



**GENERAL SIR JOHN KOTELAWALA  
DEFENCE UNIVERSITY**

**POLICY ON  
ADMISSION OF DAY SCHOLAR UNDERGRADUATES AND CADET OFFICERS  
TO THE  
MBBS DEGREE PROGRAMME**

# **POLICY ON ADMISSION OF UNDERGRADUATES TO THE MBBS DEGREE PROGRAMME - GENERAL SIR JOHN KOTELAWALA DEFENCE UNIVERSITY (KDU)**

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## **1. Introduction**

General Sir John Kotelawala Defence University (hereinafter referred to as the KDU) was initially established as the “General Sir John Kotelawala Defence Academy” by the Parliamentary Act No. 68 of 1981 and subsequently elevated to university status by the General Sir John Kotelawala Defence Academy (Amendment) Act No. 27 of 1988, thereby empowering it to award Bachelors’ and Postgraduate degrees. KDU is a member of the Association of Commonwealth Universities (United Kingdom) and the International Association of Universities and maintains necessary standards. Since 2012, KDU is open for both military and civil students who wish to continue their higher studies in various disciplines.

The MBBS degree programme at the KDU was initiated in 2009 primarily to address the shortage of medical doctors within the Armed Forces of Sri Lanka. From 2013 onward, foreign civilian students were admitted to the programme. The MBBS degree programme of KDU was included in the Medical Ordinance by Medical (Amendment) ACT, No. 6 of 2014. The Sri Lanka Medical Council (SLMC) has accredited the MBBS degree programme in 2013 and re-accredited the same in 2023. Following the approval granted by the Cabinet of Ministers on 8<sup>th</sup> April 2024, domestic civilian students have been eligible for admission to the MBBS Degree Programme on a fee-levying basis, effective from the year 2024.

## **2. Scope and Applicability**

The policy applies to all undergraduates applying for the MBBS degree programme at General Sir John Kotelawala Defence University.

### **3. Objectives of the Policy**

Objectives of this policy are to:

- a. Inculcate inclusivity and diversity of military and civil, local and foreign students.
- b. Be transparent in selection of students.
- c. Recruit highest qualified students from various backgrounds.
- d. Ensure selected candidates complete the degree programme successfully.

### **4. Principles and Values**

- a. Equal opportunity
- b. Fairness of selection
- c. Transparency
- d. Merit based selection
- e. Inclusivity
- f. Integrity
- g. Accountability
- h. Fair addressing of complaints

### **5. Policy Statement**

In line with the vision of the KDU to become a nationally and internationally renowned university for its unique ability to engage both undergraduate and graduate students in distinctive and interdisciplinary higher education that best serves the tri-services, police, the state sector and society at large, it is needed to have multicultural and diverse student population. While being a leader in higher education, the KDU strives to be self-sufficient catering to growing areas of expertise with a high demand locally and internationally. The KDU envisages to be self-sufficient and contributes to the economy of the country by attracting students who can bring foreign exchange. This will contribute to the sustainable development of the country.

### **6. Definitions**

KDU	- General Sir John Kotelawala Defence University
MBBS	- Bachelor of Medicine and Bachelor of Surgery
Tri Forces	- Sri Lanka Army, Sri Lanka Navy and Sri Lanka Air
Force MOU	- Memorandum of Understanding
UGC	- University Grant Commission of Sri Lanka
SLMC	- Sri Lanka Medical Council
QAC	- Quality Assurance Centre
BoM	- Board of Management
OQT	- Officer Quality Test
FDSS	- Faculty of Defence & Strategic Studies
DVC	- Deputy Vice Chancellor

## **7. Responsibility**

- a. Board of Management of KDU
- b. The Vice Chancellor
- c. Deputy Vice Chancellor – Defence and Administration
- d. Deputy Vice Chancellor – Academic
- e. Dean – Faculty of Medicine Registrar

## **8. Implementation**

**8.1** This admission policy is in accordance with the provisions of the Medical (Maintenance of Minimum Standards of Medical Education) Regulations No. 1 of 2018 and amendments thereof. (Annex 'A').

**8.2 Eligibility and Shortlisting of Applications.** Five different categories of students are eligible to apply for the MBBS degree programme as follows:

**8.2.1** Local officer cadets/ student police officers qualifying with GCE (A/L) examination conducted by the Department of Examination, Sri Lanka or equivalent foreign examinations/ foreign syllabi accepted by the Department of Examination of Sri Lanka (e.g. Cambridge, Edexcel) sitting locally. (Annex 'B')

**8.2.2.** Foreign civilian students who are enrolling under Government to Government MOUs. (Annex 'C')

**8.2.3.** Civilian students with foreign qualifications eligible for admission to undergraduate courses to the Universities in Sri Lanka as foreign students, prescribed by the UGC criteria-ref. section 6.5 on page 162 in Admission to undergraduate courses of the universities in Sri Lanka – Academic year 2023/2024. (Annex 'D')

**8.2.4.** Local civilian students on a fee levying basis who are qualifying with GCE A/L examination conducted by the Department of Examination, Sri Lanka and the minimum standards accepted by the UGC and the SLMC. (Annex 'E')

**8.2.5.** Local and foreign civilian students on a fee levying basis who are qualifying with GCE A/L equivalent foreign examinations/ foreign syllabi accepted by the Department of Examination of Sri Lanka followed and sitting locally (e.g. Cambridge, Edexcel). (Annex 'E')

**8.3 Vacancy Allocation.** The allocation of vacancies is structured as follows:

**8.3.1** First Priority will be offered to officer cadets from the Tri Forces and the Police, as per the annual requirement of Tri Forces and Police.

**8.3.2.** Next priority is for foreign students and Sri Lankans who have studied abroad mentioned in section 8.2.2 and 8.2.3 above.



**8.3.3** The rest of the vacancies will be filled by other categories mentioned in section 8.2.4 and 8.2.5 above subjected to a maximum of 100 vacancies. Out of which 10% will be allocated for UGC allocated scholarships.

**8.3.4** Total number of vacancies per intake will be restricted to 150, based on the current resources.

**8.4** **Aptitude Test.** For qualitative reasons, shortlisted candidates are required to undertake an aptitude test. Marks obtained in the Aptitude Test will not be used in the selection of applicants. Necessary interventions will be taken based on the above test scores to improve student outcomes. (Annex 'F')

Sr.	Components of the Aptitude Test
01	English Proficiency
02	IQ Test/ General Knowledge
03	Psychometric Assessment

**8.5** **Interview for Shortlisted Candidates.** The interview for shortlisted candidates is conducted by a board comprising of the following members:

- a. Vice Chancellor, KDU - Chairman
- b. Dean of the Faculty of Medicine.
- c. Registrar, KDU - Convener
- d. Invited members:
  - i. Representative from the Sri Lanka Medical Council
  - ii. Representative from the University Grants Commission
- e. Observers
  - i. Deputy Vice Chancellor (Academic), KDU
  - ii. Deputy Vice Chancellor (Defence & Administration), KDU
  - iii. Heads of Departments (Preclinical, Paraclinical, Clinical and Medical Education), Faculty of Medicine, KDU

**8.6** **Final Aggregate Score for Civilian Students.** Final aggregate scores will be calculated as follows:

- a. **A/L Examination Results (90%).** Z-Score obtained at the G.C.E. (A/L) examination or equivalent grades for foreign qualifications.
- b. **Sports and Leadership Achievements (10%).** As per UGC approved list for recognition of achievements.

All students then will be ranked according to the merit, and final selection list is issued and displayed on the official website of General Sir John Kotelawala Defence University.

**8.7** **Complaints and Grievances Policy.** Any candidate deemed to have a complaint, or grievances can appeal to the registrar, following publishing of this data.

**9. Policy Reviews and Amendments**

- a. This policy may be reviewed every three years or earlier as necessary.
- b. Sub revisions may be initiated on the recommendation of the QAC, Senate and/or the directions of the Vice- Chancellor of KDU.
- c. Any such revision and/or amendments shall be forwarded for the recommendation of the Senate and become effective from date approved by the BoM of the University.

**ELIGIBILITY CRITERIA**

**Entry Qualifications for Purpose of Application- Local Civilian Students (8.2.4 & 8.2.5)**

Candidates must have

**1. GCE Advanced Level (Local)**

Followed Biological Sciences Stream and secured minimum two credit passes and a simple pass for in combination of Biology, Chemistry and Physics at the one and same sitting at the latest Advance Level Examination. (UGC criteria/Extraordinary Gazette No. 2155/15 dated 26.12.2019).

OR

**2. IGCSE / GCSE (Cambridge) or Advanced Level (Edexcel) or an Equivalent Foreign Examination Accepted by the Department of Examinations of Sri Lanka**

Followed Biological Sciences Stream (Combination of Biology, Chemistry and Physics at the one and same sitting) locally at IGCSE /GCSE Cambridge or International Pearson Edexcel A/L or any equivalent foreign examination recognized by the Department of Examinations of Sri Lanka and minimum grades accepted by the Sri Lanka Medical Council (SLMC) / University Grants Commission, Sri Lanka (UGC). (UGC criteria / Extraordinary Gazette No 2155/15 dated 26<sup>th</sup> December 2019). Further aforesaid examination results should have been promulgated from 1<sup>st</sup> of August of the previous year to 31<sup>st</sup> of August of present year for consideration.

**Common Requirements - Day Scholars**

- a. Candidate be a citizen of Sri Lanka.
- b. Candidate between 16-24 years of age as at the closing date of application.
- c. Candidate should have completed the G.C.E. (A/L) examination or equivalent foreign A/L examination.
- d. The results should be in one and the same sitting and a maximum of three attempts are allowed.
- e. Candidate should have obtained a pass mark (marks 30 and above) for the Common General Test at the GCE A/L examination. (only for local GCE A/L applicants)
- f. Candidate should have obtained a minimum of a Credit pass (C) for English Language at the GCE (OL) examination and minimum of 'C' Grade for English Language at the Cambridge or Edexcel (OL) examination or equivalent foreign examination.
- g. Appear for the interview once shortlisted.

**KDU policy for minimum shortlisting criteria Day Scholars Local Category**

Z score applicable for shortlisting will be decided upon the available vacancies for Local Day scholars (GCE A/L) category. Accordingly, the total number of applicants which shortlisted for interviews may be equal to the three times of the available vacancies for the same local day scholar category. However, only the applicants who possess z score 1.4000 or above will be shortlisted as per the aforesaid criteria.

or

Obtaining minimum of B, B and C at the Cambridge/ Edexcel (A/L) examination or equivalent examination (this will be considered on raw marks)

Sr.	Procedure
1.	Student strength of each degree programme is obtained from each Faculty based on the number of seats available for students and staff availability, to decide the size of the Intake.
2.	Requests are sent to Armed Forces and SL Police to submit the required number of placements for each degree programme.
3.	Finalize the basic eligibility criteria, degree specific educational qualifications, minimum required physical standards and other required details and BoM approval is obtained to initiate action for enlisting Officer Cadets for the Intake.
4.	Prior approval is obtained from the Ministry of Defence to publish the Government Gazette Notification in three languages (Sinhala, Tamil & English) and Gazette Notification is published in the Government Gazette in three languages (Sinhala, Tamil & English).
5.	<p><b>5.1</b> Newspaper, Television and Social Media Advertisements are forwarded to the Vice Chancellor for final perusal and approval. Once the approval is granted,</p> <ul style="list-style-type: none"> <li>a. The advertisements are published on KDU Website and in the Sunday newspapers in three languages.</li> <li>b. The television advertisements are telecasted on television channels in three languages.</li> <li>c. Social Media advertisements are published on different platforms to create awareness.</li> </ul> <p><b>5.2</b> KDU will decide on the advertising media based on readership, coverage and popularity.</p>
6.	<p><b>6.1</b> The Student Enlistment System is enabled on KDU website from the date of calling applications till the closing date and candidates are required to submit their applications online before the deadline.</p> <p><b>6.2</b> A candidate is required to pay a non-refundable fee of LKR 2000.00 per degree programme as the application fee.</p> <p>Example: A Candidate apply for three deferent degree programmes should credit total LKR 6000.00.</p>
7.	<p>After receiving the applications, shortlisting is done as per the basic requirements, degree specific requirements and Physical Standards which are pre-determined by the KDU and the Armed Forces and SL Police.</p> <ul style="list-style-type: none"> <li>a. Basic Requirements: <ul style="list-style-type: none"> <li>The candidate should: <ul style="list-style-type: none"> <li>i. Be a citizen of Sri Lanka.</li> <li>ii. Be not less than 18 years and not more than 22 years of age on the closing date of applications.</li> </ul> </li> </ul> </li> </ul>

	<div>iii. Should pass the Common General Test (Minimum Marks -30)</div> <div>iv. Be eligible to apply for university admission in Sri Lanka</div> <div>v. Be unmarried</div> <div>b. Degree Specific Requirements</div> <div>c. Physical Standards specified by the Armed Forces and SL Police</div>																									
8.	<div>8.1 After shortlisting the applications, the cut off points for Z-Score of GCE A/L (SL) and Advanced Level results of Cambridge / Edexcel or any other equivalent foreign qualifications will be decided by the following Admission Committee.</div> <table><tr><td>Vice Chancellor</td><td>Chairman</td></tr><tr><td>DVC (Defence &amp; Administration)</td><td>Member</td></tr><tr><td>DVC (Academic)</td><td>Member</td></tr><tr><td>Dean, FDSS</td><td>Member</td></tr><tr><td>One of the Deans of the Faculties nominated by the Vice Chancellor</td><td>Member</td></tr><tr><td>Registrar</td><td>Member</td></tr><tr><td>Deputy Registrar</td><td>Member</td></tr><tr><td>Assistant Registrar- Enlistment</td><td>Member</td></tr></table> <div>8.2 The cut-off points will be decided by the aforesaid committee to select suitable candidates for the Preliminary Interview according to the number of applications received and vacancies available for each Degree Programme.</div> <div>8.3 No of the candidates for the Preliminary Interview should be equal to approximately 5 - 6 times of the vacancies available for each degree programme (*In addition refer the attached cutoff ratio table approved by the BoM as Appendix I to Annex ‘B’)</div> <div>Example:</div> <table><tr><td>Number of vacancies available for each degree programme</td><td>50</td><td>50</td></tr><tr><td>Ratio</td><td>5:1</td><td>6:1</td></tr><tr><td>No. of candidates required for Preliminary Interview</td><td>50*5=250</td><td>50*6=300</td></tr></table> <div>a. The cutoff point for Z-Score of GCE Advanced Level Examination will be decided as follows:</div> <div>i. Z-Score cut-off points will be decided separately for each degree programme.</div> <div>ii. Male and female candidates will be given separate cut off points as per the gender-based requirements sent by Armed Forces and SL Police.</div>	Vice Chancellor	Chairman	DVC (Defence & Administration)	Member	DVC (Academic)	Member	Dean, FDSS	Member	One of the Deans of the Faculties nominated by the Vice Chancellor	Member	Registrar	Member	Deputy Registrar	Member	Assistant Registrar- Enlistment	Member	Number of vacancies available for each degree programme	50	50	Ratio	5:1	6:1	No. of candidates required for Preliminary Interview	50*5=250	50*6=300
Vice Chancellor	Chairman																									
DVC (Defence & Administration)	Member																									
DVC (Academic)	Member																									
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	<p>b. The cutoff point for Advanced Level results of Cambridge/Edexcel or any other equivalent foreign qualification is as follows:</p> <p>i. Degree-wise eligible applicants to be divided proportionately among the Local and Foreign A/L qualifications, considering the number of available vacancies.</p> <p>ii. In the event of having applicants who have followed different foreign A/L qualifications, the available number of vacancies for foreign A/L applicants should be again divided proportionately among all the said foreign A/L qualifications.</p>																										
9.	The BoM approval will be obtained to appoint selection committees to conduct structured interviews (Preliminary, OQT and Final Interview) to determine the suitability of applicants.																										
10.	<p>The preliminary selection will be made among those candidates who have fulfilled the required standards in accordance with the evaluation criteria.</p> <p><b>10.1 <u>Preliminary Interviews:</u></b> To determine the suitability of candidates, following Selection Committee is appointed:</p> <p><b>a. <u>Preliminary Selection Committee – for MBBS Degree Programme</u></b></p> <table> <tr> <td>Vice-Chancellor</td><td>- Chairman</td></tr> <tr> <td>Director General or Director, Medical Services</td><td></td></tr> <tr> <td>Sri Lanka Army</td><td>- Member</td></tr> <tr> <td>Director General, Health Services Sri Lanka Navy</td><td>- Member</td></tr> <tr> <td>Director, Health Services Sri Lanka Air Force</td><td>- Member</td></tr> <tr> <td>Dean, Faculty of Medicine, KDU</td><td>- Member</td></tr> <tr> <td>Registrar, KDU</td><td></td></tr> </table> <p><b>b. <u>Preliminary Selection Committee – for other Degree Programmes</u></b></p> <table> <tr> <td>Vice Chancellor</td><td>- Chairman</td></tr> <tr> <td>One of the Deans of the Faculties nominated by the Vice Chancellor</td><td>- Member</td></tr> <tr> <td>Senior Army Officer in the Rank of Lt. Col or above (in the relevant discipline) appointed by the Commander of the Army</td><td>- Member</td></tr> <tr> <td>Senior Navy Officer in the Rank of Commander or above (in the relevant discipline) appointed by the Commander of the Navy</td><td>- Member</td></tr> <tr> <td>Senior Air Force Officer in the Rank of Wing Commander or above (in the relevant discipline) appointed by the Commander of the Air Force)</td><td>- Member</td></tr> <tr> <td>Registrar</td><td>- Member</td></tr> </table> <p><b>c.</b> 40% from the Preliminary Interview marks are carried forward to Final Interview. (marking scheme for preliminary interview is attached as Appendix II to Annex ‘B’)</p>	Vice-Chancellor	- Chairman	Director General or Director, Medical Services		Sri Lanka Army	- Member	Director General, Health Services Sri Lanka Navy	- Member	Director, Health Services Sri Lanka Air Force	- Member	Dean, Faculty of Medicine, KDU	- Member	Registrar, KDU		Vice Chancellor	- Chairman	One of the Deans of the Faculties nominated by the Vice Chancellor	- Member	Senior Army Officer in the Rank of Lt. Col or above (in the relevant discipline) appointed by the Commander of the Army	- Member	Senior Navy Officer in the Rank of Commander or above (in the relevant discipline) appointed by the Commander of the Navy	- Member	Senior Air Force Officer in the Rank of Wing Commander or above (in the relevant discipline) appointed by the Commander of the Air Force)	- Member	Registrar	- Member
Vice-Chancellor	- Chairman																										
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Senior Air Force Officer in the Rank of Wing Commander or above (in the relevant discipline) appointed by the Commander of the Air Force)	- Member																										
Registrar	- Member																										

**d.** Marks are allocated based on the following criteria:

- i. Z-Score for GCE A/L (SL) and Grades for Cambridge/ Edexcel A/L or any other equivalent foreign qualification.
- ii. Achievements in Sports, Extra-Curricular Activities and Other Activities.
- iii. Skills and values of the candidates will be assessed at the Interview.

**e.** In addition to the above, Height, Weight, Chest, BMI, Eye vision and any other physical standard of the candidates will be measured by the University Medical Officer (UMO) prior to attending the Preliminary Interview.

**f.** Preliminary Interview marks will be shortlisted as per the order of merit by the above committee for deciding cutoff points and will select the suitable candidates for the second interview; Officer Quality Test (OQT).

**g.** No of the candidates for the OQT should be equal to approximately 4 - 5times of the vacancies available for each degree programme. (In addition, refer the attached Appendix I of Annex 'B')

Example:

No. of vacancies available for each degree programme	50	50
Ratio	4:1	5:1
No. of candidates required for OQT	$50 \times 4 = 200$	$50 \times 5 = 250$

**10.2 Second Interview – Officer Quality Test (OQT):** The Officer Quality Test (OQT) will be conducted two (02) consecutive days for each degree programme at KDU and 30% of the total marks from OQT is carried forward to the Final Interview.

a. DVC (Defence & Administration) is responsible for organizing, conducting and producing results of the OQT to the Admission Committee.

b. Dean FDSS is responsible for conducting each test under the supervision of DVC (Defence & Administration).

c. Each test of the OQT will be conducted by a team of Military Officers & Academic/Administrative Staff members appointed by the Vice Chancellor.

**d. Medical Test:**

- i. The Medical Test is conducted to investigate the basic requirements of medical fitness of the candidates for the Armed Forces and SL Police.



ii. The Medical Test will be conducted by a team of Medical Officers appointed by the Armed Forces and SL Police, and the University Medical Officer.

e. **Aptitude Test:** Aptitude Test shall be conducted either physically or online (due special case) as a computer-based examination.

f. **Impromptu Speech Test:** The following Selection Committee is appointed to assess the performance of the candidates at the Impromptu Speech Test.

Vice Chancellor	- Chairman
Head of the Language Department	- Member
Registrar	- Member

g. **The marking Scheme for the OQT is as follows:**

Types of Tests		Marks	*Minimum Required Marks
Medical Test		Fit/Unfit	Fit
Psychological Test		Pass/Fail	Pass
Spatial Cognition Test (Only for B. Arch)		Pass/Fail	Pass
Aptitude Test	IQ & General Knowledge	20	40%
	English	20	40%
PT Test		25	40%
Observation Test		05	-
Impromptu Speech		10	40%
Group Task		10	40%
Individual Task		10	
<b>Total</b>		<b>100</b>	

\* If the required number of candidates is not selected by complying with the above-mentioned criteria, the selection committee may consider reducing the percentage up to 30%.

h. OQT marks will be shortlisted as per the order of merit and the following committee will select the suitable candidates for Final Interview:

Vice-Chancellor	Chairman
DVC (Defence & Administration)	Member
DVC (Academic)	Member
Dean FDSS	Member
Deputy Registrar	Member

- j. No of the candidates for the Final Interview should be equal to approximately 2 - 3 times of the vacancies available for each degree programme. (In addition, refer the attached Appendix I of Annex 'B')

Example:

Number of vacancies available for each degree programme	50	50
Ratio	2:1	3:1
Number of candidates required for the final interview.	$50 \times 2 = 100$	$50 \times 3 = 150$

### **10.3 Final Interview:**

- a. The following Selection Committee is appointed to determine the suitability of candidates at the Final Interview:

Secretary to the Ministry of Defence or any other representative nominated by Secretary to the Ministry of Defence	- Chairman
Commanders of the Armed Forces or any other senior Military Officer nominated by the Service Commanders	- Member
Vice Chancellor, KDU	- Member
One of the Deans appointed by the Vice Chancellor	- Member
Administrative officer from the Ministry of Public Administration	- Member
Registrar, KDU	- Member

- b. The breakdown of the marks given at the Final Interview is as follows:

i.	1 <sup>st</sup> Interview Marks	- 40%
ii.	2 <sup>nd</sup> Interview Marks	- 30%
iii.	Final Interview Marks	- 30%

- c. Board Assessment at the Final Interview (30 Marks):

i.	Performance at Viva	- 10%
ii.	Personality & Bearing	- 10%
iii.	Communication Skills	- 10%

- d. A candidate is required to score a minimum of 50% or a value decided by the appointed Committee on the Board Assessment to get selected from the Final Interview.

	<p>e. The Final Interview marks will be shortlisted and the committee for deciding cutoff marks will select the suitable candidates to enroll for the degree programmes as per the Order of Merit. 20% of the vacancies are allocated for the candidates who are applying with Cambridge/Edexcel Advanced Level qualifications and 80% is allocated to candidates who are applying with the G.C.E Advanced Level (SL) qualifications. However, when the number of eligible candidates is inadequate to fill under one category, the university reserves the right to fill the balance from the other category.</p>														
11	<p><b>11.1</b> The selected candidates from the Final Interview will be categorized into respective services as follows:</p> <ul style="list-style-type: none"> <li>a. Based on the Available vacancies</li> <li>b. Order of Merit</li> <li>c. Services preference of the candidate</li> </ul> <p><b>11.2</b> Selection of the Military Service will be decided by the following committee:</p> <table border="1" data-bbox="316 735 1258 997"> <tr> <td>Vice Chancellor of KDU</td><td>Chairman</td></tr> <tr> <td>DVC (Defence &amp; Administration), KDU</td><td>Member</td></tr> <tr> <td>DVC (Academic), KDU</td><td>Member</td></tr> <tr> <td>Dean, FDSS</td><td>Member</td></tr> <tr> <td>Registrar, KDU</td><td>Member</td></tr> <tr> <td>Deputy Registrar, KDU</td><td>Member</td></tr> <tr> <td>Assistant Registrar- Enlistment</td><td>Member</td></tr> </table> <p>* If a candidate has applied for multiple degree programmes and failed to get selected for the 1<sup>st</sup> preference, will be considered for other degree programmes as per his/her preference order.</p> <p>* If the candidate has applied for only one degree programme and failed to get selected at any stage, with the consent of the candidate, the committee may consider selecting him/her for a suitable degree programme based on the performance and vacancy availability for other degree programmes.</p>	Vice Chancellor of KDU	Chairman	DVC (Defence & Administration), KDU	Member	DVC (Academic), KDU	Member	Dean, FDSS	Member	Registrar, KDU	Member	Deputy Registrar, KDU	Member	Assistant Registrar- Enlistment	Member
Vice Chancellor of KDU	Chairman														
DVC (Defence & Administration), KDU	Member														
DVC (Academic), KDU	Member														
Dean, FDSS	Member														
Registrar, KDU	Member														
Deputy Registrar, KDU	Member														
Assistant Registrar- Enlistment	Member														
12.	After getting through the Final Interview, the selected candidates must undergo the Final Medical Test at respective Military Hospitals.														
13.	After successful completion of the Final Medical Test, they will be called for an Awareness Programme to educate on signing of Bonds, Agreements, and for other formalities.														

14.	<p><b>14.1</b> The selected candidates will be enlisted to the University after signing the applicable Bond and Agreement, subject to receiving Security Clearance, and then the Enlistment Process will be completed.</p> <p><b>14.2</b> If any candidate fails to attend the registration process/ report to the service on the specified date without a valid reason, the candidate/s who is/are in the reserve list/in as per the order of merit will be called for registration process.</p>
15.	<p>On completion of the enlistment process, the enlisted Officer Cadets will be directed to respective military academies or Southern Campus - Sooriyawewa or any other institute decide by the Vice Chancellor for an initial military training for three to six (03-06) months, as decided by the University.</p>
16.	<p><b>16.1</b> LKR 75.00 per candidate will be paid at selection interviews for serving as Members of Interview Boards and for assisting staff according to the Public Administration Circular: 30/2017.</p> <p><b>16.2</b> The payment will be disbursed for the interview panel (for conducting the interview), Deputy Vice Chancellor -Defence &amp; Administration (for supervising the OQT), Dean - Faculty of Defence and Strategic Studies (for conducting the OQT), University Medical Officer (for conducting the medical test), Senior Assistant Registrar of the Examinations Division (for conducting the examinations) and the Assistant Registrar of the Enlistment division (for conducting the enlistment process).</p>

**General Sir John Kotelawala Defence University**  
**Internal Memo**

KDU/R/47

To : DVC - Defence & Admin./DVC - Academic/ All Deans/ Bursar/  
DR/AR - Enlistment

From : Registrar

Date : 18.04.2022

Subject : **BOARD DECISION: BOARD MEMO 641: 07**  
**Request Approval for the Revised Cut Off Point Ratios in Enlistment**  
**Procedure of Selecting Officer Cadets**


The Board of Management at its 641<sup>st</sup> meeting held on 28.03.2022, having considered the memo, granted its approval to implement the following revised ratios for deciding cut off points in selection of Officer Cadets from Intake 40 onwards:

No of Vacancies (V) & No. of candidates required		Preliminary Interview	Officer Quality Test (OQT)	Final Interview	Final Medical Test
Standard Base Ratio		5- 6 times	4 -5 times	2-3 times	V + Reserved
When V is V>50	Calculate V as 50	50*5=250 to 50*6=300	50*4=200 to 50*5=250	50*2=100 to 50*3=150	V+10 Reserved
When V is 50 ≥ V > 30	Calculate V as 40	40*5=200 to 40*6=240	40*4=160 to 40*5=200	40*2=80 to 40*3=120	V+10 Reserved
When V is 30 ≥ V > 20	Calculate V as 30	30*5=150 to 30*6=180	30*4=120 to 30*5=150	30*2=60 to 30*3=90	V+10 Reserved
When V is 20 ≥ V > 10	Calculate V as 20	20*5=100 to 20*6=120	20*4=80 to 20*5=100	20*2=40 to 20*3=60	V+5 Reserved
When V is 10 ≥ V ≥ 5	Calculate V as 10	10*5=50 to 10*6=60	10*4=40 to 10*5=50	10*2=20 to 10*3=30	V+5 Reserved
When V is V < 5	Calculate V as 5	5*5=25 to 5*6=30	5*4=20 to 5*5=25	5*2=10 to 5*3=15	V+5 Reserved

Note: If the number of applications/ eligible candidates is not sufficient to comply with the above mentioned ratios/scales, the committee for deciding cut off points may consider selecting maximum suitable candidates for the next stage of the enlistment process.

NB: Above decision is subject to the confirmation at the next BOM.

Forwarded for your information and necessary action please.

  
 VD Kithsiri  
 Registrar  
 Secretary to the BOM

## APPENDIX II OF ANNEX ‘B’

### MARKING SCHEME FOR PRELIMINARY INTERVIEW - OFFICER CADETS

#### 01. EDUCATIONAL QUALIFICATIONS (60 marks)

##### a) Advanced Level Examination

(i) GCE (A/L) Examination Z Score (60 Marks)      (ii) London A/L Examination Grades (60 Marks)

Calculation
Interview Mark for the Z score = $30 + (X/Y) * 30$

X = Z Score of the Particular candidate  
Y = Maximum Z Score of the shortlisted candidate in the particular degree programme

Calculation
Interview Mark for the Grades = $(A/B) * 60$

A = Total Raw Marks of the Particular Candidate  
B = Highest Total Raw Marks of the shortlisted candidate in the particular degree programme

#### 02. ACHIEVEMENTS (30 marks)

##### a) Sports Achievements (15 Marks)

(Marks are to be allocated only for the sports achievements under 15 age group or above. Only the sports recognized by the Sports Regulatory Authority are to be considered)

**Table 1: Placement Marks**

Level of Placement	Max. marks for places / per sport	Remarks
School Level	1	Max. 2 marks for 2 or more different sports
Zonal Level/ Divisional Secretariat Meet	2	Max. 4 marks for 2 or more different sports
District Level	4	Max. 6 marks for 2 or more different sports
Provincial Level	6	Max. 8 marks for 2 or more different sports
All Island	8	Max. 10 marks for 2 or more different sports
Junior National	10	Max. 12 marks for 2 or more different sports
Senior National	12	Max. 15 marks for 2 or more different sports
International	15	<i>Consider only students represented the country selected by respective Ministry, Federation or Council</i>

**Table 2: Participation Marks**

Level of Participation	Marks	Remarks
School Level	-	Not considered
Zonal Level/Divisional Secretariat Meet	-	
District Level	2	Only the highest level of participation will be considered
Provincial Level	4	
All Island	6	
Junior National	8	
Senior National	10	
International	12	

#### b) Leadership Achievements (10 Marks)

(i) Cadeting	Marks	Scouting	Marks	Girl Guiding	Marks
WO I/ SUO	10	Pres. Scout	10	President Guide	10
WO 2/JUO	08	Prime Minister Scout	08	Prime Minister Guide	08
S/Sgt	06	CC's Award	06	All Rounder Code/Certificate	06
Sgt	05	DC's Award	04	1 <sup>st</sup> Class / Star test	04
L/Sgt	04	Scouts Award	02	2 <sup>nd</sup> Class / Investiture	02
Cpl	03	Scouts Membership	01	Tenderfoot	01
L.Cpl.	02				
Cdt	01				

\*If a candidate has done a combination of the above (Cadetting / Scouting / Girl Guiding), half (1/2) marks of the lowest qualification should be added to the full marks of the highest qualification.

\*Marks given for Leadership Achievements should not be exceeded 10 marks.

(ii) Environmental Society – President Level achievements - 03 marks

**c) Extra-Curricular Achievements (05 marks)**

- Head Prefect - 05
- Deputy Head Prefect / Games Captain/ Top Board - 04
- Deputy Games Captain/ House Captain - 03
- Senior Prefect/ Band Leader - 03
- Life Saving (Certificate recognized by the National Life Saving Association)
  - Junior National - 03
  - Intermediate - 02
  - Novices - 01
- Achievements in Aesthetic Events, English/Sinhala/Tamil Literary Competitions (Senior level / Grade 11 and above achievements only)
  - National Level - 03
  - District / Provincial Level - 02
  - School / Zonal Level - 01
- Holding appointments in School Societies/Clubs – (President/ Secretary/ Treasurer)- 02
- Representing School Senior Band - 02

\*Marks given for Extra - curricular activities should not exceed 05 marks.

**03. BOARD ASSESSMENT**

**(10 marks)**

- a) Attitudes 02 marks
- b) Bearing 02 marks
- c) Confidence 02 marks
- d) Communication Ability 02 marks
- e) Other Achievements 02 marks

\*The Board Assessment marks should be allocated out of 10 for each component, with the total subsequently divided into five equal parts to determine the final assessment score.

**04. TOTAL MARKS**

**(100 marks)**

<b>SUMMARY OF MARKS ALLOCATION</b>			
<b>01. EDUCATIONAL QUALIFICATIONS</b>			
Advanced Level Examination			60
<b>02. ACHIEVEMENTS</b>			
Sports Achievements	15		
Leadership Achievements	10		
Extra-Curricular Achievements	05	30	
<b>03. BOARD ASSESSMENT</b>		10	
<b>TOTAL INTERVIEW MARKS</b>		100	





**Memorandum of Understanding**

**Between**

**Royal Government of Bhutan**

**And**

**General Sir John Kotelawala Defence University (KDU), Sri Lanka**

This Memorandum of Understanding (hereinafter referred to as MOU) is made and entered in to on this ... <sup>3<sup>rd</sup></sup> day of February at Ratmalana, Sri Lanka.

**BY AND BETWEEN**

The Royal Government of Bhutan acting herein through the Minister in charge of the Ministry of Education (hereinafter referred to as the "MoE" which term shall where the context so requires means and include the said Royal Government of Bhutan and its successors and permitted assignees) on the One part;

**AND**

General Sir John Kotelewala Defence University, a state Defence University established by Legislative Act in Sri Lanka (hereinafter called and referred to as the "KDU" which term shall where the context so requires mean and include the said General Sir John Kotelawala Defence University and its successors and permitted assignees) on the Second part.

**Preamble:**

WHEREAS, the Royal Government of Bhutan intends to avail facilities for undergraduate studies in degree programmes in Medicine and other specialties at KDU, for the Bhutanese citizens;

And

WHEREAS the General Sir John Kotelawala Defence University, has agreed to admit Bhutanese candidates to pursue undergraduate studies in degree programme in Medicine and other specialties, based on their competence and qualifications.

*Signed in 2022*

*[Signature]*



NOW THEREFORE the Parties hereto agree enter into this MOU on the terms and conditions stated hereunder:

**01. Obligations of the Royal Government of Bhutan**

1. The MoE, shall identify and select suitable candidates for admission to follow the degree programmes in conformity with the criteria for admission prescribed by the KDU.
2. The MoE shall forward the bio-data of the selected candidates together with the academic transcripts and other relevant documents to the KDU for admission to follow the relevant degree programmes.
3. For the Government sponsored students, the Royal Government shall bear all costs pertaining to the degree programmes of the selected candidates, including fees, stipend, cost of books and health insurance and travel costs to and from Sri Lanka.
4. If a student fails to complete the degree programme to which he has been admitted within the prescribed period of time, the Royal Government shall advise the KDU whether or not to continue his studies.
5. The MoE may request the KDU to consider accepting the Bhutanese candidates for admission into the degree programmes in the same year of nomination by the Royal Government, without having to wait for a further year.

**02. Obligations of the General Sir John Kotelewala Defence University, Sri Lanka**

1. KDU shall inform the MoE on the admission requirements, the dates for submission of nominations and the annual fees structure of the degree programmes as indicated below. (As a special concession to the Royal Government, KDU agrees not to vary the annual tuition fees for a period of three (03) years from date of signing of this MOU.)

SR NO	Degree Programme	Duration	Course Fee (per annum - USD)	Total Course Fee USD
01	MBBS	5 years	6,500	32,500
02	BSc in Engineering	4 years	4,750	19,000
03	Bachelor of Laws	4 years	2,750	11,000
04	BSc in Management and Technical Science	3 years	2,750	8,250
05	BSc in Logistic Management	3 years	2,750	8,250
06	BSC in Social Sciences	3 years	2,250	6,750
07	BSc in Nursing	4 years	2,050	8,200
08	BSc in Physiotherapy	4 years	2,250	9,000
09	BSc in Radiography	4 years	2,250	9,000

10	BSc in Medical Laboratory Science	4 years	2,250	9,000
11	BSc in Pharmacy	4 years	2,250	9,000
12	BSc of Architecture	5 years	4,250	21,250
13	BSc in Built Environment	3 years	3,250	9,750
14	BSc (Hons) in Built Environment	4 years	3,750	15,000
15	BSc in Quantity Surveying	3 years	2,750	8,250
16	BSc (Hons) in Quantity Surveying	4 years	3,250	13,000
17	BSc (Hons) in Surveying Science	4 years	3,750	15,000
18	BSc in Surveying Science	3 years	3,250	9,750
19	BSc in Information Technology	4 years	2,250	9,000
20	BSc in information system	4 years	2,250	9,000
21	BSc in Computer Science	4 years	3,250	13,000
22	BSc (Hons) in Computer Engineering	4 years	3,750	15,000
23	BSc (Hons) in Software Engineering	4 years	3,750	15,000

2. KDU shall provide minimum of 5 and maximum of 15 studentships in the MBBS degree programme and 5 to 10 studentships in the other degree programmes for each year for the candidates selected by the MoE of the Royal Government.

3. KDU may consider allowing Bhutanese medical graduates to undergo the one-year period of internship, immediately after successfully completing the final year of the degree programme. Tuition fee shall not be charged during the internship period.

4. If a student is referred in any examination, the University shall charge an examination fee of a maximum of double the amount paid by the local students per subject/ component per subsequent attempt.

4. KDU agrees to accept the Bhutanese candidates for admission to the degree programmes in the same year of nomination by the Royal Government of Bhutan.

### 03. Coordination:

1. The Director General, Department of Adult and Higher Education being supported by the Chief, Scholarship and Student Support Division of the same Department of the MoE shall be the authorized point of contact for the purposes of coordination of function under this MOU.

2. The Deputy Vice Chancellor (Defence & Administration) of KDU shall be the authorized point of contact for the purposes of coordination of function under this MOU.

**04. Liability**

Neither party shall be liable for indirect or consequential damages which may arise in the execution of this MOU.

**05. Channel of Communication**

All communication shall be made directly between the Director General/Chief, Scholarship and Student Support Division, Department of Adult and Higher Education, Ministry of Education, Royal Government of Bhutan and Deputy Vice Chancellor (Defence & Administration), KDU or routed through the diplomatic channels when required.

**06. Commencement, Renewal, Variation and Termination:**

1. This MOU shall come into force from the date of the last signature.

2. The term of this MOU shall be Three (03) years from the date of the last signature, on the understanding that subject to revision, if necessary, it may be renewed upon such expiry by mutual agreement between the Parties.

3. This MOU may be amended, varied or modified by means of a written agreement executed by the Parties. The date of the amendment, variation or modification shall be the date on which the amended, varied or modified MOU is last signed or such other later date as may be agreed by the Parties.

4. Either Party may terminate this MOU at any time by giving prior notice of not less than three (3) months, in writing, though such action shall only be taken after mutual consultation between the parties.

5. Expiry or early termination of this MOU shall not preclude candidates already admitted for a degree programmes from continuing with such degree programme for the full duration at same tuition rate.

**07. Assignment:**

This MOU shall not be assigned or transferred by any of the parties without the prior written consent of the other party. This MOU shall be binding on agents, successors and permitted assignees of the Parties.

**08. Review**

Either Party may initiate a review of the operation of this MOU. Such a review shall be undertaken by a committee appointed by the Parties by mutual agreement.



**09. Disclaimer:**

1. Nothing contained herein shall diminish the full autonomy of any party, nor will impose any constraints or financial obligations be imposed on any Party, save as otherwise provided herein or mutually agreed, in implementing this MOU.
2. The Parties agree that this MOU will act only as an interim understanding until detailed arrangements are made for each specific activity.

**10. Disputes:**

1. Any doubt, dispute or difference arising out of or in connection with this MOU, including interpretation or application of any provision thereof, shall be resolved amicably in good faith by direct negotiation between the Parties.
2. In the event in the Parties cannot reach an agreement, such doubt, dispute or difference shall be referred to a mutually acceptable referee, or each party nominating a referee and such referees electing a chairman and such panel of referees investigating in to the matter and marking a recommendation: The Parties agree to accept such recommendation without recourse to any other method of dispute resolution.

**11. Extraordinary Events (Force Majeure):**

1. No party shall be liable for any failure to perform or any delay in performing any of the obligations under this MOU to the extent that the cause of such failure or delay is beyond the party's reasonable control.
2. No Party shall incur any liability to the other party on account of any loss or damage resulting from any delay or failure to perform all or any part of this MOU, if such delay or failure is caused, in whole or in part by events or occurrences or forces beyond the reasonable control and without the negligence of such party.

**12. Definitions and Interpretations:**

In this document:

'MoE' means the Ministry of Education of Royal Government of Bhutan.

'MOU' means this Memorandum of Understanding.

'KDU' means the General Sir John Kotelawala Defence University of Sri Lanka.

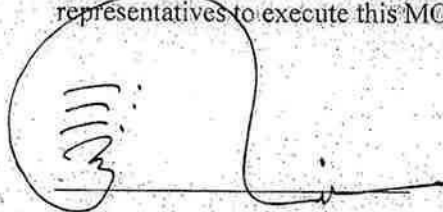
'Royal Government' refers to the Royal Government of Bhutan.

'The Parties' refer to the Royal Government of Bhutan and the General Sir John Kotelawala Defence University of Sri Lanka.

'Force Majeure' means unexpected and disruptive events that may operate to excuse a party from a contract. These events include disasters such as floods,

earthquakes and other 'Acts of God' as well as uncontrollable events such as war or terrorist attacks.

IN WITNESS WHEREOF, the Parties have executed, or caused their duly authorized representatives to execute this MOU and another of the same tenor.

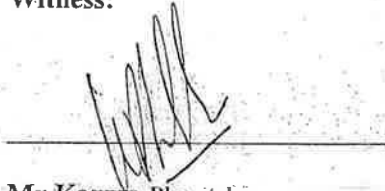


**Mr Jai Bir Rai**  
Minister of Education  
Royal Government  
Bhutan



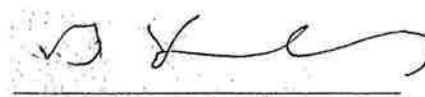
**Major General Milinda Peiris**  
Vice Chancellor  
General Sir John Kotelawala  
Defence University, Ratmalana  
Sri Lanka

**Witness:**



**Mr Karnra Phuntsho**  
Dy. Chief Program SSSD, DAHE  
Ministry of Education  
Royal Government  
Bhutan

**Witness:**



**Mr VD Kithsiri**  
Registrar  
General Sir John Kotelawala  
Defence University, Ratmalana  
Sri Lanka



ADMISSION TO UNDERGRADUATE COURSES OF THE  
UNIVERSITIES IN SRI LANKA

ACADEMIC YEAR  
2023/2024  
(Based on the G.C.E (A/L) Examination 2023)



UNIVERSITY GRANTS COMMISSION  
SRI LANKA

**It is your responsibility to carefully read and understand this Handbook and to follow the rules & regulations therein when applying for university admission online as well as getting registered for the selected course of study of the university online.**

**Any clarification relating to interpretation of the rules and statements made in this handbook is the responsibility of the UGC and the decision of the UGC relating to such interpretation thereon shall be final.**

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### *Annexes*

The requirements to be fulfilled for this special admission are as follows.

- Winning Medals or participation in Olympic Games.
- Winning at least Gold, Silver or Bronze Medals in Commonwealth Games, Asian Games or SAARC Games.
- Member of a national team representing Sri Lanka at Commonwealth Games, Asian Games, SAARC Games or in a recognized World Cup in a sport such as Cricket, Football, Rugby, Volleyball, Netball or any other sport as decided by the University Grants Commission.

The candidates selected for admission under this special category should follow a suitable foundation course organized by the Open University of Sri Lanka before commencing of the academic programme.

**A press notice will be published calling for applications under this special provision separately.**

#### **6.4 Enlisted Personnel of Armed Forces, Police Service & Special Task Force**

Following places are reserved for the courses of study in Engineering, Medicine and Dental Surgery under this special provision;

- (i). Up to 0.5% of the places from the proposed intake are reserved in the courses of study in Medicine and Engineering for personnel enlisted in the Armed Forces, and the Police Service and the Special Task Force serving in operational areas.
- (ii). Up to 0.5% of the places from the proposed intake are reserved in the course of study in Dental Surgery for the Police Service and the Special Task Force serving in operational areas.

And,

Up to 5 students over and above the proposed intake are reserved in the course of study in Dental Surgery for the personnel enlisted in the Armed Forces according to the Cabinet Paper No: 21/2026/303/156 dated 14.12.2021.

Candidates who wish to apply under this provision should have satisfied the minimum requirements for admission specified in the Section 1.2 and subject pre-requisites for admission to the above mentioned courses of study specified in Section 2.2 of this Handbook and should have got enlisted at the time of sending the application to the Secretary of the Ministry of Defence, through the Commander of the Service concerned. Out of the applications forwarded by the Secretary of the Ministry of Defence, the eligible candidates will be selected based on the average Z-Score obtained by the candidates at the G.C.E. (Advanced Level) Examination. Candidates should not apply directly to the UGC for this intake and applications are only accepted by the Secretary of the Ministry of Defence.

#### **6.5 Sri Lankans who have Studied Abroad and Foreign Students**

- (i) Up to 0.5% of the places from the proposed intake in each course of study have been allocated to foreign students and Sri Lankan students who have obtained qualifications abroad. Accordingly, candidates with results at a foreign examination held outside Sri Lanka deemed equivalent to G.C.E. (Advanced Level) Examination of Sri Lanka are eligible to apply for admission to universities in Sri Lanka.

Selections are based on the following order of priority:

- (a) Children of Sri Lankan diplomatic personnel who are/have been stationed in other countries provided they have received education abroad for at least three academic years in the six-year period immediately preceding the qualifying examination.
- (b) Children of foreign diplomatic personnel working in Sri Lanka.
- (c) Students from SAARC countries.
- (d) Sri Lankan students not covered under (a) above provided that they have obtained qualifications for university admission after studying abroad for not less than three academic years immediately preceding the qualifying examination.
- (e) Other foreign students not covered under (b) or (c) above.

The parents of the Sri Lankan candidates of categories (a) & (d) above should also have worked in the same country during the three academic year period considered for admission under this provision.

**All selected candidates will be admitted on fee levying basis except for the candidates under category (a) above.**

- (ii) In addition, up to 4.5% of the places over and above the proposed intake in each course of study will be allocated on fee levying basis to foreign students and Sri Lankan students who have obtained qualifications abroad.

The parents of the Sri Lankan candidates considered under this 4.5% provision should also have worked in the same country during the three academic year period considered for admission under this provision.

All prospective candidates should download the relevant applications from the official website of the UGC ([www.ugc.ac.lk](http://www.ugc.ac.lk)).

## **6.6 Admission of Teachers**

The University Grants Commission may admit a limited number of teachers to courses of study in Arts, Biological Science, Physical Science and Applied Sciences each year belonging to the following categories:

- (a) Teachers who have passed the General Arts Qualifying (External) Examination/ First Examination in Bachelor of Arts (External) in or after 2019 having offered English as one of the subjects for a course of study in Arts.
- (b) Teachers who have passed the First Examination in Bachelor of Science (External) Degree Programme in or after 2019 for courses of study in Biological Science, Physical Science or Applied Sciences.

In order to be eligible for admission, a teacher belonging to either of the above categories should:

- (1) Have completed at least 5 years of service as a teacher from the date of the first appointment.
- (2) Not be enrolled as a student in any Teacher Training College/ College of Education at the time of selection and

- (3) In the case of Biological Science or Physical Science or Applied Sciences a candidate should have obtained passes in the relevant subjects at the G.C.E (Advanced Level) Examination or the First Examination in Bachelor of Science (External) Degree Programme as a pre-requisite to be selected for a course of study available in a University.

The Secretary of the Ministry of Education through a Government Gazette Notification will entertain applications for admission of teachers under this special provision. Selections will be made by the UGC based on the performance (Aggregate and/ or marks obtained for the relevant subjects) of candidates at the General Arts Qualifying (External) Examination/ First Examination in Bachelor of Arts (External) or the First Examination in Bachelor of Science (External) Degree Programme & based on the performance at the interview held by the UGC. Candidates should not send applications directly to the UGC.

**Teachers selected for admission under this special provision should be prepared to follow the courses of study which are offered to them.**

**All selected candidates will be admitted to the first year of study.**

## **6.7 Additional Intake**

For some subjects in the course of study in Arts, an adequate number of students may not be selected on the basis of the admissions policy specified in Section 1.1 in this handbook. As a result, some Faculties and Departments could be in a position to admit a larger number than the number selected under the normal admission criteria.

In such circumstances, the UGC may, at the request of the Universities concerned, decide to admit a limited number of additional students for the selected subject areas. This is 'an additional intake' aimed at making optimal use of the human and physical resources available at Universities, as well as meeting skilled manpower needs of the society.

Since candidates are selected out of those who have already applied for the normal intake, no separate application need to be made for selection under the Additional Intake.

Students under this provision will be selected based on the All Island Merit. However, for Language subjects, Religion and Civilization subjects and Aesthetic Studies subjects, candidate should have necessarily obtained at least a "C" Grade for the subject (in the case of English Language minimum requirement is a "S" Grade) for which he/ she would be considered.

Successful candidates should study this subject area throughout the duration of his/ her university education. If the candidate intends to obtain a specialized degree he/ she should select the same subject to which he/ she was selected under this special provision.

**Standards for Accrediting a Medical School  
Accreditation Unit  
Sri Lanka Medical Council**

**Section A: General Information**

A1. Entry criteria for medical students are transparent and match the minimum standards defined by the SLMC in all instances.

The minimum entry criteria to a medical school should be one of the following.

- Sri Lankan GCE Advance Level (AL): Subjects of Biology, Chemistry and Physics - 2C's and 1S pass  
London AL (i.e., Cambridge, Pearson Edexcel AL): Subjects of Biology, Chemistry and Physics - 2B's and 1C pass  
Equivalent qualifications to any of the above.

A2. The medical school is governed by an authority with adequate legal and regulatory backing.

A3. The medical school has been accredited/recognized by a national regulatory body established for the said purpose.

A4. The medical school has received accreditation/recognition from a recognized overseas accreditation body. (optional)

A5. The total number of students admitted during the last 5 years matches the resources available at the medical school.

A6. The total duration of the study programme is adequate and utilised optimally to train a competent doctor.

**Section B: Vision and Mission**

B1. The process followed in developing the vision and mission statements complies with expected practices for an academic higher education institution.

B2. Vision and Mission statements address the needs and expectations of the stakeholders and the country and fulfil the Minimum Standards of Medical Education in Sri Lanka.

B3. Vision and Mission statements are used for planning, delivery, management, and quality assurance of the curriculum.

**Section C: Educational Programme**

C1. Vision, mission, curriculum model and principal learning outcomes should be appropriately developed.

C2. The curriculum organizational structure is appropriate for the qualification being awarded.

C3. The subject areas in the Minimum Standards of Medical Education of the SLMC are appropriately taught in the relevant years.

C4. Teaching and learning methods are appropriate to address educational needs.

C5. Every student is expected to spend a total of 2850 hours in planned skills training and learning in a hospital-based clinical setting or a community-based setting in a manner appropriate to gain the essential skills related to the subjects stated in Table 1 below.

C6. The subject-wise number of hours per student and the manner in which the said hours are utilised for planned guided skills training allows for gaining the essential skills related to the subjects stated in Table 1 below.

Clinical disciplines	Minimum require hours
I. Internal medicine and related subspecialties (including cardiology, dermatology, neurology and venereology / sexually transmitted infections)	800
II. Surgery and related subspecialties (including anesthesiology, ophthalmology, orthopaedic surgery, oto-rhino-laryngology)	800
III. Obstetrics & Gynaecology	400
IV. Paediatrics	400
V. Psychiatry	200
VI. Forensic Medicine	50
VII. Community Medicine	200
VIII. Family Medicine	See the footnote below*

Table 1: Minimum training hours required for each subject

\*There are no minimum hours in Family Medicine listed in the "Minimum Standards Regulation Gazette". However, in calculating the **total planned skills training and learning** in a hospital-based clinical setting or a community-based setting for clinical subjects, the **number of hours in Family Medicine, if available, shall be included.**

C7.1. Introduction to clinical skills training is compatible with the overall curriculum structure.

C7.2. The number of students allocated to each group during clinical rotations allows for optimum clinical exposure and interaction between students, and between students and the tutor/teacher.

C8. Clinical skills, the competency levels defined by the medical school and the way that they are taught and learnt are adequate and comprehensive.

C9. Mandatory internship/final year training programme contributes to and complements the overall clinical learning appropriately, and does not limit opportunities to gain an overall clinical exposure.

#### **Section D: Assessment of Students**

D1.1. Medical school utilizes appropriate tools for student assessment.

D1.2. Criteria set for pass marks, grade boundaries, allowed re-takes, etc. comply with best practices for undergraduate medical education.

D2. There is alignment between learning outcomes and assessments.

D3. Results of assessments guide decisions about the progress of the student to different stages of the training programme described in the curriculum as per submitted Regulations and By-Laws.

D4. Medical school implements robust mechanisms to avoid conflicts of interest during student assessments.

D5. Assessment/examination/evaluation procedures are scrutinized by external experts in line with acceptable best practices.

D6. Medical school has adopted procedures that ensure confidentiality and integrity of examination results.

D7. The medical school implements a system for providing feedback to students following assessments regarding their strengths and weaknesses.

#### **Section E: Students**

E1. The admission policy of the Medical School and the selection process for admission of medical students are acceptable and are in line with the Minimum Standards published by the SLMC.

E2.1. Student numbers match the available resources of the medical school.

E2.2. Medical school has been able to attract international medical students for its courses.

E3. The student transfer policy adopted by the Medical School is transparent and in line with the best practices in higher education.

E4. Medical school has established a mechanism to counsel and provide feedback to students following examinations.



E5. Medical school has enough facilities and staff to provide counselling for students (such as student counselling units, counsellors, mentors, etc.) regarding their academic and other problems.

#### **Section F: Academic Staff**

F1. The policies for recruitment and promotion of staff in the medical school have been clearly defined and allow recognition of academic excellence.

F2. Responsibilities assigned to different grades of academic staff members facilitate efficient delivery of the curriculum.

F3. Designations and discipline-related qualifications of the academic staff are appropriate to deliver the curriculum effectively.

F4. Adjunct / extended faculty associated with the medical school are adequate in terms of their number and competencies to effectively train a medical student.

F5. Student:staff ratio maintained by the medical school and the strategy for deployment of staff in the teaching and learning process meet both the minimum standards requirement and the maintenance of quality in education.

F6. Medical school employs non-academic staff members adequate to conduct its day-to-day operations including training and assessments, providing the necessary support to academic staff and students, and to ensure effective administrative functioning.

F7. Medical school provides adequate opportunities for staff development for academic and non-academic members of the school.

F8. Medical school should establish a dedicated unit with trained staff and adequate resources, policies and procedures to support curriculum development and medical education.

F9. The number of staff members with medical education qualifications is adequate to provide the medical school with in-house capacity to develop, review and implement curriculum effectively.

F10. Medical school should establish a well-defined process to enhance knowledge and skills on the curriculum among all academic staff.

#### **Section G: Educational Resources**

G1. The lecture halls and their facilities available for the medical school are adequate to fulfil the needs of all students.

G2.1. Tutorial and discussion rooms and their facilities allow accommodating all students in groups of appropriate size simultaneously in delivering the curriculum and its activities appropriately.

G2.2. Medical school is in possession of appropriately equipped examination halls that facilitate evaluation of all students of a single batch simultaneously without disrupting the academic activities of other students.

G3. The medical school shall establish appropriately equipped museums and laboratories for teaching purposes that have been integrated into the curriculum to facilitate producing a competent medical graduate.

G4. The medical school shall both establish clinical skills laboratory (ies)/centre (s) with essential equipment and design learning activities within the core curriculum to support the development of essential graduate competencies.

G5. The medical school library is able to cater to the learning needs of all students through physical/online educational material at any given time.

G6.1. Medical school is able to provide adequate training in teaching hospitals for all its students eligible for such training at any given time.

G6.2. Teaching hospitals affiliated with the medical school cover all relevant clinical specialities required to train a medical student.

G6.3. Teaching hospitals affiliated with the medical school generate enough patient turnover in sufficient variety to facilitate student learning.

G7. Medical students are provided with adequate opportunities to learn community medicine through the named field practice settings in line with the Minimum Standards defined by the SLMC.

G8. Medical students are provided with adequate exposure to forensic medicine and forensic pathology during their training in line with the Minimum Standards defined by the SLMC.

G9. Medical school offers ICT facilities and has incorporated them into the curriculum adequately to support student learning at any given time.

G10. Medical students are provided with hostel facilities complying with adequate quality and safety standards fulfilling the basic needs of the students including water, electricity, sanitary facilities, recreation, internet, etc.

G11. Medical students are provided with basic medical and nursing care through a medical centre staffed and equipped adequately by the medical school or its governing authority.

G12. Medical students are ~~provided with~~ offered basic meals and refreshments in keeping with the required hygienic standards by the medical school.

G13. Medical students are provided with recreational facilities adequate for them to maintain a high level of physical, mental, social, and spiritual wellbeing.

#### **Section H: Programme Evaluation and Quality Assurance**

H1. Medical school shall establish a robust quality assurance system capable of addressing quality concerns related to the medical curriculum, training, and other academic and non-academic affairs.

H2. Medical school shall establish a mechanism that will allow students and staff members to provide regular feedback on various aspects related to teaching, learning and administration without any room for adverse repercussions.

H3. The medical school should have undergone a comprehensive evaluation/review of its degree programme within the past 10 years in a satisfactory manner.

H4. Analysis of performance of cohorts of students and graduates in relation to the mission, intended educational outcomes, training programme and assessments should be performed satisfactorily.

#### **Section I: Governance and Management**

I1. The organizational structure of the medical school is well demarcated and provides opportunities for effective governance.

I2. Responsibilities related to the management of the degree programme have been defined and delegated appropriately to relevant staff members.

I3. The number and the variety of the administrative staff employed allow the medical school to govern the degree programme effectively.

I4. Medical school is in a position to ensure adequate financial and material resources for educational activities.

I5. Medical school provides opportunities for the students to involve in the decision-making process alongside the medical school governing bodies without intimidation or influence.

I6. The institutional strategic plan has been used effectively in the governance and management of the medical school.

**MARKING SCHEME FOR SELECTION INTERVIEW – MBBS LOCAL DAY SCHOLARS****01. EDUCATIONAL QUALIFICATIONS****(90 marks)****a) Advanced Level Examination****(i) GCE (A/L) Examination Z Score (90 Marks)**

Calculation
<b>Interview Mark for the Z score = <math>45 + (X/Y) * 45</math></b>

X = Z Score of the Particular candidate  
 Y = Maximum Z Score of the shortlisted candidate  
 in the MBBS degree programme

**(ii) London A/L Examination Grades (90 Marks)**

Calculation
<b>Interview Mark for the Grades = <math>(A/B) * 90</math></b>

A = Total Raw Marks of the Particular Candidate  
 B = Highest Total Raw Marks of the shortlisted  
 candidate in the MBBS degree programme

**02. ACHIEVEMENTS****(10 Marks)****a) Sports (05 Marks)**

(Marks are to be allocated only for the sports achievements of Under 17 or above age groups. Only the sports recognized by the Sport Regulatory Authority are to be considered)

Achievement	Max. marks for places/ pre sports
International Level	05
National Level	03
Provincial Level	01

**Note :** For the certificates of Participation, marks of the immediate below level are to be considered.

**b) Leadership (05 Marks)**

Cadnetting	Marks	Scouting	Marks	Girl Guiding	Marks
WO I/ SUO	05	President's Scout	05	President's Guide	05
WO 2/ JUO	03	Prime Minister's Scout	03	Prime Minister's Guide	03
S/Sergeant	02				
Sergeant	01				

**03. Suitability (Conditional)**

- Positive Attitudes
- Bearing & Personality
- Communication Skills
- Willingness / Potential

**04. Total Marks****(100 Marks)**

Advanced Level Examination	- 90
Achievements	- 10
Sports	- 05
Leadership	- 05
Total Interview Marks	- 100