



Gampaha Wickramarachchi University of Indigenous Medicine  
Sri Lanka

# STUDENT HANDBOOK

2020/2021

Bachelor of Ayurveda Medicine and Surgery  
(BAMS) Degree

**FACULTY OF INDIGENOUS MEDICINE**



**BACHELOR OF AYURVEDA MEDICINE AND  
SURGERY (BAMS) DEGREE**

**STUDENT HANDBOOK**

**2020/2021**

**Faculty of Indigenous Medicine**

**Gampaha Wickramarachchi University of Indigenous Medicine  
Sri Lanka**

**Ayurveda Cakrawarti Pandit G.P. Wickramarachchi**



"As for the traditional lamp ignited by me destroys the darkness of this assembly hall, May the wisdom of light emanating from the education program of the Institute enlighten entire Sri Lanka."

## IMPORTANT INFORMATION

Address:

Gampaha Wickramarachchi University of Indigenous Medicine, Sri Lanka  
Kandy Road,  
Yakkala.

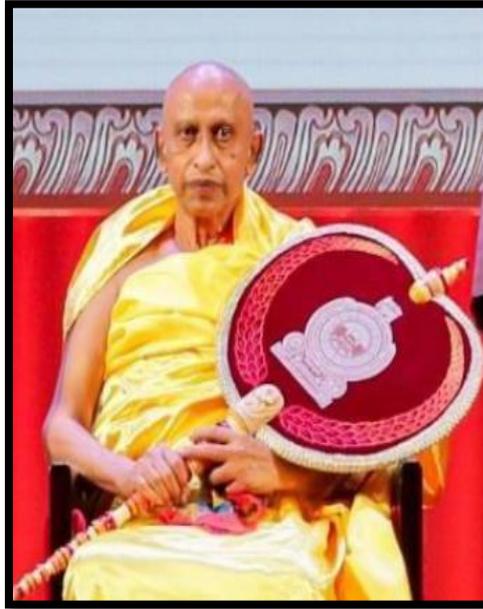
Telephone: 033 222 2740, 033 222 2748

E-mail : [vc@gwu.ac.lk](mailto:vc@gwu.ac.lk)

Web : [www.gwu.ac.lk](http://www.gwu.ac.lk)

|  | <b>Direct</b> | <b>Fax</b>   | <b>Ext.</b> |
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| Head-Department of Śālyā Śālākya Office              | 033 22 31 627 |              | 238<br>239  |
| Head-Department of Languages Office                  |               |              | 251<br>252  |
| Department of Roga Vijñāna Office                    |               |              | 258<br>259  |
| Department of Deśīya Cikitsā Office                  |               |              | 262<br>263  |
| Information & Communication Technology Centre        | 033 22 30 719 |              | 155         |
| Student Welfare Division                             | 033 22 26 027 | 033 222 6618 | 111         |
| Physical Education Unit                              |               |              | 166         |
| Health Centre  |               |              | 167         |

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Venerable Dr. Niyangoda Dharmakeerthi Sri Sangarakkitha Vijithasiri Thero

**VICE CHANCELLOR OF THE UNIVERSITY**



**Professor Ranjana W. Seneviratne**  
FRCS (England), MSc (Birmingham), MS (UoC), MBBS (UoR)

## OFFICERS OF THE UNIVERSITY

### Registrar



**Mr. B.A.N. Krishantha**

MHRM (Kel'ya), B.com (sp) (USJP), LICA (ICASL)  
registrar@gwu.ac.lk

### Bursar



**Mr. C. G. Kothalawala**

B. Com (Sp.) (SJP), PGDBM (CMB), MBM (CMB), APFASL, SAT, CAB  
bursar@gwu.ac.lk

### Librarian



**Dr. (Mrs.) Nayana Wijayasundara**

B.Sc. Engineering (Hons.) (Moratuwa), MLS (Colombo), PhD (Malaya)  
librarian@gwu.ac.lk

# Contents

|   |     |
|---|-----|
| Vision & Mission of the University                      | 7   |
| Vision & Mission of the Faculty of Indigenous Medicine  | 8   |
| PREAMBLE  | 9   |
| GENERAL INFORMATION                                     | 10  |
| THE BAMS DEGREE PROGRAMME                               | 11  |
| STRUCTURE OF THE BAMS DEGREE PROGRAMME                  | 12  |
| ORIENTATION PROGRAMME                                   | 13  |
| First Year of BAMS Degree Programme                     | 14  |
| Second Year of BAMS Degree Programme                    | 15  |
| Third Year of BAMS Degree Programme                     | 16  |
| Fourth Year of BAMS Degree Programme                    | 17  |
| Fifth Year of BAMS Degree Programme                     | 18  |
| CLINICAL TRAINING OF THE BAMS DEGREE PROGRAMME          | 19  |
| TEACHING AND LEARNING METHODS                           | 19  |
| ASSESSMENTS IN BAMS DEGREE PROGRAMME                    | 20  |
| FACULTY OFFICE OF THE FACULTY OF INDIGENOUS MEDICINE    | 20  |
| DEPARTMENTS   | 21  |
| DEPARTMENT OF AYURVEDA BASIC PRINCIPLES                 | 21  |
| DEPARTMENT OF DRAVYAGUṆA VIJÑĀNA                        | 24  |
| DEPARTMENT OF CIKITSĀ                                   | 28  |
| DEPARTMENT OF ŚĀLYA ŚĀLĀKYA                             | 31  |
| DEPARTMENT OF KAUMĀRABṚITYA AND STRĪROGA                | 32  |
| DEPARTMENT OF LANGUAGES                                 | 34  |
| DEPARTMENT OF ROGA VIJÑĀNA                              | 37  |
| DEPARTMENT OF DEŚĪYA CIKITSĀ                            | 38  |
| OTHER SUPPORTING DIVISIONS                              | 40  |
| ENGLISH LANGUAGE TEACHING CENTRE                        | 40  |
| INFORMATION & COMMUNICATION TECHNOLOGY (ICT) CENTRE     | 41  |
| PANDITH G.P. WICKRAMARACHCHI MEMORIAL LIBRARY           | 43  |
| EXAMINATIONS DIVISION                                   | 49  |
| STUDENT WELFARE DIVISION                                | 51  |
| STUDENT COUNSELING SERVICES                             | 56  |
| MEDICAL CENTRE  | 58  |
| CAREER GUIDANCE UNIT (CGU)                              | 59  |
| SPORTS COMMITTEE  | 60  |
| BAMS BY-LAWS  | 62  |
| EXAMINATION PROCEDURE AND PUNISHMENT BY-LAWS            | 70  |
| EXAMINATION OFFENCES INVESTIGATING COMMITTEE GUIDELINES | 95  |
| STUDENT APPEALS COMMITTEE GUIDELINES                    | 98  |
| GAMPAHA WICKRAMARACHCHI AYURVEDA TEACHING HOSPITAL      | 103 |
| UNIVERSITY MAP  | 104 |

## MESSAGE FROM THE VICE CHANCELLOR



It is with profound pleasure that I extend my best wishes to the new batch of students selected to follow the BAMS degree programme at the Faculty of Indigenous Medicine of the Gampaha Wickramarachchi University of Indigenous Medicine.

The Gampaha Wickramarachchi University of Indigenous Medicine (GWUIM) was established to ensure the sustainable development of the national economy with novel applications of indigenous knowledge. Being one of its faculties, the Faculty of Indigenous Medicine is committed to generate competent and knowledgeable medical practitioners by offering nationally competitive and internationally recognized opportunities for learning and conducting research for the advancement of quality of life. The faculty offers an academically sound learning environment with a wealth of resources to the study of indigenous medicine. Its primary aim is to train the medical students and equip them with necessary knowledge, skills and attitudes to face challenges in a rapidly changing social milieu.

It is in this context that our new students have a big responsibility to contribute to the well-being of the university, while being engaged in their studies. In fact, student life is a phase where one acquires the values of hard work, discipline, punctuality, teamwork, unity, and many more, and strive to become a successful and good human being. It is a period of time that shapes an individual and prepares them to face the upcoming challenges of life with courage and strength.

I appeal to all new students to give priority to their studies, taking the advantage of all the facilities available at our university. I should remind them that freedom in every respect is enshrined in the university system but they must ensure that freedom has to be enjoyed with duty, responsibility and commitment to the university. We will take every possible effort to ensure that your years at this university will be filled with experiences that you can treasure for a lifetime.

I wish you all the success to become proficient graduates.

**Professor Ranjana Wickrema Seneviratne**

FRCS (England), MSc (Birmingham), MS (UoC), MBBS (UoR)

## MESSAGE FROM THE DEAN



The newly established Gampaha Wickramarachchi University of Indigenous Medicine as the 16<sup>th</sup> National University of Sri Lanka is stepping forward energetically to ensure the sustainable development of Sri Lanka with the application of exceptional knowledge from indigenous medical practices. The most renowned physician, Ayurveda Chakravarthi, late Pandit G. P. Wickramarachchi established the faculty as a private Ayurveda medical college in 1929.

The Faculty of Indigenous Medicine intends to generate competent and knowledgeable professionals by offering internationally recognized opportunities for learning and conducting research for the advancement of quality life with the application of indigenous medical treatment modalities.

The Faculty offers Bachelor of Ayurveda Medicine and Surgery programme. Our faculty is privileged to have an outstanding staff and excellent infrastructure facilities with a great history of 92 years. Our undergraduate and postgraduate curricula are aligned with the industrial solicitations, thus facilitating our students to acquire exceptional internship training to enhance their clinical and pharmaceutical performances. We abreast with the leading universities to achieve future challenges by utilizing indigenous resources for national development.

I take this opportunity to invite you to explore the heritage of indigenous medical systems for the advancement of life.

I extend all the best wishes for your success.

### **Dr. W.J. Wickramarachchi**

D.S.A.C. (Hons.) (GWAV), M.D. (Ayur) Kayacikitsa (KLN), Ph.D. (Kayacikitsa) (RAU India),  
Dip. in Advance English (CMB)

## ***Gampaha Wickramarachchi University of Indigenous Medicine***

*"Passion for excellence with the focus on global demand and trends"*

### **Origin and Development**

Gampaha Wickramarachchi University of Indigenous Medicine is the successor higher educational Institution of Siddhayurveda Medical College founded by Ayurveda Cakravarti Pandit Gebrial Perera Wickramarachchi on 19 July 1929 as the Centre of learning Siddhayurveda traditions of indigenous medicine.

Ayurveda Cakravarti Pandit G. P. Wickramarachchi, the founder of Siddhayurveda Medical College, was born on the 20<sup>th</sup> of September 1889. In 1917, he proceeded to Calcutta Ashtanga Ayurveda Vidyalaya and studied there under Kaviraj Jamini Bhushana Roy, one of the most eminent scholars of Ayurveda in India. He was graduated with L.A.M.S. degree (Bhishagratna). He founded this Institute in his personal land in Yakkala with the support of the contemporary leaders of national movement.

### **Vision & Mission of the University**

#### **Gampaha Wickramarachchi University of Indigenous Medicine**

##### **VISION**

*To be a Centre of Excellence in Indigenous Medical Education*

##### **MISSION**

*To produce high quality learning environment and to promote innovative research culture in indigenous medical sciences to produce graduates equipped with knowledge and skills to cater the national and global needs*

## **The Faculty of Indigenous Medicine**

The Faculty of Indigenous Medicine is the premier Indigenous Medical Institution in the country located in the Yakkala town with easy access to the Gampaha Wickramarachchi Ayurveda Teaching Hospital.

The Gampaha Wickramarachchi University of Indigenous Medicine was ceremoniously inaugurated and bestowed upon the nation on the 1<sup>st</sup> of March 2021, upgrading the Gampaha Wickramarachchi Ayurveda Institute as the 16<sup>th</sup> national University in Sri Lanka. The Faculty of Indigenous Medicine was established under this new University to offer an excellent educational environment for learning, teaching, and research in the fields of Ayurveda medicine, in line with the long-standing traditions we have ever maintained since the establishment of our founder Institute in 1929.

The faculty has the expertise, technology and resources to produce a well-rounded medical graduate, who is capable of meeting the current demands of the healthcare system. Its dedicated, high talent academic and support staff is genuinely committed to provide their best to the student and the community to ensure that the end-product is academically sound and has the right attitudes to be a caring medical professional.

### **Vision & Mission of the Faculty of Indigenous Medicine**

#### **VISION**

*To be a Centre of Excellence in Indigenous Medical Education and Research*

#### **MISSION**

*To provide high quality Indigenous Medical Education, enhance research culture and produce capable Indigenous Medical graduates with knowledge, skills, initiative, and enthusiasm to engage in healthcare provision both at national and international levels*

The following Academic Departments have been established under this Faculty:

1. Department of Ayurveda Basic Principles
2. Department of Cikitsā
3. Department of Dravyaguṇa Vijñāna
4. Department of Kaumārabṛitya and Strīroga
5. Department of Śālya Śālākya
6. Department of Languages
7. Department of Roga Vijñāna
8. Department of Deśīya Cikitsā

## PREAMBLE

Gampaha Wickramarachchi University of Indigenous Medicine (GWUIM), the successor Institute of Gampaha Siddhayurveda Medical College founded by renowned patriot traditional Ayurveda physician, Ayurveda Cakravarti, Pandit G.P. Wickramarachchi in 1929, was established as the 16<sup>th</sup> national university, upgrading the Gampaha Wickramarachchi Ayurveda Institute (GWAI) which had been set up by the Government Notification of Universities Act No. 16 of 1978 with effect from 1<sup>st</sup> March, 1995, as an autonomous institute to set patterns in undergraduate and postgraduate Ayurveda Medical Education in all its branches so as to demonstrate a high standard of Ayurveda education.

The course leading to the Degree of Bachelor of Ayurveda Medicine and Surgery (BAMS) has been in existence since 1998. It mainly follows a disciplinary structure. However, since inception, GWAI has been constantly upgrading its course content in tune with the changing needs. Many alterations, which have taken place during the period of many years, have been reflected in the present curriculum.

Bachelor of Ayurveda Medicine and Surgery (BAMS) degree programme is a professional degree in the field of Ayurveda Medicine developed as per the guidelines and benchmarks declared by World Health Organization and University Grants Commission of Sri Lanka.

The curriculum and syllabus of BAMS degree programme leads to generate Ayurveda Medical professionals, who are competent to practice medicine independently in any setting of the community. The curriculum and syllabus have been designed not only to acquire necessary knowledge, clinical skills but also to improve professional attitudes so as to work as a member of healthcare teams.

The structure of the curriculum covers the philosophical background of Ayurveda, basic sciences, behavioural sciences, clinical sciences, community health and medical jurisprudence. Special attention is given to generate necessary language skills and skills in information and communication technology which have been identified as prime requirement for effective learning and practice of Ayurveda.

The content of each course unit has been organized to provide essential knowledge, skills, and professional attitudes from fundamental theoretical aspect to practical aspect. BAMS degree programme is fortified with the introduction of research methodology and basic statistics leading to conduct a research project with the aim of generating enthusiasm in invention and development of the Ayurveda sector.

Norm-reference method of evaluation is followed in assessing the student's performances instead of criterion-reference method. Each component of the curriculum will be assessed continuously at mid-semester examinations and end-semester examinations.

All BAMS undergraduates are expected, at the successful completion of the programme, to have professional skills to approach indigenous medical practice with sufficient knowledge of basic principles of Ayurveda, required intellectual and practical skills in enquiry, clinical reasoning, critical thinking, and decision making in accepted ethical and legal frame. In addition, the BAMS undergraduates are expected to have standard professional values, attitudes, behaviour, and ethics so as to recognize as qualified Ayurveda Professionals.

## GENERAL INFORMATION

### 1. Internal Studentship:

Any person registered in the BAMS Degree programme as a student of this University is deemed to be an internal student of the University. He/she is entitled to freely enter the premises of the University and to utilize the facilities provided for students by the University.

### 2. Entry into the University premises:

No student shall remain in the University premises after the regular hours without the permission from the University authorities. Once the Library is closed for the day, no student shall remain in any part of the University premises.

### 3. Ascertainment of Student Identity:

It is imperative for a student to produce the student Identity card, or the student Record book whenever called upon to do so by any Teacher, Officer or Security staff of the University.

### 4. Attendance at Lectures and Tutorial Classes:

Any student, who fails to register himself/herself for the course of study for which he/she has been admitted, shall not be entitled to attend lectures, tutorial, and practical /clinical classes.

Any student, who wishes to discontinue or suspend a course of studies at any time before or after the commencement of an academic year, should inform the Deputy Registrar/Examinations, of such intention in writing.

### 5. Communication of Information:

It is extremely important to read daily notices issued by the University regarding various matters relevant to students.

### 6. Certificates and Transcripts:

Original certificates submitted at the time of registration and student transcripts can be obtained through the DR/Examinations Division.

### 7. Forwarding Appeals:

- i. Appeals relating to deferment/postponement of academic activities on special grounds shall be submitted to the Examinations Division and documents relevant to such appeals shall also be submitted.
- ii. Appeals relating to inability to sit for examinations shall be submitted to the Examinations Division before the expiry of two weeks from the last date of such examination. Appeals on medical grounds shall be made according to the prescribed format together with a medical certificate at the time of forwarding such appeal. Appeals not submitted as aforesaid will not be accepted. Medical Certificates shall be certified by the University Medical Officer.

### 8. Students' Discipline:

The Vice Chancellor of the University shall be responsible for maintenance of discipline within the University. Students who commit acts of misconduct shall be dealt with according to rules and regulations made by the University Grants Commission in respect of students' discipline from time to time.

## **THE BAMS DEGREE PROGRAMME**

The BAMS degree programme is a full-time course consisting of pre-clinical, para-clinical and clinical disciplines running throughout a period of five years. Additional one-year internship training in Government Ayurveda Hospitals is needed for registration at Sri Lanka Ayurveda Medical Council (SLAMC).

### **Goals and Objectives of Bachelor of Ayurveda Medicine and Surgery (BAMS) Degree Programme**

The goal of the Bachelor of Ayurveda Medicine and Surgery degree programme is to generate competent and compassionate Ayurveda Medical Professionals so as to provide effective and efficient services in development of physical, mental and spiritual well-being of mankind by acting as a member of health team at primary, secondary and tertiary levels of health promotion in a setting of national and international community.

### **Graduate Profile**

Upon successful completion of five academic years of BAMS degree programme, the graduate will be able to;

1. diagnose and manage common health problems of the individual and the community appropriate to his/her position as a member of the health team at primary, secondary and tertiary levels.
2. be competent to practice preventive, promotive, curative, and rehabilitative Ayurveda medicine in respect to the commonly encountered health problems.
3. practice evidence-based medicine, appreciating the rationale for different therapeutic modalities and be familiar with the administration of “essential drugs” and their common side effects.
4. appreciate the psycho-social, cultural, economic, and environmental factors affecting health, and develop human attitudes towards the patients/relatives, in discharging one’s professional responsibilities.
5. be familiar with the various National Health Programmes, and the ways in which they are being implemented.
6. acquire basic management skills in materials, financial and human resources.
7. demonstrate communication skills, both verbal and written, to establish effective communication with the clients (patients, and public), health team partners, and scientific community.
8. practice medical ethics in patient care, service delivery, and research.
9. develop attitudes for self-learning and acquire necessary skills including the use of appropriate technologies, for pursuing self-directed learning for a lifetime.
10. demonstrate skills in generating new knowledge for the development of Ayurveda.

## STRUCTURE OF THE BAMS DEGREE PROGRAMME

The syllabus and curriculum are structured on course unit system, which runs in academic semesters. The duration of a semester is 15 weeks. A course unit is a subject module bearing a credit value. A credit is a time-based quantitative measure excluding the independent learning hours used in calculating the grade point average.

(15 lecture contact hours = 1 credit and 30 practical contact hours = 1 credit)

| <b>COURSE CODE: BPHM 00000</b> |  |
|--------------------------------|--|
| First two letters              | - Name of the Department or Division   |
| Second two letters             | - Abbreviation of the name of the course unit  |
| First Digit                    | - Year of BAMS Degree Programme  |
| Second Digits                  | - Semester of each Year (1=1 <sup>st</sup> Semester,<br>2=2 <sup>nd</sup> Semester and 3=Both Semesters) |
| Third and fourth Digits        | - Serial number of course unit   |
| Fifth Digit                    | - Credit value   |

## ORIENTATION PROGRAMME

The orientation programme, which is conducted in the first three weeks before the commencement of BAMS degree programme, is organized and fortified by introducing new components to motivate the students for initiation of self-oriented learning in a university environment. A well-structured unit of English for Medical Education and an Information and Communication Technology (ICT) unit leading to obtain national and international qualifications in English language skills and ICT skills have been introduced.

The orientation programme also consists of other important units. All BAMS undergraduates will be guided for effective learning by introducing various techniques and strategies in the "Guidance for Ayurveda Medical Learning" course units. Library and Information Technology unit provides opportunity to be familiar with the library and acquisition of relevant information from wide range of resources. Medical Ethics and Professionalism will make self-esteem in practice of Ayurveda. Music, Yoga and Meditation for healthy learning will help the students to enhance their learning with mental and physical relaxation and Introduction to Advances in Ayurveda will motivate students for innovation.

### Course Details

| Level                        | Courses   | Status       | Lectures (Hours) | Practical (Hours) |
|------------------------------|---|--------------|------------------|-------------------|
| <b>Orientation Programme</b> | Guidance for Ayurveda Medical Learning          | Introductory | 5                | -                 |
|                              | Library and Information Technology              | Introductory | 2                | 4                 |
|                              | Medical Ethics and Professionalism              | Introductory | 4                | -                 |
|                              | Music, Yoga and Meditation for healthy learning | Introductory | 2                | 7                 |
|                              | Introduction to Advances in Ayurveda            | Introductory | 2                | 4                 |
|                              | English for Medical Education                   | Introductory | 15               | 30                |
|                              | Information and Communication Technology        | Introductory | 15               | 30                |

## First Year of BAMS Degree Programme

1<sup>st</sup> Year of BAMS degree programme starts after the completion of the orientation programme and spans within a period of two semesters (30 weeks of academic activities). The 01<sup>st</sup> Year of BAMS curriculum begins with a study of Basic Principles of Ayurveda in which philosophical background in Ayurveda will be given. Normal human body and its processes at the molecular and cellular levels will be taught comparatively in Mānavaśārīracanāvijñāna (Human Gross Anatomy), Mānavaśārīrakriyāvijñāna (Human Physiology) and Biochemistry.

Introductory courses in Sanskrit Language, English Language, ICT will be provided to enhance the language skills necessary for (Ayurveda medical education) learning.

### Course Details

| Year       | Semester                             | Code       | Title of the course unit                         | Status   | Credits |
|------------|--------------------------------------|------------|--|----------|---------|
| 1          | Semester 1                           | BPHM 11011 | History of Medicine                              | Core     | 1       |
|            |                                      | BPHA 11024 | Mānavaśārīracanāvijñāna (Human Gross Anatomy)    | Core     | 4       |
|            |                                      | BPHP 11034 | Mānavaśārīrakriyāvijñāna (Human Physiology) I    | Core     | 4       |
|            |                                      | BPBC 11042 | Introduction to Biochemistry                     | Core     | 2       |
|            |                                      | LNEN 11013 | English for Ayurveda Medical Education           | Core     | 3       |
|            |                                      | BPIT 11051 | Information and Communication Technology I       | Core     | 1       |
|            |                                      | LNEN 11021 | *Advanced English for Scientific Communication I | Non-GPA  | 1       |
|            | Semester 2                           | BPPV 12062 | Padārthavijñāna                                  | Core     | 2       |
|            |                                      | BPHH 12072 | Human Histology                                  | Core     | 2       |
|            |                                      | BPHP 12084 | Mānavaśārīrakriyāvijñāna (Human Physiology) II   | Core     | 4       |
|            |                                      | BPMN 12093 | Metabolism and Nutrition                         | Core     | 3       |
|            |                                      | LNSA 12032 | Sanskrit for Ayurveda I                          | Core     | 2       |
|            |                                      | LNTL 12042 | *Tamil Language for Ayurveda Practice            | Non-GPA  | 2       |
|            |                                      | CHYM 12012 | Music, Yoga and Meditation for Medical Practice  | Elective | 2       |
| LNHL 13052 | Hindi Language for Ayurveda Practice | Elective   | 2  |          |         |

\*This course unit is not considered for the calculation of GPA

## Second Year of BAMS Degree Programme

2<sup>nd</sup> Year of BAMS degree programme starts after the completion of 1<sup>st</sup> year and span within a period of two semesters (30 weeks of academic activities). Molecular Biology, Embryology and Genetics will be presented concurrently building together the concepts of macromolecular and cellular interactions within tissues. Practical training will be given at relevant laboratories. Preclinical subjects are followed by para-clinical subjects of the degree programme where the student develops competency in the fields of Dravyaguṇakarmavijñāna (Pharmacognosy and Pharmacology), Ayurveda Pharmacy, Pathology, and Microbiology. Advanced courses in Sanskrit Language will be conducted in the second year to enhance the language skills necessary for Ayurveda medical education.

### Course Details

| Year       | Semester                    | Code       | Title of the course unit  | Status   | Credits |
|------------|-----------------------------|------------|---|----------|---------|
| 2          | Semester 1                  | BPEG 21101 | Embryology and Genetics   | Core     | 1       |
|            |                             | BPHP 21114 | Mānavaśarīrakriyāvijñāna (Human Physiology) III                           | Core     | 4       |
|            |                             | BPMB 21123 | Molecular Biology   | Core     | 3       |
|            |                             | BPIM 21132 | Immunology  | Core     | 2       |
|            |                             | LNSA 21064 | Sanskrit for Ayurveda II  | Core     | 4       |
|            |                             | LNSA 21071 | *Sanskrit for Advanced Studies in Ayurveda I                              | Non-GPA  | 1       |
|            | Semester 2                  | DGPP 22013 | Dravyaguṇamūlaḍarma (Ayurveda concepts of Pharmacognosy and Pharmacology) | Core     | 3       |
|            |                             | DGRS 22024 | Rasaśāstra (Mineral Pharmacy)   | Core     | 4       |
|            |                             | RVPA 22013 | Pathology   | Core     | 3       |
|            |                             | RVMB 22023 | Medical Microbiology I  | Core     | 3       |
|            |                             | CHRM 22021 | Research Methodology and Medical Statistics                               | Core     | 1       |
|            |                             | LNSA 22081 | *Sanskrit for Advanced Studies in Ayurveda II                             | Non-GPA  | 1       |
|            |                             | LNGL 23092 | German Language for Ayurveda Practice                                     | Elective | 2       |
| DGMC 23032 | Medicinal Plant Cultivation | Elective   | 2   |          |         |

\*This course unit is not considered for the calculation of GPA

### Third Year of BAMS Degree Programme

Histopathology, Microbiology, Svastavr̥tta (Community Medicine), Forensic Medicine, Research Methodology and Medical Statistics will be taught during the period of two semesters of 3<sup>rd</sup> year. Practical training will be given at the relevant laboratories and university medicinal garden. Advanced courses in English Language and Information and Communication Technology will be conducted in the third year to enhance the language and ICT skills necessary for Ayurveda medical education.

A student must successfully complete all the core course units of 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> years to register for the fourth year.

#### Course Details

| Year | Semester   | Code       | Title of the course unit   | Status   | Credits |
|------|------------|------------|--|----------|---------|
| 3    | Semester 1 | DGPP 31042 | Dravyaguṇakarmavijñāna<br>(General Ayurveda Pharmacognosy and Pharmacology I)  | Core     | 2       |
|      |            | DGPP 31053 | Dravyaguṇakarmavijñāna<br>(General Ayurveda Pharmacognosy and Pharmacology II) | Core     | 3       |
|      |            | DGBK 31064 | Baiṣajyakalpanā<br>(Herbal Pharmacy)   | Core     | 4       |
|      |            | RVHP 31033 | Histopathology   | Core     | 3       |
|      |            | RVMB 31042 | Medical Microbiology II  | Core     | 2       |
|      |            | LNEN 31101 | *Advanced English for Scientific Communication II                              | Non-GPA  | 1       |
|      | Semester 2 | DGPP 32072 | Advances in Ayurveda Pharmacology  | Core     | 2       |
|      |            | DGPT 32082 | Pharmaceutical Industrial Training   | Core     | 2       |
|      |            | RVCP 32052 | Comparative Ayurveda Pathology   | Core     | 2       |
|      |            | CHFM 32053 | Forensic Medicine  | Core     | 3       |
|      |            | CHSW 32033 | Svastavr̥tta<br>(Community Medicine)   | Core     | 3       |
|      |            | CHHE 32042 | Health and Epidemiology  | Core     | 2       |
|      |            | BPIT 32141 | *Information and Communication Technology II                                   | Non-GPA  | 1       |
|      |            | DGPN 33092 | Phytochemistry and Natural Product   | Elective | 2       |
|      |            | DGAC 33102 | Analytical Chemistry   | Elective | 2       |

\*This course unit is not considered for the calculation of GPA

## Fourth Year of BAMS Degree Programme

4<sup>th</sup> Year of BAMS Degree Programme consists of two semesters in which clinical training will be provided so as to be a competent Ayurveda professional. The student will be able to gain thorough knowledge and skills in the fields of Kāyacikitsā (Medicine), Śālākyatantra (Ophthalmology, Dentistry & Creniootorhinolaryngology), Strīroga (Gynaecology), Prasūtitantra (Obstetrics), Agadatantra (Toxicology) and Mānasacikitsā (Psychiatry). Total 9 credits Research Project, which opens a new avenue for the student in Ayurveda medical education to acquire basic knowledge and skills in generating new knowledge is running in 4<sup>th</sup> Year and 5<sup>th</sup> Year as a core component in this degree programme.

### Course Details

| Year       | Semester                         | Code       | Title of the course unit                           | Status   | Credits |
|------------|----------------------------------|------------|--|----------|---------|
| 4          | Semester 1                       | CHKA 41074 | Kāyacikitsā (Medicine) I                           | Core     | 4       |
|            |                                  | SSSL 41014 | Śālākyatantra I                                    | Core     | 4       |
|            |                                  | KBSR 41013 | Strīroga (Gynaecology)                             | Core     | 3       |
|            |                                  | CHAG 41062 | Agadatantra (Toxicology)                           | Core     | 2       |
|            |                                  | CHRM 41081 | Research Project - Proposal writing                | Core     | 1       |
|            |                                  | LNEN 41111 | *Advanced English for Scientific Communication III | Non-GPA  | 1       |
|            | Semester 2                       | CHKA 42094 | Kāyacikitsā (Medicine) II                          | Core     | 4       |
|            |                                  | SSSL 42023 | Śālākyatantra II                                   | Core     | 3       |
|            |                                  | KBPT 42023 | Prasūtitantra (Obstetrics) I                       | Core     | 3       |
|            |                                  | CHMC 42102 | Mānasacikitsā (Psychiatry)                         | Core     | 2       |
|            |                                  | CHRM 42112 | Research Project - Data Collection                 | Core     | 2       |
|            |                                  | BPIT 42151 | *Information and Communication Technology III      | Non-GPA  | 1       |
|            |                                  | CHBM 43122 | Business Management and Administration             | Elective | 2       |
|            |                                  | DCSY 43012 | Sidḍa Medicine and Unāni Medicine                  | Elective | 2       |
| SSAC 43032 | Acupuncture and Chinese Medicine | Elective   | 2  |          |         |

\*This course unit is not considered for the calculation of GPA

## Fifth Year of BAMS Degree Programme

5<sup>th</sup> Year of BAMS Degree Programme continues clinical training to provide through knowledge and skills in the fields of Kāyacikitsā (Medicine), Śālākyatantra (Surgery), Prasūtitantra (Obstetrics), Kaumārabṛitya (Paediatrics) and Indigenous Practices of Medicine in Sri Lanka

Each year of the programme is supplemented by different elective subjects in order to fortify the competency of practice of Ayurveda medicine in different communities.

### Course Details

| Year | Semester   | Code       | Title of the course unit                                 | Status  | Credits |
|------|------------|------------|--|---------|---------|
| 5    | Semester 1 | CHKA 51134 | Kāyacikitsā (Medicine) III                               | Core    | 4       |
|      |            | KBKB 51043 | Kaumārabṛitya (Paediatrics) I                            | Core    | 3       |
|      |            | SSSU 51043 | Śālyatantra (Surgery) I                                  | Core    | 3       |
|      |            | KBPT 51033 | Prasūtitantra (Obstetrics) II                            | Core    | 3       |
|      |            | CHRM 51142 | Research Project - Data Analysis                         | Core    | 2       |
|      |            | DCMA 53032 | *Medical Astrology and Spiritualism I                    | Non-GPA | 2       |
|      | Semester 2 | CHKA 52153 | Kāyacikitsā (Medicine) IV                                | Core    | 3       |
|      |            | KBKB 52053 | Kaumārabṛitya (Paediatrics) II                           | Core    | 3       |
|      |            | SSSU 52054 | Śālyatantra (Surgery) II                                 | Core    | 4       |
|      |            | DCIM 52022 | Indigenous Practices of Medicine in Sri Lanka            | Core    | 2       |
|      |            | CHRM 52163 | Research Project - Dissertation Writing and Presentation | Core    | 3       |
|      |            | DCMA 53042 | *Medical Astrology and Spiritualism II                   | Non-GPA | 2       |

\*This course unit is not considered for the calculation of GPA

## **CLINICAL TRAINING OF THE BAMS DEGREE PROGRAMME**

Basically, the clinical training of BAMS degree programme will be provided at the Gampaha Wickramarachchi Ayurveda Teaching Hospital and extensive clinical training will be given in selected Ayurveda Base Hospitals in different provinces when necessary. Students will rotate in 04 weeks clinical appointments in major disciplines and subspecialties during the 4<sup>th</sup> Year.

### **TEACHING AND LEARNING METHODS**

The faculty adopts a highly diverse teaching learning strategies including Lectures, Tutorials, Small group discussions, integrated seminars (student centred), clinical training & discussions, lecture demonstrations, field visits and community-based projects. Teaching learning strategies have been shifted to more student-centred learning and outcome-based education in the new curriculum instead of prominent didactic teaching.

#### **Lectures**

Objectives will be made clear to the students at the beginning. Well-structured course materials and hand-outs will be given. All attempts will be taken to make the lectures more interactive rather than didactic.

#### **Tutorials and small group discussions**

Tutorial questions will be given before tutorial classes and students are expected to provide answers by self-learning. Answers will be discussed in small groups of students and feedback will be given.

#### **Integrated seminars**

Student centred integrated seminars will be organized by departments to provide opportunities for problem-oriented discussions and student-centred learning in each discipline.

#### **Community Based Medical Learning (CBML) programmes**

Integrated community based medical learning projects will be organized by the departments to acquire necessary understanding, experience, and skills in managing health needs of the community. Students will have the opportunity to develop soft skills via compassionate communication with the individuals of the community.

#### **Research Project**

Student research project is a core component of the BAMS degree programme. Guidance on research methodology, supervision and assessment of the research project will be done by the senior academic staff of the University.

## ASSESSMENTS IN BAMS DEGREE PROGRAMME

Student's performance in all components of BAMS degree programme will be assessed continuously. Knowledge, intellectual skills, practical/ clinical skills, communication skills and attitudes will be assessed through the written, practical, viva-voce examinations, assignments, reflective report writing and presentations. The progress of the research project of the BAMS Degree Programme will be assessed continuously.

At the end of BAMS degree programme, the Grade Point Average will be calculated according to the accepted equation and accordingly classes will be awarded.

### Provision for Re-Scrutinization of Marks and Grades of Undergraduates

Each student has the opportunity to request for re-scrutinization of marks and grades of subjects they have appeared at any examination. Re-scrutinization of marks and grades of subjects will be done according to the guidelines declared by the UGC Circular No. 978.

The relevant application form can be obtained from the Dean's office of the Faculty.

## FACULTY OFFICE OF THE FACULTY OF INDIGENOUS MEDICINE



### Dean

Dr. (Mrs.) W.J. Wickramarachchi  
D.S.A.C. (Hons.) (GWAV), M.D. (Ayur) Kayacikitsa (KLN), Ph.D. (Kayacikitsa)  
(RAU India),  
Dip. in Advance English (CMB)  
Senior Lecturer Grade I

Telephone: 0332215723  
E-mail : deanfim@gwu.ac.lk



### Assistant Registrar

Mr. S.M. Janaka Ranjana  
B.A. (Hons) Economics – (CMB), Dip. in Advance English - (CMB),  
CCHRM – IPM,  
Reading for MPA & M – (CMB)

Telephone: 0332215865  
E-mail : arfim@gwu.ac.lk

The Faculty office of the Faculty of Indigenous Medicine is housed in the 'Pandith G.P Wickramarachchi Anusmarana Mandiraya' which is located in the Faculty Complex in front of the main entrance of the old premises of the University.

The Dean is the academic and administrative Head of the Faculty. General administrative matters are attended by the Assistant Registrar of the Faculty and assist the Dean in overall administration of the faculty.

**Faculty office provides the following services to the students of the Faculty of Indigenous Medicine.**

1. Registration of Students
2. Register students for each Academic Year and respective course modules are done by the Faculty office. The students must fill the registration form which is in the LMS and hand over to the Faculty office with payment slip of the registration fee within the registration period.
3. Prepare the calendar of dates (Academic Calendar) for each Academic Year
4. Prepare lecture time-tables for each semester
5. Prepare and display end semester examination time-tables
6. Conducting End Semester Examinations
7. Collecting medicals and other requests with regard to the end semester examinations
8. Issue letters confirming studentship of students on their request

**Staff of the Faculty office**

1. Mrs. K.V. Kularathne – Staff Management Assistant
2. Ms. H.M. Hashini Bhagya – Management Assistant
3. Mrs. A.G.G.I.M Marakawaththa – Development Officer
4. Mr. N.A.C.D Gunathilake – Work Aide

**DEPARTMENTS**

**DEPARTMENT OF AYURVEDA BASIC PRINCIPLES**

**Introduction**

The Department of Ayurveda Basic Principles offers a wide range of activities related to teaching and learning of the basic principles of Ayurveda and modern medical sciences. The department offers 15 course units viz. History of Medicine, Padārthavijñāna, Mānavaśarīracanāvijñāna (Human Gross Anatomy), Mānavaśarīrakriyāvijñāna (Human Physiology) I, II, III, Introduction to Biochemistry, Human Histology, Metabolism and Nutrition, Embryology and Genetics, Molecular Biology, Immunology and Information and Communication Technology I, II, III for undergraduate training of BAMS students in the 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> years.

## Head of the Department



**Dr. S.L. Wewalwala**

B.A.M.S. (Hons.) (KLN), M.Phil (KLN)

Senior Lecturer Grade II

## Academic Staff



**Dr. (Mrs.) H.P.I.J. Kaldera**

B.A.M.S. (Hons.) (KLN), M.Phil (KLN)

Senior Lecturer Grade II



**Dr. (Mrs.) G.V.P. Samaranayake**

B.A.M.S. (Hons.) (KLN), Pg. Dip. in Shalya Tantra (KLN)

Lecturer (Probationary)



**Dr. (Ms.) N.S. Abegunasekara**

B.A.M.S. (Hons.) (KLN), Dip. Advanced English (CMB)

Lecturer (Probationary)

(on study leave)

## Course units offered by the Department

| Year | Semester | Course code | Title of the Course Unit                           | Status  | Credits |  |
|------|----------|-------------|--|---------|---------|--|
| 1    | I        | BPHM 11011  | History of Medicine                                | Core    | 01      |  |
|      |          | BPHA 11024  | Mānavaśarīraracanāvijñāna<br>(Human Gross Anatomy) | Core    | 04      |  |
|      |          | BPHP 11034  | Mānavaśarīrakriyāvijñāna<br>(Human Physiology) I   | Core    | 04      |  |
|      |          | BPBC 11042  | Introduction to Biochemistry                       | Core    | 02      |  |
|      |          | BPIT 11051  | Information and<br>Communication Technology I      | Core    | 01      |  |
|      |          |             |  |         |         |  |
|      | II       | BPPV 12062  | Padārthavijñāna                                    | Core    | 02      |  |
|      |          | BPHH 12072  | Human Histology                                    | Core    | 02      |  |
|      |          | BPHP 12084  | Mānavaśarīrakriyāvijñāna<br>(Human Physiology) II  | Core    | 04      |  |
|      |          | BPMN 12093  | Metabolism and Nutrition                           | Core    | 03      |  |
|      |          |             |  |         |         |  |
| 2    | I        | BPEG 21101  | Embryology and Genetics                            | Core    | 01      |  |
|      |          | BPHP 21114  | Mānavaśarīrakriyāvijñāna<br>(Human Physiology) III | Core    | 04      |  |
|      |          | BPMB 21123  | Molecular Biology                                  | Core    | 03      |  |
|      |          | BPIM 21132  | Immunology   | Core    | 02      |  |
|      |          |             |  |         |         |  |
| 3    | II       | BPIT 32141  | *Information and<br>Communication Technology II    | Non-GPA | 01      |  |
|      |          |             |  |         |         |  |
| 4    | II       | BPIT 42151  | *Information and<br>Communication Technology III   | Non-GPA | 01      |  |

\*This course unit is not considered for the calculation of GPA

## **Core Facilities (undergraduate) and resources available**

The Department of Ayurveda Basic principles maintains a 1000 sq.ft. (50 student capacity) carcasses lab (Dissection room), anatomy model room (50 student capacity) and a specimen collection for anatomy practical and self-studies. The 2500 sq.ft. Model room consists of a huge collection of live human-like models. The department possesses two (5000 sq.ft.) well-equipped lecture halls with multimedia facilities to cater 200 student capacity. In addition, a collection of histological slides, anatomical graphs and all the instruments used in clinical examination are available for undergraduate training.

## **Research**

The Department conducts research in the fields of Ayurveda fundamentals, indigenous medicine, allied medical sciences and social sciences with the collaboration of university academia at national and international level. Further, several books have been published by the academics of the department in 2018 and 2019. A national level research symposium was conducted by the department on 22<sup>nd</sup> December in 2016 with a view of disseminating the knowledge of fundamentals of Indigenous Medicine.

## **DEPARTMENT OF DRAVYAGUṆA VIJÑĀNA**

Five core course units and three elective course units of the BAMS curriculum are conducted by the Department of Dravyaguna: Dravyaguna Vijñāna, Bhaiṣajyakalpanā and Rasaśāstra fields.

### **Dravyaguṇakarma Vijñāna (Pharmacognosy and Pharmacology)**

This course unit deals with the basic concepts and theories of Ayurveda pharmacognosy and pharmacology. A detailed study on drugs of natural origin and their actions on the systems of the human body will be done.

### **Bhaiṣajyakalpanā (Herbal Pharmacy)**

This course unit deals with the basic concepts and theories applied in herbal pharmacy while developing skills on the usage of appropriate instruments, equipment, and utensils in the preparation of drugs and collection, preservation, storage, processing of materials used for the preparation of herbal drugs in Ayurveda. The course unit is offered in third year of the B.A.M.S. Degree programme.

### **Rasaśāstra (Mineral Pharmacy)**

This course unit focuses on the basic concepts and theories applied in mineral pharmacy, usage of appropriate instruments, equipment, and utensils in the preparation of mineral drugs and collection, preservation, storing, processing of materials used for the preparation of mineral and herbo- mineral drugs. The course unit is offered in the second year of the B.A.M.S. Degree programme.

## **Electives**

1. Medicinal Plant Cultivation
2. Phytochemistry and Natural Products
3. Analytical Chemistry

## Head of the Department



### **Dr. (Mrs.) H.S. Sakunthala**

D.S.A.M.S. (GWAV), MD (Ayur) (KLN), M.Phil. (KLN)  
Senior Lecturer Grade II

## Academic Staff



### **Dr. Tissa Hewavithana**

B.A.M.S. (Hons.) (CMB), MSc (SJP), PhD (SJP)  
Senior Lecturer Grade I



### **Dr. W.M.B. Weerasooriya**

D.S.A.C. (GWAV), MD (Ayur) (KLN), PhD (KLN)  
Senior Lecturer Grade I



**Dr. (Mrs.) J.M.P.R.K. Jayasinghe**

D.S.A.C. (GWAV), MD (Ayur) (KLN), M.Phil. (KLN)  
Senior Lecturer Grade I



**Dr. (Mrs.) K.A.S.T.K. Pathiraja**

D.S.A.C. (GWAV), MD (Ayur) (KLN)  
Senior Lecturer Grade II  
(on sabbatical leave)



**Dr. (Mrs.) K.T.A.S.C. Kasthurirathne**

D.S.A.C. (GWAV), MD (Ayur) (KLN)  
Senior Lecturer Grade II



**Dr. (Mrs.) T.A.N.R. Gunaratna**

B.A.M.S. (Hons.) (KLN), PhD (CMB)  
Senior Lecturer Grade II



**Mrs. R.S.C.G. Rajapaksha**

BSc.sp. Botany (KLN), M. Phil (KLN)

Lecturer

(on study leave)

**Course units offered by the Department**

| Year | Semester | Course Code | Title of the Course Unit  | Status   | Credits |
|------|----------|-------------|---|----------|---------|
| 2    | II       | DGPP 22013  | Dravyaguṇamūlaḍarma<br>(Ayurveda concepts of Pharmacognosy and Pharmacology)    | Core     | 3       |
|      |          | DGRS 22024  | Rasaśāstra (Mineral Pharmacy)   | Core     | 4       |
|      |          | DGMC 23032  | Medical Plant Cultivation   | Elective | 2       |
| 3    | I        | DGPP 31042  | Dravyaguṇakarma Vijñāna<br>(General Ayurveda Pharmacognosy and Pharmacology) I  | Core     | 2       |
|      |          | DGPP 31053  | Dravyaguṇakarma Vijñāna<br>(General Ayurveda Pharmacognosy and Pharmacology) II | Core     | 3       |
|      |          | DGBK 31064  | Ḍaiśajyakalpanā (Herbal Pharmacy)   | Core     | 4       |
|      | II       | DGPP 32072  | Advances in Ayurveda Pharmacology   | Core     | 2       |
|      |          | DGPT 32082  | Pharmaceutical Industrial Training  | Core     | 2       |
|      |          | DGPN 33092  | Phytochemistry and Natural Products   | Elective | 2       |
|      |          | DGAC 33102  | Analytical Chemistry  | Elective | 2       |

## DEPARTMENT OF CIKITSĀ

The Department of Cikitsā extends services and facilities for undergraduate programmes in the fields of Kāyacikitsā, Mānasacikitsā, Deśīya Cikitsā, Pathology, Svastāvṛtta, Agadatantra, Medical Microbiology, Forensic Medicine, Siddha Medicine, Yunāni Medicine, Medical Astrology and Spiritualism. The clinical training is provided basically at the Gampaha Wickramarachchi Ayurveda Teaching Hospital and special clinical training is provided at the leading Provincial Ayurveda Hospitals, Kurunegala Welagedara Ayurveda Hospital, Diyathalawa Ayurveda Hospital, Dissanayake Ayurveda Hospital Galle, Pallekele Ayurveda Hospital etc.

### Head of the Department



#### **Dr. P. Vitharana**

D.S.A.M.S. (GWAV), MD (Ayur) Kayacikitsa (KLN), PGDC (CMB), DDAMS (CMB), MA (KLN)

Senior Lecturer Grade II

### Academic Staff



#### **Dr. (Mrs.) K.G.C. Dissanayake**

B.A.M.S. (Hons.) (CMB), MD (Ayur) Kayacikitsa (BHU- India)

Senior Lecturer Grade I



#### **Dr. W.A.L. Chandrasiri Waliwita**

D.S.A.M.S. (GWAV), M.D. (Ayur) Kayacikitsa (KLN), PhD (KLN)

Senior Lecturer Grade I



**Dr. (Ms.) J.A.D.P.P. Jayakody**

D.S.A.C. (Hons.) (GWAV), MD (Ayur) Kayacikitsa (KLN), PhD (KLN)  
Senior Lecturer Grade I



**Dr. (Mrs.) H.K.B.M.S. Karunaratne**

B.A.M.S. (Hons.)(KLN), PG Dip. in Health Development (CMB), MD (Ayur)  
Swastavritta & Yoga (CMB)  
Senior Lecturer Grade II



**Dr. (Mrs.) K.P.D.C. Perera**

B.A.M.S. (Hons.)(KLN), MSc. in Kayacikitsa (KLN)  
Lecturer



**Dr. K.K.I.E. Karandugoda**

B.A.M.S. (Hons.)(KLN), MSc. in Pancakarma (KLN), Dip. in Yoga &  
Relaxation Techniques (KLN)  
Lecturer



**Dr. R.P. Liyanage**

B.A.M.S. (Hons) (KLN), MA in BAC (KLN), Dip. AEAAP (CMB), Dip. TLAL (CMB), Higher Dip. CP (CMB)

Lecturer (Probationary)

**Course units offered by the Department**

| Year | Semester | Course Code | Title of the Course Unit                               | Status   | Credits |
|------|----------|-------------|--|----------|---------|
| 1    | II       | CHYM 12012  | Music, Yoga and Meditation for Medical Practice        | Elective | 2       |
| 2    | II       | CHRM 22021  | Research Methodology and Medical Statistics            | Core     | 1       |
| 3    | II       | CHFM 32053  | Forensic Medicine                                      | Core     | 3       |
|      |          | CHSW 32033  | Svastavr̥tta (Community Medicine)                      | Core     | 3       |
|      |          | CHHE 32042  | Health and Epidemiology                                | Core     | 2       |
| 4    | I        | CHKA 41074  | Kāyacikitsā (Medicine) I                               | Core     | 4       |
|      |          | CHAG 41062  | Agadatantra (Toxicology)                               | Core     | 2       |
|      |          | CHRM 41081  | Research Project – Proposal Writing                    | Core     | 1       |
|      | II       | CHKA 42094  | Kāyacikitsā (Medicine) II                              | Core     | 4       |
|      |          | CHMC 42102  | Mānasacikitsā (Psychiatry)                             | Core     | 2       |
|      |          | CHRM 42112  | Research Project – Data Collection                     | Core     | 2       |
|      |          | CHBM 43122  | Business Management and Administration                 | Elective | 2       |
| 5    | I        | CHKA 51134  | Kāyacikitsā (Medicine) III                             | Core     | 4       |
|      |          | CHRM 51142  | Research Project – Data Analysis                       | Core     | 2       |
|      | II       | CHKA 52153  | Kāyacikitsā (Medicine) IV                              | Core     | 3       |
|      |          | CHRM 52163  | Research Project – Dissertation Writing & Presentation | Core     | 3       |

## DEPARTMENT OF ŚĀLYA ŚĀLĀKYA

The main goal of the Department of Śālyā Śālākya is to advance the fields of Śālyatantra and Śālākyaatantra to promote the field's evidence-based research. The department was formally established in 2010, prior to which, it operated as a unit under the Department of Cikitsā. This Department offers two core course units in the BAMS curriculum, i.e., Śālyatantra and Śālākyaatantra in the 4<sup>th</sup> year and 5<sup>th</sup> year, respectively, and Acupuncture and Chinese Medicine as an elective subject in the 4<sup>th</sup> year. The Department also conducts postgraduate courses, PGDip. in Śālyatantra and MSc in Śālākyaatantra.

### Head of the Department



#### **Prof. A.A.J. Pushpakumara (Professor in Shalya)**

B.A.M.S. (Hons.) (CMB), M.S. (Ay.) (BH U - India),  
PGDHD - Faculty of Medicine (CMB), PhD (KLN)  
amarasinghe@gwu.ac.lk

### Academic Staff



#### **Prof. (Mrs.) K.P.P. Peiris (Professor in Shalakyā)**

B.A.M.S. (Hons.) (CMB), M.S. (Ay.) Shalakyā (BHU – India),  
PhD (Ayu.) - Shalakyā - (GAU – India)  
priyanip@gwu.ac.lk



#### **Dr. (Ms.) B.S.R. Perera**

B.A.M.S. (Hons.)(KLN), Msc. in Pancakarma (KLN)  
Lecturer  
roshini@gwu.ac.lk

## Course units offered by the Department

| Year | Semester | Code       | Name of the course unit          | Status   | Credits |
|------|----------|------------|----------------------------------|----------|---------|
| 4    | I        | SSSL 41014 | Śālākyaṅtra I                    | Core     | 4       |
|      | II       | SSSL 42023 | Śālākyaṅtra II                   | Core     | 3       |
|      |          | SSAC 43032 | Acupuncture and Chinese Medicine | Elective | 2       |
| 5    | I        | SSSU 51043 | Śalyaṅtra (Surgery) I            | Core     | 3       |
|      | II       | SSSU 52054 | Śalyaṅtra (Surgery) II           | Core     | 4       |
|      |          |            |                                  |          |         |

## DEPARTMENT OF KAUMĀRABṚITYA AND STRĪROGA

The Department of Kaumārabṛitya and Strīroga offers a number of course units in the BAMS programme: Ayurveda Prasūtitaṅtra (Obstetrics), Strīroga (Gynaecology) and Bālaroga (Paediatrics) represent the most challenging and exciting border in medicine. The course units of Kaumārabṛitya and Strīroga are intended for teaching Prasūtitaṅtra (Obstetrics), Strīroga (Gynaecology) and Bālaroga (Neonatal Paediatrics) in the 4<sup>th</sup> year and 5<sup>th</sup> year. The clinical teaching programme for undergraduates is mainly conducted at the Gampaha Wickramarachchi Ayurveda Teaching Hospital for five days of the week and antenatal clinics are conducted at maternity homes in Kalagedihena, Baduwathugoda and Yakkala.

The department offers the most intellectually stimulating environment possible for the students. The undergraduates are trained to provide treatment and care for women with normal and abnormal pregnancy including the foetus and high-risk pregnancies and the scope of Gynaecology includes reproductive and sexual health, fertility control, disorders of the female genital tract and menopausal issues.

In addition, there are a number of undergraduates and post-graduate students pursuing their research through the department in its related fields and collaborative research with other disciplines as well. Cases of special areas like sub fertility (male and female), endometriosis, uterine fibroids, Bartholin cyst and PCOD are treated at Strīroga clinic. Śīrshāmbu (Hydrocephaly), Mahāśīrṣa (Macrocephaly), cerebral palsy and behavioural disorders, nutritional disorders, childhood constipation, and paediatric heart diseases other than the common skin and respiratory problems are addressed at Bālaroga clinic.

## Head of the Department



### **Dr. (Mrs.) H.A.R.P. Perera**

B.A.M.S. (Hons.) (KLN), MD (Ayur) (Gyn. & Obs.) (CMB)  
Senior Lecturer Grade II

## Academic Staff



### **Dr. (Mrs.) H.P. Wakkumbura**

D.S.A.C. (GWAV), MD (Ayur) (KLN), PhD (KLN)  
Senior Lecturer Grade I



### **Dr. (Mrs.) S.H.K. Deepthika**

B.A.M.S. (Hons.) (KLN), MSc in Pancakarma (KLN)  
Lecturer



### **Dr. W.A.R.P. Weerasingha**

B.A.M.S. (Hons.) (KLN), MSc in Pancakarma (KLN)  
Lecturer

### Course units offered by the Department

| Year | Semester | Code       | Name of the course unit        | Status | Credits |
|------|----------|------------|--------------------------------|--------|---------|
| 4    | I        | KBSR 41013 | Strīroga (Gynaecology)         | Core   | 3       |
|      | II       | KBPT 42023 | Prasūtitantra (Obstetrics) I   | Core   | 3       |
| 5    | I        | KBPT 51033 | Prasūtitantra (Obstetrics) II  | Core   | 3       |
|      |          | KBKB 51043 | Kaumārabṛitya (Paediatrics) I  | Core   | 3       |
|      | II       | KBKB 52053 | Kaumārabṛitya (Paediatrics) II | Core   | 3       |

### DEPARTMENT OF LANGUAGES

The Department of Languages was established with the main objective of effectively addressing numerous language needs of a broad spectrum of undergraduates keen on enhancing their language skills. The Department mainly conducts Sanskrit language courses, an essential component of Ayurveda education.

Presently, there is a global trend towards promoting the integration of academic excellence and enhanced language skills among university students. This is especially important for students of Ayurveda studies as there is a wide spectrum of opportunities in this field both at local and global contexts.

Department undertakes the responsibility of the delivery of Sanskrit, Hindi, Tamil, and German languages. It offers Sanskrit as a core subject and Tamil as a third language while Hindi language is offered as an academic language. Apart from that, a number of English language course units which are conducted by the English Language Teaching Centre of the University are offered by the Department.

The Department contributes to research in the fields of language studies. It encourages undergraduate and postgraduate scholars to initiate and conduct studies in multidisciplinary fields with language disciplines as central or peripheral focus.

## Head of the Department



### **Mr. A.K.H. Dharmapriya**

B.A. (sp) (Hons.) (KLN), M.A. (KLN), Royal Pandit, Vidyanidhi  
Senior Lecturer Grade II

## Academic Staff



### **Dr. Ven. Maduruoye Dhammissara**

B.A. (SJP), M.A. (KLN), M. Phil. (SJP), PhD (India), Royal Pandit  
Senior Lecturer Grade I



### **Mrs. W.C.M. Fernando**

B.A. (Hons.) (KLN), M.Phil (KLN), Diploma in Hindi (Agra, India)  
Senior Lecturer Grade II

### Course units offered by the Department

| Year       | Semester | Course Code                           | Title of the Course unit                           | Status   | Credits |
|------------|----------|---------------------------------------|--|----------|---------|
| 1          | I        | LNEN 11013                            | English for Ayurveda Medical Education             | Core     | 3       |
|            |          | LNEN 11021                            | *Advanced English for Scientific Communication I   | Non-GPA  | 1       |
|            |          |                                       |  |          |         |
|            | II       | LNSA 12032                            | Sanskrit for Ayurveda I                            | Core     | 2       |
|            |          | LNHL 13052                            | Hindi Language for Ayurveda Practice               | Elective | 2       |
|            |          |                                       |  |          |         |
| 2          | I        | LNSA 21064                            | Sanskrit for Ayurveda II                           | Core     | 4       |
|            |          | LNSA 21071                            | *Sanskrit for Advanced Studies in Ayurveda I       | Non-GPA  | 1       |
|            |          |                                       |  |          |         |
|            | II       | LNSA 22081                            | *Sanskrit for Advanced Studies in Ayurveda II      | Non-GPA  | 1       |
| LNGL 23092 |          | German Language for Ayurveda Practice | Elective   | 2        |         |
|            |          |                                       |  |          |         |
| 3          | I        | LNEN 31101                            | *Advanced English for Scientific Communication II  | Non-GPA  | 1       |
|            |          |                                       |  |          |         |
| 4          | I        | LNEN 41111                            | *Advanced English for Scientific Communication III | Non-GPA  | 1       |

\*This course unit is not considered for the calculation of GPA

## DEPARTMENT OF ROGA VIJÑĀNA

The Department of Roga Vijñāna was established in 2021 as one of the new departments under the Faculty of Indigenous medicine. Formerly, it functioned as a part of the Department of Cikitsā. The department offers five core course units for the BAMS undergraduates of 01<sup>st</sup> year & 02<sup>nd</sup> years: Pathology, Medical Microbiology I and II, Histopathology, and Comparative Ayurveda Pathology. The aim of this department is to provide comprehensive knowledge on the origin and diagnosis of diseases. The Department works closely with the university's laboratory for this purpose.

### Head of the Department



**Dr. (Ms.) B.P.R. Perera**

B.A.M.S. (Hons.) (KLN)  
Lecturer (Probationary)  
ruwanthi@gwu.ac.lk

### Academic Staff



**Dr. (Ms.) H.J. Gunathilaka (Lecturer Probationary)**

B.A.M.S. (Hons.) (KLN)  
hirunij@gwu.ac.lk

### Course units offered by the Department

| Year | Semester | Course Code | Title of the Course unit       | Status | Credits |
|------|----------|-------------|--------------------------------|--------|---------|
| 2    | II       | RVPA 22013  | Pathology                      | Core   | 3       |
|      |          | RVMB 22023  | Medical Microbiology I         | Core   | 3       |
| 3    | I        | RVHP 31033  | Histopathology                 | Core   | 3       |
|      |          | RVMB 31042  | Medical Microbiology II        | Core   | 2       |
|      | II       | RVCP 32052  | Comparative Ayurveda Pathology | Core   | 2       |

## DEPARTMENT OF DEŚĪYA CIKITSĀ

The Department provides the BAMS undergraduates with learning and clinical experiences related to various traditional disciplines (*Guru Kula*) and research opportunities to develop knowledge of the traditional medical system in Sri Lanka. The Department comprises the teaching and practical expertise in different traditional disciplines including Kedumbindum, Gedivaṇapiḷikā, Devumpiḷissum, Akṣi Roga, Sarpaviṣa, Unmāda, Māndam Vedakama, and Nila Vedakama. The department also facilitates the study of Jyothirvidyā and Ḭūtavidyā (Medical Astrology and Spiritualism) Sidḁa Medicine and Yunāni Medicine course units with the objective of enhancing various therapeutic applications.

The course units are designed for undergraduates of 4<sup>th</sup> and 5<sup>th</sup> years. The curriculum is based on student centered education and includes theoretical, practical and clinical based learning and clinical experience in different settings including GWUIM teaching hospital, central and provincial Ayurveda hospitals and traditional physicians etc. Further, the Department from time to time organizes outside medical camps and field visits to provide exposure to different traditional disciplines in Sri Lanka.

### Head of the Department



#### **Dr. (Mrs.) R.M. Peiris**

B.A.M.S. (Hons.) (KLN), Postgraduate Diploma in Medical Microbiology (PDN), Dip. in Tamil Language (KLN)  
Lecturer (Probationary)

### Academic Staff



#### **Dr. (Mrs.) W.J. Wickramarachchi**

D.S.A.C. (Hons.) (GWAV), M.D. (Ayur) Kayacikitsa (KLN), Ph.D. (Kayacikitsa) (RAU India), Dip. in Advance English (CMB)  
Senior Lecturer Grade I

### Course units offered by the Department

| Year | Semester | CODE       | NAME OF THE COURSE UNIT                       | STATUS   | CREDITS |
|------|----------|------------|---|----------|---------|
| 4    | II       | DCSY 43012 | Sidḍa Medicine and Yunāni Medicine            | Elective | 2       |
|      |          |            |   |          |         |
| 5    | I        | DCMA 53032 | *Medical Astrology and Spiritualism I         | Non-GPA  | 2       |
|      | II       | DCIM 52022 | Indigenous Practices of Medicine in Sri Lanka | Core     | 2       |
|      |          | DCMA 53042 | *Medical Astrology and Spiritualism II        | Non-GPA  | 2       |

\*This course unit is not considered for the calculation of GPA

## OTHER SUPPORTING DIVISIONS

### ENGLISH LANGUAGE TEACHING CENTRE

#### Coordinator



**Dr. S.A.R.R.P. Dissanayaka**

B.A. (SJP), MA (KLN), M.Phil. (KLN), PhD (English) (KLN)  
Senior Lecturer Grade I

#### Co-Coordinator



**Mrs P.N. Gardihewa**

MA in Linguistics (Kelaniya) BA Honours in English (Sabaragamuwa)  
Lecturer

English Language Teaching Centre was established with the main objective of effectively addressing the English language skills development needs of the entire University. It provides English courses to all the Faculties of the University. These courses have been designed to help the students develop the necessary knowledge and communicative abilities in order to use the English language fluently and accurately for general, professional and academic purposes. Medical English components are included in all English course units offered in the BAMS programme.

## INFORMATION & COMMUNICATION TECHNOLOGY (ICT) CENTRE

The ICT Centre is located on the second floor of the Multi-Purpose Building. This is a common Centre providing computer facilities and services to students, academic and non-academic staff of the University. The Centre consists of a main laboratory and is equipped with 100 computers, servers, and other accessories.

### Director



**Mr. D.S.R. Wijewardane**

BSc. Agri. (Hons.) (RUH), MIT (CMB)

### Computer Instructors



**Miss Chandani Ranasinghe**

B.Sc (Ruh), PG Dip. in Com.Tech. (CMB)



**Mr. A.P.H.P. Gunasekara**

B.Sc (KLN), MIT (CMB)

### Assistant Network Manager



**Mr. A. Ariyaratne**

B.Sc (UWU), CCNA (R&S), Dip. in Network Administration

## Contact information:

Phone : 033 2230719

Email : [ictc@gwu.ac.lk](mailto:ictc@gwu.ac.lk)

## Opening hours

The Centre is open from 8.30 am to 4.30 pm (except during lunch hour) on working days. The Centre will be open till 5.15 pm on working days and Saturdays if a special request is made.

## Staff

The staff includes Coordinator of the Centre, two Computer Instructors, an Assistant Network Manager, a Technical Officer, and a Lab Attendant.

## Learning Management Systems (LMS)

Learning Management System (LMS) is a software application or web-based technology used to plan, implement, and assess a specific learning process. It is used for e Learning practices and, in its most common form, consists of two elements: a server that performs the base functionality and a user interface that is operated by instructors, students and administrators.

Typically, a Learning Management System provides an instructor with a way to create and deliver content, monitor students' participation, and assess student performance. A Learning Management System may also provide students with the ability to use interactive features such as threaded discussions, video conferencing and discussion forums.

Learning Management System (LMS) of the Gampaha Wickramarachchi University of Indigenous Medicine is a web-based application used to plan, implement, and assess a university learning process via eLearning practices.

The functions of GWUIM LMS:

- knowledge management
- providing an interface to create, deliver content and monitor student's participation
- assessing student's performance while gathering, organizing, sharing, analyzing knowledge in terms of resources, documents, and relevant skills.

Any user with a secure login and password can access the LMS and its online learning resources.

## Services

The main services provided by the ICT Centre include:

1. facilitating all computer lectures and practical related to IT course units of undergraduate and Postgraduate courses.
2. conducting the Computer Literacy Courses for undergraduates of the University.
3. conducting special computer training programs and consultation services for academic & non-academic staff of the University.
4. providing and maintaining Internet facilities of all the faculties, departments, and divisions.
5. maintaining and developing the networks of the University providing link to the Departments and divisions.
6. providing technical services and consultations to all the Departments and divisions.

## Guidelines for using the ICT Centre

1. The facilities of the Centre can be used under the direction of the staff of the ICT Centre.
2. Students can obtain permission to use computer for self-training, data analysis, completion of thesis etc. However, these services will be provided only if no other computer training program is in operation at the Centre.
3. Flash Drive, CDs, DVDs should be used only with permission of the staff.
4. All users are requested to follow the instructions given by the ICT Centre.
5. All users are required to make a record of arrival and departure at the attendance record book maintained by the ICT Centre.
6. All inquiries should be directed to Coordinator of the ICT Centre or helpdeskwai@kln.ac.lk.

## Internet & E-mail Facilities

Internet facilities have been obtained through a leased line from LEARN. The facilities can be obtained by any student or a staff member of the University. These facilities can be obtained through the Network system of the University too. The official e-mail address of the University can be used under special permission of the Vice Chancellor of the University or Coordinator/ICT Centre.

## PANDITH G.P. WICKRAMARACHCHI MEMORIAL LIBRARY

### Acting Librarian



#### **Dr. (Mrs.) Nayana Wijayasundara**

B.Sc. Engineering (Hons.) (Moratuwa), MLS (Colombo), PhD (Malaya)

### Senior Assistant Librarian



#### **Dr. R.D. Ananda Tissa**

B.A. (Hons.), PGD (SJP), MSSc (KLN), PhD. (KLN), Fellow (SLLA)  
(On sabbatical leave)

### Assistant Librarian



#### **Mrs. H.W.K.S. Pushpakanthi**

B.A. (Sp), MSSc (KLN), ASLLA (SLLA)

The Library of the University is located in the Pandith G.P. Wickramarachchi Memorial Library Building. The main objectives of this Library include providing resources necessary for the three main pillars of the university: teaching, learning and research in Ayurveda, Indigenous Medicine, Medical Sciences, Health Science, and other related disciplines. The library is committed to providing excellent and innovative library services and products; it offers electronic resources with remote access and automate library functions enabling efficient and effective library services for the benefit of the entire University community.

## **ORGANIZATION OF LIBRARY COLLECTION**

The library is comprised of Lending Section, Scheduled Reference Section, Permanent Reference Section and Rare Books Collection Section.

The library collection contains more than 34,000 books and monographs published in Sinhala, English, Sanskrit, Pali, Hindi, and Bengali, including academic journals. All the books in the library are classified and arranged according to the standard classification system, Dewey Decimal Classification System (DDC) and catalogued following the Anglo-American Cataloguing Rules (AACR-2 R). The collection is computerized using *Koha* integrated library management system. *Koha* is an open-source software system.

## **LIBRARY SERVICES**

At present, the library provides lending and reference services to the registered users of the library. There is nearly 250 seating capacity, and it is expected to provide a designated reading area on the ground floor, increasing the existing seating capacity. In addition, an outsourced photocopy service is available in the library enabling users to obtain any copies of the books under restricted loan facilities. Any materials, books and journal articles that are not found in the library may be requested via the Inter-Library-Loan (ILL) system. The details are available on the library website. Research support activities will be provided to individuals or groups by the Academic Staff of the Library.

## **MEMBERSHIP**

The registered members of the library are around 320 at present, and the membership is given to the categories of (a) Undergraduate Students, (b) Postgraduate Students, (c) Academic Staff, (d) Executive staff and (e) Non-Academic Staff.

## **OPENING HOURS OF THE LIBRARY**

### **Lending Section:**

Weekdays - from 08.30 a.m. to 04.15 p.m.

### **Reference Section:**

Weekdays - from 08.30 a.m. to 06.15 p.m.

Saturdays - from 08.30 a.m. to 06.45 p.m.

Sundays - from 08.30 a.m. to 04.45 p.m.

## **Charging Library fines:**

Weekdays - from 09.00 a.m. to 01.00 p.m.

The library shall be closed on the Public Holidays and Special Holidays of the University. The library would extend the above time schedule during examination periods upon the request of the users and on the recommendation of the relevant faculties.

## **MEMBERSHIP FOR STUDENTS**

Membership is given to all new entrants registered as undergraduate/postgraduate students of the university. They need to fill in the Library Membership application form with the requested details in order to obtain the membership.

No library facilities will be open for any outsiders who are not members of the library. However, outside researchers can request from the Librarian to refer some materials available in the library. Due to the limited facilities and materials currently available, only reference facilities may be granted to such requests by the Librarian. These requests will be considered if the potential reader can produce a letter addressed to Librarian by the head of a recognized research body indicating the significance of the research and the researcher's affiliation.

## **ENROLLMENT**

Library tickets are issued to all categories of registered members as per the existing Library Rules. Upon providing the University Identity Card along with the duly filled Library Membership application form to the Reader Services Section of the Library, library tickets will be issued after the membership being activated.

These tickets are a property of the University. They should not be transferred to anyone else. If any library ticket is lost, it should be reported to the Reader Services Section of the Library with immediate effect. A sum of Rs. 15.00 is charged to issue a duplicate ticket.

## **PROCEDURE OF ISSUING LIBRARY TICKETS**

Library tickets are issued to each membership category as follows:

### **(a) Undergraduate Students**

|                       |  |
|-----------------------|--|
| 01 <sup>st</sup> Year | - 02 Library Tickets (02 Lending)        |
| 02 <sup>nd</sup> Year | - 03 Library Tickets (02 Lending, 01 SR) |
| 03 <sup>rd</sup> Year | - 04 Library Tickets (03 Lending, 01 SR) |
| 04 <sup>th</sup> Year | - 04 Library Tickets (03 Lending, 01 SR) |
| 05 <sup>th</sup> Year | - 05 Library Tickets (03 Lending, 02 SR) |

(b) Postgraduate Students    02 Library Tickets    (02 Lending)

(c) Academic Staff            Library Tickets are issued based on the designation

(d) Executive Staff            04 Library Tickets    (02 Lending, 02 SR)

(e) Non-Academic Staff        02 Library Tickets    (02 Lending)

## RENEWAL OF LIBRARY TICKETS

Readers should produce their library tickets to the Reader Services Section of the Library for renewing their library tickets yearly. Otherwise, they will not receive lending facilities as issuing of lending books for those tickets will be stopped. According to the Library Rules, if any user losses their library tickets, duplicate tickets will be issued after a period of three months.

## ARRANGEMENT OF BOOKS IN THE LIBRARY

Library books are arranged systematically under the Dewey Decimal Classification system. Users may use the Library Catalogue and notify the Classification Number (Class Number) of the required textbook for searching books. Then the user is required to obtain it at the relevant book rack containing the books on those Class Numbers. All the books with the same Class Number are arranged according to their authors' last name. Together with the Class Number and the first three letters of the author's last name is called a 'Call Number'. The Call number of each book is visible on a label pasted to the spine of that particular book for easy reference.

All the books in the Permanent Reference and Rare Books Section are not allowed for lending and are strictly used only for reference purposes inside the library.

Main Classification Numbers used in the library according to the DDC:

- 000 Computer science, information & general work
- 100 Philosophy, parapsychology and occultism, psychology
- 200 Religion
- 300 Social sciences
- 400 Language
- 500 Natural sciences and mathematics
- 600 Technology (Applied Sciences)
- 700 The arts
- 800 Literature (Belles-lettres) and rhetoric
- 900 History, geography, and auxiliary disciplines

|     |   |                              |
|-----|---|------------------------------|
| 610 | Medicine & health                                 | වෛද්‍ය විද්‍යාව (ආයුර්වේද)   |
| 611 | Human anatomy, cytology & histology               | මානව කාය ව්‍යවච්ඡේද විද්‍යාව |
| 612 | Human physiology                                  | මානව කායික විද්‍යාව          |
| 613 | Personal health & safety                          | සෞඛ්‍ය වර්ධනය, යෝග           |
| 614 | Forensic medicine                                 | අධිකරණ වෛද්‍ය විද්‍යාව       |
| 615 | Pharmacology & therapeutics                       | ඖෂධ හා ප්‍රතිකාර             |
| 616 | Diseases  | රෝග                          |
| 617 | Surgery & related medical specialties             | ශල්‍ය වෛද්‍ය විද්‍යාව        |
| 618 | Gynaecology, obstetrics, paediatrics & geriatrics | නාර්වේදය හා ප්‍රසවවේදය       |

## ISSUING OF LIBRARY BOOKS

Upon producing library tickets and University Identity Card, the Lending books are issued from the Lending Section for a period of 14 days only. The due date of returning will be stamped on the Book Slip pasted in the book. If any user wants to extend the loan period further, after the 14 days, it

could be extended by another 14 days. This facility could be obtained only once for a particular book for one loan.

Library users should be observant of any damage to the library materials before borrowing. For example, missing or torn pages and scribbling on pages should be informed to the issuing counter immediately. If such damage is recovered when returning the materials to the library, the person who has borrowed the materials will be held responsible for the damage.

Any damage to library materials such as scribbling, disfiguring, tearing of pages, mishandling, and removing of library materials or part of materials is a punishable offence. Disciplinary actions will be imposed as punishments for such offences.

## **LIBRARY FINES**

If a user is unable to return a borrowed book on time, on or before the due date, library fines should be paid by him/her according to library rules as given below:

|  |                                  |
|--|----------------------------------|
| Library fines for books in the Lending Section | - Rs. 2.00 (For a Book, per day) |
| Scheduled Reference Section                    | - Rs. 5.00 (For a Book, per day) |

Books in the Scheduled Reference (SR) Collection are issued after 1.00 p.m. on a particular day, and users should return them to the library on the following day before 10.00 a.m. If it is not returned on or before the specified time, library fines will be calculated on daily basis. Even though scheduled reference books are to be returned before 10.00 a.m. of the following day, weekends and public holidays are exempted from the rule.

A receipt would be issued for each payment. Users can settle Library fines for books at the Library Counter itself. All other payments should be made at the Shroff Counter of the Finance Branch of the University. In case of lost books, a new copy or a new edition of the same book would be accepted with the approval of the Librarian. If not, the cost will be charged, including three times the present market value of the lost book plus 25% surcharge of the present market value with binding charges, late fines and related other fines, if any.

## **LIBRARY CLEARANCE CERTIFICATION**

Library facilities are terminated upon completion of the studentship of the university. Therefore, such students should return all borrowed library books to the library, and 'No Dues' stamp should be obtained on the student record book in order to obtain the clearance of library responsibilities. The university will not issue degree certificates and other certificates unless the certification of library clearance is obtained.

## **GENERAL RULES**

During the period of being in the library, students are required to keep the Identity Card or the Student's Record Book issued by the Gampaha Wickramarachchi University of Indigenous Medicine with them, and upon request, it should be produced to any library staff member.

Silence should be strictly adhered to within the library. Discussions are allowed only in the designated areas of the library.

Inside the Library is considered a non-smoking area. Partaking in meals, smoking, and using mobile phones in the library are not allowed. It is advisable for the users to switch off their mobile phones or put into silence mode as they enter the library.

Bags and baggage, umbrellas, private books, practical workbooks, files and any parcels are not allowed to carry into the library. They must be kept in the Baggage Counter at your own risk. Likewise, it is advisable not to keep any valuable items in the Baggage Counter. The library is not responsible for the loss of such valuable items kept in the Baggage Counter.

Library users should not attempt to reshelve books once they are taken out from bookshelves. They should keep the books on the nearby tables or handover to the library staff instead. Likewise, books on shelves should not be purposely disordered.

Library users should not attempt to reserve seats in reading halls by placing books or other personal materials on tables or chairs. All personal materials should be taken along when leaving the reading halls of the library.

When leaving the library, users must present any borrowed books to the Security Officer at the exit door for inspection and to record the details.

For further help, library users are welcome to contact the Librarian or any Academic Staff member of the library for further assistance and clarifications about library materials and their access. The whole library staff is committed to assist you always.

### Deputy Registrar



#### **Mrs. D.M.R.S. Dasanayaka**

B.A. (Hons.) (PDN), MBA (IGNOU), Dip. in English (CMB)

drexam@gwu.ac.lk

+94-033-2215826

The Examination Division is basically responsible for student admission and issuing the final results of undergraduate and postgraduate students as per the approved bylaws of each academic program at the Gampaha Wickramarachchi University of Indigenous Medicine. The objective of the Unit is to provide efficient administrative services to students, staff, and other stakeholders by carrying out the following duties/activities.

#### **Main Functions of the Division**

1. Planning and executing the activities related to admission of new students for undergraduate degree programs.
2. Arranging all activities relating to releasing the final results of all-undergraduate and postgraduate programs.
3. Organizing the University General Convocation in consultation with the Convocation Committee.
4. Attending to matters relating to establishment of Endowed Funds and awarding cash awards/ gold medals at the Convocation.
5. Issuing Degree Certificates, Academic Transcripts, Academic Records (Detailed Result Sheets) for all degree and postgraduate programs.
6. Confirming results related to all degree and postgraduate programs.
7. Handling all matters about conducting and follow up work of the meetings of the Student Admissions Committee, Examination Offences Investigation Committee, Convocation Committee, and Student Appeals Committee.
8. Compiling statistical data related to student registration, examinations and number of graduates passing out, and submission to relevant authorities.
9. Preparing "Intern" list and "Merit" list of BAMS graduates and submission to relevant authorities.
10. Monitoring Student Information System.

## Staff of the Examination Division

| Function   | Name of the Staff Member                                     |
|--|--|
| <ul style="list-style-type: none"> <li>Final Results of the BAMS Degree Programme</li> <li>Final Results and issuing detailed certificates of MAAI I</li> </ul>  | Mrs. W.K.A. Withanage<br>Staff Management Assistant          |
| <ul style="list-style-type: none"> <li>Examination Document Matters (Detailed result sheet, Transcripts, Degree certificates)</li> <li>Final Results and issuing detailed certificates of Shalyatantra</li> </ul>    | Mrs. S.S.R. Wijewardhana<br>Management Assistant (Grade I)   |
| <ul style="list-style-type: none"> <li>Convocation Matters</li> <li>Final Results of BIMR, HICT, HTHM Degree Programmes</li> <li>Final Results and issuing detailed certificates of MAAI II</li> </ul>               | Mrs. D.S.S. Samaraweera<br>Management Assistant (Grade III)  |
| <ul style="list-style-type: none"> <li>Final Results of FISSMS</li> <li>Verifications of Examination Documents</li> <li>Final Results and issuing detailed certificates of Pancakarma</li> </ul>                     | Mrs. M.M.D. Ranasinghe<br>Management Assistant (Grade II)    |
| <ul style="list-style-type: none"> <li>Student Information System</li> <li>Providing statistical data</li> </ul>   | Miss I.B.B.K. Ilangakoon<br>Management Assistant (Grade III) |
| <ul style="list-style-type: none"> <li>Student Registration of FIM &amp; FISSMS</li> </ul>   | Mr. D.M.D.C. Dissanayaka<br>Management Assistant(Grade III)  |
| <ul style="list-style-type: none"> <li>Student Registration of FIHST</li> <li>Final Results of BHBT, BIPT, BSYP Degree Programmes</li> <li>Final Results and issuing detailed certificates of Kayacikitsa</li> </ul> | Mr. D.M.A.S. Dissanayake<br>Management Assistant(Grade III)  |

**Location:** Examination Division, First Floor, Administrative Building

**General Line:** 033-2222740 / 033-2223784

## STUDENT WELFARE DIVISION

Prime responsibility of the Division is to provide a wide range of services to facilitate the students with their academic activities and enhance their skills and attitudes needed for the intellectual engagement with a view to achieve the goals of the University.

### Assistant Registrar



#### **Ms. D.M.P.S.K. Dissanayake**

MBA (UoK), B.Sc.in Bus.Ad (USJP), ACPM  
arstuw@gwu.ac.lk

### Staff members

Ms. K.A. Chandrawathi – Fulltime Sub-warden  
Mr. S.J.S. Samaraweera – Fulltime Sub-warden  
Ms. H. A. S. Geethika Kumari - Senior Staff Management Assistant  
Ms. G.P.S.S. Weerakkody - Management Assistant  
Ms. W. A. Chandrika - Works Aid

### Contact Details:

**E mail** - [stuwelfare@gwu.ac.lk](mailto:stuwelfare@gwu.ac.lk)

**Telephone** - 033-2226618

The following student affairs are coordinated under the Student Welfare Division.

1. Attending to all matters with regard to providing hostel facilities to needy first and final year students for every Academic Year in consultation with the Hostel Committee
2. Attending to matters pertaining to providing canteen facilities in liaison with the Canteen Committee and photocopy services
3. Handling matters with regard to scholarships and providing financial assistance to needy students (i.e., Mahapola, Bursaries and other scholarships)
4. Attending to matters relating to Student Unions, Societies and Associations

### Scholarships

#### **i) Mahapola Scholarships**

Mahapola is a scholarship scheme jointly provided by the Mahapola Trust Fund and the University Grants Commission. Students are selected for this scholarship scheme by the University Grants Commission. All selected students are paid the Scholarship in 10 instalments of Rs. 5000/= each per year.

## **ii) Bursaries**

Bursary is a financial assistance scheme jointly provided by the University and the University Grants Commission. Students are selected for Bursary after calling applications by the Student Welfare Division. All selected students are paid the bursary in 10 instalments of Rs. 4000/= each per year. Students irrespective of the year in which they are studying i.e., whether first, second, third or final year can apply for a bursary if there is a change in the family income and become eligible to receive a bursary.

## **iii) Piyaseeli Wickramarachchi Jayasekera Scholarship**

This scholarship which is awarded in memory of Dr. G.P. Wickramarachchi the Founder of Gampaha Wickramarachchi University of Indigenous Medicine, by his daughter Mrs. Piyaseeli Wickramarachchi Jayasekera is awarded to one student who is in the second year of the B.A.M.S. programme. The student is selected considering the annual parental income and the cumulative GPA obtained for the Level 1 Semester I and II examinations. Applications for the scholarship are called after the release of results of Level 1 Semester II examination.

## **iv) Dr. Sisira Wickramarachchi Jayasekera Scholarship**

This scholarship which is awarded in memory of Dr. Sisira Wickramarachchi the beloved Husband of Dr. H.P. Wakkumbura, Senior Lecturer of the Faculty is awarded to two students who are in the final year of the B.A.M.S. programme. Students are selected considering the annual parental income and the cumulative GPA obtained for the Level 1,2,3,4 Semester I and II examinations. Applications for the scholarship are called after the release of results of Level 4 Semester II examination.

**Note:** The University can temporarily or permanently suspend a scholarship or award in the following instances:

- a) Inadequate attendance on lectures tutorials or practical
- b) Disorderly behaviour inside or outside the university premises
- c) Award of another scholarship
- d) Non-registration for the academic year
- e) Obtaining employment (If a scholarship holder obtains an employment after registration to the University, it should be immediately reported to the student affairs division)

Presentation of a valid university identity card is essential in claiming payments made under any form of financial assistance. The student affairs division should be notified immediately if a student ID is lost.

## Students' Hostels

### Sub Warden - Male Hostels



**Mr. S.J. Saman Samaraweera**

BSc. (SUSL)

### Sub Warden - Female Hostels



**Ms. K.A. Chandrawathi**

BSc. (SUSL), Mgt. Dip. (OUSL)

## Hostel Policy of the University

Hostel facilities will only be granted for the first year and the final year students of the programme of study, except for the students who have been granted special permission.

### Hostel Selection Criteria

1. Distance from Home to the University have to be more than 60km
2. Annual parental income has to be less than Rs. 500,000/=
3. 1% from the total accommodation capacity in hostels may be granted for the students in the following categories under special permission
  - Differently abled students
  - Selected students for University Sports Teams
  - Students with different serious medical reasons

### Annual Hostel Fee

Admission fee to the Hostels is Rs.100/-. In addition, a hall fee of Rs. 1,500.00/= per Academic Year should be paid at the beginning of the year. Except for medical reasons certified by the University/Institute Medical Officer, students are not allowed to deposit hostel fees at a reduced rate for any other reason. The full amount of hostel fees should be paid from the date they have been informed of their selection of hostel accommodations. **If hostel fees are not paid on the required date, an additional 25% fee will be charged.** Although being selected for hostel accommodation, students may not be taken into the hostel until the fees are paid.

Students selected for hostel accommodation should occupy the hostel on the date they are informed to do so. A student who does not report to the hostel within 7 days from the date of notification, will be replaced by another student.

Currently GWUIM provides Hostel Accommodation Facilities in the following Hostels.

| <b>Code</b> | <b>Hostel Name</b>                          | <b>Address</b>                    |
|-------------|---|-----------------------------------|
| <b>H1</b>   | Weediyawatte Wickramarachchi Ladies' Hostel | Pahala Weediyawatte, Yakkala      |
| <b>H2</b>   | Parakrama Ladies' Hostel                    | No.1/10B, Ranveli Pedesa, Yakkala |
| <b>H3</b>   | Karunanayake Ladies' Hostel                 | No.65/4, Kandy Road, Yakkala      |
| <b>H4</b>   | Mahawita Boys' Hostel                       | No.20, Mahawita, Yakkala          |
| <b>H5</b>   | Ranveli Boys' Hostel                        | No.1/3, Ranveli Pedesa, Yakkala   |
| <b>H6</b>   | Samagi-Mawatha Boys' Hostel                 | No.18/19, Samagi Mawatha, Yakkala |
| <b>H7</b>   | Senevirathne Boys' Hostel                   | No.20/18, Samagi Mawatha, Yakkala |
| <b>H8</b>   | Fernando Boys' Hostel                       | Galthotamulla, Yakkala            |

### **General rules and regulations for Hostellers**

1. Hostel rooms are allocated by the warden/sub warden.
2. Students should not change their rooms without permission from the warden/sub warden.
3. No hostellers should behave in the room or outside in a manner that disturbs the other students.
4. Students should not use abusive/ foul language within the hostel premises.
5. Any combined activities should be held in the open space with the permission of the Wardens and Assistant Registrar/ Welfare Services through respective Sub Wardens.
6. Items in one room should not be moved to another without the permission from the warden/ sub warden.
7. Furniture should not be left out in the balcony or outside the rooms being exposed to sun and rain.
8. When one room is occupied by more than one student, each of these students is individually, and as a group, responsible for the protection of property in the room. Cost for lost or damaged furniture is charged from the responsible person or persons.
9. Students should not keep any items that belong to the hostel in his/ her room, other than the items given to him/ her for his/ her personal use.
10. Keys and the other items given to hostellers should be returned to the warden/ sub warden when they leave rooms for vacation or on completion of their stay in the hostel.
11. Supply of keys to replace lost keys and repair of broken keys are the responsibility of the hosteller.
12. Hostellers should not enter the hostel after taking intoxicants and bringing into the hostel of such intoxicants is strictly prohibited.
13. Hostellers who violate hostel rules and regulations may lose their hostel accommodation.

### **Electrical appliances**

1. Students are not allowed to keep kettles, electric cookers, irons, table lamps etc. without prior permission from the Warden/ Sub-warden.
2. The Warden/ Sub-warden should get such items inspected by a university electrician before granting permission for their use.

## **Leave**

1. All resident students shall return to the Hall of Residence before 7:00 p.m. and refrain from leaving the Hall of Residence before 6:00 a.m. without obtaining the prior permission of the Sub - Warden. (Students who return to the Hall of Residence after 7:00 p.m. and leave the Hall of Residence before 6:00 a.m. shall sign the record book provided in the Hall of Residence stating the reason and time of arrival or departure)
2. All first year students (new entrants) should return to the Hall of Residence before 6:00 p.m. and refrain from leaving the Hall of Residence before 6:00 a.m. without obtaining prior permission of the Sub – Warden. (Students who return to the Hall of Residence after 6:00 p.m. and leave the Hall of Residence before 6:00 a.m. shall sign the record book provided in the Hall of Residence stating the reason and time of arrival or departure)
3. When returning to the hostel after taking leave, the hostellers should handover their leave pass to the Warden.
4. At the time of closure of the hostels, all personal belongings should be removed, and all the lockers and cupboards should be kept unlocked.
5. Illegal entrance to a hostel during the vacation is prohibited.

## **Ragging**

Ragging in any form is prohibited in hostels or in the university premises. Collection of money from new entrants and participating or organizing any activity to harass the new entrants is not permitted.

Ragging, destruction of university property, forcible occupation of buildings, acts of violence and intimidation are now punishable as serious criminal offences by a special law known as the Ragging Act passed by Parliament in 1998.

## **Unions/Associations**

Students should not form any union or association in the hostels without the permission from the warden or sub wardens. No speaker should be invited for lectures or meetings to the hostel without prior permission from the warden or sub wardens.

## **Visitors**

1. Accommodation should not be provided to any outsider without the permission from the warden / sub warden.
2. If required, a warden/sub warden has the authority to order a visitor to leave the hostel at any time if the visitor misconducts himself/herself.
3. Female students should not allow any male visitors to enter their rooms without the permission from the warden/ sub-warden. Male students should not allow any female visitors to enter their rooms without the permission from the warden/sub warden.

## **Clothes and cleaning of clothes**

1. Clothes should not be spread on windows, doors, balconies or on furniture for drying.
2. Clothes should not be left soaking in basins in bathrooms.

## **Lights**

Lights should be switched off when leaving rooms/ bathrooms/toilets.

## **Garbage**

All wastes including sanitary pads and left-over food should be disposed in containers kept for the specific purpose and they should not be thrown indiscriminately all over the hostel leading to unhygienic consequences and blocking of the wastewater channels.

## **Silence**

Silence should prevail in the hostels from 9.00pm to 6.00 am.

All the students who accept hostel accommodation must follow the instructions given above.

Warden and Sub Wardens have the authority to punish those who violate these rules and regulations, in the following manner:

- a) charge a fine and /or
- b) suspend for a hosteller from using the hostel facilities for a said time. If such a punishment is given, it should be recorded in his/her personal file and the parents or guardian should be informed.

## **STUDENT CENTRE**

Facilities are available for students in the same area in the canteen premises of the University. Students may use this for resting or for engaging in indoor recreation activities during their free time.

### **Canteen opening hours**

Weekdays/ Weekends - 07.00 a.m. - 06.00 p.m.

Dinner orders must be submitted to the canteen before 02.00 p.m.

## **STUDENT COUNSELING SERVICES**

The Student Counselling service consists of a Chief Student Counsellor and two other Student Counsellors. All the Student Counsellors are members of the Academic Staff. The students can meet a Student Counsellor regarding any problem and obtain necessary assistance.

The primary duty of the panel of Student Counsellors is to listen attentively to the prevailing problems of the students and maintain the confidentiality of personal information, while assisting the students to better their university life. In addition, the Student Counselling Service aids students with their academic problems. The panel of Student Counsellors will help the students in organizing subject related activities and extracurricular activities.

The Student Counselling Service of the University consists of the following Academic Staff Members:

### Chief Student Counsellor



**Dr. P. Vitharana**

D.S.A.M.S. (GWAV), MD (Ayur) Kayacikitsa (KLN), PGDC (CMB),  
DDAMS (CMB), MA (KLN)  
Senior Lecturer Grade II

### Student Counsellors



**Dr. (Mrs.) H.P.I.J. Kaldera**

B.A.M.S. (Hons.) (KLN), M.Phil (KLN)  
Senior Lecturer Grade II



**Dr. R.P. Liyanage**

B.A.M.S. (Hons) (KLN), MA in BAC (KLN), Dip. AEAAP (CMB),  
Dip. TLAL (CMB), Higher Dip. CP (CMB)  
Lecturer (Probationary)

## MEDICAL CENTRE

The University Medical Centre provides and coordinates all health requirements of the university students. It is open from 8.00 a.m. to 4.00 p.m. during weekdays except on public holidays. The medical forms for all new entrants are issued from the Medical Centre. Completion of this form is mandatory for all students. The Centre also provides treatments including dental care.

When a student is absent from an examination or from lectures, tutorials, practical or clinical sessions, a medical certificate issued from the Medical Centre, or a medical certificate issued by a qualified medical practitioner has to be certified by the University Medical Officer before it is accepted.

## STAFF

### Chief Medical Officer



**Dr. (Mrs.) K.G.C. Dissanayake**

B.A.M.S. (Hons) (CMB), MD (Ayur) Kayacikitsa (BHU- India)  
Senior Lecturer Grade I

### Nursing Officer



**Mr. H.S.K. Ariyaratne**

Dip. in Nursing

## CAREER GUIDANCE UNIT (CGU)

### Director



### **Lt.Col. Dr. Asanka Pallewatta**

PhD (Denmark), MEng (Japan), BEng (Japan), Diploma in Diplomacy (Sri Lanka), Diploma in Fashion Design (Sri Lanka)

Senior Lecturer (Grade I)

The Career Guidance Unit (CGU) of the Gampaha Wickramarachchi University of Indigenous Medicine was established with the objective of enhancing the quality of professional and soft skills of the undergraduates, while strengthening the link between the undergraduates and the industrial sector. The Unit organizes workshops, seminars, and various programmes from time to time to develop the abilities and skills vital for undergraduates to cope with the needs of the present globalization and to develop life-long learning ambitions.

All these programmes and activities are aligned towards the goal of improving the employability of the graduates who are empowered to contribute positively to the development of their field of profession. The Unit prioritizes the development of soft skills such as communication skills, interpersonal skills, presentation skills, time management, teamwork, organizational skills, and study support skills while rearranging these needs into learning pathways as well. In this perspective, the unit directly contributes to seven degree programmes by conducting weekly sessions for the module “Life and Professional Skills Development”.

In addition, the undergraduates who are looking forward for own business startups will also be benefited from the Unit by having various guidance opportunities related to entrepreneurship.

## SPORTS COMMITTEE

### Coordinator



**Mr. B.A.N. Krishantha (Registrar)**

MHRM (Kel'ya), B.com (sp) (USJP), LICA (ICASL)  
registrar@gwu.ac.lk

### Instructor in Physical Education



**Ms. R.A.L.L. Rupasinghe**

B.A. (Hons) (KLN)  
Instructor in Physical Education (Grade III)

### Facilities for Sports and Cultural Activities

Sports activities are organized by the Sports Committee. Every undergraduate is entitled to the facilities provided by the University and should make best use of such facilities.

The University has a gymnasium in which the facilities are available for indoor games such as Volleyball, Netball, Table Tennis, Carrom, Chess, Badminton and Weightlifting etc. This gymnasium is open for students to use from 08.00 a.m. to 07.00 p.m. on weekdays.

Sports activities are organized by the Physical Education Unit of the University. Sports conducted by the physical Education Unit include Volleyball, Badminton, Football, Netball, Hockey, Elle, Table Tennis, Cricket, and Carrom etc. All the University students can participate in the training programmes in these events. Every year, a special programme is conducted to introduce sports activities for new entrants. All new entrants are requested to fill in New Entrant's Sports Information form and submit it to the Physical Education Unit.

**Stage 01** Fresher's and open competitions, Establishment of coaching camps and implementation of coaching camp programmes, Competitions between sports teams of other Universities and recognized Sports Clubs.

**Stage 02** Annual assessments and Colors Awards

In addition to the above programmes, participation of University Teams for National Competitions

conducted by National Sports Clubs, Inter-University sports programme and providing opportunities to represent Universities in National Coaching Camps are also arranged by the Unit.

Information and instructions of sports programmes and training programmes can be obtained from the Physical Education Unit. Facilities for sports in the campus are being expanded and at present a gymnasium and a complete Exercise Unit are being run under the supervision of the Physical Education Unit.

# THE DEGREE OF BACHELOR OF AYURVEDA MEDICINE AND SURGERY (BAMS)

## BAMS BY-LAWS

By-laws made by the Council of the Gampaha Wickramarachchi University of Indigenous Medicine, Sri Lanka (hereinafter referred to as “the University”) under Section 135 of the Universities Act No. 16 of 1978, as amended.

These By-Laws shall be cited as the “Bachelor of Ayurveda Medicine and Surgery Degree By-Laws No. 02 of 2021” and shall come into force with effect from 17.06.2021.

The students up to the Academic Years of 2018/2019, who have been registered as an internal students at the Gampaha Wickramarachchi Ayurveda Institute for course of study leading to Bachelor of Ayurveda Medicine and Surgery (BAMS) Degree awarded by the University of Kelaniya, Sri Lanka and transferred to the Gampaha Wickramarachchi University of Indigenous Medicine, Sri Lanka as per the notice published in the Government Gazette Extraordinary No. 2209/75 dated 08.01.2021 by the University Grants Commission shall be governed by the By-Laws declared at their admission to the said Degree programme and subsequent amendments which were notified later, for the purpose of awarding of the Degree.

These By-Laws shall be fully applicable for the students who are registering as internal students of the Gampaha Wickramarachchi University of Indigenous Medicine, Sri Lanka for course of study leading Bachelor of Ayurveda Medicine and Surgery (BAMS) Degree from 01.03.2021 onwards.

Accordingly, the students who have been registered as an internal student for course of study leading to Bachelor of Ayurveda Medicine and Surgery (BAMS) Degree for the Academic Year 2019/2020 shall also be governed by these By-Laws as they are registered for the said Degree Programme after the establishment of the Gampaha Wickramarachchi University of Indigenous Medicine, Sri Lanka. Therefore, the first part of the clause 2(a) of these By-Laws shall be applicable for such students.

### General

- 1) These By-Laws are cited as the Bachelor of Ayurveda Medicine and Surgery (BAMS) Degree By-Laws.
- 2) Subject to these By-Laws, a student who satisfies the following conditions will be awarded the Degree in Bachelor of Ayurveda Medicine and Surgery.
  - a) has been registered as an internal student at the Gampaha Wickramarachchi Ayurveda Institute for courses of study leading to undergraduate degrees awarded by the University of Kelaniya, Sri Lanka as at 28.02.2021 and transferred to the Gampaha Wickramarachchi University of Indigenous Medicine, Sri Lanka as per the notice published in the Government Gazette Extraordinary No. 2209/75 dated 08.01.2021 by the University Grants Commission.

OR

- has been admitted as an internal student of the Gampaha Wickramarachchi University of Indigenous Medicine under Section 15 (vii) of the Universities Act, No.16 of 1978 as amended, and
- b) has been registered as a student of the Faculty of Indigenous Medicine for the Bachelor of Ayurveda Medicine and Surgery (BAMS) Degree programme as an internal student at the University for a period not less than five (05) years, and
  - c) has completed, to the satisfaction of the Senate of the Gampaha Wickramarachchi University of Indigenous Medicine, Sri Lanka the course units of study as prescribed by the Syllabi and Curricula of Bachelor of Ayurveda Medicine and Surgery (BAMS) Degree Programme of the University, the By-Laws, Rules, and Regulations made there under, and
  - d) has successfully completed all course units required for the award of Bachelor of Ayurveda Medicine and Surgery (BAMS) Degree within the period of consecutive ten academic years from the date of first registration, and
  - e) has paid all required fees or other dues payable by the student as prescribed by the University, and
  - f) has fulfilled all other conditions and requirements as may have been prescribed by these By-Laws, any other By-Laws, Regulations and Rules of the University.
- 3) The Bachelor of Ayurveda Medicine and Surgery Degree (BAMS) shall be a full-time five - academic year programme and conducted on semester basis. The duration of each Semester shall, under normal circumstances, be a continuous period of 15 weeks from its beginning.
  - 4) A student shall earn a minimum of 150 credits inclusive of minimum 30 credits from the prescribed courses for each academic year to qualify for the award of Bachelor of Ayurveda Medicine and Surgery Degree (BAMS).
  - 5) There shall be a course code for each course where description will be given in each curriculum. The first and second digits of the course code describe the year of the study and the semester of each year respectively, and third and fourth digits of the course code designate the serial number of the course unit and the fifth digit defines the credit value assigned for each course unit unless stated otherwise.
  - 6) The Senate shall have power, on the recommendation of the Faculty Board to change, amend, add, delete courses, their syllabi, structure, and rubric of question papers in courses leading to the award of the Bachelor of Ayurveda Medicine and Surgery Degree (BAMS) Degree.

- 7) The examinations leading to the shall be as follows:
- a) Continuous Assessments and End Semester Examinations Semester I and Semester II of Year 1
  - b) Continuous Assessments and End Semester Examinations Semester I and Semester II of Year 2
  - c) Continuous Assessments and End Semester Examinations Semester I and Semester II of Year 3
  - d) Continuous Assessments and End Semester Examinations Semester I and Semester II of Year 4
  - e) Continuous Assessments and End Semester Examinations of Semester I and Semester II of Year 5
- 8) Subject to these By-Laws the minimum period of study for Bachelor of Ayurveda Medicine and Surgery (BAMS) Degree shall be consecutive five years. A student must complete the said degree programme within ten consecutive academic years from the date of the commencement of the first academic year of the student.

#### **Evaluation Methods and Criteria**

- 9) The components of the examinations leading to the Bachelor of Ayurveda Medicine and Surgery (BAMS) Degree shall consist of the following evaluation methods.
- practical tests, viva-voce, quizzes, presentations, reports, research, and written examinations which include but are not limited to close book examinations, open book examinations, take home assignments and semi open book examinations or any other evaluation methods decided by the relevant Department.
- 10) Students are required to register for course units of both semesters of the relevant academic year at the beginning of each academic year. They should register for course units aggregating minimum of 30 credits including all Core and selected Elective course units of each academic year. The students also must register for all Non-GPA course units of the particular academic year at the beginning of the academic year. The students will have one-week concessionary period from the beginning of the academic year to change the Elective course units.
- 11) The method of assessment will be announced at the commencement of a course unit.
- 12) Each examination prescribed by the syllabus and curriculum of Bachelor of Ayurveda Medicine and Surgery (BAMS) Degree programme and the By-Laws of Bachelor of Ayurveda Medicine and Surgery (BAMS) Degree shall be conducted by a Board of Examiners constituted for the conducting of that examination and authorized by the Senate.

- 13) For a particular course unit, 30% of total marks will be allocated for the continuous assessments and remaining 70% of marks will be allocated for the end semester examination.
- 14) The minimum attendance for lectures, tutorials and practical sessions should be 80% for a student to be eligible to appear for the end semester examination of the relevant course unit. Those who fail to attend 80% for the academic activities will not be eligible to register and sit for the end semester examination of the particular course unit. Those students are considered as repeat students in the subsequent end semester examination/s and are eligible for obtaining only a C grade regardless of the grade or marks obtained at the Examination.

If a student is unable to obtain 80% of total attendance for lectures, tutorials and practical sessions for a valid reason/s, such reason/s should be submitted by the student to the relevant Department within one week's time of his/her absence and those will be considered case by case by the Department and the decision of the Department shall be the final.

- 15) Students should obtain at least minimum C grade for each course unit for successful completion of the course unit.
- 16) A student who does not obtain a C grade in a particular course unit may repeat the examination of that course unit in the subsequent academic year for the purpose of improving the grade. The best grade obtainable by a student in this instance would be a C grade. In the event a student obtains a lower grade while attempting to better the grade, he/she will be entitled to the best grade that he/she obtained for the particular course unit for the determination of awarding the degree.
- 17) Candidate should appear for all evaluation components of a particular course unit for successful completion of the particular course unit.
- a) If a student has not sat for the end semester examination or part/s of a course unit and has not provided a valid excuse, he/she is considered as an absent student for the end semester examination of the said course unit and he/she should sit the said end semester examination of that course unit as a repeat candidate in the immediate subsequent academic year. The highest grade obtainable by a such student in such an instant is a C grade.
  - b) If a student has not attempted in any evaluation component of a course unit and has provided a valid excuse/s, he/she must be permitted to sit for the same part/s of the examination of that course unit in the following academic year as his/her first sitting and the results of other parts of that examination of the course unit shall be withheld until the said part/s of the examination is completed.
  - c) To successfully complete a course unit, the student should have to complete all continuous assessments and end semester examination of the course unit. If a student is unable to complete any number of the continuous assessments prescribed for the course unit, the student will be allowed to sit for the end semester examination subject to completion of the uncompleted continuous assessments, within the immediate subsequent semester. The results of the completed part/s of the examination shall be withheld until the student completes the said continuous assessment/s. Furthermore, if

a student has submitted a valid excuse/s for not completing continuous assessment/s on time, such attempt will be considered as his/her first attempt. If a student is unable to provide a valid excuse/s for not appearing for continuous assessment/s, or not completing on time, he/she will be considered as a repeat candidate. Therefore, he/she will receive only a maximum of C grade for the particular course unit. If any student fails to submit the continuous assessment/s in a following semester, he/she will be considered as an absent student for the examination of the particular course unit. Such student should have to sit all parts (continuous assessments and end semester examination) of the examination of the particular course unit as a repeat candidate in the following year/s.

- 18) The end semester examination immediately following the successful completion of the particular semester shall be deemed to be the first scheduled attempt of the student.
- 19) If a candidate is withdrawn or absent for the entire examination of a semester at the first scheduled attempt, and
  - a) he/she has a valid excuse accepted by the Senate; the student may sit the next immediate examination as his/her first scheduled attempt.
  - b) he/she does not have a valid excuse accepted by the Senate, failure to sit any due or scheduled examination shall be considered as an unsuccessful attempt at that examination and treated him/her as a repeat candidate and thereof will lose one of his/her mandatory sittings of the particular course unit.
- 20) A student will be allowed five (05) consecutive attempts for successful completion of a given course unit. Under special circumstances, the number of attempts shall be decided by the Senate of the University on the recommendation of the Faculty Board. Under no circumstances (i.e. Even with acceptable Medical Certificates), a student be permitted to sit an examination if he/she has completed a period of ten (10) academic years from the date of the commencement of the first academic year of the student. Any student who fails to meet this requirement will not be eligible for graduation.
- 21) A candidate shall not be eligible for distinctions or medals unless he/she has taken the examination at the first attempt on which he/she is qualified to do so, provided that it shall be within the purview of the Senate to declare, for some specified reason/s, that he/she is eligible for distinctions and medals for sitting at the immediate next examination.

### **Grade Point Average (GPA)**

- 22) Grade Point Average (GPA) is the credit weighted arithmetic mean of the Grade Point Values, which is determined by dividing the total credit-weighted Grade Point Value by the total number of credits excluding the credits of Non-GPA course units. GPA shall be computed to the second decimal place.

### **Grade Point Values and Grading Criteria**

- 23) Grade Point Values and Credit Values of all registered core and elective course units of the Bachelor of Ayurveda Medicine and Surgery (BAMS) Degree programme shall be considered in calculating the Grade Point Average (GPA) of the student.

- 24) Marks obtained in each course unit will be graded according to the following grading system. A grade point value indicated below is assigned to each grade.

| Range of Marks | Grade | Point Value |
|----------------|-------|-------------|
| 85 - 100       | A+    | 4.0         |
| 70 - 84        | A     | 4.0         |
| 65 - 69        | A-    | 3.7         |
| 60 - 64        | B+    | 3.3         |
| 55 - 59        | B     | 3.0         |
| 50 - 54        | B-    | 2.7         |
| 45 - 49        | C+    | 2.3         |
| 40 - 44        | C     | 2.0         |
| 35 - 39        | C-    | 1.7         |
| 30 - 34        | D+    | 1.3         |
| 25 - 29        | D     | 1.0         |
| 00 - 24        | E     | 0.0         |

- 25) Students should complete all course units that they are registered for and if they fail to complete a particular course unit, it will be indicated in the Result Sheet as “absent”, and a zero (0.0) Grade Point Value (GPV) will be assigned to it.

#### **Awarding the Degree and Classes**

- 26) A candidate who has successfully completed all registered course units, will be eligible for the Bachelor of Ayurveda Medicine and Surgery (BAMS) Degree and classes to be conferred upon him/her as follows.

#### **A. Eligibility criteria for conferring of Bachelor of Ayurveda Medicine and Surgery (BAMS) Degree**

To be eligible for the Bachelor of Ayurveda Medicine and Surgery (BAMS) Degree, a student must obtain

- i. accumulate grades of C or better in all core and elective course units aggregating to a minimum of 150 credits excluding the credits of Non-GPA course units and
- ii. a minimum GPA of 2.00 and
- iii. Obtain grades of C or better in all Non-GPA course units and
- iv. achieve all above requirements within the period of 10 consecutive academic years from the date of the commencement of the first academic year of the student.

#### **B. Eligibility criteria for awarding the Classes of Bachelor of Ayurveda Medicine and Surgery (BAMS) Degree**

##### **a. First Class**

A student who is eligible for the Bachelor of Ayurveda Medicine and Surgery (BAMS) Degree shall be awarded a First Class provided that he/ she obtains.

- i. accumulate grades of C or better in all core and elective course units aggregating to a minimum of 150 credits excluding the credits of Non-GPA course units and

- ii. grades of A or better in course units aggregating to at least 100 credits from core and elective course units and
- iii. grades C or better for all Non-GPA course units and
- iv. a minimum GPA of 3.70 and
- v. achieves all above requirements within the period of 05 consecutive academic years from the date of the commencement of the first academic year of the student.

**b. Second Class (Upper Division)**

A student who is eligible for the Bachelor of Ayurveda Medicine and Surgery (BAMS) Degree shall be awarded Second Class (Upper Division) provided he/she obtains,

- i. accumulate grades of C or better in all core and elective course units aggregating to a minimum of 150 credits excluding the credits of Non-GPA course units and
- ii. grades of B or better in course units aggregating to at least 115 credits from core and elective course units and
- iii. grades C or better for all Non-GPA course units and
- iv. a minimum GPA of 3.30
- v. achieves all above requirements within the period of 05 consecutive academic years from the date of the commencement of the first academic year of the student.

**c. Second Class (Lower Division)**

A student who is eligible for the Bachelor of Ayurveda Medicine and Surgery (BAMS) Degree shall be awarded Second Class (Lower Division) provided he/she obtains,

- i. accumulate grades of C or better in all core and elective course units aggregating to a minimum of 150 credits excluding the credits of Non-GPA course units and
- ii. grades of B or better in course units aggregating to at least 100 credits from core and elective course units and
- iii. grades C or better for all Non-GPA course units and
- iv. a minimum GPA of 3.00
- v. achieves all above requirements within the period of 05 consecutive academic years from the date of the commencement of the first academic year of the student.

27) This By-Law can be amended from time to time as required, with the recommendation of the Senate and the approval of the Council of the Gampaha Wickramarachchi University of Indigenous Medicine, Sri Lanka.

28) In these By-Laws unless the context otherwise requires-

“Core course units” mean the courses highly related to the fundamentals of the Ayurveda that a student is required to complete the degree programme to achieve the required GPA.

“Elective course units” mean the courses associated with the fields of Ayurveda that a student is required to complete the degree programme to achieve the required GPA.

“Non-GPA course units” mean the courses that a student is required to complete the degree programme. However, these courses are not considered for the calculation of the GPA.

“Valid excuse” means a valid excuse that has been ratified by the Council and accepted by the Senate on the recommendation of the Appeals Committee.

“Valid reason” means a valid reason that has been accepted by the relevant Department (For attendance).

“Result Sheet” means the certificate which indicates the course units and the grades earned by the candidate.

“Faculty Board” means the Faculty Board of the Faculty of Indigenous Medicine constituted in terms of Section 48 of the Universities Act, No.16 of 1978.

“Appeals Committee” means the Committee consisting of all Deans of the Faculties of the University, one senior academic member from each Faculty of the University except the Faculty of Graduate Studies nominated by the Senate among its members, Medical Officer of the University and Ayurveda Medical Officer of the University, appointed to consider the Appeals of the students with regard to the Examinations. The convener to the committee shall be the Administrative Officer in charge of the Examination Division of the University or his/her nominee.

“University” means the Gampaha Wickramarachchi University of Indigenous Medicine, Sri Lanka established under the Universities Act No. 16 of 1978.

“Council” means the Council of the Gampaha Wickramarachchi University of Indigenous Medicine, Sri Lanka constituted in terms of Section 44 of the Universities Act, No.16 of 1978.

“Senate” means the Senate of the Gampaha Wickramarachchi University of Indigenous Medicine, Sri Lanka constituted in terms of Section 46 of the Universities Act, No.16 of 1978.

29) Any question regarding the interpretation of these By-Laws shall be referred to the Council of the Gampaha Wickramarachchi University of Indigenous Medicine, Sri Lanka whose decision thereon shall be final.

30) Any matter which is not covered by these By-Laws is subject to the decision and approval of the Senate and the Council on the recommendation of the relevant Faculty Board.

## EXAMINATION PROCEDURE AND PUNISHMENT BY-LAWS

These By-Laws made by the Council of the Gampaha Wickramarachchi University of Indigenous Medicine, Sri Lanka (hereinafter referred to as “the University”) under Section 135 of the Universities Act No. 16 of 1978, as amended.

These By-Laws shall be cited as the “By-Laws on Examination Procedure and Punishment No. 01 of 2021” and shall come into force with effect from 17.06.2021.

All the By-Laws previously issued or applicable relating to the Examination Procedure and Punishment in connection with the Bachelor of Ayurveda Medicine and Surgery Degree are hereby repealed without any prejudice to what has already been done based on such instrument by the adoption of this By-Laws.

These By-Laws shall be applicable to all the undergraduate related examinations in any discipline at the University and shall be subjected to amendments time to time as required.

Each degree programme shall have a separate By-Law which is prepared and recommended by the relevant Faculty and recommended by the Senate and approved by the Council pertaining to its examination criteria.

Any question regarding the interpretation of these By-Laws shall be referred to the Council with the recommendation of the Senate of the University Gampaha Wickramarachchi University of Indigenous Medicine, Sri Lanka. The decision of the Council shall be final.

Any matter which is not covered by these By-Laws is subject to the decision and approval of the Senate and the Council on the recommendation of the relevant Faculty Board.

### Schedule of Examination

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| 01. | <p>1.1 The dates and duration of the examinations shall be determined according to the Academic Calendar of each academic year. Approved date/s or duration cannot be altered without approval of the Vice Chancellor.</p> <p>1.2 The date for releasing examination results of a particular course unit shall be a date within one month from the last paper of that course unit examination.</p>  | <p><i>Dates and Duration of Examinations</i></p> <p><i>Releasing Examination results</i></p>  |
| 02. | <p>2.1 Students who have registered for a particular academic year of a relevant Degree Programme offered by a Faculty are entitled to sit for the examination of that academic year subject to fulfilling requirements stipulated by each Faculty.</p> <p>2.2 A notice on the University website/notice board shall be published at least one month prior to the date of the examination, calling for applications from repeat students and action shall be taken to register such students of the examinations.</p> <p>2.3 Students who have obtained approval from the Senate on the recommendations of the appeals committee for appeals to sit any examination are also entitled to sit such examinations in the relevant academic year subject to conditions.<br/>‘Appeals Committee’ means the Committee consisting of all Deans of the Faculties of the University, one senior academic member from each Faculty of the University except the</p> | <p><i>Eligibility for examinations</i></p> <p><i>Notice on the University web site/notice board for the repeat candidates</i></p> <p><i>Appeals committee/Senate Recommendation</i></p> |



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|  | <p>8.2.1. cancellation of her/his appointment as Paper Setter/Moderator/Examiner/Coordinator: and or</p> <p>8.2.2. be disqualified from all or some of the examination work of the University for a specified (moderate) period or permanently; and/or</p> <p>8.2.3. forfeiture or reduction of remuneration payable to her/him; on examination matter and/or</p> <p>8.2.4.any other action taken by the council of the University.</p> <p>8.3 Moderation of Question Papers/Duties of Paper Setters and Moderators.</p> <p>8.3.1. The moderation of question papers should be undertaken by a Moderator, or a team of Moderators as may be decided by the Faculty Board.</p> <p>8.3.2. Paper Setters while setting the question papers and Moderators while moderating the question papers, shall ensure that all sets of question papers are comparable, as far as possible, with regard to the concepts tested, cognitive operations required, the scope of the answer, difficulty level, time limit and conformity with the syllabus.</p> <p>8.3.3. Moderator should submit duly filled moderation form along with the question paper and the model answer after moderation to the Head of the Department.</p> <p>8.4. The Paper Setters as well as Moderators shall:</p> <p>8.4.1. ensure that each question paper has been set according to the syllabus of the subject, blueprint, design and text books/recommended books;</p> <p>8.4.2.1 prepare a comprehensive marking scheme for each question paper, giving expected answers, value points and distribution of marks.</p> <p>8.4.2.2 when question paper is submitted for moderation, it should be submitted along with the model answer/s.</p> <p>8.4.3. work out for themselves the solution to the question, particularly the numerical questions.</p> <p>8.4.4. state the marks allocated for each question and/or each part of the question.</p> <p>8.4.5. ensure that no question is erroneously or ambiguously worded, leading to an interpretation different from what</p> | <p><i>Duties of Paper Setters and Moderators</i></p> <p><i>Moderation of papers</i></p> |
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|     | <p>the question intended to convey (Each question should linguistically be unambiguous, clear, accurate and free from all limitations).</p> <p>8.4.6. set and moderate the question paper strictly in accordance with the unit wise weightage given in the curriculum of the subject, keeping the variations of the marks, if any, under different sub-units at the minimum.</p> <p>8.5. The Head of Department shall confirm the accuracy of the common details of the question paper, and scrutinize the paper, before sending it for printing.</p>   | <p><i>Role of Paper Setters and Moderators</i></p> <p><i>Paper preparation, evaluation and evaluation criteria</i></p> <p><i>Accuracy of details of the question papers, editing</i></p> |
| 09. | 9.1 The Dean of each Faculty shall issue detailed instructions for all the examination work (including instructions for Paper Setters/ Moderators/ Examiners/ Coordinators) in conformity with these by-laws.   | <i>Role of the Dean of the Faculty</i>   |
| 10. | 10.1 Provided that any emergency arises out of the administrative function or otherwise, which, in the opinion of the appropriate Dean, requires instructions/ directions in deviation of these by-laws, the Vice-Chancellor may order issuance of such instructions/directions as she/he may deem necessary.   | <i>Emergency measures</i>  |
| 11. | 11.1 All question papers shall be sealed and in the exclusive custody of the Administrative Officer in charge of the Faculty.   | <i>Custody of question papers</i>  |
| 12. | 12.1 All copyright in respect of question papers set by the Paper Setter(s) and subsequently moderated by the Moderator(s) shall be vested in the Council of the University.  | <i>Copyright</i>   |
| 13. | <p>13.1 A Supervisor for the Dissertation shall be appointed by the Head of Department of the appropriate Department. The Supervisor cannot be appointed as the 1st or 2nd Examiner of the relevant dissertation. The Dissertation shall be submitted to the specified person by the Department on the date decided by the Senate.</p> <p>13.1.1. Dissertation submitted within period of 30 days from the due date – candidate receives a maximum of 50% marks for the particular course unit.</p> <p>13.1.2. Dissertation submitted later than 30 days from the due date – will not be accepted, and the candidate will be considered as a repeat candidate and evaluation will be done in the next semester.</p> <p>13.1.3. At least two examiners, shall be appointed for each dissertation. The Supervisor cannot be appointed as an examiner.</p> | <p><i>Appointing Supervisors for the Dissertation</i></p> <p><i>Late submission of Dissertation</i></p> <p><i>Appointing examiners for the Dissertation</i></p>                          |
| 14. | Approval for the evaluation criteria for the Dissertation of the undergraduate course shall be obtained from the Faculty Board.   | <i>Evaluation criteria for Dissertation</i>  |
| 15. | <p>15.1 Project report related to industrial training shall be prepared and marks should be allocated.</p> <p>15.2 Evaluation criteria for the project report shall be defined by the Faculty Board.</p>  | <i>Industrial training report and evaluation criteria.</i>   |

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| 16. | 16.1 Rules and regulations in respect of the written examinations are listed under Schedule 01 of these By-laws.   | <i>Rules and regulations for the written examination</i>   |
| 17. | 17.1 Appointments, duties and responsibilities of the Supervisors, Invigilators, Hall Attendants and others are listed under Schedule 02 of these By-Law.  | <i>Duties and instructions to Supervisors, Invigilators.</i>   |
| 18. | 18.1 Duties and responsibilities of the relevant Dean, Head of the Department, Administrative officers in charge of the Faculties, Hall Attendants and Examination Division are listed under Schedule 03 of these By-Laws.   | <i>Duties and responsibilities of Dean/Head/Administrative officers in charge of the Faculties /Hall attendant/Examination Division.</i> |
| 19. | 19.1 Examination offences that can occur at the examination are listed under Schedule 04 of this document. If exceptional cases occur, it shall be reported to the Dean of the Faculty immediately.  | <i>Examination offences</i>  |
| 20. | 20.1 Persons other than the candidates themselves may sometimes be involved in examination offences. Such offences are listed in Schedule 05 of this document. If such cases occur, they should be reported to the Registrar of the University immediately. University disciplinary procedures are applicable to those involved.       | <i>Examination offences committed by persons other than candidates</i>   |
| 21. | 21.1 In the case of examination offences such as missing papers or revelation of questions before the examination, an inquiry shall be commenced against the relevant parties immediately. The question paper shall be cancelled, and the examination shall be conducted with a new question paper.                                    | <i>Missing/misplaced question papers or question revealed before the examination</i>   |
| 22. | 22.1 In the case of missing or misplaced answer scripts, an inquiry shall be commenced against the relevant parties immediately. Immediate action shall be taken to hold a new examination in respect of such question paper.  | <i>Missing or misplaced answer scripts</i>   |
| 23. | 23.1 Results of the course units shall be released after scrutinizing the results by the Examiners' board chaired by the Dean of the relevant Faculty. Result sheets shall be signed by the Dean, the Head of Department and examiners. It will be considered as the official result sheet of the particular course unit.              | <i>Releasing results of the course units</i>   |
| 24. | 24.1 Results of the degrees shall be released by an Examiners' Board chaired by the Vice-Chancellor. Results shall be issued with the signature of the Vice-Chancellor and the Registrar or on her/his behalf the officer-in-charge of the Examination Division. These result sheets will be considered as the official result sheets. | <i>Releasing results of the degree</i>   |

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| 25. | <p>25.1 Holding inquiries into Examination Offences</p> <p>25.1.1 “The Examination Offences Investigating Committee” is a sub-committee appointed by the Senate for obtaining recommendations in respect of the examination offences committed by any undergraduate student of the university. It consists of Deans of Faculties and two members appointed by the Senate among its members. The most senior Dean of the Committee will be the chairman of it. The tenure of the appointed members is two consecutive years. The convener to the committee shall be the Administrative Officer in charge of the Examination Division of the University or his/her nominee.</p> <p>25.1.2. Each offence shall be reported by the Examination Supervisor to the officer-in-charge of the Examination Division through Dean of the relevant Faculty. She/he shall prepare the schedule of offences committed by each candidate and forward it to the committee for recommendations.</p> | <p><i>Appointment of Investigating Committee for examination offences.</i></p> <p><i>Composition of the committee and tenure of appointed members</i></p> <p><i>Reporting examination offences and duty of the Investigation Committee</i></p> |
| 26. | 26.1 Each Candidate will be allowed to sit for course unit examination, for a number of times as stipulated in the By-Law applicable for the appropriate Degree Programme.  | <i>Number of attempts to sit the examination</i>   |
| 27. | 27.1 With the approval of the Senate and Council, each Faculty can prepare criteria and marking schemes for the practical examination/viva – voce examinations, written continuous assessments, written assignments, objective clinical examination, objective practical examinations, Field Project reports, portfolios and clinical examinations of which the marks are computed for the final examination.   | <p><i>Practical examinations, written assignments, objective structure clinical examination, objective practical examination, Field Project reports, portfolios and clinical examinations</i></p>  |
| 28. | <p>28.1 Students with different abilities shall be allowed maximum additional 15 minutes per hour. For example, additional 45 minutes are allowed for a 3-hour paper.</p> <p style="text-align: center;">Target Group</p> <p>Students who have visual, speech, hearing, mobility disabilities or any other disability are entitled to obtain this privilege. Certification this by the Medical Board chaired by the Chief Medical Officer and two other appointed members by the Senate, is required.</p> <p>It also encompasses multiple disability, which is a combination of two or more of these various disabilities in a single individual.</p> <p>Candidates shall make the request to the officer in charge of the Examination Division in order to obtain this privilege at least one month before the examination starts. In an emergency</p>   | <i>Students with different abilities</i>   |

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|     | situation Chief Medical Officer's recommendation can be considered.   |   |
| 29. | 29.1 Provisions stipulated in Commission Circular No. 978 dated 09.04.2012 issued by the University Grants Commission are allowed for re-scrutinization of marks and grades of undergraduates of the University.  | <i>Re-scrutiny of results</i>               |
| 30  | 30.1 Effective date of all Degree programmes will be the first day of the following month from the date of submission of the last assessment (i.e., Written Examination, Submission of Dissertation etc.,) of the end semester examination in the final year.<br>30.2 However, the Senate has the authority to determine the effective date of the Degree programme under special circumstances. The decision of the Senate shall be final. | <i>Effective date of a Degree Programme</i> |
| 31. | 31.1 These By-Laws can be amended time to time as required, with the recommendation of the Senate and the approval of the Council of the Gampaha Wickramarachchi University of Indigenous Medicine, Sri Lanka.  | <i>Amendments to these By-Laws</i>          |
| 32. | 32.1 Any question regarding the interpretation of these By-Laws shall be referred with the recommendation of the Senate to the Council of the University whose decision thereon shall be final.   | <i>Interpretation</i>                       |

**Rules and Regulations Related to the Written Examinations**

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| 01. | <p>1.1 Candidates should be in the vicinity of the examination hall at least 15 minutes before the commencement of the question paper and should enter the examination hall only when the supervisor gives them permission to do so.</p> <p>2.1 As soon as the candidates enter the examination hall, they should seat themselves in the seats bearing their index number. The seat cannot be changed except with the special permission of the supervisor.</p> <p>3.1 No candidate will be allowed to enter the examination hall 30 minutes after the commencement of the examination. Once the examination starts, candidates are not allowed to exit from the examination hall in the first 30 minutes of the examination. Any candidate may leave from the hall after handing over the answer script to the supervisor, but no candidates are allowed to leave the hall in the last 30 minutes of the examination.</p>  | <i>Seating for exams</i> |
| 04. | <p>4.1 Each candidate should collect the admission card from the Faculty Office and get her/his signature verified by a member of the academic staff, and bring it to the examination hall, along with the Student Identity Card/Student Record Book.</p> <p>4.2 Candidacy of those who fail to submit the said documents is liable to be cancelled for the particular course unit exam.</p> <p>4.3 If the candidate does not have the admission card, she/he should furnish a statement signed according to the format supplied by the supervisor in order to sit the examination. The candidate should produce the required documents to prove identity when she/he sits the next examination paper.</p> <p>4.4 If this happens to be the last and the only paper of the candidate is sitting, the aforementioned documents should be shown to the Administrative Officer in-charge of the relevant Faculty on the next working day.</p> <p>4.5 If the Student Record Book/Student Identity Card is lost during the examination, a second copy/identity card should be obtained from the Administrative Officer in-charge of the relevant Faculty.</p> <p>4.6 If there is a difference between the name that appears in the Student Record Book/Identity Card and the Admission Card, a Certificate obtained from the Registrar confirming the above should be produced. In case of failure to submit such a certificate, the National Identity Card, or a recently taken photograph certified by an authorized person should be submitted.</p> | <i>Admission Card</i>    |

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| 05. | 5.1 During the examination, the admission card or the relevant part of the admission card should be handed over to the invigilator after signing the form in the presence of the invigilator, by the candidate.   | <i>Attendance</i>                               |
| 06. | 6.1 The candidates should bring only the necessary instruments such as pens, pencils, erasers, rulers, geometrical instruments, coloured pencils which are legally permitted to be brought for their use. In addition, the candidate should be responsible not to bring any sort of document, note or an instrument which could be improperly used into the examination hall. Specifically, the candidate should not keep mobile phones, or other electronic communication equipment or any other technical equipment with her/him during the examination.  | <i>What to take to examination hall</i>         |
| 07. | 7.1 The candidate should promptly produce any document, object or any instrument which is near her/him or in her/his care as and when the supervisor asks for it.   |   |
| 08. | 8.1 Candidates are prohibited from asking or exchanging anything, conversing or copying from any other candidate or any document. No assistance of any sort should be obtained from another candidate/person. Copying from another candidate or encouraging or assisting another candidate to copy is strictly prohibited.  |   |
| 09. | 9.1 Only the writing books and papers issued for the day should be used for writing answers to the question paper. It is the candidate's responsibility to check whether the date stamp bearing the valid date and the invigilator's signature are placed on the books or/and the answering sheet. If the frank of the valid date with the signature of the supervisor or invigilator is not placed on the answering books and papers such stationery should not be used to write the answers. It is the responsibility of the candidate to inform the supervisor as soon as possible and get the papers with the valid date and signature. | <i>Certified answer books should be used</i>    |
| 10. | 10.1 The required stationery to write answers (i.e. writing paper, graph papers, drawing papers, ledger papers etc.) will be issued to candidates as and when necessary. Tearing, scratching, folding, crushing or destroying any paper or book supplied to the candidate is prohibited. Only the stationery supplied by the supervisor or invigilator should be used. All the stationery and instruments supplied to the candidate (used/unused) should be left on the desk and should not be taken out of the examination hall.   | <i>Other stationery at the examination hall</i> |
| 11. | 11.1 Before starting to answer the question paper, the index number of the candidate and the name of the examination should be written in the due place of the answering sheet. The index number of the candidate should be written in all papers used for answering the questions. No candidate should write her/his name or any symbol of identification on the answering sheets. Writing someone else's index number on one's answering sheet is deemed  | <i>Index number</i>                             |

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|     | misconduct and an examination offence. Answering sheets without the index number or illegible index number will be rejected.   |  |
| 12. | 12.1 The paper used for rough work and other writing papers should be attached to the answering sheet. Irrelevant parts or mistakes made on the answer sheet should be crossed out. Rough work should not be done on the admission card, timetable, question paper or Student Record Book. Candidates who do not follow these instructions shall be deemed to have breached the rules of the examination.  | <i>Rough Work</i>  |
| 13. | 13.1 Candidates should behave in the examination hall, without disturbing the supervisor, invigilators and other candidates. Silence should be preserved in and out of the examination hall. Candidates will not be allowed to go out of the examination hall temporarily except in an emergency situation. In such situations, permission can be granted to go out temporarily with the invigilator. The supervisor possesses the authority to expel those who do not follow the aforementioned instructions. Talking with others except with the supervisor or an invigilator in the examination hall at the time of examination is completely prohibited. The attention of the supervisor or an invigilator can be obtained by raising one's hand when a question arises. | <i>Behaviour of the candidates at the examination hall</i> |
| 14. | 14.1 Candidates should be suitably dressed for the examination, so that their attire should not conceal their identity.  |  |
| 15. | 15.1 No candidate should reproduce a field book or a field programme or a thesis as a whole or a part done by another.   |  |
| 16. | 16.1 No candidate should permit another to sit the examination on her/his behalf, and no candidate is permitted to sit the examination on behalf of someone else.  |  |
| 17. | 17.1 Candidates should be aware of the fact that the supervisor possesses sole powers to question or to take statements from a candidate regarding any matter that has arisen in the examination hall. The candidate cannot refuse answering questions or signing the statement.   |  |
| 18. | 18.1 If the supervisor is convinced that a situation which leads to cancellation or postponement of the examination has arisen, the supervisor will take steps to report to the due authorities immediately having stopped the examination and collected answer sheets immediately.  |  |

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| 19. | 19.1The candidates should stop all work as soon as the signal to stop the examination is given by the supervisor. The supervisor/ invigilator bears the right of notifying the Examination Division about disobedient candidates if these instructions are not followed.  |  |
| 20. | 20.1Candidates should hand over their answer sheets to the supervisor or an invigilator themselves. Candidates should stay in their seats until the answer sheets are collected. Answer sheets should not be handed over to workers or any other person in the hall for any reason. A candidate does not have the right to ask for the answer sheet once it has been handed over, for any reason whatsoever.  |  |
| 21. | 21.1No candidate can take her/his or someone else's answer sheets out of the examination hall.  |  |
| 22. | 22.1Candidates should be responsible not to keep any document or note or equipment in their possession, which can be misused at the time of examination. Further, candidates should not try to use any equipment or document or note improperly. All candidates should be responsible not to engage in examination misconduct and to avoid any such act which will lead to suspicion of being engaged or engaged in examination misconduct.   |  |
| 23. | 23.1In marking answer sheets, when more questions than the stipulated number of questions are answered, only the specified number of answers should be marked following the same order in which the answers have been provided without marking the additional answer/s. e.g. the last answer is not marked when an additional question apart from the due number of questions is answered. Nevertheless, the examiner possesses the authority of identifying an answer or part of an answer which is not needed to be marked in cases where the candidate has answered more than the required number of questions.                          | <i>Evaluation of answer scripts</i>      |
| 24. | 24.1Sitting the examination by all candidates registered for the examination is mandatory. If the candidate does not appear for the examination, she/ he should seek permission of the Senate within the relevant period of time, having submitted a written appeal to the Appeals Committee with acceptable reasons for not sitting the examination with written proof and the recommendation of the Dean of the relevant Faculty. If a candidate cannot appear for a part of examination, the Administrative Officer in-charge of the Faculty should be immediately informed of this in writing, and relevant proof sent within 48 hours. | <i>Not appearing for the Examination</i> |
| 25. | 25.1If a candidate is not sitting the whole examination or a part of it due to medical reasons, a Medical Certificate should be obtained having reported to the Medical Officer of the University before the examination commences or within the period of time the examination is being conducted or within 14 days from the date of appropriate course unit examination held.   | <i>Medical Certificate</i>               |

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| 26. | 26.1 If a candidate who has not sat the whole examination or a part of it has not obtained the approval of the Senate following the aforementioned instructions, sitting the said examination in the next instance would be deemed as sitting a repeat examination.  |  |
| 27. | 27.1A candidate who fails to obtain a Medical Certificate from the University Medical Officer due to unavoidable circumstances should submit a valid Medical certificate obtained from the District Medical Officer of the candidate's residential area or a Consultant Physician or a Government Ayurvedic Hospital. The certificate must be certified by the Medical Officer of the University within 14 days from the due date of the examination. Medical Certificates issued by Western, Ayurvedic, or Homeopathy doctors in private practice will not be generally accepted. However, these may be considered case by case by the Appeals Committee of the University. |  |

## **Schedule No. 02**

### **Duties and Instructions to Supervisors and Invigilators**

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| 01. | <p>1.1 A Supervisor and one invigilator for each group of 30 candidates or fewer are appointed to an examination hall. The number of supervisors required for an examination hall with large number of candidates shall be determined by the Dean of the relevant Faculty. The name list of the appointed supervisors and invigilators is issued by the Dean of the relevant Faculty. No supervisor or invigilator shall undertake the appointment, if her/his relatives are sitting the examination. On such occasions, the supervisors/invigilators shall inform the Dean of the relevant Faculty. about the situation and refuse to be involved.</p> <p>1.2 Supervisors shall get the packet of question papers at least 30 minutes before the examination starts, from the relevant Faculty office and report to the examination hall immediately.</p> <p>1.3 Supervisors and invigilators shall take the responsibility to distribute answer writing books and other necessary items among the candidates at least 15 minutes before the examination starts.</p> <p>1.4 Attendance registers, examination instruments, marking sheets, question papers and other relevant documents shall be kept in the supervisors' custody until the examination starts.</p> | <p><i>Duties of Examination Supervisors and Invigilators</i></p> |
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|     | <p>1.5 Supervisors shall remain in the examination hall for the duration of the examination. In case of emergency, the Supervisor may leave for 10 minutes.</p>  |  |
| 02. | <p>2.1 Supervisors shall use the record book which is issued to her/him to mark the attendance of the staff and the matters to be reported to the Examination Division.</p> <p>2.2 If any supervisor is not in a position to attend to any of the assigned duties of the examination, she/he shall inform the Dean/Administrative officer in charge of the Faculty in advance and the said supervisor should find a suitable person to replace her/him according to the criteria of the Faculty.</p>   | <i>Supervisors' roles</i>  |
| 03. | <p>3.1 Invigilators shall report to the supervisor of the examination hall 30 minutes before the examination starts. Invigilators shall assist the supervisor in administration work of the examination hall during the period of the examination.</p> <p>3.2 Invigilators shall distribute the question papers and additional stationery required by the candidates, detect any examination irregularities and cases of possible examination offences, check the identity of candidates, get the admission cards signed by the candidates, record the attendance of candidates, and collect answer scripts.</p> <p>3.3 If any Invigilator is not in a position to attend to any of the assigned duties of the examination, she/he shall inform the Dean/Administrative officer in charge of the Faculty and the relevant supervisor in advance and the said invigilator should find a suitable person to replace her/him according to the criteria of the Faculty.</p> <p>3.4 Invigilators are not allowed to go out during the duration of the examination. In an emergency they are allowed to stay out for not more than 10 minutes with the permission of the supervisor. The supervisor shall record such instances in the supervisor's record book.</p> | <i>Invigilators' roles</i>   |
| 04. | <p>4.1 The list of candidates prepared for each examination hall shall be issued to the supervisors by the Administrative officer in charge of the relevant Faculty. No candidate is allowed to sit the examination, if her/his name does not appear in the list.</p>  | <i>Only the Candidates whose name appears in the list of candidate shall sit an examination.</i> |

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|     | <p>4.2 The supervisor/invigilator should verify the identity of the candidate and get her/his signature on the admission card. The signed admission cards should be collected. At the end of the examination, the admission cards should be handed over to the Faculty office by the supervisor.</p> <p>4.3 If any candidate comes to the examination without an admission card,</p> <ul style="list-style-type: none"> <li>i. if the candidate's name appears in the candidate list provided by the Faculty,<br/>and</li> <li>ii. if the candidate has sufficient evidence to prove she/he is the person whose name appears on the list,<br/>and</li> <li>iii. has a sufficient reason to prove not receiving or not obtaining the admission card in advance?<br/>Permission shall be granted to sit the examination by the supervisor, subject to objections which can be raised later and with a written statement from the candidate that she/he agrees to prove her/his identity through the Registrar by providing the evidence stated in ii above.</li> </ul> <p>4.4 When special permission is granted as per 4.3 above, it shall be reported in the supervisor's record book and the candidate should be informed to produce her/his admission card immediately after the examination. When the admission card is produced to the supervisor, the candidate's signature should be placed, and it should be certified immediately.</p> <p>4.5 Where the candidate has the admission card and her/his name does not appear in the list of candidates,</p> <ul style="list-style-type: none"> <li>i. If the candidate reports to the examination hall,<br/>and</li> <li>ii. If, she/he has sufficient documentary evidence to prove her/ his identity,</li> </ul> <p>The supervisor may grant permission to sit the examination after obtaining a written statement that the candidate agrees to provide certification from the Administrative officer in charge of the relevant Faculty regarding her/his candidacy. On such occasion, it shall be recorded in the supervisor's record book and should be reported to the Administrative officer in charge of the relevant Faculty immediately and confirmation should be obtained.</p> | <p><i>Each candidate shall be issued an admission card</i></p> <p><i>If no admission card is received by candidate</i></p> <p><i>Name not appearing in the list of candidates</i></p> |
| 05. | <p>5.1 The attendance register signed by the candidate will denote candidate's presence. For candidates who are absent for the examination, "<b>AB</b>" shall be written against the name or the</p>   | <p><i>Marking attendance of the candidates and handing over</i></p>   |

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|     | <p>index number of the candidate. This shall be done in all the sessions of the examination. At the end of the examination, the attendance register of the candidates and all the admission cards shall be put into the relevant sealed cover and handed over to the Faculty office. The Administrative officer in charge of the relevant Faculty is responsible to maintain records of attendance and admission cards at examinations.</p>  | <i>Admission cards to the Faculty Office</i>  |
| 06. | <p>6.1 Candidates shall/should be informed to bring their identity card to the examination hall. The supervisor may accept any one the following.</p> <ol style="list-style-type: none"> <li>a. Student Identity Card</li> <li>b. Valid Passport</li> <li>c. Student Record Book</li> <li>d. National Identity Card (NIC)</li> </ol>   | <i>Identification</i>   |
| 07. | <p>7.1 The code number of the question papers (Subjects/Course Units) which the candidates should answer are printed in the admission card. When the candidate appears for a paper, the candidate shall sign the admission card in front of the relevant date and the paper. It is proof that the candidate has sat the examination.</p>   | <i>Signing the Admission Card</i>   |
| 08. | <p>8.1 Head of the Department or the setter of the question papers shall present her/himself to the Faculty office for printing question papers, prepared under the instructions given in section 8.5 of Schedule of Examination, of these by-laws. Printing shall be done under her/his supervision and Administrative officer in charge of the Faculty. The packet of question papers indicating relevant and correct information shall be handed over to the Faculty office.</p>  | <i>Printing question papers and handing over to the Faculty Office</i>                                      |
| 09. | <p>9.1 The supervisor shall report to the Faculty office to obtain question papers.</p>  | <i>Collecting Question Papers</i>   |
| 10. | <p>10.1 The packet of question papers shall be opened in front of the candidates in the examination hall. The supervisor shall read all the information appearing on the cover carefully before opening the packet. The number of the question paper included in the packet is written on the cover. After distributing the papers among the candidates, the rest of the question papers shall be handed over to the Faculty office, placing them in the same cover/envelope.</p> <p>10.2 If there is a discrepancy in the title of the question paper or with the title given in the timetable, action is to be taken not to distribute the question papers, and originals checked in the Faculty office. If there is an error, they should be placed</p> | <p><i>Opening of the sealed packet of question papers</i></p> <p><i>Distribution of question papers</i></p> |

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|            | <p>in the same cover and should be sealed and handed over to the Faculty office immediately. It shall be reported in the supervisor's record book and action shall be taken to distribute the correct question papers. If it is not possible to give the correct question paper within 45 minutes, the examination shall be postponed and shall be held the day following the last examination date of the timetable.</p> <p>10.3 Immediate action shall be taken to report this matter to the Dean of the Faculty in order to take suitable action and it should be reported in the supervisor's record book.</p> <p>10.4 After opening of the packet of question papers, the question paper shall be examined within the first 15 minutes by the supervisor or examiner. If there is any correction or anything to be clarified, action should be taken to get instructions from the relevant Head of Department or the Examiner in the examination hall.</p> <p>10.5 Permission shall not be granted to any candidates who report to the examination hall 30 minutes after the commencement of the examination and no candidate should be permitted to leave the examination hall during the first 30 minutes and last 30 minutes of the examination.</p> <p>10.6 Supervisor shall announce the remaining time of 30 minutes and 15 minutes before the examination ends. 5 minutes before the end of the examination instructions should be given to candidate to prepare to hand over answer scripts.</p> | <p><i>Reporting and leaving examination hall</i></p>  |
| <p>11.</p> | <p>11.1 When there are separate papers for repeat students and 1<sup>st</sup> attempt students, such papers should be collected separately. Before packing the answer scripts, the answer scripts shall be kept in order and counted. Answer scripts need to be corrected and tallied with the number indicated in the attendance register, and mark sheet.</p> <p>i. All answer books from examination Centres shall be received by the Administrative officer in charge of the Faculty or by an officer identified and recommended by the Dean and approved by the Vice-Chancellor.</p> <p>ii. All answer books shall be deemed as confidential documents and no person(s) other than those identified by the Dean/Vice-Chancellor shall be permitted to handle the same.</p> <p>iii. Supervisor shall ensure the collection of all the answer scripts from the examination hall.</p>   | <p><i>Collecting and packing answer scripts</i></p> <p><i>Handing over Answer Books</i></p> |

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| 12. | 12.1 No candidate shall be issued more than one answer book other than in exceptional circumstances, at the discretion of the supervisor. Every answer book issued to the candidates and the other papers shall be date stamped and the signature of the supervisor or invigilator placed across the date stamp. | <i>Answer Books</i> |
| 13. | 13.1 No candidate shall be allowed to take the answer books or additional paper outside the examination hall.  |                     |
| 14. | 14.1 A copy of the examination rules and regulations shall be available at the examination hall.   |                     |

**Duties and responsibilities of Dean/ Head of Department/ Officers in charge of the Faculties/ Hall Attendants**

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| 01. | <p>1.1 The Dean is responsible for determining the examination timetable for the Faculty according to the academic calendar. It is the responsibility of the Dean to conduct the examination and release the results on due dates according to the dates approved by the Senate. In addition to that, the academic staff and the non-academic staff of the Faculty shall be involved in conducting the examinations. If there are disturbances during the examination, action should be taken to report such to the Vice-Chancellor immediately.</p> <p>1.2 Obtaining the approval for the list of examiners from the Senate and the Council.</p>   | <i>Responsibility of the Dean</i>                    |
| 02. | <p>2.1 Duties of the Head of Department include:</p> <ol style="list-style-type: none"> <li>i. Obtaining recommendation for the list of examiners from the Faculty Board.</li> <li>ii. Recommending staff eligible to be appointed as invigilators.</li> <li>iii. Supervising activities related to preparing, moderating and/or translating the question papers.</li> <li>iv. Collecting answer scripts from the officers in charge of the Faculty within one working day and immediately handing over them to the relevant examiners.</li> <li>v. Obtaining corrected answer scripts from the examiners.</li> <li>vi. Preparing mark sheets and certifying the student number of the mark sheets.</li> <li>vii. Recommending a 3<sup>rd</sup> examiner in the event of discrepancy of over 10 marks between examiners.</li> <li>viii. Standardization of marks with examiners if necessary.</li> <li>ix. Handing over the final mark sheets to the Dean to release results.</li> <li>x. Forwarding necessary documents to the Dean in respect of the semester examination results.</li> <li>xi. Assisting the Dean to release semester results as scheduled.</li> <li>xii. Examining the following details of the question paper before sending them for printing, with the examiners and the other academic staff of the Department. <ol style="list-style-type: none"> <li>a. Name and number of the question paper</li> <li>b. Name of the examination</li> <li>c. Year and the month</li> <li>d. Number of questions in the question paper</li> <li>e. Allocated time</li> <li>f. Directives given to the candidates to answer the questions</li> <li>g. Preparing or supervising departmental marking schemes for evaluating the answer scripts</li> <li>h. Securing the confidentiality of the examination process</li> </ol> </li> </ol> | <i>Duty and responsibility of Head of Department</i> |

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| 03. | <p>3.1 a. Sending requests for necessary stationery to the Examination Division. This request shall be sent at least 2 months before the examination.</p> <p>b. Supervising the following activities in respect of the examination hall.</p> <ul style="list-style-type: none"> <li>● Preparing the examination hall</li> <li>● Numbering the desks</li> <li>● Cleaning and other related activity for the examination</li> </ul> <p>c. Maintaining/Archiving</p> <ul style="list-style-type: none"> <li>● List of candidates</li> <li>● Records of attendance, admission cards of candidates</li> </ul> <p>d. Supervising the following activities in respect of printing, custody and issuing question papers and receiving answer scripts.</p> <ul style="list-style-type: none"> <li>● Administration Officers in charge of the Faculty shall be responsible for printing question papers at the Faculty office.</li> <li>● A record shall be maintained about the number of printed and destroyed copies.</li> <li>● Safe removal of the discarded papers and used stencils/copies/drafts.</li> <li>● Certifying the important Information of the paper packet (no. of question papers, subject, hall no, number of copies, date, name of the supervisor etc.)</li> <li>● Custody of the question papers until handing them over to the supervisor on due date.</li> <li>● Receiving answer scripts and delivery of answer scripts to the Head of the relevant Department within one working day.</li> <li>● Supplying necessary stationery and other requirements to the examination hall.</li> </ul> <p>e. A record shall be maintained in respect of the printed question papers, (handing over to the supervisors, receiving answer scripts from the examination hall and handing them over to the Head of Department.)</p> <p>f. Allocating hall attendants and monitoring their work.</p> <p>g. Details of the candidates who fail to submit relevant documents to the supervisor during the examination should be submitted to the relevant officers/ Head of the Department</p> | <i>Duties of the Administration officer in charge of the Faculty</i> |
| 04. | <p>4.1 Hall attendants shall report to the supervisor of the examination hall 30 minutes before the examination starts and open the doors for candidates 10 minutes before the examination starts.</p> <p>4.2 Hall attendants shall sign their attendance register and the supervisor's signature obtained, to record attendance.</p> <p>4.3 Hall attendants shall clean the examination hall, desks, chairs and floor of the examination hall.</p> <p>4.4 Index numbers shall be written on the desks, according to the order given in the mark sheets.</p> <p>4.5 It is responsibility of the hall attendants to place the date stamp on the answer books and other additional papers. If there are extra blank papers issued previously, the previous date shall be cancelled by a single line and a new date shall be marked.</p>  | <i>Duties of the Hall Attendants</i>                                 |

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|     | <p>4.6 Distribution of stationery among the candidates and collection of unused stationery at the end of the examination.</p> <p>4.7 Action should be taken to use stationery carefully.</p> <p>4.8 Action should be taken to take away the stationery which is not used for the examination or a particular day.</p> <p>4.9 Action should be taken to obtain answer books and answer writing papers from the Examination Division on the day of the examination and at the end of the examination. Remaining books and answer papers should be handed over to the Examination Division.</p> <p>4.10 Action should be taken to assist in the conducting of examinations under the guidance of the supervisors and invigilators.</p> <p>4.11 Assistance should be given to the supervisors and the invigilators to help students who fall ill in the examination hall.</p> <p>4.12 Any other duties assigned by the supervisor or invigilator should be completed.</p> <p>4.13 If it is impossible to attend to examination duties because of illness or unavoidable circumstances, hall attendants must inform the supervisor immediately over the phone, and inform the administrative officer of the relevant Faculty, too.</p> <p>4.14 Hall attendants should assist in packaging the answer scripts and pasting the labels written by the invigilators.</p> <p>4.15 Hall attendants are not allowed to go out of the examination hall. In an emergency they are allowed to say out for not more than 10 minutes with the permission of the supervisor.</p> |   |
| 05. | <p>5.1 Calling applications from repeat candidates where applicable.</p> <p>5.2 Receiving requests for necessary stationery items from each Faculty. Ordering of necessary stationery items from Supplies Division based on the requests received, at least before two months from the commencing date of the examination. Distributing stationery to the Faculties based on their requests.</p> <p>5.3 Conducting Results Board chaired by the Vice-Chancellor and releasing the final year results.</p> <p>5.4 Accepting complaints regarding Examination Offences from different Faculties.</p> <p>Reporting all complaints of Examination Offences to the Senate sub-committee established to investigate examination irregularities.</p> <p>Ensuring such decisions are submitted to the Senate for approval and informing the final decision of the Senate to the candidates.</p>  | <i>Duties of the Examination Division</i> |

**Examination Irregularities**

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| <p>01.</p> | <p><b>1.1 Examination Irregularities</b><br/> Examination irregularities have been classified as follows.</p> <p>1.1.1 Keeping unauthorized document in one's possession<br/> 1.1.2 Copying/Plagiarism<br/> 1.1.3 Coming to the examination hall having written notes on palm or any other part of the body or on one's clothes<br/> 1.1.4 Cheating<br/> 1.1.5 Taking the stationery belonging to the University out of the examination hall<br/> 1.1.6 Improper behaviour of disturbing the examination activities<br/> 1.1.7 Employing somebody else to sit the examination on one's behalf or sitting the examination on someone else's behalf<br/> 1.1.8 Getting to know or trying to know the contents of a question paper through improper means and methods<br/> 1.1.9 Encouraging, supporting or getting assistance to commit an examination irregularity<br/> 1.1.10 Influencing the examiner or other examination officers improperly<br/> 1.1.11 Not following or obeying the orders or instructions of the supervisor or disputing with the supervisor or the staff serving in the examination hall<br/> 1.1.12 Taking mobile phones or technical gadgets of any sort into the examination hall</p> | <p><i>Examinations<br/> Offences</i></p>           |
| <p>02.</p> | <p><b>2.1 Inquiries on Malpractices at Examinations</b><br/> Malpractices related to examinations should be reported to the officer in charge of the Examination Division by the supervisor.</p> <ul style="list-style-type: none"> <li>● Once the Examination irregularity is witnessed by the invigilator, this should be reported to the supervisor immediately.</li> <li>● Supervisor should take necessary steps with the invigilator to record the irregularity in the specific format provided.</li> <li>● A written statement should be taken from the candidate concerned with signature of candidate placed on document.</li> <li>● All the documents should be clearly numbered using standard numbering procedure and all the documents attached should be stated in the said format.</li> <li>● Duly completed forms clearly mentioning the date and the time of the irregularity together with the names and signatures of the supervisor and the invigilator, proof documents/articles if any, should be forwarded to the officer in charge of the Examination Division under sealed cover without delay.</li> </ul>   | <p><i>Role of Supervisor/<br/> Invigilator</i></p> |

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| 03. | <p>The Committee Investigating Examination Irregularities should be a sub-committee of the Senate. The officer in charge of the Examination Division should write to the Committee Investigating Examination Irregularities and should report each case of irregularity to the Committee. Punishments which are recommended by this committee should be forwarded to the Senate for due approval. Considering the recommendation of this Committee, the Senate should decide on the punishments for the offences. The decision of the Senate shall be final. The officer in charge of the Examination Division should inform the candidate/s and the relevant Faculty and the Department about the punishments or the decision by the Senate. Punishment may lead to candidates being deemed repeat candidates.</p> <p><b>3.1 Punishments for malpractice in Examinations</b></p> <p><b>3.1.1 Having unauthorized documents</b><br/>Prohibition to sit examinations conducted by the University for a maximum of two years or/and sentence of other punishments decided by the Senate.</p> <p><b>3.1.2 Copying / Plagiarism</b><br/>Cancellation of candidacy and prohibition of sitting other examinations held by the University for a maximum of three years or/and sentence of other punishments decided by the Senate.</p> <p><b>3.1.3 Having notes on the palm or any other part of the body or clothes</b><br/>Cancellation of candidacy and prohibition to sit examinations held by the University for a maximum of three years or/and sentence of other punishments decided by the Senate.</p> <p><b>3.1.4 Cheating</b><br/>Cancellation of candidacy, and prohibition to sit University examinations for a specified period, and imposition of other punishments according to the Senate.</p> <p><b>3.1.5 Taking stationery items out of the examination hall</b><br/>Cancellation of candidature and prohibition of sitting examinations conducted by the University for a specified period of time decided on by the Senate.</p> <p><b>3.1.6 Misbehaviour of causing disturbance in examination hall</b><br/>Cancellation of candidacy, and prohibition of sitting any examination in the University for at least five years, and other punishments decided on by the Senate.</p> | <p><i>Role of Senate</i></p> <p><i>Punishments</i></p> |
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### **3.1.7 Impersonation**

If a person sits the examination using another person's index number, or allows another person to impersonate her/him, it is a serious offence. In such a situation both persons are punished. If the other person who has sat the examination has not registered as a student in the University, action will be taken in accordance with the existing laws of the country against such person.

In the case of a registered student, cancellation of candidacy and prohibition of sitting University examinations for a minimum of 5 years and maximum of 10 years; and any other punishment imposed by the Senate should be upheld.

### **3.1.8 Finding out contents of question paper or attempts to find the contents of the question paper in an illegal way before the examination**

Cancellation of candidacy and/ or any other punishment imposed by the Senate.

### **3.1.9 Supporting malpractice in examination or getting help of someone for examination malpractice**

Cancellation of candidacy and/ or any other punishment imposed by the Senate.

### **3.1.10 Undue influence on supervisors and other officials**

Cancellation of candidacy and/ or any other punishment imposed by the Senate.

### **3.1.11 Disobedience in the examination hall and/or disputes with the supervisor and staff in the examination hall**

Cancellation of candidacy, prohibition of sitting University examinations for a maximum of five years and/or any other punishment imposed by the Senate.

### **3.1.12 Bringing mobile phones or any other instrument of technology into the exam hall**

Cancellation of candidacy and prohibition of sitting University examinations for a maximum 3 years or/and any other punishments imposed by the Senate.

### **3.1.13 Being guilty for the second time of malpractice at an examination**

Cancellation of student registration and/or any other punishment imposed by the Senate.

### **3.1.14 Plagiarism in Assignments/Thesis/Dissertation**

Cancellation of assignment or dissertation and/or any other punishment imposed by the Senate.

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| <p>04.</p> <p>05.</p> <p>06.</p> | <p><b>4.1 Compulsory Punishments</b></p> <p>All the candidates must be aware that according to the will of the Senate, all or several of the following compulsory punishments can be imposed:</p> <p>4.1.1 not awarding a class for the degree</p> <p>4.1.2 limiting the maximum marks for repeat exam for cancelled question paper to 40%</p> <p>4.1.3 suspension or cancellation of scholarships and bursaries</p> <p>4.1.4 cancellation of hostel facilities</p> <p>4.1.5 not being called for the convocation</p> <p>4.1.6 delay in the releasing of results and awarding the degree one year later</p> <p><b>5.1 Any other misconduct/malpractice/misdemeanour or fault</b></p> <p>Any misconduct/malpractice/misdemeanour or fault not discussed in these provisions, but deemed to be considered malpractice by the Senate, will be discussed and punishment meted out and shall be referred to the examination offences investigating committee to investigate the matter.</p> <p><b>6.1 Appeals made by the students who have been recommended to be punished for malpractice at examinations</b></p> <p>Students who have been punished for malpractice at the examinations, can forward their appeals in writing to the Vice Chancellor within 14 days of the receipt of such letter. Candidates have no right to appeal after 14 days of receiving the letter. The Vice Chancellor will direct such appeals to a special two-member committee appointed by the Council among its appointed members, to investigate the appeal and report to the Vice-Chancellor.</p> <p>The Vice-Chancellor should inform the recommendation/s by the said committee to the next immediate Council. The decision by the council shall be informed by the Registrar of the University to the student/s. The decision/s taken by the council shall be final.</p> | <p><i>Appeals</i></p> |
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**Examination offences committed by parties other than candidates**

01. If unauthorized person/s, engage in one or more of the following, they will be deemed to have committed examination offences:
  - a) Exposing confidential documents to other parties
  - b) Reading confidential documents
  - c) Entering marks
  - d) Altering marks
  - e) Destroying a confiscated confidential document without permission
  - f) Reading, packaging, transporting, printing question papers or answer scripts
  - g) Opening confidential documents, cupboards, safes or any other illegal activity
02. Writing or altering the information on the examination documents (Examination book, continuation sheets)
03. Changing or adding alternative answer scripts or part of the answer scripts to the original answer scripts.
04. Being involved in paper setting, moderating and evaluation or handling confidential documents when a close relative is appearing in an examination.
05. Allowing or to be allowed to obtain examination documents (Examination books, continuation sheets etc,) for unauthorized parties.
06. Any misconduct/malpractice/misdemeanour or fault not discussed in these provisions but deemed to be considered malpractice by the Senate.

**Reporting such examination offences**

As soon as an offence comes to light or is brought to the notice of a Head of Department/Dean/ Officer in charge of the Examination Division/ Registrar or Vice-Chancellor immediate action shall be taken. The University shall take action according to the disciplinary procedures of the University or under the existing laws of the country against the persons concerned.

## EXAMINATION OFFENCES INVESTIGATING COMMITTEE GUIDELINES

### 1. Introduction

The Examination Offences Investigating Committee (hereinafter referred to as the “Examination Offence Committee”) is a sub-committee of the Senate of the Gampaha Wickramarachchi University of Indigenous Medicine, Sri Lanka (hereinafter referred to as the “University”).

The below mentioned are the guidelines that are to be followed by the Examination Offence Committee in dealing with matters related to examination offences and irregularities, and these guidelines can be amended time to time as required by following the due procedures.

### 2. Purpose

The Examination Offence Committee is mandated to investigate the complaints/ reports brought into its notice on the matters related to examination offences which are stipulated in the Schedule No.04 of the By-Laws on Examination Procedure and Punishment.

This is a non-adversarial, non-judicial process established to ensure the quality of the academic activities and the individual integrity.

### 3. Composition and Operational Aspects of the Examination Offences Investigating Committee

- 1) The committee comprises with following members.
  - i. Dean of each Faculty
  - ii. Two members appointed by the Senate among its members

### 4. The Administrative Officer in-charge of the Examination Division of the University shall function as the Secretary cum Convenor of the Examination Offences Investigating Committee.

- 1) The quorum for the meeting shall be two thirds (2/3) of its members.
- 2) Every Senate appointed member shall hold office for a term of two years. Provided, however that, if any member vacates his/her office prior to the expiry of his/her term, his/her successor shall unless such successor vacates his/her office earlier, hold office for the unexpired portion of the term of office of his/her predecessor.
- 3) The Chairman of the committee shall be the most senior Dean of the Faculties.
- 4) Meetings of the sub-committee shall be held when required.

## **5. Scope**

Students covered: -

- This guideline is applicable for the students who are registered at the Gampaha Wickramarachchi Ayurveda Institute for courses of study leading to undergraduate degrees awarded by the University of Kelaniya, Sri Lanka as at 28.02.2021 and transferred to the Gampaha Wickramarachchi University of Indigenous Medicine, Sri Lanka as per the notice published in the Government Gazette Extraordinary No. 2209/75 dated 08.01.2021 by the University Grants Commission.
- This guideline is applicable for the students who has enrolled and registered as an internal student of the Gampaha Wickramarachchi University of Indigenous Medicine, Sri Lanka under section 15 (vii) of the University Act No. 16 of 1978, as amended.

## **6. Matters Covered**

- Any offences and unauthorized activities stipulated under Schedule No. 04 of the By-Laws on Examination Procedure and Punishment, committed by the students of an undergraduate degree programmes during an examination conducted by the University.
- Any misconduct/malpractice/misdemeanour or fault not listed in Schedule 04 of the By-Laws on Examination Procedure and Punishment but deemed to be considered as malpractices by the Supervisor of Examinations and ratified by Senate.

## **7. Discretionary Authority**

This is a mere guideline, and the Examination Offences Committee has the final discretion to decide whether the issues referred to the committee are falling under its jurisdiction or not.

## **8. Conflict of interest**

A conflict of interest is a significant professional or personal involvement with the facts or the Parties to a dispute. Any party or administrator who has a conflict of interest in a dispute under this guideline or a concern about a conflict on the part of another shall promptly report it to the Chair of the sub-committee, who shall take appropriate action. The committee members should have no personal interest in the outcome of the proceedings and should not have any personal involvement in earlier stages of the matter. The chair will rule on any challenges regarding conflict of interest, unless the conflict lies with the chair, in which case, the alleged conflict will be referred to the Senate to take an appropriate action.

## **9. Confidentiality**

All persons involved in administering these procedures shall make diligent efforts to protect the reputations, privacy, and positions of all involved persons by exercising diligent efforts to keep information received during the process as confidential.

## **10. Investigation Procedure**

- 1) As soon as any offence stipulated under Schedule No. 04 of the By-Laws on Examination Procedure and Punishment noted by any person at the University including students and employees of the university, etc., it should bring to the notice of the relevant authority immediately.
- 2) The relevant authority shall refer such matter/s to the attention of the Examination Offence Committee through the Secretary cum Convenor of the Committee.
- 3) When recommending punishments, committee should mainly adhere to the punishments and provisions stipulated under Schedule No. 04 of the By-Laws on Examination Procedure and Punishment or unless otherwise specifically instructed. The chair of the Examination Office Committee should inform the recommendations by the committee to the next immediate Senate.
- 4) The student/s shall be appropriately informed of the decision of the Senate by the Secretary cum Convenor of the Examination Offence Committee, once the Senate decision is ratified by the Council.

## **11. Appeals Procedure for Students**

- 1) Student/s who has been punished for an examination malpractice/s, may submit an appeal in writing to the Vice Chancellor.
- 2) Appeal/s against such punishment/s can be made by a student within 14 days of the receipt of the letter sent by the officer in charge of the Examination Division informing her/him of the punishment.
- 3) Candidates have no right to appeal after 14 days of receiving the letter.
- 4) The Vice Chancellor will direct such appeals to a two-member appeals committee appointed by the Council from among its appointed members to investigate the appeal and submit a report to the Vice-Chancellor.
- 5) The Vice-Chancellor shall table the recommendation/s by the said appeals committee at the next immediate meeting of the Council.
- 6) In such cases, the decision taken by the Council after considering the recommendation/s of the said appeals committee shall be final.
- 7) The student shall be appropriately informed of the decision of the Council by the Registrar of the University once the Council decision has been ratified.

## STUDENT APPEALS COMMITTEE GUIDELINES

### 1. Introduction

This Student Appeals Committee (hereinafter referred to as the “Appeals Committee”) is a sub-committee of the Senate of the Gampaha Wickramarachchi University of Indigenous Medicine, Sri Lanka (hereinafter referred to as the “University”).

The appeals of the students who are registered at the Gampaha Wickramarachchi Ayurveda Institute for courses of study leading to undergraduate degrees awarded by the University of Kelaniya, Sri Lanka as at 28.02.2021 and transferred to the Gampaha Wickramarachchi University of Indigenous Medicine, Sri Lanka as per the notice published in the Government Gazette Extraordinary No. 2209/75 dated 08.01.2021 by the University Grants Commission AND who has been admitted as an internal students of the University under section 15 (vii) of the Universities Act No. 16 of 1978, will be considered by this sub-committee and will submit its recommendations to the Senate and Council for its ratification.

The Appeals Committee and guidelines for students are given below, and all of these or a part of this may be amended time to time as required by following due procedures.

### 2. Purpose

The Appeals Committee is established to provide an opportunity for undergraduates to seek a relief relating to the academic matters such as; i) postponement of an academic year, ii) leave of absence from an academic programme for a period of time (semester / academic year) and, iii) leave of absence from a semester/annual examination. In addition, provision is granted under these guidelines for those students who have not yet completed the study programme within the maximum time period prescribed by the by-laws of a relevant degree programme to submit a request for a grace attempt to complete the remaining course units of a given semester / academic year, case by case basis.

The recommendations of the Appeals Committee shall be accepted by the Senate, and thereafter ratified by the Council to become effective.

This is a non-adversarial and non-judicial process, established for the benefit of undergraduates, and as such all undergraduates of the University should be made aware of these provisions granted under this redress mechanism.

### 3. Composition and Operational Aspects of the Appeals Committee

- i) The Appeals Committee comprises with following members.
  - Dean of each Faculty
  - One senior academic member from each Faculty of the University except the Faculty of Graduate Studies nominated by the Senate from its members
  - University Medical Officer
  - University Ayurveda Medical Officer

The Administrative Officer in-charge of the Examination Division of the University shall function as the Secretary cum Convenor of the Appeals Committee.

- ii) The quorum for the meeting of the Appeals Committee shall be two thirds (2/3) of its members.
- iii) Every Senate-appointed member shall hold office for a term of two years. Provided, however that, if any member vacates his/her office prior to the expiry of his/her term, his/her successor shall unless such successor vacates his/her office earlier, hold office for the unexpired portion of the term of office of his/her predecessor.
- iv) The Chairman of the Appeals Committee shall be the most senior Dean of the Faculties.
- v) Meetings of the Appeals Committee shall be held at least once a month.

#### **4. Scope of the Appeals Committee**

The provisions granted for submitting appeals with respect to academic matters detailed in Section (2) are applicable to students of following two categories:

- Students who are registered at the Gampaha Wickramarachchi Ayurveda Institute for courses of study leading to undergraduate degrees awarded by the University of Kelaniya, Sri Lanka as at 28.02.2021 and transferred to the Gampaha Wickramarachchi University of Indigenous Medicine, Sri Lanka as per the notice published in the Government Gazette Extraordinary No. 2209/75 dated 08.01.2021 by the University Grants Commission.
- Students who have enrolled and are maintaining active registration as internal students of the Gampaha Wickramarachchi University of Indigenous Medicine, Sri Lanka under section 15 (vii) of the University Act No. 16 of 1978, as amended.

#### **5. Matters Covered and Guidelines for Students**

- i) Requests for postponement of academic years
  - a) A student who wishes to postpone his/her 1<sup>st</sup> academic year after the enrolment into the degree programme, shall submit a written request with valid reasons supported with evidence at least 4 weeks prior to the commencement date of the 1<sup>st</sup> academic year through the Dean of the relevant Faculty to the Division of Student Registration of University at least 4 weeks prior to the commencement date of the said academic year.
  - b) If a student who is in the 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup> and 5<sup>th</sup> year of the degree programme wishes to postpone his/her academic year shall submit a written request with valid reasons why he/she wants to postpone the academic year with supportive evidence through the Head of the Department and the Dean of the relevant Faculty to the Division of Student Registration of University at least 4 weeks prior to the commencement date of the relevant academic year.
  - c) A student who wishes to postpone their academic year due to medical reasons, he/she shall submit a written request supported with medical certificate from the University Medical Officer (UMO) or from the District Medical Officer, certified by the UMO through the Head of the Department and the Dean of the relevant Faculty to the Division of Student Registration of University at least 4 weeks prior to the commencement date of the relevant academic year.

- d) If a student wishes to postpone his/her academic year due to financial difficulties, he/she shall submit a written request with justification supported by a report on the financial status of the family of the student obtained from the *Gramaniladhari* of his/her family residence with the certification of relevant Divisional Secretary to prove his/her claim, through the Head of the Department and the Dean of the relevant Faculty to the Division of Student Registration of University at least 4 weeks prior to the commencement date of the relevant academic year.
- e) If a student wishes to postpone the academic year due to a pregnancy, she should submit a medical report from the attending medical officer, certified by the UMO in this regard through the Head of the Department and the Dean of the relevant Faculty to the Division of Student Registration of University at least 4 weeks prior to the commencement date of the relevant academic year.
- f) If a student who is an employee of the Sri Lanka Police or Armed Forces, wishes to postpone the academic year due to a training programme conducted by the Police or Armed Forces, he/she should provide documentary evidence obtained from the relevant institution along with his/her request through the Head of the Department and the Dean of the relevant Faculty to the Division of Student Registration of University at least 4 weeks prior to the commencement date of the relevant academic year.
- g) Postponements will be granted only for one academic year. However, under extraordinary reasons such as a long-term ailment, an extended postponement may be considered.

ii) Leave of Absence from Academic Programme

- a) If a student wishes to obtain leave for a part of an academic programme, to take up a scholarship, or attend a seminar and workshop, training programme, sports event or any other event, offered/arranged by the University must submit his/her request through the Head of the Department and the Dean of the relevant Faculty to the Student Division of Registration of University at least 4 weeks prior to the commencement date of the relevant semester/academic year.
- b) Appeals for study leave for a period of not less than one year for a foreign scholarship or training programme, arranged by him/her through personal efforts may be considered provided sufficient documentary evidence are presented. He/she should submit the request through the relevant Head of the Department and the Dean of the relevant Faculty to the Division of Student Registration of University at least 4 weeks prior to the commencement date of the academic year. In order to join back into the study programme, upon expiry of such leave, such student shall provide documentary evidence to prove the participation of such programme, again through the same channel as stated above.

iii) Leave of Absence from Examinations

- a) A student who has failed to sit for a scheduled examination after obtaining the admission card due to illness or any other reason could submit an application for leave of absence

for examination by submitting a medical certificate certified by the University Medical Officer (UMO) covering the examination period or a valid justification for his/her failure to sit the examination through the Head of the Department and the Dean of the relevant Faculty to the Division of Student Registration of University. Such request should be submitted within 14 days from the date of holding the examination of the relevant course unit.

- b) Request for leave of absence from an examination due to a short-term personal tour may also be considered under this category, and such request shall be submitted through the Head of the Department and the Dean of the relevant Faculty to the Division of Student Registration of University at least 4 weeks prior to the commencement date of the relevant examination. However, if the student is granted the leave of absence, for such a reason, he/she shall sit for next available examination, and such a student shall be considered as a repeat candidate for the examination conducted.

#### iv) Requests for Grace Attempts

- a) The students who could not complete their degrees within the maximum time period prescribed in the by-laws related to the degree programme due to any reason, may submit an appeal to seek a grace attempt to complete remaining part (s) of examinations.
- b) Such request must accompany strong justification supported by documentary evidence and be submitted through the Head of the Department and the Dean of the relevant Faculty to the Examination Division of University at least 12 weeks prior to the commencement date of a particular examination of the course unit.
- c) In the event, if such a student is granted the permission, he/she should register for the relevant course unit (s) of the semester (s) or years that he/she wishes to request the grace attempt.
- d) In the event, if the student is granted a grace attempt, that grace attempt granted will be considered as the last attempt, and no more requests shall be considered thereafter.

### **6. Discretionary Authority**

The instructions provided to students are mere guideline and the Appeals Committee has the final discretion to decide whether the issues referred to the Committee are falling under its jurisdiction or not.

### **7. Conflict of interest**

A conflict of interest is a significant professional or personal involvement with the facts or the parties to a dispute. Any party or administrator who has a conflict of interest in a dispute under this guideline or a concern about a conflict on the part of another shall promptly report it to the Chair of the Appeals Committee, who shall take appropriate action. The Appeals Committee members should have no personal interest in the outcome of the proceedings and should not have any personal involvement in earlier stages of the matter. The chair will rule on any challenges regarding conflict of interest, unless the conflict lies

with the chair, in which case, the alleged conflict will be referred to the Senate to take an appropriate action.

## **8. Confidentiality**

All persons involved in administering these procedures shall make diligent efforts to protect the reputations, privacy, and positions of all involved persons by exercising diligent efforts to keep information received during the process as confidential.

## **9. Appeal Submission Procedure**

- 1) The students must submit written appeals to the Appeals Committee through the relevant Head of the Department and the Dean of the Faculty to the Examination Division of the University within the specified time stated in relevant sub-sections, given in Section 5.
- 2) The students should adhere to the procedure described in this document when submitting an appeal.
- 3) The students should submit the appeal along with relevant documentary evidence.
- 4) If the submission is relevant and considered for processing, the Chair of the Appeals Committee, through the Secretary of the Committee shall acknowledge the receipt of the appeal as soon as possible.
- 5) If the committee finds that the appeal is incomplete due to insufficient information or clarity, or submission is lacking the documentary evidences, the Secretary of Appeals Committee shall contact the respective student(s) and guide the student (s) to submit the relevant information to complete the submission.
- 6) The Chair of the Appeals Committee shall submit the decisions of the with respect to the student's appeals through the Secretary of the Committee to the next scheduled meeting of the Senate.
- 7) The relevant student (s) shall be appropriately informed the decision (s) of the Senate by the Secretary of the Committee once the approval is granted by the Senate and ratified by the Council.

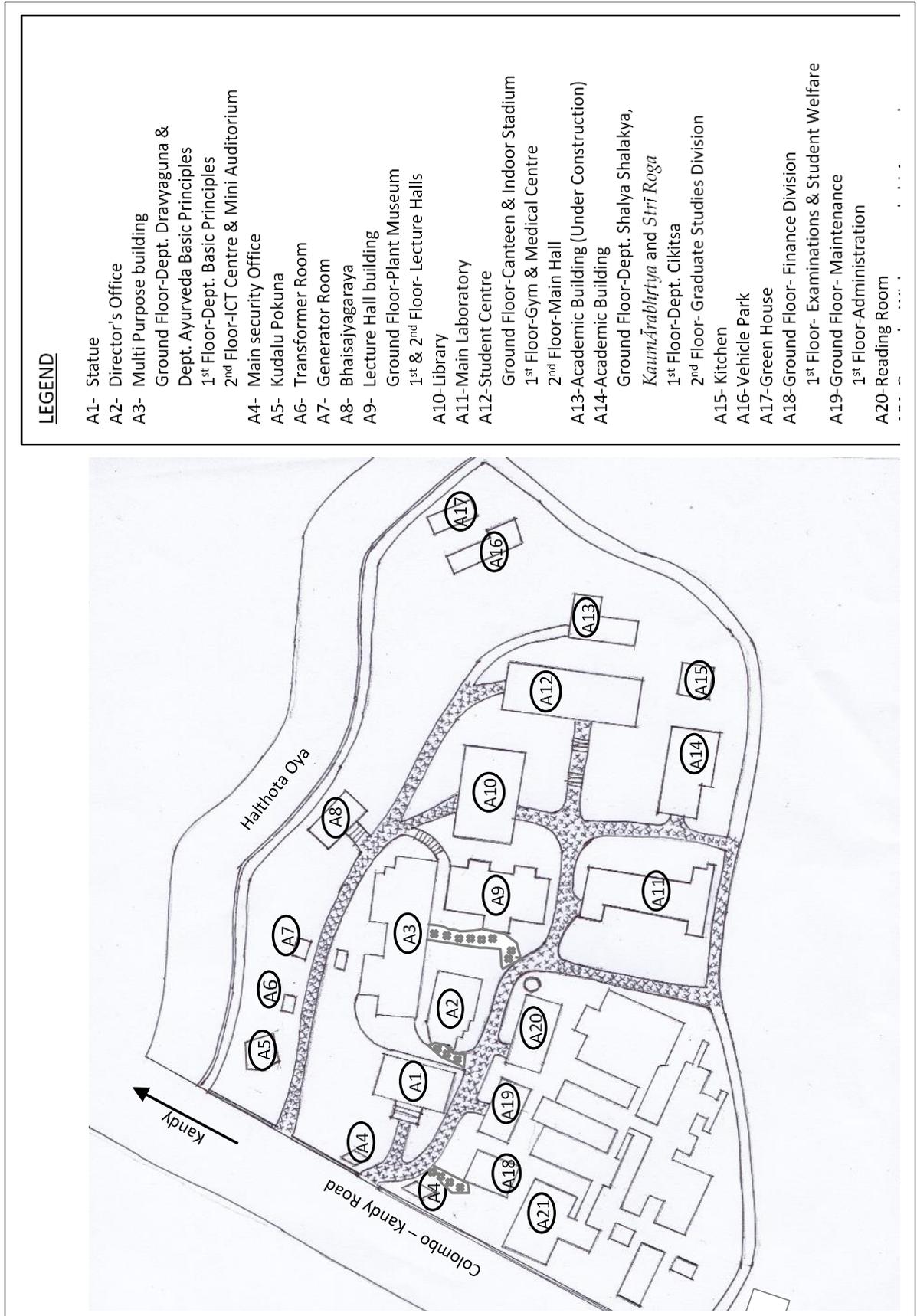
## **GAMPAHA WICKRAMARACHCHI AYURVEDA TEACHING HOSPITAL**

Gampaha Wickramarachchi Sidhayurveda Medical College was established in 1929 by Ayurveda Cakrawarti Pandit G.P. Wickramarachchi with the aims of improving the quality of Ayurveda Medicine and provide treatment freely. In 1984, it was upgraded to the status of hospital and on 27<sup>th</sup> February 2008, it was made affiliated to the Department of Ayurveda.

At present, this hospital has four wards that can accommodate 120 patients. In addition, there is an Out-Patient Department and a Pharmacy.

This Ayurveda Teaching hospital provides Teaching and training facilities to the BAMS undergraduates of the Gampaha Wickramarachchi University of Indigenous Medicine.

UNIVERSITY MAP



**LEGEND**

- A1- Statue
- A2- Director's Office
- A3- Multi Purpose building  
Ground Floor-Dept. Dravyaguna &  
Dept. Ayurveda Basic Principles  
1<sup>st</sup> Floor-Dept. Basic Principles  
2<sup>nd</sup> Floor-ICT Centre & Mini Auditorium
- A4- Main security Office
- A5- Kudalu Pokuna
- A6- Transformer Room
- A7- Generator Room
- A8- Bhaisajagaraya
- A9- Lecture Hall building  
Ground Floor-Plant Museum  
1<sup>st</sup> & 2<sup>nd</sup> Floor- Lecture Halls
- A10- Library
- A11- Main Laboratory
- A12- Student Centre  
Ground Floor-Canteen & Indoor Stadium  
1<sup>st</sup> Floor-Gym & Medical Centre  
2<sup>nd</sup> Floor-Main Hall
- A13- Academic Building (Under Construction)
- A14- Academic Building  
Ground Floor-Dept. Shalya Shalakyā,  
*Kaumārābhṛtīya* and *Sīrī Roga*  
1<sup>st</sup> Floor-Dept. Cikitsa  
2<sup>nd</sup> Floor- Graduate Studies Division
- A15- Kitchen
- A16- Vehicle Park
- A17- Green House
- A18- Ground Floor- Finance Division  
1<sup>st</sup> Floor- Examinations & Student Welfare
- A19- Ground Floor- Maintenance  
1<sup>st</sup> Floor- Administration
- A20- Reading Room

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**Faculty of Indigenous Medicine**

Gampaha Wickramarachchi University of Indigenous Medicine

Office: +94 332215865 / +94 33 2222 748  
deanfim@gwu.ac.lk