

2024

Academic year

Faculty of Education

M.Phil/PhD Student Handbook



UNIVERSITY OF COLOMBO
WISDOM ENLIGHTENS

HISTORY OF THE FACULTY EDUCATION

Pioneering Faculty of Education in Sri Lanka: Faculty of Education, University of Colombo

In 1973, the Department of Education was elevated to the status of a faculty and was moved out of the faculty of Arts. Dr. Ranjith Ruberu assumed the position of the dean of the faculty. In 1975, upon a policy decision of the Ministry of Higher Education, the departments of education of the University of Peradeniya, University of vidyalankara, and Vidyodaya University were moved to the University of Colombo, to be amalgamated with the faculty of Education of the University of Colombo.

The academic staff attached to these departments were also transferred to the Faculty of Education, University of Colombo, thus making it a full-fledged faculty with 34 academic staff members.

VISION AND MISSION FACULTY OF EDUCATION UNIVERSITY OF COLOMBO

Vision _____

To be a center of excellence in scholarship, teaching and research in education, committed to serve humanity

Mission _____

To facilitate the development of a committed professional educator with relevant knowledge , favorable attitudes and useful skills for teaching, research and service to the nation.



Dr. Kapila Bandara

Senior Lecturer
Department of Humanities Education,
Faculty of Education,
University of Colombo
Sri Lanka.

As the Dean of the Faculty of Education (FoE) of the University of Colombo, I would like to extend a warm welcome to you. I am delighted that you have chosen to pursue your higher education with us, and I am confident that you will find our faculty to be an excellent place to learn and grow.

As MPhil/PhD students, you are embarking on a journey that will challenge you in many ways. You will be expected to conduct original research, analyze complex data, and develop innovative solutions to real-world problems. This is no small feat, but I am confident that you are up to the task.

At the FoE, we are committed to providing you with the support and resources you need to succeed. Our faculty members are experts in their fields, and they are dedicated to helping you achieve your academic and professional goals. We also offer a wide range of services and programs to help you navigate your graduate studies, including academic advising, career counseling, and research support.

As you begin your studies, I encourage you to take advantage of all that our faculty has to offer. Attend seminars and workshops, participate in research projects, and engage with your fellow students. These experiences will not only enhance your academic and professional development, but they will also help you build lasting relationships with your peers and mentors.

Finally, I would like to congratulate you on being selected to read for the MPhil/PhD program at the University of Colombo. This is a significant achievement, and you should be proud of your hard work and dedication. I wish you all the best as you embark on this exciting new chapter in your academic journey.



Dr. Jeevani Herath

Lecturer - Department of
Social Science Education,
Faculty of Education,
University of Colombo

I extend a warm and enthusiastic welcome to each of you as you embark on your MPhil/PhD journey with us.

Entering into a research program is a significant milestone, and we are delighted to have such a talented and diverse group of individuals joining our academic community. Your decision to pursue advanced studies reflects your commitment to intellectual exploration, curiosity, and the pursuit of knowledge. We believe that your presence will contribute significantly to the rich tapestry of ideas and academic excellence that defines our institution.

As you embark on this exciting journey, I encourage you to embrace the challenges and opportunities that lie ahead. The world of research is a dynamic and ever-evolving landscape, and your contributions have the potential to shape the future of your field. Our faculty members are here to support and guide you, providing mentorship and fostering an environment that promotes collaborative learning. Throughout your MPhil/PhD program, you will not only gain expertise in your specific area of study but also develop critical thinking skills, resilience, and a passion for inquiry. Remember that your fellow students are valuable allies on this academic adventure, offering diverse perspectives and experiences that will enhance your own learning.

Please take advantage of the resources available to you, including our well-equipped libraries, and a vibrant academic community. Additionally, stay connected with your supervisors and peers to foster a collaborative and supportive research environment. As the coordinator of the MPhil/PhD program, I am here to assist you in any way possible. If you have questions, concerns, or simply want to discuss your research interests, feel free to reach out. I am dedicated to ensuring that your academic experience is fulfilling and rewarding. Picture Once again, welcome to the Faculty of Education of University of Colombo. We look forward to witnessing your growth, accomplishments, and the positive impact you will undoubtedly make in your respective fields. Wishing you a successful and inspiring academic journey.

Research Center of the Faculty of Education

The National Education Research and Evaluation Centre (NEREC)

NEREC was established with the assistance of the World Bank in the year 2000 in the Faculty of Education, University of Colombo. The main objective of the NEREC is to be engaged in Research in the field of Education and provide advice to Education planners. The mission of NEREC is to promote research and evaluation of education and testing its achievements, through taking the leadership and guiding other institutions and interest groups engaged in the field , thus enabling research and evaluation to be an integral part of all activities initiated and conducted for educational development. NEREC publishes the Sri Lanka Journal of Education (SLJE), a peer reviewed international journal.



Instructions to M.Phil./PhD candidates

1. The candidate shall be initially registered for the Degree of Master of Philosophy (M.Phil) with an opportunity for upgrading to the Ph. D. level, on the basis of his/her performance during the first year of study, except where the candidate has already obtained a Degree of Master of Philosophy from a recognized University, in which case he/she may be directly registered at the Ph. D. level.
2. The minimum period of registration for the Full Time M.Phil shall be two years and Ph.D Three years provided that the Senate on the recommendation of the Faculty Board may extend the period for a valid reason in particular cases. The minimum period of registration for the Part Time M.Phil shall be three years and Ph.D shall be four years.
3. The maximum period of registration for the Full Time M.Phil shall be four years and Ph.D shall be six years from the time of registration. The maximum period of registration for the Part Time M.Phil shall be six years and Ph.D shall be eight years.
4. On the expiry of the minimum period of registration, a candidate shall renew his/her registration by paying the required fees every year.
5. It shall be obligatory for each candidate to renew the registration every year until the completion of the programme of study. An M.Phil/Ph.D student who fails to maintain his/her registration shall be deemed to have withdrawn from the registered programme of study. If she/he wishes to re-enter the programme, he/she shall apply for readmission in accordance with the regulations in force at that time. However, there is no assurance of re-admission.
6. The registration of the Candidates who do not complete the programme within the maximum stipulated time period will be terminated unless decided otherwise by the Vice Chancellor on the recommendation of the Faculty Board due to a valid reason.

Research Methodology Course

1. Candidates registered for the M.Phil/Ph.D programme are required to complete a compulsory Education Research Methodology Course within the first year from the date of registration to the programme. This course is offered at the very outset as an orientation to the M. Phil/Ph.D programme to facilitate the development of the research proposal.
2. Candidates shall obtain at least 50% of the total marks from the Research Methodology course, including 50% of marks allocated for the research proposal in order to proceed to their registration proper for the M. Phil/Ph. D research.
3. As part of the Education Research Methodology Course candidates who have been registered for the M Phil / Ph.D programme shall prepare a proposal for the approval of the Faculty Board.

Progress Reports and Seminars

1. Candidate shall meet the Supervisor every month as arranged with the consent of the Supervisor, to report on the progress made on the research. Candidate must maintain a record of the meetings on the form provided by the Faculty (Annex I) and obtain the approval of the Supervisor for the work carried out during the month.
2. At the end of every six months, the Supervisor shall submit a confidential progress report on the candidate's research work. The report shall be submitted to the Coordinator of the M.Phil/Ph.D programme to be forwarded to the HDC and the FB through the Dean of the Faculty.
3. The candidate shall also be required to make oral presentations on the progress of his/her research at the Seminars and at the Faculty Research Symposia. The seminars shall be organized biannually by the Coordinator with the approval of the Dean of the Faculty.
4. In-addition each M.Phil candidate should publish at least one research paper and Ph.D candidate at least two research papers in a peer-reviewed journal before the final Viva-Voce Examination.

Upgrading to the Ph.D Programme

1. A candidate who has been registered for the M.Phil programme and who has made excellent progress may request for upgrading to the Ph.D level to the Faculty Board through his/ her Supervisor. Candidate may apply for such transfer after successful completion of one year of the M.Phil Programme or at any time thereafter decided by the Faculty Board.
2. Upgrading can be carried out taking into account the overall performance of the candidate during the first year of his/her studentship with three written chapters on Introduction, Literature Review and Methodology.
3. The respective Supervisor/s shall make a written request to the Coordinator of the Programme to arrange for a presentation before a panel of experts in the relevant field to determine the suitability of the candidate for upgrading to the Ph.D level
4. The candidate is required to make an oral presentation before the panel of examiners. The panel may also make use of an independent assessment of written work of the candidate as part of the upgrading process. The panel shall make a recommendation whether the upgrading should be carried out or the candidate be required to continue with the M Phil programme.

Submission of the Thesis

1. The thesis shall be written in the language in which the candidate registered for the Programme (English/Sinhala or Tamil). Three copies of the thesis in temporary binding prepared according to the prescribed format should be submitted initially through the supervisor/s.
2. Candidates for the M Phil or Ph D Degree shall be required to submit the thesis on the approved research topic demonstrating (a) knowledge on the methods of research and (b) competence to present material systematically and (c) ability to exercise critical and independent judgment and (d) candidate's ability to make a significant and critical contribution to the chosen field of study. In the case of Ph.D Degree candidacy, the work should also represent a creative and seminal contribution to new knowledge on the field of study.

3. Prior to the submission of the thesis, the Faculty Board shall have the power to modify the title of the thesis at the request of the candidate and on the recommendation of the supervisor/s. Such change of title shall be submitted to the Senate for approval.
4. The thesis shall be submitted within three months after the end of the prescribed period of study. If an extension is required, the candidate shall make a request, through the supervisor, to the Coordinator, M.Phil/ PhD, indicating the period required and justification for such extension to be forwarded for the approval of the Senate.
5. The candidate shall, with the approval of the supervisor/s, inform the Dean of the Faculty of his/her intention to submit the thesis, enabling the University to proceed with making the necessary arrangements to appoint examiners.

Maintenance of Intellectual Integrity

1. Maintenance of intellectual integrity and avoidance of plagiarism shall be the sole responsibility of the candidate when the thesis is prepared for submission. Every candidate working on the research shall appraise herself/ himself and be fully aware of the necessity to ensure and uphold intellectual integrity and desist from any act of plagiarism. (Annex II)
2. In case of violation of this condition the Faculty Board shall recommend to the Senate to take disciplinary action against such candidate according to the university rules relating to examination offences and punishments, which could include the cancellation of registration of the candidate and debarment from further registration with the University.

Examination of the Thesis

1. The performance of a M.Phil/Ph.D candidate on the thesis shall be assessed based on the research content of the thesis followed by a viva-voce examination.
2. Faculty Board shall recommend to the Senate, the appointment of two examiners (at least one of whom shall be from outside the University for the evaluation of the thesis of the M.Phil candidates.
3. In the case of the examination of a thesis of the Ph.D candidates, two examiners from outside the University shall be nominated.

4. The examiners appointed by the Senate on the recommendation of the Faculty Board for the evaluation of the thesis shall submit written reports on the thesis to the SAR/DR/Examinations. The report shall give reasons and justifications for accepting or rejecting or recommending minor revisions or major revisions or resubmission as the case may be.
5. The report of the examiners must be submitted preferably within a period of 03 months. The Senate on the recommendation of the Faculty Board shall have the power to appoint another examiner in the event that the examiner does not comply with requisite time period for evaluation or where he/she declines to function as an examiner or where there is disagreement in the examiners reports.

Viva-Voce Examination

1. In-order to qualify for the award of the Degree, the candidate will be called for a Viva-Voce examination. If the thesis is accepted with no revision or minor revision, a viva-voce examination shall be conducted by a Board of examiners appointed by the University.
2. The purpose of the Viva-Voce examination is to find out the originality of the work, candidate's ability to present and support his/her thesis and answer questions on the work and the subject matter, his/her suitability to receive the relevant Degree.
3. If major revisions or resubmission of the thesis are recommended by the Examiners, the viva-voce shall be held only after the revised thesis is evaluated and recommended by the examiners as acceptable without further revisions or acceptable with minor revisions.
4. After consideration of the reports of the thesis and the performance of the candidate at the viva-voce examination for the award of the Degree, the Board of examiners shall decide on the following;
 - (a). that the Degree for which the candidate has submitted himself/herself for examination shall be awarded.Or
 - (b). that the Degree for which the candidate has submitted subject to minor amendments/corrections to the thesis as may be specified by the Board of Examiners and submitted within a maximum period of three months with a certification from a nominee of the Board of Examiners that the amendments/corrections have been made.

Or

(c) the candidate shall be permitted to resubmit the thesis within a maximum period of one year. The revised thesis shall be reevaluated by the same examiners as far as possible and the candidate shall be summoned for the Viva-Voce examination. Thereafter the Board of examiners shall decide on the (a) or (b) above or (d) or (e) below.

Or

(d) that the candidate is considered as failed and the Degree shall not be awarded.

Or

(e) that where the candidate has submitted for the Degree of Doctor of Philosophy, instead of awarding that the Degree of Master of Philosophy may be awarded subject to the fulfillment of requirements specified in (b) above, where they are applicable.

Submission of the accepted thesis

1. When a thesis is accepted for the award of the Degree, three bound copies conforming to the specified format (Annex III) to the Examination Branch of the University within the period of time recommended by the Board of Examiners. The Supervisor shall certify that revisions if any have been properly affected by the candidate by signing a 'Final Submission' letter.
2. The thesis for the Degree of Doctor of Philosophy shall consist of words not exceeding 90,000 and necessary tables and figures and prepared according to the guidelines of the Faculty of Education.
3. The date of the award of the Degree is the date on which the candidate submits the final thesis for the Viva-Voce Examination, date stamped by the Examination Branch of the University.

MASTER OF PHILOSOPHY

In the thesis the Candidate is expected to show a clear knowledge of the methods of research, ability to present material analytically and to exercise independent judgment. The thesis for the Degree of the Master of Philosophy shall consist of words not exceeding 60,000 and necessary tables and figures and prepared according to the guidelines of Faculty of Education. The Degree of Master of Philosophy may be conferred on any person who,

- (i) has been duly registered for the M. Phil Degree programme in the Faculty of Education, University of Colombo
- (ii) has thereafter, pursued an approved program of research in the Faculty for at least two years duration;
- (iii) has paid such registration and other fees as are prescribed by the Council, provided that a teacher in the Faculty may be exempted from part or full payment of the prescribed fees ;
And
- (iv) has fulfilled the following conditions.
 - (a). Successfully completed the Education Research Methodology Course
 - (b). the candidate has presented an acceptable thesis embodying research on the approved subject area;
 - (C) the thesis has been accepted by the Board of Examiners
 - (d) Successful in the viva -voce examination

Contact Details:

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**University of Colombo
Faculty of Education**

Degree of Master of Philosophy/Doctor of Philosophy (Full time/Part Time)

SLQF Level 11/12

*By-Laws
2022*



By-Laws

These By-Laws may be cited as the Master of Philosophy (M.Phil) / Doctor of Philosophy (Ph.D) Degree No 21 of 2022 made by the Council of the University of Colombo (hereinafter referred to as the University) for the Faculty of Education (hereinafter referred to as the Faculty)

These By-Laws shall be deemed to have come into operation on its receiving approval by the Council or on such other date as decided by the Council. These shall replace the By-Laws No.05 of 2012 when they come into operation without prejudice to anything done under those.

PART I – GENERAL

1. Subject to these By-Laws a person may be awarded the Degree of Master of Philosophy (M Phil) /Doctor of Philosophy (Ph.D) as the case may be, if he/she has -

(a) been a duly admitted and registered student of the programme leading to the Master of Philosophy (M.Phil) or Doctor of Philosophy (Ph.D) as the case may be (hereinafter referred to as the Programme) by the University of Colombo (hereinafter referred to as the University) for the period prescribed in these By-Laws;

(b) pursued the Programme of study in the University, or in other approved place or institution , to the satisfaction of the Vice- Chancellor as prescribed by these By-Laws, and other Rules and Regulations of the University;

(c) satisfied the Examiners at the prescribed written Examination, written research proposal and viva-voce, assignments, progress presentations, upgrading report and viva-voce examination, and /or at any other mode of assessment as may be decided by the Faculty Board of the Faculty of Education and the final presentation of research in the form of a thesis and viva-voce examination;

(d) paid such registration, tuition , supervision , examination fees and other fees and dues as may be payable by her/him to the University;

(e) ensured that the registration continues to be in force; and

(f) fulfilled all other requirements prescribed by these By Laws and any other regulations and rules of the University.



2. Application Procedure

Applications for registration may be invited by Notice in the newspapers or on-line on the websites of the Faculty and /or the University.

2.1. A person who wishes to be a candidate for the Degree of Master of Philosophy or Doctor of Philosophy in the Faculty shall obtain the prescribed application form and the prospectus from the Academic and Publications Branch, University of Colombo or from the Senior Assistant Registrar, of the Faculty on payment of the prescribed fees when the said programme is advertised.

2.2. Every application for enrolment must be made in duplicate on the prescribed forms together with a concept paper on the payment of a non-refundable application processing fee. If an application form is downloaded from the Internet, payment of the application processing fee should be made at the time of submission of the completed application form.

2.3. The concept paper shall be of 1000 words and shall include an introduction, Objectives, justification, research problem, methodology, and a brief bibliography, on the subject matter of proposed research which the candidate wishes to undertake.

2.4. Applications and the concept papers received for the Degrees of M.Phil/ Ph.D shall be evaluated by a Committee appointed by the Faculty Board. The applications accepted for registration shall be recommended to the Senate through the Faculty Board.

2.5 The applicants shall be informed of their acceptance/non-acceptance for the particular Programme for which admission has been sought. The applications shall be accepted or rejected based on the availability of a Supervisor in the respective area of research the applicant proposes to pursue. The decision of the Faculty Board and Senate shall be final in the admission to any Programme.

2.6. Only the applications complete with relevant documents as specified in the application form will be processed.

2.7. The acceptance of the application will be determined on the basis of the particulars disclosed. The relevant academic/professional qualifications possessed by the candidate should be supported by academic transcripts and authenticated copies of Degree / Diploma and other relevant certificates.



3. Entry Qualifications

No candidate shall be eligible for admission to the M.Phil/Ph.D degree unless she/he fulfills the following requirements as per the SLQF 2015.

i. Bachelor of Education Honours degree (SLQF 6) from the Faculty of Education or any other University recognized by the UGC with First or Second Class Upper Division pass (GPA of 3 or more)
OR

ii. Bachelor's Degree (SLQF 5) in a relevant field of study with a First or Second Class Upper Division pass (GPA of 3 or more) from a University recognized by the UGC with at least 3 years of work experience in the field of Education
OR

iii. Bachelor's Degree (SLQF 5) and a Post Graduate Diploma in Education (SLQF 8) from the Faculty of Education or any other University recognized by the UGC with Distinction or Merit Pass (GPA of 3 or more),
OR

iv. Master's Degree in a relevant field of study (SLQF 9 or SLQF 10) from a University recognized by the UGC,
AND

All of the above acceptable to the Faculty Board and the Senate of the University of Colombo and satisfactory performance at a selection test and/or interview

4. The Coordinator

4.1. There shall be a coordinator for the Programme appointed by the Vice Chancellor on the recommendation of the Dean of the Faculty of Education. It shall be the duty of the Coordinator to ensure the smooth functioning of the programme. The coordinator shall discharge the duties and functions under the supervision and direction of the Dean. The coordinator shall be responsible to the Dean and report matters to the HDC and Faculty Board through the Dean.

5. Procedure for Registration

5.1. On acceptance of his/her candidature by the Faculty Board and the Senate, an applicant shall register provisionally as a postgraduate student of the Faculty of Education of the University.

5.2. He/she shall pay the prescribed nonrefundable provisional registration, tuition and any other fees as are prescribed by the University, at the time of registration or enrolment. A Teacher of the Faculty of Education in the University however, may not be required to pay the registration and tuition fees. The course fee may be revised from time to time by the Senate on the recommendation of the Faculty Board.

5.3. The candidate shall be initially registered for the Degree of Master of Philosophy (M.Phil) with an opportunity for upgrading to the Ph. D. level, on the basis of his/her performance during the first year of study, except where the candidate has already obtained a Degree of Master of Philosophy from a recognized University, in which case he/she may be directly registered at the Ph. D. level.

5.4. The minimum period of registration for the Full Time M.Phil shall be two years and Ph.D Three years provided that the Senate on the recommendation of the Faculty Board may extend the period for a valid reason in particular cases. The minimum period of registration for the Part Time M.Phil shall be three years and Ph.D shall be four years.

5.5. The maximum period of registration for the Full Time M.Phil shall be four years and Ph.D shall be six years from the time of registration. The maximum period of registration for the Part Time M.Phil shall be six years and Ph.D shall be eight years.

5.6. On the expiry of the minimum period of registration, a candidate shall renew his/her registration by paying the required fees every year.

5.7. It shall be obligatory for each candidate to renew the registration every year until the completion of the programme of study. An M.Phil/Ph.D student who fails to maintain his/her registration shall be deemed to have withdrawn from the registered programme of study. If she/he wishes to re-enter the programme, he/she shall apply for readmission in accordance with the regulations in force at that time. However, there is no assurance of re-admission.

5.8. The registration of the Candidates who do not complete the programme within the maximum stipulated time period will be terminated unless decided otherwise by the Vice Chancellor on the recommendation of the Faculty Board due to a valid reason.



6. Selection of Supervisors

6.1. When an application is accepted, a supervisor/s shall also be proposed by the HDC for the approval by the Senate of the University.

6.2. In the event if a suitable supervisor is not available in the Department an external supervisor may be appointed by the Senate on the recommendation of the Higher Degrees Committee and the Faculty Board. In the case where the main supervisor is not from the University, a co-supervisor shall also be appointed from the University.



7. Education Research Methodology Course

7.1. Candidates registered for the M.Phil/Ph.D programme are required to complete a compulsory Education Research Methodology Course within the first year from the date of registration to the programme. This course is offered at the very outset as an orientation to the M. Phil/Ph.D programme to facilitate the development of the research proposal.

7.2. Candidates shall obtain at least 50% of the total marks from the Research Methodology course, including 50% of marks allocated for the research proposal in order to proceed to their registration proper for the M. Phil/Ph. D research.

7.3. As part of the Education Research Methodology Course candidates who have been registered for the M Phil / Ph.D programme shall prepare a proposal for the approval of the Faculty Board. The proposal shall be presented to a panel comprising of

7.2.1. the Dean, Faculty of Education

7.2.2. Programme Coordinator

7.2.3. Prospective Supervisor/s

7.2.4. Two or more experts in the relevant field of study, nominated by the Faculty Board, Faculty of Education

8. Progress Reports and Seminars

8.1. Candidate shall meet the Supervisor every month as arranged with the consent of the Supervisor, to report on the progress made on the research. Candidate must maintain a record of the meetings on the form provided by the Faculty (Annex I) and obtain the approval of the Supervisor for the work carried out during the month.

8.2. At the end of every six months, the Supervisor shall submit a confidential progress report on the candidate's research work. The report shall be submitted to the Coordinator of the M.Phil/Ph.D programme to be forwarded to the HDC and the FB through the Dean of the Faculty.

8.3. The candidate shall also be required to make oral presentations on the progress of his/her research at the Seminars and at the Faculty Research Symposia. The seminars shall be organized biannually by the Coordinator with the approval of the Dean of the Faculty.

8.4. In-addition each M.Phil candidate should publish at least one research paper and Ph.D candidate at least two research papers in a peer-reviewed journal before the final Viva-Voce Examination.

9. Upgrading to the Ph.D Programme

9.1. A candidate who has been registered for the M.Phil programme and who has made excellent progress may request for upgrading to the Ph.D level to the Faculty Board through his/ her Supervisor. Candidate may apply for such transfer after successful completion of one year of the M.Phil Programme or at any time thereafter decided by the Faculty Board.

9.2. Upgrading can be carried out taking into account the overall performance of the candidate during the first year of his/her studentship with three written chapters on Introduction, Literature Review and Methodology.

9.3. The respective Supervisor/s shall make a written request to the Coordinator of the Programme to arrange for a presentation before a panel of experts in the relevant field to determine the suitability of the candidate for upgrading to the Ph.D level.

9.4. The panel of examiners to consider upgrading shall consist of the Dean or his/her representative, Coordinator of the Programme, two external examiners specialized in the relevant research area, one senior academic from the Faculty and the Supervisor/s of the Candidate as an observer/s.

9.5. The candidate is required to make an oral presentation before the panel of examiners. The panel may also make use of an independent assessment of written work of the candidate as part of the upgrading process. The panel shall make a recommendation whether the upgrading should be carried out or the candidate be required to continue with the M Phil programme.



10. Submission of the Thesis

10.1. The thesis shall be written in the language in which the candidate registered for the Programme (English/Sinhala or Tamil). Three copies of the thesis in temporary binding prepared according to the prescribed format should be submitted initially through the supervisor/s.

10.2. Candidates for the M Phil or Ph D Degree shall be required to submit the thesis on the approved research topic demonstrating (a) knowledge on the methods of research and (b) competence to present material systematically and (c) ability to exercise critical and independent judgment and (d) candidate's ability to make a significant and critical contribution to the chosen field of study. In the case of Ph.D Degree candidacy, the work should also represent a creative and seminal contribution to new knowledge on the field of study.

10.3. Prior to the submission of the thesis, the Faculty Board shall have the power to modify the title of the thesis at the request of the candidate and on the recommendation of the supervisor/s. Such change of title shall be submitted to the Senate for approval.

10.4. The thesis shall be submitted within three months after the end of the prescribed period of study. If an extension is required, the candidate shall make a request, through the supervisor, to the Coordinator, M.Phil/ PhD, indicating the period required and justification for such extension to be forwarded for the approval of the Senate.

10.5. The candidate shall, with the approval of the supervisor/s, inform the Dean of the Faculty of his/her intention to submit the thesis, enabling the University to proceed with making the necessary arrangements to appoint examiners.



11. Maintenance of Intellectual Integrity

11.1. Maintenance of intellectual integrity and avoidance of plagiarism shall be the sole responsibility of the candidate when the thesis is prepared for submission. Every candidate working on the research shall appraise herself/ himself and be fully aware of the necessity to ensure and uphold intellectual integrity and desist from any act of plagiarism. (Annex II)

11.2. In case of violation of this condition the Faculty Board shall recommend to the Senate to take disciplinary action against such candidate according to the university rules relating to examination offences and punishments, which could include the cancellation of registration of the candidate and debarment from further registration with the University.

12. Examination of the Thesis

12.1. The performance of a M.Phil/Ph.D candidate on the thesis shall be assessed based on the research content of the thesis followed by a viva-voce examination.

12.2. Faculty Board shall recommend to the Senate, the appointment of two examiners (at least one of whom shall be from outside the University for the evaluation of the thesis of the M.Phil candidates.

In the case of the examination of a thesis of the Ph.D candidates, two examiners from outside the University shall be nominated.

12.3. The examiners appointed by the Senate on the recommendation of the Faculty Board for the evaluation of the thesis shall submit written reports on the thesis to the SAR/DR/Examinations. The report shall give reasons and justifications for accepting or rejecting or recommending minor revisions or major revisions or resubmission as the case may be.

12.4. The report of the examiners must be submitted preferably within a period of 03 months. The Senate on the recommendation of the Faculty Board shall have the power to appoint another examiner in the event that the examiner does not comply with requisite time period for evaluation or where he/she declines to function as an examiner or where there is disagreement in the examiners reports.

13. Viva-Voce Examination

13.1. In-order to qualify for the award of the Degree, the candidate will be called for a Viva-Voce examination. If the thesis is accepted with no revision or minor revision, a viva-voce examination shall be conducted by a Board of examiners appointed by the University. The Board of examiners shall consist of -

Dean, Faculty of Education or his/her nominee
Coordinator of the Programme
The Examiners and
The Supervisor/s (as observer/s)

13.2. The purpose of the Viva-Voce examination is to find out the originality of the work, candidate's ability to present and support his/her thesis and answer questions on the work and the subject matter, his/her suitability to receive the relevant Degree.

13.3. If major revisions or resubmission of the thesis are recommended by the Examiners, the viva-voce shall be held only after the revised thesis is evaluated and recommended by the examiners as acceptable without further revisions or acceptable with minor revisions.

13.4. After consideration of the reports of the thesis and the performance of the candidate at the viva-voce examination for the award of the Degree, the Board of examiners shall decide on the following;

(a). that the Degree for which the candidate has submitted himself/herself for examination shall be awarded.

Or

(b). that the Degree for which the candidate has submitted subject to minor amendments/corrections to the thesis as may be specified by the Board of Examiners and submitted within a maximum period of three months with a certification from a nominee of the Board of Examiners that the amendments/corrections have been made.

Or

(c) the candidate shall be permitted to resubmit the thesis within a maximum period of one year. The revised thesis shall be reevaluated by the same examiners as far as possible and the candidate shall be summoned for the Viva-Voce examination. Thereafter the Board of examiners shall decide on the (a) or (b) above or (d) or (e) below.

Or

(d) that the candidate is considered as failed and the Degree shall not be awarded.

Or

(e) that where the candidate has submitted for the Degree of Doctor of Philosophy, instead of awarding that the Degree of Master of Philosophy may be awarded subject to the fulfillment of requirements specified in (b) above, where they are applicable.

13.5. When a thesis is accepted for the award of the Degree, three bound copies conforming to the specified format (Annex III) to the Examination Branch of the University within the period of time recommended by the Board of Examiners. The Supervisor shall certify that revisions if any have been properly affected by the candidate by signing a 'Final Submission' letter.

13.5. When a thesis is accepted for the award of the Degree, three bound copies conforming to the specified format (Annex III) to the Examination Branch of the University within the period of time recommended by the Board of Examiners. The Supervisor shall certify that revisions if any have been properly affected by the candidate by signing a 'Final Submission' letter.

13.6. The thesis for the Degree of Doctor of Philosophy shall consist of words not exceeding 90,000 and necessary tables and figures and prepared according to the guidelines of the Faculty of Education.

13.7. The date of the award of the Degree is the date on which the candidate submits the final thesis for the Viva-Voce Examination, date stamped by the Examination Branch of the University.



PART II MASTER OF PHILOSOPHY

In the thesis the Candidate is expected to show a clear knowledge of the methods of research, ability to present material analytically and to exercise independent judgment. The thesis for the Degree of the Master of Philosophy shall consist of words not exceeding 60,000 and necessary tables and figures and prepared according to the guidelines of Faculty of Education.

14.8. The Degree of Master of Philosophy may be conferred on any person who,
(i) has been duly registered for the M. Phil Degree programme in the Faculty of Education, University of Colombo
(ii) has thereafter, pursued an approved program of research in the Faculty

for at least two years duration;

(iii) has paid such registration and other fees as are prescribed by the Council, provided that a teacher in the Faculty may be exempted from part or full payment of the prescribed fees ;

And

(iv) has fulfilled the following conditions.

(a). Successfully completed the Education Research Methodology Course

(b). the candidate has presented an acceptable thesis embodying research on the approved subject area;

(C) the thesis has been accepted by the Board of Examiners consisting of;

The Dean of the Faculty of Education or his/her nominee

The Coordinator of the Programme

The Examiners of the Thesis

The Supervisor/s as the observer/s

(d) Successful in the viva -voce examination

PART III – INTERPRETATION AND TRANSITION

15. Interpretation and Transitional Provision

15.1. In these By-laws, unless the context otherwise requires,

“Council” means the Council of 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

“Faculty Board” means the Faculty Board of the Faculty of Education; University of Colombo constituted by the universities act No. 16 of 1978 as amended subsequently

“Higher Degrees Committee” means the Body of senior academics holding Postgraduate Degrees in the Faculty of Education; University of Colombo constituted by the universities act No. 16 of 1978 as amended subsequently

“Coordinator/s of the Programme” means the Coordinator/s of Degree of Master of Philosophy and Doctor of Philosophy appointed by the Dean of the Faculty of Education.

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

15.3. The Vice-Chancellor shall have authority in consultation with the Dean to take such action or give such direction not inconsistent with the principles underlines the provisions of these By-Laws as appears to him/her to be necessary or expedient for the purpose of removing any difficulties that may arise in the interpretation of these provisions or for which there is no provision in these By-Laws in the case of students who had followed or have been following the Degree programme/s under the existing arrangements approved by the Senate and the Council.

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M.Phil/PhD Student Handbook