UNIVERSITY OF COLOMBO, SRI LANKA

UNIVERSITY OF COLOMBO SCHOOL OF COMPUTING (UCSC)

DEGREE OF MASTER OF PHILOSOPHY IN COMPUTING

By-Laws made by the Council of the University of Colombo (hereinafter referred to as the "Council") under Section 135 of the Universities Act No. 16 of 1978 as amended and read with Section 11 of the University of Colombo School of Computing Ordinance No. 01 of 2002 as amended.

By-Laws

1. These By-Laws may be cited as the Degree of Master of Philosophy in Computing By-Laws No .27.. of 2023.
2. (a) These By-Laws shall come into operation on the date it receives approval of the Council or on such other date as decided by the Council.

   (b) The Degree of Master of Philosophy By-Laws No. 11 of 2012 is hereby repealed without prejudice to anything already done thereunder.

Part I – GENERAL

3. Subject to these By-Laws, a student may be awarded the Degree of Master of Philosophy in Computing if he/she has:
   (a) been a **registered student** of the University of Colombo School of Computing (hereinafter referred to as the "School") for the period prescribed by these By-Laws;
   (b) pursued the programme of study leading to the Degree of Master of Philosophy in Computing (hereinafter sometimes referred to as the "Degree Programme") in the School, or in other approved **place** or institution, to the **satisfaction** of the Vice-Chancellor as prescribed by these By-Laws and/or any other relevant By-Laws, and/or Regulations and/or Rules of the University and/or the School;
   (c) satisfied the Examiners in different forms of **examinations and assessments,** including written examinations, practical examinations, oral examinations, assignments, seminars, reports, Thesis, oral defense of Thesis etc., as prescribed by these By-Laws and/or any other relevant By-Laws, and/or Regulations and/or Rules of the University and/or the School;
   (d) paid all prescribed **fees,** including library fee, registration fee, course fee, supervision fee, examination fee and all other payable dues to the School; and
   (e) fulfilled all **other requirements** prescribed by these By-Laws and/or any other relevant By-Laws, and/or Regulations and/or Rules of the University and/or the School.

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Administration of the Degree Programme

4. The School shall be in charge of the administration of the Degree Programme.

Eligibility for Admission to the Degree Programme

5. No person shall be eligible to be admitted to the Degree Programme unless he/she satisfies the minimum requirements specified below:

(a)

i) A Master's Degree in Computing from a University or an Institution recognized by the UGC;

OR

An Honours Degree in Computing with First or Second Class from a University or an Institution recognized by the UGC;

OR

Any other Honours Degree in Mathematics, Statistics, Physics, Electrical Engineering, Electronics Engineering, and Telecommunication Engineering disciplines with First or Second Class from a University or an Institution recognized by the UGC and any other qualifications deemed equivalent by the Board of Study for Research and Higher Degrees of the School (hereinafter referred to as the **Board**) of the School on a case-by-case.

AND

ii) A pass in the Postgraduate Qualifying Test set by the School

AND

iii) A Pass in Proposal Defense.

(b) A student who has already been registered for the Ph.D. Degree Programme in the School shall be permitted to downgrade his/her registration for the MPhil Degree Programme by satisfying the procedures and requirements as prescribed by these By-Laws and/or any other relevant By-Laws and/or Regulations and/or Rules.

Application Procedure

6.

(a) A person seeking admission to the Degree Programme shall obtain the prescribed **application form** from the School and submit the duly filled application to the Registrar in charge of the subject within a prescribed period.

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(b) The Duly filled **application shall include** his/her academic and professional qualifications (supported by academic transcripts and authenticated copies of degree/diploma and other relevant certificates), the certificate of completion of the **General Postgraduate Qualifying Test,** a duly prepared research proposal based on the prescribed format in consultation with a prospective supervisor from the School and the payment details on the payment of prescribed application fees.

(c) The Board shall review an application received by the School to ensure he/she satisfies the minimum eligibility requirements.

(d) The fees, once paid, shall not be refunded by the School.

(e) The Board shall review the submitted research proposal, and if Acceptable, the applicant shall be called for an Open Proposal Defense.

(f) The **Board** shall have the power, following due process, to accept or reject an application, and shall submit the list of successful applicants to the Academic Syndicate and the Senate for their respective consideration and approval.

Proposal Defense

7.

(a) The Board shall nominate a **panel of examiners** to evaluate the Proposal. The **composition** of such an evaluation panel shall be two examiners, of whom at least one shall be an internal academic staff member.

(b) There shall be an **Open Proposal Defense** on the submitted Proposal in the presence of the evaluation panel, and such panel shall report its recommendation to the Board.

(c) A successful student at the Open Proposal Defense shall be deemed to have completed the registration process under the Degree Programme.

Registration Procedure

8.

(a) A student who has completed the proposal defense successfully and has been accepted by the School and the Senate shall take the necessary steps to register for the Degree Programme not later than the prescribed date and shall pay the **prescribed fees,** including the library fee, registration fee, course fee, supervision fee, examination fee and any other fees to the School as specified by the Council on the recommendation of the School.

(b) On due completion of the registration procedure, the School shall register the applicant as a **postgraduate student** of the School.

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(c) The **effective date of registration, unless otherwise decided by the School** under exceptional circumstances, shall be the date on which the prescribed fees have been paid or the date on which the student has begun his/her work in connection with the Degree Programme as certified by the principal supervisor, whichever is the later date.

(d) The student shall complete the registration procedure and start his/her work related to the Degree Programme no **later than three months** from the date that the School has informed the acceptance of his/her Research Proposal.

(e) A student who has failed to register within the prescribed period may be considered to have forfeited his candidature.

(f) The registration for the Degree Programme shall be part-time or full-time**.** A **full-time** student shall engage in research and related activities during the entire normal working hours of a week. Hence, those employed shall obtain a leave of absence from their employers to be available for his/her research work during normal working hours and be eligible to register under this category. A **part-time** student shall devote a part of the total normal working hours of a week and weekends acceptable to the Board for his/her research work.

(g) The **registration shall be valid** only for the minimum period of registration specified in Section 16. Hence, it shall be the duty and responsibility of the student to ensure that his/her registration remains in force throughout the duration of the Degree Programme.

9. The registration shall be deemed to have lapsed at the end of its period of validity. A student whose registration has lapsed may **renew** such registration for a further period, subject to the conditions specified in Section 17, by paying the prescribed fees specified by the School and/or relevant By-Laws/Regulations. However, such registration shall not remain in force beyond the maximum registration period of the Degree Programme.
10. A student who has **failed to renew** his/her registration within the prescribed period may be considered as having abandoned the Degree Programme and be deemed to have voluntarily ceased to be a registered student. However, if the student has failed to renew his/her registration due to an exceptional circumstance, he/she may make a written request to the School for registration with supporting evidence. The School shall have the power to consider such requests on a case-by-case basis.
11. An applicant may **withdraw or postpone** his/her registration by writing to the Director giving reasons. In the case of postponement, the candidate shall indicate the period of duration of the postponement. Each request for postponement shall be considered on its own merit by the Board and the Academic Syndicate and recommended to the Senate. The Senate, on the recommendation of the Academic Syndicate and the Board, may impose such conditions and limitations as it may deem fit when granting any such request for withdrawal or postponement.
12. No person shall be entitled to a **refund** of any fee paid to the School on any ground whatsoever.

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Transfer of Registration Status

13. A student registered as a full-time student may, at his/her request and with the permission of the School, have his/her registration changed to a part-time student or vice versa. The minimum and maximum duration of the course for such a student shall be as determined by the Board and shall remain an integral multiple of periods of twelve (12) months.

Transfer to the PhD Degree Programme

14. A student who has been registered for the MPhil Degree Programme in the School and who has made good progress may, at his/her request and upon the approval by the Academic Syndicate after the recommendations of the respective supervisor(s), be permitted to transfer his/her registration to the PhD Degree Programme subject to the provisions available under the By-Laws and Regulations of such Programme.

Medium of Instruction

15. The medium of instruction, as well as that of examinations, shall be English, and the medium for correspondence shall also be English.

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Part II – PROGRAMME DURATION AND STRUCTURE

Duration

16. Subject to these By-Laws, the minimum registration period of a **full-time** student in the Degree Programme shall be **two years,** and the maximum registration period shall be **four years** from the effective date of registration. For a **part-time** student, the minimum registration period shall be **three years,** and the maximum registration period shall be **six years** from the effective date of registration.
17. A student who requires an **extension** to complete the Degree beyond the minimum period (two year period for full-time students and three year period for part-time students) shall make a written request to the School provided that he/she has shown substantial progress in his/her studies during that period. The School shall have the power to consider such requests on a case-by-case basis and such extensions shall not exceed the maximum registration period. However, if that student has been granted a deferment, that period shall not be counted in calculating the maximum registration period.
18. Provided the Senate on the recommendation of the Academic Syndicate, the Board may grant an extension of time beyond the above, but up to a maximum of one year and once only, when the Board recommends a re-submission of Thesis due to the recommendations of the examiners.

Structure

19.

(a) The Degree Programme shall consist of **research in the specified field(s) and advanced studies** under the guidance and recommendations of the supervisor(s).

(b) Upon successful completion of the admission procedure, the Board shall appoint a Thesis Committee for the student on the recommendation of the principal supervisor and the Board.

(c) The student shall undertake the study **within the School** or with the approval of the School in an **external institution**.

(d) The Degree Programme shall comprise teaching and learning activities related to **courses**, presenting and **publishing** research outcomes in refereed conferences and journals, and other activities, including research **presentations** as prescribed by the Board on the recommendation of the supervisor(s) and the Board.

(e) The student shall, at the end of the Degree Programme, **submit a Thesis** based on the research work carried out, adhering to the structure and standards prescribed by the School. There shall be an oral defense of such Thesis.

(f) There shall also be a Viva Voce examination (Oral Defense) of the Thesis before an Examination Panel, which will evaluate the authorship and merit of the Thesis as well as the candidate's suitability to be awarded the Degree.

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Supervision

20.

(a) The Academic Syndicate shall appoint a supervisor, who will be the **principal supervisor,** for each student registered under the Degree Programme and, if necessary, one or more **co-supervisor(s)** may also be appointed on the recommendation of the Board.

(b) The principal supervisor shall be a permanent academic staff member of the School possessing the required qualifications and experience.

(c) When a major part of research is carried out in an **external institution**, at least one of the co-supervisors of the student shall be from that institution.

(d) The Academic Syndicate, through the recommendations of the Board, has the power to make **changes** to supervision, whenever necessary, due to unforeseen reasons.

(e) Throughout the whole period, the student shall seek **advice, comments and guidance** from his/her supervisor(s) on the nature of the study and the expected standards.

Thesis Committee

21. There shall be a Committee called the **Thesis Committee** appointed for a formally registered student to monitor the progress of the candidate. The structure and responsibilities of the Thesis Committee are governed by relevant By-Laws, Regulations and any other Terms of Reference(s) as approved by the Academic Syndicate and the Senate with the recommendations of the Board.

Part III – EXAMINATION AND EVALUATION PROCEDURE

Research Points Requirement

22. A student must earn at least **30 Research Points,** which shall include **at least one (1) journal publication** as specified in the Regulations of this Degree Programme as partial fulfillment of criteria for the award of the Degree before the submission of the Thesis. The activities related to such Research Points are prescribed by the Regulations of this Degree Programme.

Progress

23. The progress of the student shall be observed and recorded by the **Thesis Committee.** Under the observation of the Thesis Committee, the student shall;

(a) Submit **Progress reports** on his/her research work through the principal supervisor biannually and annually or at the request of the Thesis Committee;

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(b) Complete teaching and learning activities, presenting and publishing research outcomes, and other **activities** as prescribed in these By-Laws and related Regulations for satisfying the Research Points requirement in the Degree Programme;

(c) Conduct an **oral presentation** after completion of the minimum registration period;

(d) Submit a **research synopsis** at least three months before the final submission of the Thesis; and

(e) Conduct an **oral presentation** before the final submission of the Thesis.

24. If in the opinion of the Thesis Committee, a candidate is not making satisfactory progress, the Board may recommend to the Senate to **suspend or cancel** the registration of the student. Thereafter, upon the acceptance of such recommendation by the Senate, such a student shall cease to be a registered student for the Degree Programme. There shall be no refund of any fees.

No such recommendation/decision to suspend or cancel the registration of the MPhil programme of a student can be made without giving him/her at least two written warnings about his/her below par / poor performance in his/her studies for the programme.

Changing the Title of the Thesis

25. The Board shall have the power to modify the tentative title of the Thesis at any time at the request of the student and on the recommendation of the supervisor(s) and the Thesis Committee.

Adherence to Intellectual Integrity

26.

(a) Adherence to intellectual integrity and avoidance of plagiarism shall be the sole responsibility of the student when the Thesis is prepared for submission. Every student working on the research shall apprise himself/herself and be fully aware of the necessity to ensure and uphold intellectual integrity and desist from any act of plagiarism.

(b) In the case of violation of this condition, the School shall recommend to the Senate to take **disciplinary action** against such student according to the University rules relating to examination offenses and punishments, which could include the cancellation of registration of the candidate and debarment from further registration with the University.

Thesis Submission

27. The Thesis shall be written in English and shall report in an organized and scholarly fashion, an account of the original and independent pure and/or applied research work of

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the student leading to a substantial and significant contribution to new knowledge in Computing. It shall also demonstrate the student's understanding of the methods of research, capability to undertake sustained research, ability to exercise critical and independent judgment and competence to present research findings systematically and coherently.

28. At least three months prior to submission of the Thesis, the student shall, under the recommendation of the supervisor(s) submit the duly filled **Research Points claim form**, a soft and an electronic copy of the **thesis synopsis** to the Examination Branch of the School. The School shall make necessary arrangements for the thesis examination process.
29. Before the prescribed period of study expires, the student shall submit required **evaluation copies of the Thesis**, on the recommendation of the supervisor(s), to the Examination Branch. The supervisor(s) shall certify that the thesis report is an original and independent work of the student and the student shall submit a free-of-**plagiarism declaration (form)** as specified by the Examination Branch.
30. The internal examiner appointed to verify correction shall endorse the final thesis as having effected the suggested corrections and revisions as the case may be.
31. Provided the Thesis is accepted for the award of the Degree, the student shall submit three hard-bound copies and an electronic copy of the Thesis in appropriate formats as prescribed by the School, with revisions, if any, to the Examination Branch, within the specified period as recommended by the panel of examiners at the viva-voce examination.
32. Any student who is unable to adhere to the procedures and rules prescribed by the Examination Branch, except in the case of an exceptional circumstance, shall not be awarded the Degree.

Thesis Examination

33. The Board shall appoint two examiners in consultation with the supervisor(s), whom at least one shall be an external examiner with relevant experience and qualifications, for the examination process of the Thesis, to the **Senate** through the Board and the Academic Syndicate.
34. None of the names proposed should include the names of any other supervisor (or advisor) of the student, if any, who has supervised (or advised) the student in nexus to the present Degree or a Degree in the past.
35. The Senate, on the recommendation of the Board and the Academic Syndicate, shall appoint one of the Thesis Committee members of the respective student **to verify corrections** on the Thesis that the thesis examiners recommend.
36. The Examination Branch shall, after rechecking the quality and other requirements (including plagiarism), dispatch the thesis copies and the evaluation forms to thesis examiners who have been approved by the Senate.

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37. Each thesis examiner shall submit a written **evaluation report** to the Examination Branch and such report shall give reasons and justifications, including an **overall recommendation** within the following categories:
    (a) **Accepted;** (which may imply the Thesis requires revisions ranging from typos/minor formatting issues to minor revisions. The volume of work is deemed satisfactory for the degree sought)
    (b) **Revisions Required;** (which may imply that the Thesis requires major revisions ranging from extensive written presentation reformation to conducting further research, including analysis and interpretation of results)
    (c) **Rejected;** (which may imply that, in the opinion of the examiner, the research is not up to satisfactory standards to be awarded the MPhil Degree)

38. The examiners shall submit their evaluation reports on a thesis within a **period** of preferably three (3) months. The Senate, on the recommendation of the Academic Syndicate, shall have the power to appoint another examiner(s) in the event that the appointed examiner(s) does/do not comply with the requisite time period and the prescribed guidelines of evaluation.
39. The Board shall call the candidate for a viva voce examination after receiving the reports of the thesis examiners.
40. At the request of an examiner, the student may be asked to address any concerns on the Thesis, set out by the examiner in consultation with the supervisor before a student is called for the viva-voce examination.

Viva-Voce Examination

41. In order to qualify for the award of the Degree, a student, after the submission of Thesis, shall be called for a viva-voce examination based on the recommendations submitted by thesis examiners. The **purpose** of the viva-voce examination is to find out the originality of work, the student's ability to present and support his/her Thesis, his/her ability to answer questions on the thesis work and the subject matter, and his/her suitability to receive the Degree.
42.
    (a) The viva-voce **examination panel** shall consist of the following members:
        - The Director/UCSC (as the Chairman);
        - The Head responsible for Postgraduate Studies;
        - The Academic Coordinator of Postgraduate Research Degrees;
        - The Supervisor/s of Student (as Observer/s);
        - The Thesis Examiners;
        - At least one representative from the Thesis Committee.

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(b) If any of the thesis examiners is not physically available to attend the viva-voce examination, he/she shall remotely join in evaluating the student. In case of a failure to join either in person or remotely, the Academic Syndicate, through the recommendation of the Board, shall nominate a suitable academic member to evaluate the student based on the submitted evaluation report of such examiner.

(c) The viva-voce examination shall be preceded by an **Open Oral Defense** in front of the academic staff and research students at the School, who shall be observers and will not have the opportunity of raising questions or proffering comments.

(d) The Examination Panel shall thereafter conduct the viva voce of the candidate without the presence of other academic staff and research students.

43. After consideration of the reports of the thesis examiners and the performance of the student at the viva-voce examination, the Board shall decide on the following:

(a) The Degree of Master of Philosophy in Computing shall be **awarded**;

OR

(b) The Degree of Master of Philosophy in Computing shall be awarded subject to minor amendments/corrections to the Thesis, as may be specified by the examination panel and to be submitted within a maximum period of **One (1) month** with a certification of the **examiner appointed** to verify corrections that the amendments/corrections;

OR

(c) The Degree of Master of Philosophy in Computing shall be awarded subject to amendments/corrections to the Thesis, as may be specified by the examination panel and submitted within a maximum period of **six (6) months** with a certification of the **examiner appointed to** verify corrections that the amendments/corrections;

OR

(d) The candidate is considered to have **failed,** and the Degree shall not be awarded;

Date of Award of Degree

44. The date of award of the Degree shall be,

(a) the **date of submission** of the **evaluation copies of the thesis** when the Thesis is accepted under clause 42 (a) or (b), for the award of the Degree, subject to the student submitting the Final Thesis within **one (1) month,**

OR

(b) the **date of resubmission** of the Thesis after incorporating the major amendments/corrections as specified by the Board of examiners under clause 42 (c).

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45. A student who is eligible for the award of the Degree shall not be awarded such Degree unless he/she **supplicates** for the award of such Degree when notified by the University.

Part IV – INTERPRETATION AND TRANSITION

46. In these By-Laws as well as in its Part IV, unless the context requires otherwise:

"The Act" means the Universities Act No. 16 of 1978 as last amended by Universities (Amendment) Act No. 1 of 1995.

"Council" means the Council of the University of Colombo.

"Senate" means the Senate of the University of Colombo.

"University" means University of Colombo.

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

"Director" means the Director, Deputy Director, Head of Postgraduate Degrees or any other officer authorized to sign for and on behalf of the Director of the University of Colombo School of Computing.

"School" means the University of Colombo School of Computing established by Order made under Section 24A read with Section 18 of the Act.

"Board" means the Board of Study for Research and Higher Degrees of the School.

"Degree" means the Degree of Master of Philosophy in Computer Science.

"Degree Programme" or "Programme" means the Programme of study leading to the award of the Degree.

47. Notwithstanding anything contrary in these By-Laws, those who have registered for the Degree of Master of Philosophy under the Degree of Master of Philosophy By-Laws No. 11 of 2012 and Degree of Master of Philosophy By-Laws No. 03 of 2007 shall continue to be governed by those provisions for a period of two years from the date the present By-Laws come into operation and thereafter their registration with the School shall stand cancelled.
48. Any question regarding the interpretation of these By-Laws shall be referred to the Council whose decision thereon shall be final.
49. The Vice-Chancellor shall have the authority, in consultation with the Director to take such action or give such direction not inconsistent with the principles underlying 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 or in the case of students who had followed or have been following the Degree Programme under the existing arrangements approved by the Senate and the Council.

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UNIVERSITY OF COLOMBO, SRI LANKA

UNIVERSITY OF COLOMBO SCHOOL OF COMPUTING (UCSC)

DEGREE OF MASTER OF PHILOSOPHY IN COMPUTING

REGULATIONS

of the

Degree of Master of Philosophy in Computing

Regulations made by the Senate of the University of Colombo under Section 136 of the Universities Act No.16 of 1978 as subsequently amended and read with Section 13 of the University of Colombo School of Computing Ordinance No. 1 of 2002 as subsequently amended.

Regulations

1.

(a) These Regulations may be cited as the Degree of Master of Philosophy in Computing Regulations No .. of 2020.

(b) These Regulations shall be deemed to have come into operation with effect from January 2018 and shall be read in conjunction with the Degree of Master of Philosophy in Computing By-Laws No. 01 of 2020.

PART I – GENERAL

2. The Thesis Committee

(a) For the purposes of the Degree of Master of Philosophy in Computing Programme, the Thesis Committee referred to in the Degree of Master of Philosophy in Computing By-Laws shall be established by the Board for each MPhil student and shall comprise of the following members who are appointed by the Director of the School:

i) The principal supervisor and any co-supervisor(s) of the student;

ii) An external academic member nominated by the Board;

iii) An internal academic member nominated by the principal supervisor.

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PART II – RESEARCH POINTS REQUIREMENT

3. Research Points Requirement
   (a) Each activity shall carry a time-based academic Research Point (RP) value as specified by the School (Typically, 1 Research Point is equivalent to 100 notional hours).
   (b) The Research Points requirement from each activity for a student who has been admitted to the MPhil Degree Programme is given in Schedule 1.
   (c) The student shall submit the Research Point claim form at the end of the minimum registration period for the approval of the Board.

Schedule 1:

Activity	No of the RPs allocated	Minimum RP Requirement
Teaching and Learning activities	10 **	6*
Oral presentations conducted to the Thesis Committee	4 (per presentation)	4*
Publishing in a refereed **journal** (web of science) with an impact factor of one or above	8 (per publication)	8*
Publishing in other refereed **journals** (Whitelist of Journals approved by the Board)	6 (per publication)	No minimum Requirement
Publishing in refereed local/international conference proceedings	5 (per publication)	No minimum Requirement
Research Seminar	2 (per seminar) ***	No minimum Requirement.

* Mandatory

** A student shall earn the required research points under the teaching and learning activities by following taught courses and engaging in teaching activities as prescribed by the School on the recommendation of the respective supervisor(s) as follow.

(i). The Research Methods course offered by the School is considered a pre-requisite that a student shall undertake within the study period as partial fulfillment of the criteria for the award of the Degree.

(ii). A student may earn the required Research points through teaching activities by serving as a teacher/teaching assistant as prescribed by the Board on the recommendation of the respective supervisor(s). Teaching or learning activities may include fifteen (15) teaching or learning hours as being equivalent to one (1) Research Point.

A student may earn the required research points through Learning activities by completing the courses offered under the Master's Degree Programme by the School or

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in any other University (Local/Foreign) recognized by the Board on the recommendation of the respective supervisor(s).

*** A student may earn two (2) Research Points per seminar by conducting research seminar sessions based on the summarization of the research publications done by the student or presentation of the content learned by following courses such as MOOCs in the relevant year.

PART III – INTERPRETATION & REMOVAL OF DIFFICULTIES

4. Any question regarding the interpretation of these Regulations shall be referred to the Senate whose decision thereon shall be final.

5. The Vice-Chancellor shall have the authority, in consultation with the Director, to take such action or give such direction not inconsistent with the principles underlying the provisions of these Regulations, 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 Regulations or in the case of students who had followed or have been following the Degree Programme under the existing arrangements.

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