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பல்கலைக்கழக மானியங்கள் ஆணைக்குழு
UNIVERSITY GRANTS COMMISSION

මගේ අංකය
எனது இலக்கம்
My Number

UGC/QAC/TA3/Applications/ 02

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20, வாட்டு இடம், கொழும்பு 7, இலங்கை.
20, Ward Place, Colombo 07, Sri Lanka.

September 10, 2025

Vice Chancellors of the Universities
Rectors of Campuses
Directors of Institutes

University-level Recommendations and Approvals for the Applications for Degree Programmes and Establishment of Faculties/Departments/Institutes

This has reference to the above subject.

The Commission, at its 1154th meeting held on September 3, 2025, noted that many of the applications submitted by the Universities to the Quality Assurance Council (QAC) require multiple rounds of revisions during evaluation, leading to a high workload for the QAC staff.

It was further observed that shortcomings are evident in the applications submitted by Universities stemming from the non-use of UGC-approved application formats internally at the Faculty, Senate, and Council levels.

Using the prescribed UGC formats during these internal stages would allow institutions to rectify deficiencies before submission and ensure the QAC receives complete and properly prepared applications.

Therefore, the Commission decided to instruct all Universities to use applications prepared following UGC-approved application formats when seeking recommendations from the Faculty/Institute, and Senate, and approval of the Council. Adherence to this instruction is required for all future internal recommendations and approvals to avoid shortcomings and expedite the evaluation process at the UGC.

The above decision of the Commission is conveyed to you for your information and necessary action.

Dr. Priyantha Premakumara
Secretary

Cc: Registrars of all Universities
Directors of the Centres for Quality Assurance of all Universities
Deputy Secretary, Academic Affairs/UGC

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