Wayamba University of Sri Lanka

OPEN AND DISTANCE LEARNING POLICY 2018

On the recommendation of the Senate, the Council of the Wayamba University of Sri Lanka, as the governing authority of the Wayamba University of Sri Lanka, by resolution adopts the following policy.

Dated: 28.06.2018

Last amended: Not applicable

Signature: Signed

Position: Vice Chancellor, Wayamba University of Sri Lanka

_____

CONTENTS

1 Name of the policy

Open and Distance Learning (ODL) Policy 2018.

2 Commencement

This policy commences on 01.10.2018

3 Policy is binding

This policy binds the University, staff, students and affiliates.

4 Intent

This policy is intended to help manage open and distance learning programmes of the Wayamba University of Sri Lanka with the equal quality and standards as its conventional programmes. Further, this policy aims at protecting open and distance learning programmes from any potential risks posed by the challenges and complexities in conducting such programmes.

5 Application

This policy applies to any programme leading to award of a qualification or a part of qualification, where the students are not generally required to attend particular classes and other academic events at a scheduled time in the University. This also covers programmes in which the students spend a significant period of their studies away from the University undertaking a project/ fieldwork/ any academic activity towards the award of a qualification.

6 Definitions

Open and distance learning	Open and distance learning occurs when the teacher/ supervisor and the student interact through technology enabled means as they are in physically separate locations.
	Distance learning may also be paper-based or other means (research project, fieldwork, in-plant training).
	The delivery may be synchronous or asynchronous or mixed, and a student needs to spend a significant period of their studies away from the University.
Qualification	The action or fact of qualifying or being eligible for the intended programme.
Dedicated Support Unit	Separate unit to support ODL students
Academic events	Project, fieldwork and any other activity towards the award of a qualification or part of a qualification.

Wayamba University of Sri Lanka

7   Policy

(1) A comprehensive handbook which includes University by-laws, minimum entry qualifications, course contents, and delivery and assessment methods should be made available at the time of course registration.

(2) Enrolment and induction: entry qualifications to an ODL programme should be in line with SLQF standards. A formal induction programme shall be conducted by the University for all ODL programmes.

(3) Approval and revisions of the existing ODL policies: University Policies applied for the approval of new programmes and their subsequent revisions will be applicable for the existing ODL programmes.

(4) Delivery and assessment:

   (a) For quality assurance of e-learning materials and online delivery, the University will comply relevant national and international benchmarks and best practices.

   (b) Facilities in the relevant Faculties/Units/Centres will be made available for learning and assessment purposes of ODL programmes as decided by the relevant Faculty Boards /Directors or Coordinators of the academic Units/ Centres.

   (c) Assessments will be based on the relevant University policies adopting the relevant standards as per the by-laws of the respective programme.

   (d) Distance assessment methods could be designed considering security issues relating to authentication of students' identity.

   (e) University rules and regulations with regard to plagiarism will be strictly implemented.

   (f) University will provide a dedicated support service specifically for ODL students.

   (g) It is the responsibility of the University to specify the programme delivery mode and learner support availability.

   (h) The minimum infrastructure requirement as specified by the ODL programme should be available with the students.

   (i) Failure to attend specific learning and/or assessments deemed as mandatory may results in failure of that subject/course module, and students may be required to upgrade the subject/course module subsequently.

(5) Role and responsibilities of the students:

   (a) The student is responsible for making their own arrangement for minimum necessary infrastructure support to resolve failures related to facilities.

   (b) Students should ensure that they engage with learning materials and mode of delivery.

   (c) Student should conform to the schedule for the programme delivery and assessment, monitor the receipts of materials and alert the University if any material is corrupted or failed to arrive.

   (d) Students may be required to be present in person in the University as required by the ODL programme.

NOTES

Open & Distance Learning Policy 2018

Date adopted: 28.06.2018

Date commenced: 01.10.2018

Administrator: Director / External Degree Programmes; Deans of the Faculties

Review date: 30.09.2023

Rescinded documents: Not applicable

Related documents: Manual on Sri Lanka Qualification Framework

                         By-laws of External Degrees / Degree Programmes (Internal)

                         Student Assessment Policy

AMENDMENT HISTORY

Provision	Amendment	Commencing
	Not applicable	