



THE OPEN UNIVERSITY OF SRI LANKA

Degree of Master of Education Programme (Course Work) 2019/ 2020

**General information about the Open University and Degree of Master
of Education Programme are given in this Brochure**



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Part I - General Information

1.0 The University

The Open University of Sri Lanka (OUSL) is the premier Open and Distance Learning (ODL) Institution in Sri Lanka where students can pursue their studies in a friendly and flexible environment. As a student of the OUSL you will enjoy a wide range of facilities to support your learning activities. You will have access to temporary residential facilities, an extensive library, a Wi-Fi network and sports facilities etc. The University was established in 1980, under the Universities Act No. 16 of 1978 and OUSL Ordinance No. 3 of 1980. The OUSL has the same legal and academic status as any other national University in Sri Lanka. According to the Public Administration Circular No. 16/92, dated 13.03.1992, issued by the Ministry of Public Administration, Provincial Councils & Home Affairs, the degrees awarded by the OUSL are treated as equivalent to degrees awarded by any other university under the purview of the University Grants Commission (UGC).

2.0 Open University Vocabulary

2.1 Programmes of Study

In the Open University vocabulary, a Programme of Study consists of a combination of compulsory and optional courses. These programmes of study lead to Certificates, Diplomas, Degrees and Post-Graduate Degrees. The specific programmes of study offered by the Open University at present are as follows:

- 1) Foundation Programmes
- 2) Certificate/ Advanced Certificate Programmes
- 3) Diploma Programmes
- 4) Bachelor's Degree Programmes
- 5) Post-Graduate Degree Programmes
- 6) Post-Graduate Diploma Programmes
- 7) Continuing Education Courses
- 8) Stand Alone Courses

2.2 Courses and Course Code

Each Course is a unit of study, normally completed within a period of one year or less. A Programme of study consists of a number of courses. Each course is assigned a Course Code which consists of 7 alphanumeric characters as follows:

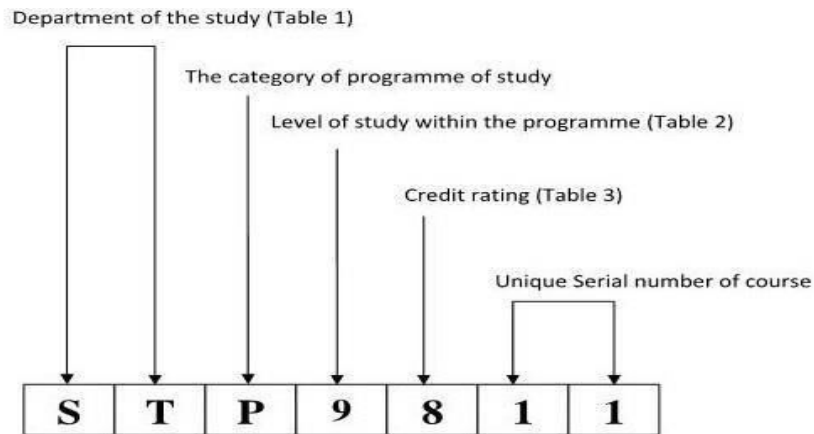


Table 1 - Description of the Course Code

Course Code	Description of the Course Code				
	Department of Study	Programme/ Category	Level	Credit rating	SN
SNPAF01	SN – Special Needs Education	P – Postgraduate	A – Level 10	F – 15 credits	01
SNU5535	SN – Special Needs Education	U – Undergraduate	5 – Level 5	5 – 5 credits	35
STP8501	ST – Secondary & Tertiary Education	P – Postgraduate	8 – Level 8	5 – 5 credits	01
EPA2815	EP - Early Childhood & Primary Education	A – Advanced Certificate	2 – Level 2	8 – 8 credits	15
EPC1332	EP - Early Childhood & Primary Education	C - Certificate	1 – Level 1	3 – 3 credits	32

Table 2 - Programmes of Study

Programme / Category	Code	Programme / Category	Code
Continuing Education	E	Training	W
Foundation	F	Engineering	X

Certificate	C	Project	Y
Diploma/Higher Diploma	D	Mathematics	Z
Bachelors including Honours	U	Industrial	I
Postgraduate	P	General	J
		Computer	K
		Language	L
		Management	M

2.3 Credit Rating

In the OUSL, the credit rating stands for the "academic value" of a course. The word 'credit' does NOT therefore refer to any level of achievement at an examination (e.g. Credit pass at GCE Ordinary/Advanced Level Examination).

One credit is considered equivalent to 50 Notional Learning Hours (NLH) for a taught course, laboratory studies course or field studies/clinical work. In case of industrial training, including time allocated for assessments and in case of research, including time allocated for literature survey, one credit is considered equivalent to a minimum of 100 notional hours.

The OUSL students shall be allowed to register for a maximum of 30 credits of regular courses and maximum of 8 credits of continuing education courses in an academic year. In the first year of registration the students shall offer a minimum of 8 credits of courses. The maximum allowable time to complete any programme at the OUSL shall be restricted to three times the minimum duration of the programme.

Table 3 - Credit Rating

Level	1	2	3	4	5	6	7	8	9	10	11	12
Code	1	2	3	4	5	6	7	8	9	A	B	C

3.0 The Study System

The system of study of the Open University of Sri Lanka is emphasized on distance education techniques using printed material and audio-visual aids. These are supported by day schools, consultancy sessions, seminars, workshops, discussion classes etc.

3.1 Printed Material

The central element in the teaching system is a series of printed course material that fulfills several purposes. They provide the student with the primary material for self-study and offer the equivalent of lectures that help the student to learn. It also provides a series of carefully designed self-assessment questions (SAQ) interspersed through the text. These will also help the student to develop analytical skills and independent thought.

3.2 Audio-Visual Aids

These are particularly important for the self-learner. They are designed to supplement the printed material and enable contact between students and teachers.

3.3 Laboratory work

Laboratory facilities are made available at selected Regional/Study Centres, where students have the opportunity to follow demonstrations and engage in practical work.

3.4 Dayschool/Discussion Classes/Tutorial Classes/ Workshops

Although the printed material and audio-visual aids are designed for students to learn independently, day schools are conducted from time to time to enable the students to discuss problems arising from the printed materials, assignments etc.

3.5 Library Facilities

OUSL Library network consists of the Central Library at Nawala, 07 Libraries in Regional Centres and 19 Study Centre Libraries. Collection at the Main library and Regional Centre Libraries exceed 150,000 materials which include books, pamphlets, theses, audio-visual materials, course materials, past question papers, e-journals, printed journals and bound journal volumes. OUSL Library membership is open to all categories of students and staff members of the OUSL. Book borrowing facility for the students is open only to the Level 3 and above. Currently, the Central Library is fully automated and provides many facilities on-campus and through online mode. Among the on-campus facilities provided: book borrowing, reference space, AV viewing, virtual resource access, photo copying academic inquiry handling are prominently attended by the Library staff. Online facilities include e-resources and e-journal databases, Online Public Access Catalogue (OPAC), online reservations and renewals of library materials, online access to past question papers, OUSL publications, articles of staff members and abstracts of these can be

accessed through the Library web portal at <http://lib.ou.ac.lk>. All RC Libraries too provide the same services except online reservations and renewals of library materials.

In addition, the Library provides many specialized services to researchers and learners such as orientation programs, academic inquiry services and search assistance, reference interviews, journal article delivery service etc. The Library also provides user/researcher training to all users through its Skill Development Unit (SDU) and are advertised time to time. The training programs relating to information skills, research skills, learning to learn skills and of basic library skills are conducted for groups and on personal basis on request.

3.6 Online Courses

Online courses, which are supplementary, blended or on-line-plus courses, have been developed by the different Departments to support the distant learner. These would facilitate self-learning and enable learners to access courses from their own homes/areas reducing time spent on traveling to OUSL centers.

3.7 Evaluation

A student's progress is assessed continuously by means of a specific number of Assignments, Activity Based Dayschool, Oral Presentations and also at the end of the course by means of a Final Examination. The final grade for each course will be determined by an appropriate combination of the Continuous Assessment Mark and the Final Examination Mark, provided the Final Examination Mark is above a specified mark

3.8 Duty Leave for Government School Teachers

Government school teachers are entitled to duty leave - 1 day per month to attend academic activities of their study programme, 1 week to prepare for the Final Examination and the days in which the Final Examinations are held.

3.9 MyOUSL and Student Email Account

Students registering with the Open University are given access to the MyOUSL web portal and also an OUSL email account to provide a speedy communication channel between the student and the OUSL.

3.10 Regional Education Service

Regional Education Services (RES) Division of the OUSL functions as the critical builder of bridges between the central campus and its learners scattered all over the country. According to the policy of the OUSL, one Regional Centre (RC) in each province and at least one Study Centre (SC) should be established in every district. At present, there are 8 OUSL Regional Centres (RCs)

and 19 Study Centres (SCs). The main responsibility of those centres is to provide learners with support services including classrooms and teaching facilities for students and staff. In addition, RES conducts examinations, selection tests and promotion activities for OUSL programmes.

Almost all the Degree and Postgraduate Diploma in Education (PGDE) programmes are offered at majority of the RCs and selected SCs. The Certificate Programmes of the OUSL are generally conducted at all the Centres.

RES organizes and supports course delivery as well. However depending on the demand of the courses and the availability of students, some districts might offer more programmes compared to others.

Director, RES is in overall charge of all the centers. While Assistant Directors (ADs) are in charge of RCs and SCs. Both RCs and SCs are usually opened from Tuesdays to Saturdays of the week for academic and administrative activities. On Sundays and Monday all the centres are closed.

Table 4 – Regional Centres - The Open University of Sri Lanka

REGIONAL CENTRES (08 Nos.)				
CENTRE & CODE	TELEPHONE NOS.	OFFICER	POSTAL ADDRESS & E-MAIL ADDRESS	FAX NOS.
Colombo (WP10)	011-2853930 Ext. : 380 Staff: 281, 630, 464, 420, 621	Mrs. Vindya Angammana Assistant Director Mrs. Rukshani Sadeesha Assistant Director	OURC, Nawala, Nugegoda. adcol@ou.ac.lk wksad@ou.ac.lk	011-2853930
Kandy (CP20)	081-2494083 081-2494084 081-2494495 081-2494496 081-2494497	Mr. Anushka Bandara Assistant Director	OURC, Polgolla, Kandy. adkan@ou.ac.lk	081-2494498
Matara (SP30)	041-2222943 041-2229782	Mr. Dinesh Gajamange Assistant Director	OURC, Nupe, Matara. admat@ou.ac.lk	041-2222943
Jaffna (NP40)	021-2223374	Mr. Krishnapillai Kanthavel Assistant Director	OURC, Browns Road, Kokuvil, Jaffna. adjaf@ou.ac.lk	021-2223374
Anuradhapura (NC50)	025-2222871	Ms. Shyama Madugalle Assistant Director	OURC, Jayanthi Mawatha, (Depot Area), Anuradhapura. adamu@ou.ac.lk	025-2225674
Batticaloa (EP60)	065-2222264	Mr. Antony Kamalanathan Senior Assistant Director	OURC, No.23, New Road, Batticaloa. robat@ou.ac.lk	065-2224222
Kurunegala (NW70)	037-2223473	Mr. Mahinda Sakalasooriya Assistant Director	OURC, Negombo Rd, (Nissanaka Mw Junction), Malkaduwwa, Kurunegala. adkur@ou.ac.lk	037-2230555
Badulla (UP80)	055-3012151 055-2228842	Mrs. Hiranthi Galahitiyawa Assistant Director	OURC, No. 18/1, Bandaranayaka Mw, Badulla. hiranthi8@yahoo.com	055-2228842

Table 5 Study Centre Network:

STUDY CENTRES (19Nos.)				
CENTRE & CODE	TELEPHONE NOS.	OFFICER	POSTAL ADDRESS & E-MAIL ADDRESS	FAX NOS
Ambalangoda (SP31)	091-2258585	Mr. Rasath De Silva Actg. Assistant Director	OUSC, No.80/1, Polwatta Road, Halwathura, Ambalangoda. amsad@ou.ac.lk	091-2256516
Bandarawela (UP81)	057-2222820	Mr. Sumith Adikari Assistant Director	OUSC, St. Thomas Road, Wewatenna, Bandarawela. amsad@ou.ac.lk	057-2223747

Galle (SP32)	091-2223784	Mr. Nandana Kariyawasam Actg. Assistant Director	OUSC, Labuduwa, Galle. tnandana@gmail.com	091-2247564
Gampaha (WP11)	033-2234571 033-2234572	Ms. Chathurya Herath Assistant Director	OUSC, Gampaha Road, Miriswatta, Mudungoda. hhera@ou.ac.lk	033-2234571
Polonnaruwa (NC51)	027-2225776	Ms. Rasodya Perera Assistant Director	OUSC, 24 post, Bendiwewa, Jayanthipura. adpol@ou.ac.lk	027-2225776
Ratnapura (SG90)	045-2228660	Dr.(Ms.) Nilusha Wanigasekara	OUSC, Hidellana, Ratnapura. adrat@ou.ac.lk	045-2228729
Kegalle (SG91)	035-2222501	Ms. Tharanga Fernando Assistant Director	OUSC, Kumaratunga Munidasa Mawatha, Kegalle. adkeg@ou.ac.lk	035-2222501
Ampara (EP61)	063-2222052	Ms. Kangesu Saranyah Assistant Director	OUSC, Iginiyagala Road, Samapura, Ampara. ksara@ou.ac.lk	063-2222052
Ambalantota (SP33)	047-2225533	Mr. Asanka Sampath Assistant Director	OUSC, Rajasaranagama Road, Lunama South, Ambalantota. agsam@ou.ac.lk	-
Hatton (CP21)	051-2225139	Mr. Sumith Adikari Assistant Director	OUSC, St.Gabriel Convent, Hatton.	-
Kalutara (WP12)	034-2223399 034-3949160	Ms. Chathu Nisansala Assistant Director	OUSC, No. 66/2, Nagoda Rd, Kalutara. adkak@ou.ac.lk	-
Kuliyapitiya (NW72)	037-2281181 037-2281271	Ms. Kanchana Hettiarachci Assistant Director	OUSC, Technical College, Kuliyapitiya. hahet@ou.ac.lk	-
Monaragala (UP82)	055-2277395	Mrs. Fathima Nazeefa Assistant Director	OUSC, Technical College Junction, Sirigala, Potuvil Road, Monaragala. amfnazeefa@gmail.com	-

Puttalam (NW71)	032-2266822	Mr. Wimal Senevirathne Assistant Director	OUSC, No. 1/137, Colombo Road, Puttalam. adput@ou.ac.lk	-
Trincomalee (EP62)	026-2222088	Mr. Olumudeen Aroos Assistant Director	OUSC, No.26/A, Post Office Rd, Trincomalee. adtri@ou.ac.lk	-
Vavuniya (NP41)	024-2222995	Mr. Vathanatheesan Thivashkar Assistant Director	OUSC, No. 366, Kandy Rd, Thekkawaththai, Vavuniya. vthiv@ou.ac.lk	-
Kilinochchi (NP42)	021-2283970	Mr. Nagarajah Camilus Assistant Director	OUSC, 155 th Mile Post, Kandy Rd, Kilinochchi. adkili@ou.ac.lk	-
Mullaitivu (NP43)	071-3522367	Mr. Pavalakumar Divaagar Assistant Director	OUSC, Oddusudda n Road, Puthukkudiyiruppu, Mullaitivu. divaagarpavalakumar@gmail.com	-
Mannar (NP44)	0775625352 023-2251999	Mr. Krishnapillai Kanthavel Actg. Assistant Director	OUSC, No.363, Talaimannar Rd, Mannar. adjaf@sltnet.lk	-

4.0 Registration and Payments

Students selected for admission will be notified and will be required to get registered for the programme on a specific date. However, Students should also pass in the interview before the registration.

☛ *You will be verified whether you fulfil the admission requirements of the programme at the interview.*

Registration will be conducted at Colombo, Kandy and Jaffna Regional Centres.

Fees are due on demand and must be paid promptly. The University reserves the right to revise fees and all other charges at any time without prior notice. Fees paid will not be refunded. Fees for the Master of Education Programme (Coursework) for the Academic year 2019/2020 are given in Part II - Section 9.0.

5.0 Student Services

5.1 Counselling Unit

The OUSL Counselling Unit offers confidential counselling services to promote mental health and well-being of all students and staff. The professional Counsellors at the Counselling Unit provide individual, couple and group counselling as well as workshops and talks on relevant aspects. Anyone who has work or exam stress, anxiety and adjustment issues, relationship or family issues, personality problems, death and long term illness, drugs and alcohol problems, or any other issue affecting their day to day life or disturb the concentration on studies can seek help from the Counselling Unit.

The Counselling Service:

- provides a space and time to confidentially talk about concerns and problems
- is a non-judgmental and empathetic listening process that will help explore feelings and help to change your life if you wish to
- provides a support system in your hour of need when you need someone to listen to you
- provides help to identify ways to feel more confident and comfortable with your

abilities and aims for the future

The OUSL Counselling Unit is located at the Healthcare Centre of the OUSL, at Nawala. Contact information: Telephone: 011 2881361; email: counsellor@ou.ac.lk

5.2 Student Affairs Division

The Student Affairs Division maintains the personal and academic records of Open University students. All matters pertaining to registration of students including change of address, medium of study, study centre, civil status etc. should be immediately informed in writing to the Senior Assistant Registrar/Student Affairs Division, Open University, P.O Box 21, Nawala, Nugegoda (Phone: 0112823920).

- **Any queries relating to examinations and finance should also be directed to SAR/Student Affairs who will attend to student queries in consultation with the Senior Assistant Registrar/Examinations and the Bursar respectively.**

5.3 Cafeteria Facilities

Food can be purchased from the University Canteens at reasonable prices. The Canteen provides services both on weekdays and weekends.

5.4 Temporary Residential Facility (TRF)

Temporary Residential Facility (TRF) at The Open University of Sri Lanka (OUSL) provides residential facilities for outstation students for participation in in-campus academic activities. TRF is available for those who take part in laboratory activities, training activities conducted within the University, survey camps, and any other field work or any other compulsory activities, requiring overnight stay including CA tests, Final Examinations, day schools, and other scheduled academic activities. All students occupying the TRF of the OUSL are strictly required to follow the Rules and Regulations mentioned below. These Rules and Regulations are established to foster a safe and secure living and learning environment for students. Failure to follow these rules will lead to disciplinary actions from the university authority.

6.0 Faculty of Education

The Faculty of Education consists of three Departments:

1. Department of Secondary & Tertiary Education
2. Department of Early Childhood & Primary Education
3. Department of Special Needs Education

The Faculty offers a multitude of programmes leading to the award of Certificates, Diplomas, Degrees, Post-graduate Diplomas, Masters Degrees and M.Phil/ Ph.D Degrees.

Part II - Programme of Study

Degree of Master of Education (Coursework)

1.0 Introduction

The programme of study for the award of the Degree of Master of Education (Coursework) is offered by the Department of Secondary & Tertiary Education of the Faculty of Education. It is a thirty (30) credits programme consisting of coursework only. A candidate should acquire the thirty credits within a minimum of 1 academic year.

2.0 Objectives

The objectives of the programme are to:

- Expand the opportunities for higher studies in education for those who are already serving in the field of education
- Enable personnel already serving in higher educational institutions to obtain specialized knowledge in fields relevant to professions by offering a variety of new subjects
- Promote research in education in areas relevant to the development of education

3.0 Admission Requirements

The minimum entry requirements for the Master of Education Degree Programme are as follows:

- A pass in Bachelor of Education Degree from OUSL or any other recognized university with a minimum GPA 2.7 including at least B Grade for the following any of two courses or in the equivalent courses: Educational Psychology, Foundations of Education and Educational Measurement & Evaluation,

Or

- A pass in the Postgraduate Diploma in Education (PGDE) Programme from a recognized university with a minimum GPA 2.7 including at least B Grade for the following any two of courses or in the equivalent courses: Educational Psychology, Foundations of Education and Educational Measurement & Evaluation

Or

- A pass in the Post Graduate Diploma in Special Needs Education from the Open University of Sri Lanka with a minimum GPA 2.7 including at least B Grade for the following any two of courses or in the equivalent courses: Educational Psychology, Foundations of Education and Educational Measurement & Evaluation

Or

- Secured any equivalent qualification acceptable to the Senate

4.0 Selection Test & Study Period

- In order to be registered for the Degree of Master of Education (Coursework), a student should satisfy the Council with the admission requirements stated above (under section 3.0)
- **Eligible applicants are requested to sit a Selection Test.**
- Selections will be made on merit basis on the performance at the Selection Test. All Academic activities will be conducted at Colombo Regional Centre (in all three media), at Kandy Regional Centre (only in Sinhala medium) and at Jaffna Regional Centre (only in Tamil medium).
- Selection Test will be held on **2nd December 2018** in Colombo, Kandy & Jaffna Regional Centres.
- A student who registers for the M.Ed. Programme is expected to complete the programme within 3 academic years of registration. However, the minimum registration period will be 12 months.
- A student should pay the registration fees and course fees as stipulated under section 9.0.

Structure of the Selection Test

Part I – Current Issues in Education

Part 2 – Subject knowledge related to the field of Education

5.0 Programme Structure and Content

The programme consists of coursework only as mentioned in following sections:

5.1 Coursework

The coursework comprises three compulsory courses and one optional course.

5.2 The Courses

Compulsory Courses

STP9811	Psychological Foundations of Education
STP9812	Social and Philosophical Foundations of Education
STP9813	Research Methods in Education

Optional Courses

STP9617	Teacher Education
STP9618	Management in Education

STP9619 Guidance & Counselling in Education
STP9632 Computer Technology in Education

The choice of optional courses will depend on the availability of staff and the number of students requesting a course.

5.3 Credit Rating of Courses

Course Code	Course Title	Credit Rating
STP9811	Psychological Foundations of Education	8
STP9812	Social and Philosophical Foundations of Education	8
STP9813	Research Methods in Education	8
STP9617	Teacher Education	6
STP9618	Management in Education	6
STP9619	Guidance & Counselling in Education	6
STP9632	Computer Technology in Education	6

6.0 Scheme of Assessment

The final assessment for the award of the Degree of Master of education (Coursework) will be based on continuous assessment (6.1) and final-examination (6.2)

6.1 Continuous Assessment

- Continuous assessment is based on assignments. Each course has three assignments and a student will submit a total of 12 assignments. Out of the above three, the best two will be taken into consideration in calculating the marks for continuous assessment for the purpose of determining eligibility.
- Each student who completes the continuous assessment in the respective courses will be awarded a grade depending on the overall assessment, as follows:

Mark Range (Z%)	Grade	Grade Point Value
85-100	A+	4.00
80-84	A	4.00
75-79	A-	3.70
70-74	B+	3.30
65-69	B	3.00
60-64	B-	2.70
55-59	C+	2.30
50-54	C	2.00
45-49	C-	1.70
40-44	D+	1.30
20-39	D	1.00
00-19	E	0.00

- A student may appear for the Final Examination in respect of any course in Level Nine (09) irrespective of the mark obtained for the Overall Continuous Assessment Component, hereinafter referred to as OCAM, of that course.
- The OCAM of a student in any course will be the average marks of the given number of assignments in that course.
- If a student obtains an OCAM of at least 50% for a particular course but fails to obtain a C grade or above as the Overall Assessment Mark may carry forward that OCAM to one (01) subsequent academic year.
- The Overall Assessment Mark (Z %) of a course shall be based on the OCAM (X%) and the mark obtained at the Final Examination (Y %).
- A student who sits the Final Examination of any course of the Degree of Master of Education shall be awarded a grade and a Grade Point Value for that course based on the Overall Assessment Mark (Z%).
- A student who fails to obtain an Overall Assessment Mark (Z %) of 50% for a course in Level 9 shall be considered to have failed that course.
- Such a student may repeat that course by re-registering for the same. A student who is awarded a grade lower than C needs to reappear for that course at a subsequent attempt and obtain a pass grade.
- A student who either repeats a course or re-appears for a final assessment or is exempted from a course will be awarded a grade not higher than C and a GPV not higher than 2.00.

- The weightage given to continuous assessment and the Final Examination will be:

Continuous Assessment	40%
Final Examination	60%

6.2 Final Examination

The Final Examination will consist of a written examination. Students shall sit a written examination of three hour duration for each course.

7.0 Medium of Instruction

This programme of study is available in all three media. However, offering the programme in English Medium will depend on the number of students, performance at the Selection Test, and the resources available. Knowledge of English will be essential for all students.

8.0 Awards

8.1 Award of the M.Ed. Degree (Coursework)

- The M.Ed. Degree (Coursework) will be awarded to candidates who successfully complete the final written examination.
- The pass mark for each of the four courses will be 50 out of 100.

9.0 Fees

The Tuition Fee is Rs. 90,000.00 per student. In addition, Student need to pay Fees related to Registration, Student Facility, Library Services, Examination and Convocation. Course fee is subject to revision as and when necessary.

- Registration Fee - Rs. 1000
- Facility Fee - Rs. 1,500/=
- Library Facility Fee - Rs. Rs. 200/=
- Examination Fee - Rs. 6,500/=
- Tuition Fee - Rs. 90,000/= (Payable in two installments)

10.0 Programme Team

- Programme Coordinator : Dr. F.M. Nawastheen

- Assistant Directors in Colombo, Kandy and Jaffna regional centers also act as assistant coordinators for this programme.
- In addition, course team leader is responsible for following courses:

Course Code	Course Title	Course Team Leader
STP9811	Psychological Foundations of Education	Prof. G.D. Lekamge
STP9812	Philosophical and Social Foundations of Education	Dr. W. M. S. Wanasinghe
STP9813	Research Methods in Education	Prof. G.D. Lekamge
STP9617	Teacher Education	Dr. S. Kugamoorthy
STP9618	Management in Education	Ms. C. Hewapathirana
STP9619	Guidance & Counselling in Education	Dr. D., V.M. De Silva
STP9632	Computer Technology in Education	Prof. S.P. Karunanayaka

11.0 Online Application Form

Fill the form as indicated below

Programme: Select M.Ed. Coursework from the drop-down menu.

Preferred Centre: Select **Colombo** (Sinhala, Tamil & English)
/ **Kandy** (Sinhala only)/
Jaffna (Tamil Only) from the drop down menu.

Medium: Sinhala/Tamil/English from the drop down menu.

Personal Data (This is self-explanatory and therefore fill relevant fields with your personal information)

Email address and mobile phone number: Since the only mode of contacting you is only through email and mobile phone, providing your email address and mobile phone number is mandatory. (Those who do not have an email address, please create one before filling this application.)

The decision to call or not to call you for selection interview will be taken based on the information provided under <other qualifications> Therefore please indicate your qualifications clearly

Once you complete entering relevant information, click the button <Apply and pay>

- Then you come to the payment option page
- Select the payment option and make the payment Following payment options are available for applicants.
- Pay online using a credit/debit card or pay using EZ cash
- Cash payment to the nearest regional/study center of the OUSL

INSTRUCTIONS TO COMPLETE THE ON LINE APPLICATION FORM

- (1) Login to the Open University web page by typing <https://payment.ou.ac.lk/> Then you will see the following page:



The screenshot shows the 'The Open University of Sri Lanka Online Application Process' page. At the top center is the university's crest. Below it, the title 'The Open University of Sri Lanka' and subtitle 'Online Application Process' are displayed. The page is divided into two sections: '1. New Applicants' and '2. Returning Applicants'. The 'New Applicants' section instructs users to create a new account and then log in with their username and password. The 'Returning Applicants' section instructs users to enter their existing login details. Below the text, there is a login form with two input fields labeled 'Username' and 'Password'. A 'Login' button is positioned below the fields. At the bottom of the form, there is a link for 'Create New Account' and a note about contacting support via email if there are login issues.

The Open University of Sri Lanka
Online Application Process

1. New Applicants

If you are a new applicant for an OUSL programme, you should only register once by creating a new account. To do that, click [Create New Account](#). Once you create your account, you can log in by entering your Username and Password.

2. Returning Applicants

If you are an existing OUSL student with a previous on-line account with us, simply enter your login account details below (ie. Username and Password) and click 'Login' to proceed.

Username

Password

If you face troubles in login in, Please email to onlineousl@ou.ac.lk with your NIC

Login

[Create New Account](#)

If you are a new applicant click the hyper link <Create New Account>

If you are an existing OUSL student, type user name and password and press the login button.

(2) Then you will see the following page

New User Creation

* Mandatory fields, add other attributes, if applicable

Account Details

You can use your own Username and Password, A password must have at least six (6) characters.

Username*

Password*

Confirm Password*

Important: Please write down your "username" and "password" and keep securely for future use
Do not include "username" or "password" guidelines in your details.

Personal Details

Title*

Initial*

Lastname*

Home District by Initial*

Address line 1*

Address line 2*

Address line 3

Gender*

NGP Person to*

Date of Birth*

Gender*

Letter*

Telephone - Mobile*

Telephone - Fixed

Country

I have double checked the above mentioned details and they are correct according to my knowledge/permanent records, & they are not being used for any other work.

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(3) Once you enter all details and click the button <Create Account> you will see the following page:



Welcome to The Open University of Sri Lanka On-line Application System

[Edit Account Details](#) [Programme Details](#) [Add New Application](#) [My Applications](#) [Log Out](#)

Logged as ranjan Friday, 27th January 2017

On-line Application

Please Fill the Application Details

Fill the mandatory fields which are mentioned as *. If you need to edit the personal details, go to "Edit Account Details" from the main menu.

Programme Data

Please read the brochure carefully before applying ([Upcoming programmes](#))

Program*
 Preferred Center*
 Medium*

Personal Data

Title
 Initial
 Last Name
 Name Denoted by Initials
 Address line 1
 Address line 2
 Address line 3
 District *
 NIC/Passport No
 Date of Birth
 E mail
 Telephone -Mobile
 Telephone -Fixed
 Country code
 Civil Status

(Enter subjects separated by commas (,) Eg:- English A, Maths B, etc..)

GCE O/L

(Enter subjects separated by commas (,) Eg:- Biology B, Chemistry A, etc..)

GCE A/L*

(Enter Work Experience separated commas (,))

Work Experience

(Enter Qualifications separated by commas (,) Eg:- Details of the Degree, University and Year etc.)

Other Qualifications

Before you click the "Apply and Pay" button, please double check your application—particularly the **Preferred Center** and the **Medium of Study**. Once you apply, you cannot change application details.

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(4) Click <Add New Application>

Then you will see the following page:



Welcome to The Open University of Sri Lanka On-line Application System

Edit Account detailsProgramme Details

Add New ApplicationMy ApplicationsLog Out

Logged as sankhar Wednesday, 12th July 2017

My Application Details

No previous application(s) found, Please click [Add New Application](#) for new application

No	App No	Programme	Application Fee	Date Applied	View	Payment	Selection Test Admission	Docs & Past papers
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