

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

KDU/R/47

To : DVC - Defence & Admin./DVC - Academic/ All Deans/  
Legal Advisor, KDU/SAR - Exams/AR - Enlistment/AR - L&D/  
Legal Officer - Defence

From : Registrar

Date : 25.07.2024

Subject : **EXTRACT OF CONFIRMED MINUTES OF THE 666<sup>th</sup> MEETING OF THE  
BOARD OF MANAGEMENT KDU - HELD ON 01.07.2024 AT THE  
MINISTRY OF DEFENCE**

The following extract of confirmed minutes of the above meeting is sent to you for your information and necessary action please.

**Board Memo 666: 10**

**Request for Approval to Introduce an Amendment to the Rules for the Conduct of Degree Programmes of KDU**

The Board, having considered the memo and recommendations made by the committee to revise By-Laws that met on 05.06.2024, granted its approval to substitute Rules No. 2.1 of Rules for the Conduct of Degree Programmes of KDU of 2021 and 2024 by the revised Rules recommended by the above committee.

**Maximum Allowed Duration of Study**

2.1.1 The maximum period of time in which a Degree Programme can normally be completed is two times the total duration of academic semesters of such Degree Programme.

2.1.2 A student shall complete the Degree Programme for which he is enlisted, within the permitted maximum duration, failing which he shall be deemed to have been discontinued from the Degree Programme. Any period of exemption granted by the BoM shall be excluded when calculating the maximum duration.

2.1.3 A student shall complete each End Semester Examination within four (04) scheduled attempts: failing which he shall be deemed to have been discontinued from the Degree Programme. No grace attempts shall be granted under normal circumstances.

2.1.4 One (01) grace attempt may be granted per one (01) subject module by the Vice Chancellor under exceptional circumstances on a request made by a student accompanied by cogent and substantial evidence.

2.1.5 There shall be established an Admissions Committee comprising the Deputy Vice Chancellor (Academic) as the chairman, Dean, Faculty of Defence and Strategic Studies, Dean of the relevant Faculty, Head of the relevant Department, Director, Centre for Quality Assurance, Senior Assistant Registrar (Examinations) and one other member of the academic staff of the university nominated by the Vice Chancellor: Senior Assistant Registrar/ Assistant Registrar of the relevant Faculty shall function as the Secretary and Convener of the said committee.

Contd.../-

2.1.6 It shall be the responsibility of the Admissions Committee to make recommendations to the Vice Chancellor, in respect of the requests made by the students on matters related to admission, examinations other than Examination Offences, assessment, deregistration and discontinuation from a degree programme and such other academic matters.



SDKC Sandanayake  
Actg. Registrar  
Secretary to the BOM