**QUALITY ASSURANCE COUNCIL OF THE UGC**

**PROGRAMME REVIEWS**

**FORMAT OF PRELIMINARY REPORT**

**Completed Excel file + Word document with brief details of programme under review**

**To be submitted by Review Chair to** [**dqac@ugc.ac.lk**](mailto:dqac@ugc.ac.lk) **, within 2 weeks of completing the site visit**

**Format of title page**

**Programme Reviews 2019**

**conducted by the**

**Quality Assurance Council**

**University Grants Commission, Sri Lanka**

**PRELIMINARY REPORT**

**University:**

**Faculty:**

**Programme:**

**Review Panel:**

**Site Visit Dates:**

**Section 1. Background** (Half Page)

When the programme was started:

Number of students in Faculty/programme at present- breakdown in years:

Maximum number of students enrolled in the last four years:

Numbers graduated from the programme over the past five years:

**Section 2. Criterion-wise strengths and weaknesses**

Criterion 1: Programme Management

Strengths:

Weaknesses:

Criterion 2: Human and Physical Resources

Strengths:

Weaknesses:

Criterion 3 etc

**Section 3. Final evaluation**

|  |  |  |  |
| --- | --- | --- | --- |
| **No** | **Criterion** | **Weighted minimum score\*** | **Actual criterion-wise score** |
| 1 | Programme Management | 75 |  |
| 2 | Human and Physical Resources | 50 |  |
| 3 | Programme Design and Development | 75 |  |
| 4 | Course / Module Design and Development | 75 |  |
| 5 | Teaching and Learning | 75 |  |
| 6 | Learning Environment, Student Support and Progression | 50 |  |
| 7 | Student Assessment and Awards | 75 |  |
| 8 | Innovative and Healthy Practices | 25 |  |
|  | Total score (out of 1000) |  |  |
|  | Total score (out of 100) |  |  |

**Final Grade:**