the guidance of the examiner and may be changed upwards or downwards by the moderator in consultation with the examiner.

**Table 5.1 Grading System**

|  |  |  |  |
| --- | --- | --- | --- |
| **Benchmark Percentage** | **Grade** | **Grade Point** | **Description** |
| 85 and above | A+ | 4.2 |  |
| 75 to 84 | A | 4.0 | Excellent |
| 70 to 74 | A- | 3.7 |  |
| 65 to 69 | B+ | 3.3 |  |
| 60 to 64 | B | 3.0 | Good |
| 55 to 59 | B- | 2.7 |  |
| 50 to 54 | C+ | 2.3 | Pass |
|  | I | 0.0 | Incomplete |
|  | F | 0.0 | Fail |
|  | N | --- | Academic Concession |

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* 1. The Grade Point Average (GPA) is calculated based on the summation of Grade Points earned for all modules registered for credit (except those awarded with academic concession or withdrawn) weighted according to number of credits, as follows.

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*i*

*i*

*i*

*n*

*g*

*n*

*GPA*

where *n*i is the number of credits for the *i*th module and *g*i is the grade points earned for that module.

* 1. The GPA is rounded to the nearest second decimal place and reported on the transcript.
  2. The candidates should have obtained at least a Grade “C+ ” (Pass) for unit “Research Methods for Planners” (PU 5303), to be eligible to register for the unit “Master Thesis” (PU 5400).

1. **Academic Concession**
   1. A student who has missed a WE or any other course requirements because of illness or other compelling reason may appeal with supporting documents to the Director Postgraduate Studies through the Head of Department for an Academic Concession. In case of an examination, the student should submit an application with supporting documents within two weeks from the date of an examination. In instances where a student misses any other course activity such as CA, the student should submit the application with supporting documents before the last date of academic activities of the relevant semester or term.
   2. An Academic Concession may be granted for medical reasons and other exceptional circumstances subject to the approval by the Senate of the University.
2. **Graduation Requirements**
   1. A candidate is deemed to have passed the Master’s Degree if candidate has successfully completed at least 60 credits including:

a) subjects specified under clause 4.2.1(a) of the Bylaw;

b) seminars specified under 4.2.1 (b) of the Bylaw;

c) assignments specified under 4.2.1 (c) of the Bylaw; and

d) the research investigation specified under 4.2.1(d) of the Bylaw.

* 1. If the student is unsuccessful in any of the parts of 6.1 the student may be re-examined.
  2. Classes will not be awarded.

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