Embarking on a Journey of Possibilities

2023 Prospectus

Prospectus 2023 – University College of Jaffna

University College of Jaffna

Jaffna.

Sri Lanka.

Contact us

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Welcome to University College of Jaffna!

You are now a student in the University College of Jaffna, which operates under the supervision and guidance of the University of Vocational Technology, coming under the purview of the Ministry of Youth Affairs and Skills Development.

The Department and staff at the University College of Jaffna are committed to helping you to achieve your career aspirations. This Student Guide Book is designed to assist you with your personal, professional, and academic success during your time at the University College. Specifically, the Student Guide Book provides you with general College information; an overview of college resources that are available to you; important College policies and your responsibilities as a student.

When you enroll at this College, you agree to comply with all its rules and regulations. Unawareness of a policy or regulation will not be considered an excuse for failure to observe it. The University College reserves the right to alter the regulations and policies stated herein as and when necessary.

As you begin your educational and skills training journey at the University College, we encourage you to take full advantage of the opportunities around you. While we facilitate your learning, we expect you to take responsibility for your learning and development. Becoming familiar with the Student Guide Book is one step that you can take to help ensure your success.

We believe that your stay in this pleasant and friendly learning atmosphere will be rewarding and you will be able to reach your career goals and be a winner.

Message from the Director/ Chief Executive officer

Dr (Mrs). Vijitha Paheerathan
CEO/ Director
University College of Jaffna
University of Vocational Technology

It is a matter of pride and immense pleasure that destiny has given me the opportunity to join University College, Jaffna family as its CEO. As I assume duties as CEO / Director, University College, Jaffna, I wish to dedicate myself to its vision, prosper lives through education and its mission, produce skilled and competent youth force to meet the industry requirements and support the community through the continuous engagements and industrial innovation.

University College of Jaffna (UCJ) is one of the leading Vocational institutions in the Northern province. From the beginning in 2014, UCJ has evolved tremendously and has contributed in the development of individuals as well as the nation as a whole. University College of Jaffna offers eight different courses in different discipline which are mostly connected with the skill development sector which is the fast-growing trend in the vocational industry.

University College of Jaffna has a student population of more than 500 and has students from different ethnic backgrounds. University College of Jaffna is a well- known institution in the Northern province and students from all over the country study here from various socio-cultural, ethnic and linguistic backgrounds which fosters social harmony, cultural diversity, equal opportunities and unity.

University College of Jaffna follows outcome-based curriculum which is the need of the hour and it mainly focuses on student centered learning which is the recent trend when it comes to education sector especially vocational education and skill development sector. With the massive growth in the technology field, Vocational Education has become an inevitable and important factor concerning Education and UCJ takes pride in offering qualified vocational training to cater this need.

Adding to this University College of Jaffna mainly focus on the skill development and to put this in to practice we have well established laboratories where the students get hands on experience on different fields. The main emphasis is on the quality of vocational education and to achieve this we have highly qualified and experienced academic staff to bring the best in the students and to enhance the teaching learning environment to ensure high standards of academic progress in par with the modern trend in skills development.

There is no denying the fact that we are living in an age of rapid globalization and modernization of life. Our lives are propelled by the advancements in science, engineering and vocational technology. Therefore, our aim is to provide the best possible environment for teaching, learning, research and public services as we strongly believe in the education of ‘hand and heart’ which gears the tempo of our civilization. I am of the opinion that a leader and an administrator should be reasonably good in problem solving skills, possess a high morale, ethical responsibility, integrity and vision along with good communication and an ability to motivate.

I wish to state that the University College of Jaffna is fully geared to give its best in the coming years and nurture the students not only in academic excellence but also as a responsible citizen who can contribute to the wellbeing of a Nation. I also assure that I am ready to provide the necessary leadership to produce competent youth force as our vision and mission states. To achieve these goals and objectives I join hands with our staff in UCJ to work towards fulfilling the dreams of our students.

I would like to conclude by quoting Michael Gurian, “if we want children to succeed, we need to bring them back to education by making education relevant to them and bring in more service learning and vocational education”

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INTRODUCTION TO UNIVERSITY COLLEGE OF JAFFNA

UNIVERSITY COLLEGE OF JAFFNA

Vision

Be the market leader in the vocational training sector in Northern Province.

Mission

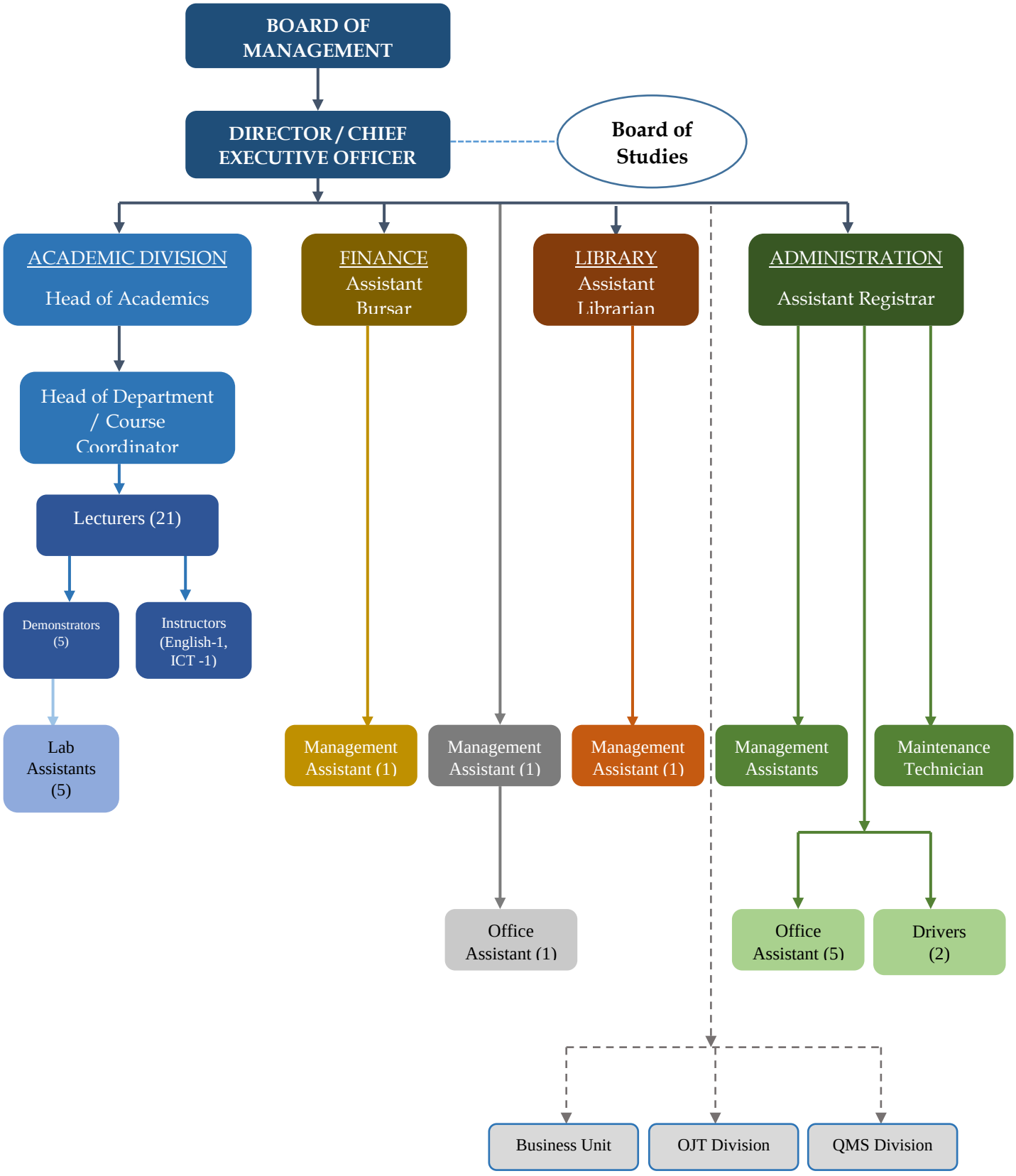
Produce skilled and competent youth force to meet the industry requirements and support the community through the continuous engagements and industrial innovation.

Quality Policy

University College of Jaffna devotes itself to produce a high-quality manpower through quality vocational education, training and experience. It commits itself to continually upgrade the training delivery methodology and the infrastructure facilities.

It is also committed to TVEC to maintain efficient Quality Management System through corporation, motivation and effective collaboration with the relevant stakeholders continuously.

Organizational structure of University College of Jaffna



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Introduction

The University Colleges (UCs) are a novel concept, in the Technical and Vocational Education and Training (TVET) system in Sri Lanka, opening up more education and training opportunities for youth in our country to acquire skills for employment. These Colleges are established to produce highly competent, globally competitive and productive middle-level technical and managerial personnel to meet the demand in both domestic and foreign labour markets. UCs will also help produce a skilled workforce committed to life- long learning and able to manage change.

1.1 National Vocational Qualification (NVQ) Framework

UCs will function within the National Vocational Qualification Framework which is a well-established system in Sri Lanka unifying the skills training and development of the country's human resources. The Sri Lanka National Vocational Qualification Framework in operation enhances the skills training in the country. In this system, the course curricula that students will follow are designed based on the national competency standards which are developed, in consultation with the industry. The National Competency Standard (NCS) is a written specification of the knowledge, skills and attitude required in a particular occupation or an occupational area. NCS focuses on what the employees can do in the workplace rather than on the learning process.

In the competency-based curriculum, the competencies specified in the standards are transformed into learning outcomes. The students will be taught and assessed using a competency-based approach which involves the collection of evidence throughout the course period to confirm that the students can perform the skills and knowledge to the specified standards.

1.2 Qualification Levels in NVQ System

This system awards a qualification at seven (07) levels. Levels 1-4, national certificate levels to recognize the levels of competencies up to a master craftsman. Levels 5 & 6 are Diploma level qualifications recognizing the levels of competencies ranging from technician to middle-

level management. NVQ 7 Degree or equivalent level will include necessary skills for planning, resourcing and managing processes.

Table 1: Definition of NVQ Levels

Level	Qualification	Description	
Level 1	Certificate	Recognition for Core Entry-Level Skills	
Level 2	Certificate	Work under Supervision.	Recognize the increasing level of competencies
Level 3	Certificate	Work under Supervision.	
Level 4	Certificate	Master Level craftsmanship with the ability to apply skill independently and supervise others as well	
Level 5	Diploma	Recognize the increasing level of competencies from technician to management levels	
Level 6	Higher Diploma		
Level 7	Bachelor's Degree	This level recognizes the competencies at the planning, resourcing and process management level	

Overview of the Academic Program

1.3 Higher National Diploma Programmes Offered by UCJ

- Building Services Technology
- Construction Technology
- Cosmetology
- Farm Machinery Technology
- Food Technology
- Hospitality Management
- Mechatronics Technology
- Production Technology
- Information Communication Technology

1.4 Course Duration

Level	Duration
Foundation	04 Months
NVQ Level 5	12 Months
On-the-Job Training in Industry	06 Months
NVQ Level 6	12 Months
On-the-Job Training in Industry (For the Engineering field)	06 Months

1.5 Foundation Course

All the Diploma Courses have specified prerequisites; cognitive skills as well as hands-on practical skills students are required to follow for any given Diploma course.

- The selected students with NVQ qualifications are required to undergo foundation courses in Science and Mathematics to acquire the necessary cognitive abilities to follow NVQ Level 5 Diploma courses.
- The selected students with G.C.E (A/L) qualifications are required to undergo a foundation course in skills training to fill relevant gaps in practical skills necessary to follow NVQ levels 5 Diploma Courses.
- Foundation courses are designed to be delivered in the first 4 months before the commencement of NVQ Level 5 & 6 Diploma curricula.
- The English Language and ICT courses are conducted for all students to acquire the necessary Language and ICT skills from the inception of the delivery of the Foundation Course and will be continued until the completion of the Diploma courses.

1.6 The credit system, Competency standards, Curricula and Instructions

- The credits represent the amount of work or learning required for each component relative to the total amount needed to complete a full academic year of study.
- It considers the workload or learning hours necessary for students to achieve the program's objectives, which are ideally defined in terms of learning outcomes and competencies.

- Student workload, often measured in notional hours, encompasses various activities like attending lectures, tutorials, completing assignments, engaging in project work, participating in workplace learning, and self-study.
- **One credit stands for 25 (notional) student learning hours** or student workload.
- NVQ Level 5 and 6 Diploma courses are expected to have a minimum of **60 credits** (1500 notional hours and **120 minimum credits** (3000 notional hours) respectively.

1.7 Students' Attendance and Punctuality

- UC expects that students will be present and on time for all scheduled classes, Laboratory practices, workshop practices workshop and any other scheduled learning events.
- For a student to qualify to appear for a semester-end written examination, a minimum of **80 percent** of the theory attendance and **100 percent** for the practical and field visit is required.

1.8 Maximum course duration

After the regular allocated time for completing the standard modules has elapsed, an extension of five years will be granted to allow students to complete any remaining modules that were unsuccessful in their initial examination attempts. This extension period provides an opportunity for individuals to retake and pass the examinations for those specific modules within the given five-year timeframe.

Overview of Examination Guidelines of University College of Jaffna

There will be two stages of assessment used.

1. **Formative assessments (Continuous)**
2. **Summative assessment**

2.1 Formative Assessments (Continuous)

Conducted by lecturers during the delivery of each module, to assess achievement of learning outcomes and the knowledge of the students.

Formative assessments types

- Oral test
- Question papers
- Individual assignments
- Practical/ field visit reports
- Group assignments
- Project work

2.2 Summative Assessment

- Assess students for knowledge and competencies for respective learning outcomes are done after the completion of a semester.
- The assessment will be a combination of the forms of written/ practical/ VIVA Voce with determined weightings allocated to each form.

2.2.1 Assessments and Weighting

Example -Percentage differs with a module (module descriptor of CBT curriculum)

Assessments and Weighting	**Type**	**Topic/Activity**	**Weighting**
	Term-end examination	Question paper on classroom teaching	50%
	Assessment at laboratory work	Continuous assessment	50%

2.3 Grading System

Grades	Marks	Grade Point
A+	85 or above	4.0
A	80 – 84	4.0
A-	75 – 79	3.7
B+	70 – 74	3.3
B	65 – 69	3.0
B-	60 – 64	2.7
C+	50 – 59	2.3
C	40 – 49	2.0
C-	30 – 39	1.7
D	20 – 29	1.3
F	0 – 19	0

2.3.1 Calculation of Final Marks

- A student must earn a minimum 50% marks from assignments / continuous assessments to be eligible to sit end semester examination of the respective module and should obtain minimum 40 marks from semester examination to pass the module.

Formative Assessment Marks	**Should be above 50 out of 100**
Summative Assessment Marks	**Should be above 40 out of 100**

- The final mark of a respective module shall be calculated from assignments/continuous assessment marks and end semester examination marks based on given proportion in the curriculum.
- The grade and the grade point of a module shall be assigned based on final mark of the respective module.
- A student receiving any grade below C shall repeat the end semester examination. The maximum grade awarded for repeating a module shall be C irrespective of higher marks obtained, and C grade shall be used for calculating his/her GPA.

Example

Name	Continuous Assessment		Summative Examination		Total Marks (A+B)	Grade
	Actual Marks	Contribution (A) (50%)	Actual Marks	Contribution (B) (50%)		
Saman	86	43	80.2	40.1	83.1	A
Geetha	60.7	35.4	58.9	29.45	64.85	B
Muru	64.7	33.4	38.2	19.6	53.0	C-
Ravi	46.8	23.4	NE	NE	NE	NE
Mala	76.3	38.13	AB	AB	AB	AB
Repeat Candidate	60.7	35.4	54	27	62.4	C

2.3.2 Semester Grade Point Average (SGPA)

- The grade point average shall be calculated as the following equation.

$$GPA = \frac{\sum Ci.Gi}{\sum Ci}$$

GPA – Grade Point Average
C_i – Module Credit
G_i – Module Grade

2.3.3 Cumulative Grade Point Average (CGPA)

CGPA is calculated based on all the programme modules attempted up to a semester's end, where the CGPA is calculated. The CGPA is calculated by adding the weighted grade points achieved in all programme modules attempted up to the end of the academic year divided by the total credit load up to that academic year.

- Example –

  1st Semester total credits = 30 and weighted Grade Points = 76

  2nd Semester total credits = 30 and Weighted Grade Points = 80

  CGPA (at the end of Academic Year) = (76 + 80) / (30 + 30) = 2.6

2.4 Absence from Examination

When a candidate is unable to present himself for any part/section of an examination, he shall notify or make arrangements to notify this fact to the AR immediately. This should be followed up by a letter with supporting documents sent by registered post, within one week of the incident. Candidates those who did not attend the examination for medical reason shall submit the medical certificates.

2.5 Examination offences

"It is better to prefer even to fail with honour than will by cheating"

2.5.1 Schedule of punishment for exam offence

EXAMINATION OFFENCE	RECOMMENDED MAXIMUM PUNISHMENT
(a) Prior knowledge of a question or part thereof	(i). Cancellation of the results of the examination and (ii) Suspension from the University College for two academic years
(b) Possession of unauthorized documents	(i). Cancellation of the results of the whole examination and (ii) Suspension from the University College for two academic years
(c) Copying or attempting to copy	(i). Cancellation of the results of the whole examination and (ii) Suspension from the University College for two academic years
(d) Obtaining obtain improper or cheating or examination and or attempting to cheat	(i). Cancellation of the results of the whole examination and (ii) Suspension from the University College for two academic years
(e) Impersonation or attempting impersonate	(i). Cancellation of the results of the whole examination and (ii) Suspension from the University College for two academic years, OR (iii) Expulsion from the University College
(f) Removal of examination stationery or attempting to remove examination stationery	(i) Suspension from the University College for a maximum of one academic year or severe warning with a record in the student's personal file
(g) Disorderly conduct	(i) Severe warning with a record in the student's personal file
(h) Aiding and abetting the committing of any of this offence specified above	(i). Cancellation of the results of the whole examination and (ii) Suspension from the University College for two academic years
(i) Violation of any of the requirements or conditions stipulated in Part 1 of the By-law 02	(i). Imposition of any of the punishments mentioned above, depending on the gravity of the offence

On-the-Job Training

- On the Job Training (OJT) phase is a compulsory component in the delivery of the Diploma course that follows immediately after the completion of the institutional training phase.
- This function is carried out by the special industrial Training Section of the National Apprentices and Industrial Training Authority (NAITA).
- Issuing training diary, documents for apprentice contracts, and instruction to students including on writing a report will be done by NAITA.
- Students are expected to, participate in a "Placement seminar" that will be conducted to create a smooth transition to the workplace.
- Students should maintain a daily diary by recording specific skills and competencies gained about activities they have carried out daily in the workplace.

3.1 Duration of OJT

Level	Type	OJT Requirement
Level 5	All courses	6 months at the completion of institutional training
Level 6	Engineering	1 year period can be divided and arranged into 6 months OJT at the completion of level 5 and the remaining 6 months can be provided at the completion of level 6.
	Non- Engineering	6 months at the completion of institutional training of level 5. Those who exit the course at level 5 shall undergo OJT for 6 months (Not applicable for HPM)

3.2 Assessment of Apprentice on OJT

- On Completion of six months OJT period in the industry with a minimum of 80 percent attendance, apprentices' training performance is to be done by a panel comprising, the OJT Coordinator of the UC, NAITA representatives and industry representatives.
- The assessments will evaluate the apprentice's performance mainly in 4 aspects.
    - Apprentice's Report done as per the specified report structure on OJT
    - Daily Dairy records
    - Apprentice's attendance and conduct during the training.
    - VIVA
- Apprentices who are not successful at OJT assessment may be given training extension. The period for such extension will be determined by the panel of assessors.

Competency Based Final Assessment for Awarding NVQ

- Conducted by TVEC panel of assessors.
- Conducted at the end of the course completion.
- TVEC is the qualification authority for issuing NVQ certificates.
- The students, who are successful at the final assessment done after successful completion of OJT and confirmed at the VIVA Voce with a pass, will be awarded the relevant NVQ Level 5 or Level 6 certificate by the TVEC.

Award of Diploma/ Higher National Diploma Qualification

- Students should complete minimum of **60 credits** or **120 minimum credits** to get **Diploma** (NVQ Level 5) or **Higher National Diploma** (NVQ Level 6) respectively.
- Students should obtain an overall GPA (CGPA) of **2.00** or more.
- The UoVT will grant the National diploma or Higher National diploma certificate to the students who successfully complete the final exam, OJT VIVA Voce and TVEC VIVA Voce.
- The students are responsible to get their names properly written with correct spellings right at the issuance of their identity cards on their enrollment in the UC, to avoid any unnecessary delays in receiving their certificates due to such oversights on the part of the students.

Progression from Level 5 or 6 to Degree

After completion of the NVQ level 6 courses, subject to satisfying the eligible criteria of admission to the degree, students can follow Degree program at UoVT where such Degree programs are offered.


Building Services Technology
Construction Technology
Cosmetology Technology
Farm Machinery Technology
Food Technology
Hospitality Management Technology
Mechatronics Technology
Production Technology
Information Communication Technology

Department of Building Services Technology

Head

Eng N. Ravindran

Senior Lecturer

Staff members

Mrs. M. Menisha

Senior Lecturer

Mr. A. Yathupriyan

Demonstrator

Mr. S. Sathiythas

Laboratory Assistant

7.1 Introduction

Building services technology refers to the process of designing, installing, and maintaining the various systems and infrastructure necessary for a building to function efficiently and provide essential services to its occupants. These services include heating, ventilation, air conditioning (HVAC), electrical systems, plumbing, fire protection, and other mechanical and electrical systems. The building services technology industry focuses on creating comfortable, safe, and sustainable built environments by integrating these systems effectively. Building services technology plays a vital role in creating functional, efficient, and sustainable buildings. It involves the expertise of various professionals, including engineers, technicians, and designers, who collaborate to design, install, and maintain the systems necessary for a building to operate smoothly and provide essential services to its occupants.

7.2 Modules in Building Services Technology

7.2.1 Foundation Modules

S.No	Module
	A/L Stream
1	Occupational Safety & Health (OSH) (DM01)
2	Basic Engineering Drawings (DM02)
3	Basic Workshop Practice-1 (DM03)
4	Basic Plumbing (UPVC) & GI Practices (DM05)
5	Basic Refrigeration and Air Conditioning Practices (DM08)
6	Basic Electronics Practices (DM10)
	NVQ Stream
1	Mathematics
2	Chemistry
3	Physics
4	Occupational Safety & Health (OSH) (DM01)
5	Basic Engineering Drawings (DM02)

*English and ICT are common for both streams

7.2.2 NVQ Level 5 Modules

S.No	Module Code	Module Name	Type	Credit	CA%	End exam %
		NVQ Level 5 Semester I				
1	F45T004M01	Electrical System – Installation and Maintenance	C	6	40	60
2	F45T004M02	Basic Electronics	C	4	40	60
3	F45T004M03	Construction Technology for Building Services	C	3	40	60
4	F45T004M04	Mathematics-1	C	4	50	50
5	F45T004M05	Engineering Physics	C	4	40	60
6	F45T004M06	Engineering Drawings-1	C	6	60	40
7	F45T004M07	Information Technology in Building Services	C	2	60	40
8	EMTM01	Work place Information management	C	2	60	30 (ET) 10 (V)
		NVQ Level 5 Semester II				
1	F45T004M08	Plumbing Systems	C	6	40	60
2	F45T004M09	Occupational Health and safety procedures and practice	C	6	50	50
3	F45T004M10	Ancillary services	C	7	40	60
4	F45T004M11	Fire System	C	6	40	60
5	F45T004M12	Heating, Ventilation and Air Conditioning (HVAC) System	C	4	40	60
7	EMTM02	Workplace communication management	C	2	60	30 (ET) 10 (V)
8	EMTM03	Planning and scheduling work at work place	C	3	60	30 (ET) 10 (V)

7.2.3 NVQ Level 6 Modules

		NVQ Level 6 Semester I				
1	F45T004M13	Management Applications for Building Services	C	6	40	60
2	F45T004M14	Energy Management	C	4	40	60
3	F45T004M15	Building Automation Systems	C	4	40	60
4	F45T004M16	Mathematics - 2	C	4	50	50
5	F45T004M17	Vertical transportation	C	2	40	60
6	F45T004M18	Costing and estimating for MEP Services	C	4	40	60
7	EMTM04	Problem Solving & decision making	C	2	60	30 (ET) 10 (V)

		NVQ Level 6 Semester II				
1	F45T004M19	Solid Waste and Waste water management	C	4	40	60
2	F45T004M20	Engineering Drawings -2	C	4	70	30
3	F45T004M21	Mechanics of Machines	C	4	40	60
4	F45T004M22	Compressed air systems	C	4	40	60
5	F45T004M23	Boiler and hot water systems	C	4	40	60
6	F45T004M24	Project in Building Services	C	6	45	55
7	EMTM05	Teamwork and Leadership	C	2	60	30 (ET) 10 (V)
8	EMTM06	Creating & maintaining a learning culture at workplace	C	2	40	60

C – Compulsory Modules

ET – End Theory Examination

EP – End Practical Examination

V – VIVA Voce

Department of Construction Technology

Course coordinator

Eng. N. Siyamshankar

Lecturer (Probationary)

Staff members

Eng. R. Gobalarajah

Lecturer

Eng. N. Shobitha

Lecturer (Probationary)

8.1 Introduction

The Higher National Diploma (HND) in Construction Technology provides a comprehensive foundation for individuals aspiring to excel in the construction industry. This specialized program emphasizes the integration of theoretical concepts with practical experience, equipping students with the skills and knowledge necessary to navigate the dynamic construction landscape. From project planning and design to project management and implementation, students explore various aspects of construction, while staying updated on industry standards and sustainability considerations. The HND in Construction Technology offers real-world project opportunities, fostering collaboration with industry professionals. Graduates are prepared for diverse career paths, including construction management, site supervision, building surveying, and project coordination. With its industry relevance and hands-on approach, this program offers a promising pathway for success in the ever-growing construction sector.

8.2 Modules in Construction Technology

8.2.1 Foundation Modules

S.No	Module
A/L Stream	
1	Occupational Safety & Health (OSH) (DM01)
2	Basic Engineering Drawings (DM02)
3	Basic Plumbing (UPVC) & GI Practices (DM05)
4	Basic Masonry Practices (DM06)
5	Basic Electrical Practices (DM07)
6	Wood Craftsman (Furniture) & (Building)
NVQ Stream	
1	Mathematics
2	Chemistry
3	Physics
4	Occupational Safety & Health (OSH)
5	Basic Engineering Drawings (DM02)

English and ICT are common for both streams

NVQ Level 5 Modules

S.No	Module Code	Module Name	Type	Credit	CA %	End Exam %
		NVQ Level 5 Semester I				
1	F45C001M01	Mathematics for Construction Technology	C	6	50	50
2	F45C001M02	Technical Drawing	C	4.8	70	30
3	F45C001M03	Structural Mechanics	C	4.8	50	50
4	F45C001M04	Hydraulics	C	4	50	50
5	F45C001M05	Construction Material	C	4	50	50
6	F45C001M06	Surveying & leveling	C	6	50	50
7	EMTM01	Manage Workplace Information	C	3	60	30 (ET) 10 (V)
8	EMTM02	Manage Workplace Communication	C	2	60	40
		NVQ Level 5 Semester II				
1	F45C001M07	Soil Mechanics	C	4	50	50
2	F45C001M08	Construction Planning	C	4	60	40
3	F45C001M09	Building Technology I	C	4	50	50
4	F45C001M10	Preparing Bill of Quantities, Budgeting and Estimating	C	4	60	40
5	F45C001M11	Highway Technology I	C	4	50	50
6	F45C001M12	Water Supply, drainage & Sewerage	C	4	50	50
7	F45C001M13	Irrigation Technology I	C	3.2	50	50
8	EMTM03	Plan work to be performed at workplace	C	3	60	30 (ET) 10 (V)

8.2.2 NVQ Level 6 Modules

		NVQ Level 6 Semester I				
1	F45C001M14	Structural Analysis & Fundamentals of Structural Design	C	10	50	50
2	F45C001M15	Hydraulics II & Hydrology	C	4.8	40	60
3	F45C001M16	Building Technology II	C	6	50	50
4	F45C001M17	Construction plant & Earthwork operations	C	3.2	60	40
5	F45C001M18	Temporary structures	C	3.2	50	50
6	EMTM04	Problem Solving & decision making	C	2	60	30 (ET) 10 (V)
7	EMTM05	Teamwork and Leadership	C	2	60	30 (ET) 10 (V)
		NVQ Level 6 Semester II				
1	F45C001M19	Advanced Soil Mechanics	C	8	50	50
2	F45C001M20	Concrete in Construction	C	6	50	50
3	F45C001M21	Construction Management	C	6	60	40

4	F45C001M22	Highway Technology II*	E	8	50	50
5	F45C001M23	Water supply, drainage and Sewerage technology II*	E	8	50	50
6	F45C001M24	Irrigation Technology II & Land reclamation*	E	8	50	50
7	EMTM06	Creation & Maintenance of a learning culture	C	2	40	60

C – Compulsory Modules

E- Elective Modules

ET – End Theory Examination

EP – End Practical Examination

V – VIVA Voce

Department of Cosmetology

Course coordinator

Mrs T.E.Nirmalan

Lecturer (Probationary)

Staff Members

Dr.S.Abirame

Lecturer (Probationary)

Ms. Suganya

Demonstrator

9.1 Introduction

The Higher National Diploma (HND) in Cosmetology is a specialized program that offers students a comprehensive understanding of the art and science of beauty and aesthetics. This program provides a solid foundation in various aspects of cosmetology, including skincare, haircare, nail technology, makeup artistry, and spa treatments. Throughout the HND in Cosmetology, students will learn about the latest trends, techniques, and products in the beauty industry. The curriculum combines theoretical knowledge with practical hands-on training, enabling students to develop the necessary skills to excel in their craft.

Graduates of the program can pursue diverse career paths, such as professional cosmetologists, skincare specialists, hair stylists, nail technicians, salon managers, or makeup artists. They will be equipped with the knowledge of client consultation, product selection, treatment procedures, and business management skills necessary to thrive in the competitive beauty industry. The HND in Cosmetology opens doors to a rewarding and creative field, where graduates can make a positive impact on people's lives by helping them enhance their natural beauty and boost their self-confidence.

9.2 Modules in cosmetology

9.2.1 Foundation Modules

S.No	Module
	A/L Stream
1	Beautician
2	Hair Dresser
3	Occupational Safety & Health (OSH) (DM01)
	NVQ Stream
1	Biology
2	Chemistry
3	Occupational Safety & Health (OSH)(DM01)

English and ICT are common for both streams

9.2.2 NVQ Level 5 Modules

S.No	Module Code	Module Name	Type	Credit	CA%	End exam %
		NVQ Level 5 Semester I				
1	O93C001M01	Introduction to professional cosmetology and Ethics	C	2	60	40
2	O93C001M02	Health, safety and First aid in Cosmetology services	C	2	45	20 (ET) 35 (V)
3	O93C001M03	Limitations of cosmetologists with respect to skin, hair and nail disorders to be attended	C	1	100	
4	O93C001M04	Nutrition, diet and exercise related to cosmetology	C	4	35	50 (ET) 15 (EP)
5	O93C001M05	Cosmetics products for skin, nail and hair services	C	3	40	30 (ET) 30 (V)
6	O93C001M06	Advanced skincare	C	13	40	20 (ET) 40 (V)
7	EMTM01	Workplace Information Management	C	3	60	30 (ET) 10 (V)
8	EMTM02	Workplace Communication management	C	2	60	30 (ET) 10 (V)
		NVQ Level 5 Semester II				
1	O93C001M07	Advance hair treatments &advance hair dressing	C	12	55	10 (ET) 35 (V)
2	O93C001M08	Customer care , market promotions and interpersonal relations in the salon	C	3	30	30 (ET) 40 (V)
3	O93C001M09	Advance hand care and foot-care	C	8	45	15 (ET) 40 (EP)
4	O93C001M10	Regulatory requirements for hair and beauty industry	C	2	65	35
5	O93C001M11	Infrastructure and equipment maintenance	C	2	60	40
6	EMTM03	Planning and scheduling work at work place	C	3	60	30 (ET) 10 (V)

9.2.3 NVQ Level 6 Modules

		NVQ Level 6 Semester I				
1	O93C001M12	Ayurvedic beauty therapy	C	9	55	30 (ET) 15 (V)
2	O93C001M13	Anatomy and physiology of skin, hair and nails	C	6	45	20 (ET) 35 (V)
3	O93C001M14	Advanced makeup	C	10	70	10 (ET) 20 (V)
4	O93C001M15	Staff training and development	C	1	60	40
5	EMTM04	Problem Solving & decision making	C	2	60	30 (ET) 10 (V)
6	EMTM05	Teamwork and Leadership	C	2	60	30 (ET) 10 (V)

		NVQ Level 6 Semester II				
1	O93C001M16	Organize competitions and shows	C	4	40	20 (ET) 40 (V)
2	O93C001M17	Marketing of cosmetology services	C	3	60	40
3	O93C001M18	Entrepreneurship in cosmetology	C	4	40	30 (ET) 30 (V)
4	O93C001M19	Advance nail technology	E	12	60	40 (EP)
5	O93C001M20	Nail Artistry	E	5	60	40 (EP)
6	O93C001M21	Operations and maintenance of electrical machines used in skin care	E	5	40	60 (EP)
7	O93C001M22	Advance skin technology	E	12	60	40 (EP)
8	O93C001M23	Chemical Services on Hair	E	10	50	30 (ET) 20 (V)
9	O93C001M24	Hair artistry and fantasy hair styles	E	7	70	30 (EP)
6	EMTM06	Creation & Maintenance of a learning culture	C	2	40	60

C – Compulsory Modules

E- Elective Modules

ET – End Theory Examination

EP – End Practical Examination

V – VIVA Voce

Department of Farm Machinery Technology

Head

Ms. M. Priyatharshini

Lecturer

Staff Members

Ms. T. Bavithra

Lecturer (Probationary)

Ms. S. Nishangini

Demonstrator

Mr. K. Kokulan

Lab Assistant

10.1 Introduction

The Higher National Diploma (HND) in Farm Machinery Technology is a specialized program that prepares students for a career in the agricultural sector, focusing on the design, operation, and maintenance of modern farm machinery and equipment. This comprehensive course equips students with the technical skills and knowledge needed to effectively manage farm machinery, enhance productivity, and ensure sustainable agricultural practices. Throughout the HND in Farm Machinery Technology, students will study various aspects of farm machinery, including tractors, harvesters, irrigation systems, and precision agriculture technologies. The curriculum emphasizes hands-on training, practical workshops, and field experiences to provide students with real-world exposure and problem-solving capabilities.

Graduates of the program will be well-prepared to work as farm machinery technicians, agricultural equipment sales representatives, or farm managers. They will have a deep understanding of the latest technological advancements in the industry, enabling them to optimize machinery performance, reduce costs, and improve overall farm efficiency. By combining technical expertise with sustainable agricultural practices, graduates contribute to the advancement of modern farming techniques, supporting the global agricultural industry in meeting the challenges of food security and environmental sustainability.

10.2 Modules in Farm machinery technology

10.2.1 Foundation Modules

S.No	Module
	A/L Stream
1	Occupational Safety & Health (OSH) (DM01)
2	Basic Engineering Drawings (DM02)
3	Basic Workshop Practice-1 (DM03)
4	Basic Workshop Practice-2 (DM04)
5	Basic Automobile Mechanic & Maintenance Practice (DM09)
6	Automobile Electrician
	NVQ Stream
1	Mathematics
2	Chemistry
3	Physics
4	Occupational Safety & Health (OSH) (DM01)
5	Basic Engineering Drawings (DM02)

English and ICT are common for both streams

10.2.2 NVQ Level 5 Modules

S.No	Module Code	Module Name	Type	Credit	CA%	End Exam%
		NVQ Level 5 Semester I				
1	A01C001M01	Investigation of field conditions for optimum operation of Farm Machinery	C	5	50	50
2	A01C001M02	Testing of Farm machinery and implement	C	4	50	50
3	A01C001M03	Applications of Principles of laminar flow	C	3	50	50
4	A01C001M04	Operation of Internal Combustion Engine	C	3	40	60
5	A01C001M05	2-D Mechanical Drawings in Draughting Software	C	2	100	
6	A01C001M06	Hazards and safety in work place	C	3	60	40
7	A01C001M07	Fault Diagnosis - Mechanical Systems in Farm Machinery	C	6	50	50
8	EMTM01	Manage workplace Information	C	2	60	30 (ET) 10 (V)
8	EMTM02	Manage workplace Communication	C	2	60	30 (ET) 10 (V)
		NVQ Level 5 Semester II				
1	A01C001M08	Fault diagnosis diesel fuel systems	C	5	50	50
2	A01C001M09	Service and Repairs of Hydraulic Systems & components	C	4	50	50
3	A01C001M10	Fault diagnosis Electrical System in Farm Machinery	C	3	50	50
4	A01C001M11	Manufacture of Appropriate farm machinery	C	5	50	50
5	A01C001M12	Installation and maintenance of irrigation systems	C	5	50	50
6	A01C001M13	Quality assurance of product and services	C	4	50	50
7	A01C001M14	Technical Guidance on Repair & Maintenance	E	2	50	50
8	A01C001M15	Training in the work place	E	2	40	60
9	A01C001M16	Promotion and Marketing of Farm machinery &implements	E	2	50	50
10	EMTM03	Plan work to be performed at workplace	C	2	60	30 (ET) 10 (V)

10.2.3 NVQ Level 6 Modules

NVQ Level 6 Semester I

1	A01C001M17	Farm Machinery Evaluation & Selection	C	7	50	50
2	A01C001M18	Failure and demand analysis of Farm Machinery & Implement	C	4	40	60
3	A01C001M19	Fault diagnosis - Hydraulic Systems and components	C	6	50	50
4	A01C001M20	Systematic design procedures of appropriate Farm machinery	C	4	50	50
5	A01C001M21	Theory of motion of machine components and their inertia forces	C	5	30	70
6	EMTM04	Problem Solving & decision making	C	2	60	30 (ET) 10 (V)
7	EMTM05	Teamwork and Leadership	C	2	60	30 (ET) 10 (V)

NVQ Level 6 Semester II

1	A01C001M22	Working Principles of Farm Machinery and Implements	C	4		100
2	A01C001M23	Selection and Application of Machine Elements in Farm Machinery	C	4		100
3	A01C001M24	Selection and Application of Material in Manufacture of Farm Machinery	C	4		100
4	A01C001M25	3D Mechanical Drawing in CADD software	C	4	100	
5	A01C001M26	Quality management systems –Process Planning	C	5	50	50
6	A01C001M27	Waste Management & Environmental Legislation	C	5	60	40
7	A01C001M28	Marketing and sales plan for a product	E	2	40	60
8	A01C001M29	Market Research	E	2	70	30
9	A01C001M30	Purchasing Planning	E	2	70	30
10	A01C001M31	Quality Assurance Procedure	E	2	70	30
11	A01C001M32	Training program Designing	E	2	70	30
12	A01C001M33	Work Team Budgets & Financial plans	E	2	70	30
13	EMTM06	Creation & Maintenance of a learning culture	C	2	40	60

C – Compulsory Modules

E- Elective Modules

ET – End Theory Examination

EP – End Practical Examination

V – VIVA Voce

Department of Food Technology

Head

Mrs. P. Karthiha

Lecturer

Staff members

Ms. S. Kalina

Lecturer (Probationary)

Mrs. P. Thanuja

Lecturer (Probationary)

Ms. A. Abinaya

Demonstrator

Ms. Mary Nirthana

Lab Assistant

11.1 Introduction

The Higher National Diploma (HND) in Food Technology is a specialized program that equips students with the knowledge and skills required to excel in the dynamic field of food science and technology. This comprehensive course focuses on the application of scientific principles to the development, production, and quality control of food products.

Throughout the HND in Food Technology, students will explore a wide range of topics, including food chemistry, food processing, food microbiology, sensory evaluation, and food safety regulations. Practical training plays a crucial role in the curriculum, allowing students to gain hands-on experience in food production techniques, laboratory analysis, and product development. With a strong emphasis on industry relevance, the program prepares graduates for a variety of career opportunities in the food and beverage industry. Graduates may pursue roles in food processing, quality assurance, product development, food safety management, or regulatory compliance. The HND in Food Technology opens doors to a rewarding career, where individuals can contribute to the development of safe, nutritious, and innovative food products that meet the demands of consumers in today's global market.

11.2 Modules in Food Technology

11.2.1 Foundation Modules

S.No	Module
	A/L Stream
1	Occupational Safety & Health (OSH) (DM01)
2	Fruit & Vegetable Processor
3	Baker
	NVQ Stream
1	Biology
2	Chemistry
3	Physics I
4	Occupational Safety & Health (OSH) (DM01)

English and ICT are common for both streams

11.2.2 NVQ Level 5 Modules

S.No	Module Code	Module Name	Type	Credit	CA%	End exam %
		NVQ Level 5 Semester I				
1	D15T001M01	Characteristics of food raw materials and ingredients	C	6	50	50
2	D15T001M02	Storage of food raw materials, ingredients and finished food products	C	4	50	50
3	D15T001M03	Preparation of food raw materials, and ingredients for processing	C	4	50	50
4	D15T001M04	Food Processing Technology- I	C	7	40	60
5	D15T001M05	Fundamentals of Food Chemistry	C	3	40	60
6	D15T001M06	Fundamentals of Food Microbiology	C	2	40	60
7	EMTM01	Work place Information Management	C	2	60	30 (ET) 10 (V)
5	EMTM02	Workplace Communication Management	C	2	60	30 (ET) 10 (V)
		NVQ Level 5 Semester II				
1	D15T001M07	Resource Planning for food processing -I	C	4	40	60
2	D15T001M08	Food manufacturing process control-I	C	4	40	60
3	D15T001M09	Cleaning and sanitization in food processing plant and machinery	C	4	40	60
4	D15T001M10	Packaging materials	C	3	50	50
5	D15T001M11	Basic Technologies in Food packaging	C	4	50	50
6	D15T001M12	Food Quality and Safety Management System	C	4	50	50
7	D15T001M13	Basic Statics for data handling	C	4	50	50
8	EMTM03	Planning and scheduling work at work place	C	3	60	30 (ET) 10 (V)

11.2.3 NVQ Level 6 Modules

		NVQ Level 6 Semester I				
1	D15T001M14	Resource planning for food processing II	C	4	50	50
2	D15T001M15	Food manufacturing process control II	C	4	50	50
3	D15T001M16	Food processing technology II	C	4	60	40
4	D15T001M17	Management and implementation of food quality and food safety systems	C	4	50	50
5	D15T001M18	Advanced technologies in food packaging and packaging material testing	C	2	50	50
6	D15T001M19	In-factory final product improvement	C	5	50	50
7	D15T001M20	In-factory process and technology improvement	C	5	50	50
8	EMTM04	Problem Solving & decision making	C	2	60	30 (ET) 10 (V)

		NVQ Level 6 Semester II				
1	D15T001M21	Transport and distribution of products	C	2	40	60
2	D15T001M22	Product development and sensory Evaluation	C	4	50	50
3	D15T001M23	Entrepreneurship and marketing	C	2	50	50
4	D15T001M24	Mini Research Project	C	18	60	40
5	EMTM05	Teamwork and Leadership	C	2	60	30 (ET) 10 (V)
6	EMTM06	Creation & Maintenance of a learning culture	C	2	40	60

C – Compulsory Modules

E- Elective Modules

ET – End Theory Examination

EP – End Practical Examination

V – VIVA Voce

Department of Hospitality Management

Course Coordinator

Ms. S. Vasuki

Lecturer (Probationary)

Staff Members

Dr. K. Shanmuganathan
Senior Lecturer

Mr. M. Muhunthan

Lecturer (Probationary)

12.1 Introduction

The Higher National Diploma (HND) in Hospitality Management is a comprehensive vocational course that prepares students for successful careers in the hospitality industry. This program covers various aspects of hospitality management, including Front Office Operations, Food and Beverage Operations, Housekeeping Operations, Kitchen Operations, Tourism, Effective communication, Stores Maintenance and Public Relations. In addition, students will also learn about employability Modules and management modules, which cover essential areas such as leadership, communication, business plan preparation, risk management, financial management, and human resource management. Specifically, it emphasizes practical skills and knowledge required for effective management in the industry. As a national vocational education, this course combines theoretical learning with hands-on training, ensuring graduates are equipped with the necessary expertise to excel in the field of hospitality management.

12.2 Modules in Hospitality Management

12.2.1 Foundation Modules

S.No	Module
	A/L Stream
1	Occupational Safety & Health (OSH) (DM01)
2	Cook (H55S003)
3	Room Attendant (House Keeping) (H55S002)
4	Steward/Waiter (Food & Beverage) (H55S001)
5	Receptionist (K74S002)
	NVQ Stream
1	Occupational Safety & Health (OSH) (DM01)

English and ICT are common for both streams

12.2.2 NVQ Level 5 modules

S.No	Module Code	Module Name	Type	Credit	CA%	End exam %
		NVQ Level 5 Semester I				
1	H55T003M01	Introduction to Tourism & Hospitality Industry	C	5	40	60
2	H55T003M02	Public Relations	C	4	40	60
3	H55T003M03	Front Office Operations in Hospitality Management-1	C	6	40	60
4	H55T003M04	Food &Beverage Operations in Hospitality Management-1	C	8	40	60
5	H55T003M05	Effective Communication in Hospitality Management	C	4	60	40
7	EMTM01	Work place Information Management	C	3	60	30 (ET) 10 (V)
		NVQ Level 5 Semester II				
1	H55T003M06	Front Office Operation in Hospitality Management 2	C	6	40	60
2	H55T003M07	Food and Beverage Operation in Hospitality Management 2	C	10	40	60
3	H55T003M08	Risk Management in the Hospitality Industry	C	3	50	50
4	H55T003M09	Stores Maintenance and logistics handling	C	6	40	60
5	EMTM02	Workplace Communication Management	C	2	60	30 (ET) 10 (V)
6	EMTM03	Planning and Scheduling work at workplace	C	3	60	30 (ET) 10 (V)

12.2.3 NVQ Level 6 modules

		NVQ Level 6 Semester I				
1	H55T003M10	Housekeeping and laundry Operations in Hospitality Management -I	C	6	40	60
2	H55T003M11	Kitchen Operations in Hospitality Management -I	C	10	60	40
3	H55T003M12	Human Resource Management	C	6	50	50
4	H55T003M13	Research Methods and Continuous Improvement	C	6	40	60
8	EMTM04	Problem Solving & decision making	C	2	60	30 (ET) 10 (V)
7	EMTM05	Teamwork and Leadership	C	2	60	30 (ET) 10 (V)

		NVQ Level 6 Semester II				
1	H55T003M14	Housekeeping and laundry Operations in Hospitality Management -II	C	6	40	60
2	H55T003M15	Kitchen Operations in Hospitality Management -II	C	10	40	60
3	H55T003M16	Financial Management and Accounting	C	4	50	50
4	H55T003M17	Hotel Business Operation	C	4	40	60
5	H55T003M18	Occupational Health and Safety	C	2	40	60
6	EMTM06	Creating & Maintaining a Learning Culture at Workplace	C	2	60	40

C – Compulsory Modules

E- Elective Modules

ET – End Theory Examination

EP – End Practical Examination

V – VIVA Voce

Department of Mechatronics Technology

Head

Mr. S. Paheerathan

Lecturer

Staff Members

Mr. V. Hiroshaan

Senior Lecturer

Mr. T. Pirasanth

Demonstrator

13.1 Introduction

The Higher National Diploma (HND) in Mechatronics Technology is a specialized program that provides students with a strong foundation in the interdisciplinary field of mechatronics. This comprehensive course integrates knowledge from mechanical, electrical, and computer engineering to develop expertise in advanced automation and control systems. Throughout the HND in Mechatronics Technology, students will delve into the design, development, and implementation of complex systems that combine mechanics, electronics, and software. The curriculum focuses on practical hands-on training, enabling students to acquire the skills needed to design, program, and maintain intelligent machines and automated processes. With a strong emphasis on industry relevance, the program equips graduates with the competencies sought after by employers in sectors such as manufacturing, robotics, automotive, and aerospace. Upon completion, individuals will be well-prepared to pursue careers as mechatronics engineers, automation specialists, robotics technicians, or control systems designers, contributing to the innovation and advancement of technology-driven industries.

13.2 Modules in Mechatronics Technology

13.2.1 Foundation Modules

S.No	Module
A/L Stream	
1	Occupational Safety & Health (OSH) (DM01)
2	Basic Engineering Drawings (DM02)
3	Basic Workshop Practice-1 (DM03)
4	Basic Workshop Practice-2 (DM04)
5	Pneumatic Technician
6	Basic Electronics Practices (DM10)
NVQ Stream	
1	Mathematics
2	Chemistry
3	Physics
4	Occupational Safety & Health (OSH) (DM01)
5	Basic Engineering Drawings (DM02)

English and ICT are common for both streams

13.2.2 NVQ Level 5 Modules

S.No	Module Code	Module Name	Type	Credit	CA%	End Exam %
		NVQ Level 5 Semester I				
1	D33C001M01	Engineering Drawing I	C	4	60	40
2	D33C001M02	Applied Electricity	C	6	50	50 (EP+ ET)
3	D33C001M03	Applied Electronics	C	6	40	60 (EP+ ET)
4	D33C001M04	Safety & Workshop Environment	C	3	40	60
5	D33C001M05	Workshop Technology	C	6	40	60 (EP+ ET)
6	EMTM01	Workplace Information Management	C	3	60	30 (ET) 10 (V)
7	EMTM02	Workplace Communication Management	C	2	40	30 (ET) 30 (V)
		NVQ Level 5 Semester II				
1	D33C001M06	Engineering Mathematics I	C	4	40	60
2	D33C001M07	Hydraulics and Electro Hydraulics systems	C	4	60	40
3	D33C001M08	Pneumatics and Electro Pneumatics systems	C	4	60	40
4	D33C001M09	Engineering Materials	C	3	50	50
5	D33C001M10	Programmable logic controller	C	6	60	40
6	D33C001M11	Mechatronics Systems 1	C	6	60	40
8	EMTM03	Plan work to be Performed at Workplace	C	3	40	50 (ET) 10 (V)

13.2.3 NVQ Level 6 Modules

		NVQ Level 6 Semester I				
1	D33C001M13	Engineering Mathematics II	C	3	40	60
2	D33C001M14	Engineering Drawing II	C	3	60	40
3	D33C001M15	Control systems	C	6	50	50
4	D33C001M16	Computer Numerical Control (CNC)	C	6	60	40
5	D33C001M17	Applied Mechanics	C	4	40	60
6	D33C001M18	Costing and Estimation	C	3	30	70
7	EMTM06	Creating & Maintaining a Learning Culture at Workplace	C	2	40	60
		NVQ Level 6 Semester II				
1	D33C001M19	Mechatronics Systems II	C	10	40	60
2	D33C001M20	Design Mechanical Fixtures	C	5	60	40
3	D33C001M21	Robotic system	C	4	50	50
4	D33C001M22	PLC & SCADA system	C	10	60	40
5	EMTM04	Problem-Solving and Decision Making	C	2	40	30 (ET) 30 (V)
6	EMTM05	Teamwork and Leadership	C	2	40	30 (ET) 30 (V)

C – Compulsory Modules

E- Elective Modules

ET – End Theory Examination

EP – End Practical Examination

V – Viva Voce

Department of Production Technology

Course Coordinator

Eng. K. Kamalaruban

Lecturer

Staff Members

Eng. P. Nivegithan

Lecturer

(Probationary)

Eng (Mrs). S. Thenusha

(Probationary) Lecturer

Mr. S. Thuvarakan

Lab Assistant

14.1 Introduction

The Higher National Diploma (HND) in Production Technology is a specialized program that focuses on the principles and practices of efficient and effective production processes. This comprehensive course equips students with the knowledge and skills necessary to optimize production systems and maximize productivity in various industries. Throughout the HND in Production Technology, students will learn about production planning, inventory management, quality control, lean manufacturing principles, and process optimization. The curriculum emphasizes hands-on training, practical workshops, and real-world case studies to provide students with a holistic understanding of production systems.

Upon completion of the program, graduates can pursue careers as production supervisors, operations managers, process engineers, or industrial analysts. They will have a strong foundation in identifying and implementing strategies to improve production efficiency, reduce costs, and enhance product quality. The HND in Production Technology offers a promising pathway for individuals seeking to contribute to the success of manufacturing and production industries. By combining theoretical knowledge with practical skills, graduates play a vital role in driving operational excellence and ensuring the smooth and efficient functioning of production processes.

14.2 Modules in Production Technology

14.2.1 Foundation Modules

S.No	Module
A/L Stream	
1	Occupational Safety & Health (OSH) (DM01)
2	Basic Engineering Drawings (DM02)
3	Basic Workshop Practice-1 (DM03)
4	Basic Workshop Practice-2 (DM04)
5	Basic Electrical Practices (DM07)
6	Basic Electronics Practices (DM10)
NVQ Stream	
1	Mathematics
2	Physics
3	Occupational Safety & Health (OSH) (DM01)
4	Basic Engineering Drawings (DM02)

English and ICT are common for both streams

14.2.2 NVQ Level 5 Modules

S.No	Module Code	Module Name	Type	Credit	CA%	End Exam %
		NVQ Level 5 Semester I				
1	D29C001M01	Mechanics of Machines	C	3	50	50
2	D29C001M03	Materials Technology	C	3	50	50
3	D29C001M04	Information Technology in Production	C	2	50	50 (EP+ET)
4	D29C001M05	Design of machine components 1	C	4	50	50
5	D29C001M07	Manufacturing Drawing	C	3	50	50
6	D29C001M08	Manufacturing Technology 1	C	4	50	50
7	D29C001M10	Production Metrology 1	C	3	50	50 (EP+ET)
8	D29C001M13	Technical Mathematics	C	5	50	50
9	D29C001M14	OHS Procedures and Practices	C	2	75	25
10	EMTM02	Workplace Communication Management	C	2	60	30 (ET) 10 (V)
11	EMTM03	Planning and scheduling work at workplace	C	2	60	30 (ET) 10 (V)
		NVQ Level 5 Semester II				
1	D29C001M02	Electrical Technology	C	3	50	50
2	D29C001M06	Design of machine components 2	C	2	50	50
3	D29C001M08	Manufacturing Technology 1	C	6	50	50
4	D29C001M09	Production Management 1	C	5	60	40
5	D29C001M11	Production Metrology 2	C	3	50	50 (EP+ET)
6	D29C001M12	Product Quality Analysis	C	7	60	40
7	D29C001M20	Production Organization & Human Resource Management 1	C	2	50	50
8	EMTM01	Workplace Information Management	C	2	60	30 (ET) 10 (V)

14.2.3 NVQ Level 6 Modules

		NVQ Level 6 Semester I				
1	D29C001M15	Design for manufacturing products	C	5	60	40
2	D29C001M16	Manufacturing Technology 2	C	10	50	50
3	D29C001M17	Production Management 2	C	7	50	50
4	D29C001M18	Installation and Maintenance	C	4	50	50
5	D29C001M19	Costing and Budgeting	C	4	30	70
6	D29C001M28	Production Organization and Human resources management II	C	2	50	50
7	D29C001M21	Computer numerical control (CNC)	C	4	70	30
8	EMTM04	Problem Solving & decision making	C	2	60	30 (ET) 10 (V)
9	EMTM05	Teamwork and Leadership	C	4	60	30 (ET) 10 (V)

		NVQ Level 6 Semester II				
1	D29C001M22	Environmental Management	C	2	50	50
2	D29C001M29	Project (Individual or Group)	C	6	50	50
3	D29C001M23	Enterprise Development (Gr.A)	E	2	50	50
4	D29C001M24	Marketing, purchasing and sales planning (Gr. A)	E	2	60	40
5	D29C001M25	Pneumatic and hydraulic systems (Gr. B)	E	5	60	40
6	D29C001M26	Automation and Mechatronics in Manufacturing (Gr. B)	E	5	50	50
7	EMTM06	Creation & Maintenance of a learning culture	C	2	40	60

C – Compulsory Modules

E- Elective Modules

ET – End Theory Examination

EP – End Practical Examination

V – VIVA Voce

Department of Interdisciplinary Studies

Course Coordinator

Mr M. Ramanan

Lecturer (Probationary)

Staff Members

Ms. M. Pugalini

Instructor in English

Mr. K. Thiruthanigesan

Instructor in ICT

15.1 Introduction

The department of Interdisciplinary Studies is conducting Higher National Diploma (HND) in Information and Communication Technology (ICT). The HND in ICT is a specialized program that equips students with the essential skills and knowledge required to navigate the rapidly evolving world of technology. This comprehensive course covers a wide range of topics, including computer programming, network administration, database management, cybersecurity, web development, and software engineering. Throughout the HND in ICT, students will gain hands-on experience in designing, implementing, and managing various ICT systems. The curriculum emphasizes problem-solving, critical thinking, and practical application, preparing graduates to tackle real-world challenges in the digital landscape.

Upon completion, graduates can pursue a range of career paths, such as software developers, network administrators, IT consultants, data analysts, or cybersecurity specialists. The HND in ICT provides a solid foundation for further professional development and academic progression in the field of information technology. With the ever-increasing reliance on technology across industries, the HND in ICT offers a promising pathway for individuals passionate about technology, innovation, and digital transformation. Graduates play a vital role in shaping the future of businesses, organizations, and society at large by leveraging their expertise in the ever-expanding world of ICT.

15.2 Modules in Information Communication Technology

15.2.1 Foundation Modules

S.No	Module
A/L Stream	
1	Fundamentals of Programming Technique
2	Fundamental of Data Structure & Algorithm
3	Fundamentals of Web Technologies
4	Introduction to Graphic Design
5	Occupational Safety & Health (DM01)
NVQ Stream	
1	Mathematics
2	Occupational Safety & Health (DM01)

English and ICT are common for both streams

15.2.2 NVQ Level 5 Modules

S.No	Module Code	Module Name	Type	Credit	CA %	End Exam%
		NVQ Level 5 Semester I				
1	K72C001M01	Database Systems 1	C	3	40	40 (ET) 20 (PT)
2	K72C001M03	Graphic Design	C	18	40	30 (ET) 30 (PT)
3	K72C001M04	Software Programming	C	6	30	30 (ET) 40 (PT)
4	K72C001M06	System Analysis and Design	C	6	70	30 (ET)
5	EMPM01	Manage workplace Information	C	3	60	30 (ET) 10 (V)
6	EMPM02	Manage workplace communication	C	2	60	30 (ET) 10 (V)
		NVQ Level 5 Semester II				
1	K72C001M02	Database Systems 11	C	5	70	30 (ET)
2	K72C001M05	Software Testing	C	20	30	30 (ET) 40 (PT)
3	K72C001M07	Web Programming	C	6	70	30 (ET)
4	K72C001M08	Local Area Networks (LAN)	C	6	60	20 (ET) 20 (PT)
5	EMPM03	Planning and Scheduling Work at Workplace	C	3	60	30 (ET) 10 (V)

15.2.3 NVQ Level 6 Modules

Elective Group A

Multimedia and Web Technology

S.No	Module Code	Module Name	Type	Credit	CA%	End Exam%
		NVQ Level 6 Semester I				
1	K72C001M15	Data communications, Computer Systems and Networking	C	16	70	30 (ET)
2	K72C001M16	Install and Configure Local and Wide Area Network Systems1	C	10	80	20 (PT)
3	EMPM04	Problem-Solving and Decision Making	C	2	60	30 (ET) 10 (V)
4	EMPM05	Teamwork and Leadership	C	2	60	30 (ET) 10 (V)

		NVQ Level 6 Semester II				
1	K72C001M16	Install and Configure Local and Wide Area Network Systems11	C	12	70	30 (ET)
2	K72C001M17	User training and maintenance of the Local and Wide Area Networks	C	16	80	20 (PT)
3	EMPM06	Creation & Maintenance of a Learning Culture	C	2	60	30 (ET) 10 (V)

Elective Group B

Network and Hardware Technology

S.No	Module Code	Module Name	Type	Credit	CA%	End Exam%
		NVQ Level 6 Semester I				
1	K72C001M09	Multimedia Design	C	14	70	30 (ET)
2	K72C001M10	Multimedia Production 1	C	8	80	20 (PT)
3	EMPM04	Problem-Solving and Decision Making	C	2	60	30 (ET) 10 (V)
4	EMPM05	Teamwork and Leadership	C	2	60	30 (ET) 10 (V)
		NVQ Level 6 Semester II				
1	K72C001M10	Multimedia Production 11	C	6	80	20 (PT)
2	K72C001M11	Design and Develop Web based Information Systems	C	20	70	30 (ET)
3	EMPM06	Creation & Maintenance of a Learning Culture	C	2	40	60 (ET)

Elective Group C

Software Engineering and Database Technology

S.No	Module Code	Module Name	Type	Credit	CA%	End Exam%
		NVQ Level 6 Semester I				
1	K72C001M12	Software Change Management	C	18	20	30 (ET) 50 (PT)
2	K72C001M13	Configure middleware, application server and third-party software components 1	C	8	70	30 (ET)
3	EMPM04	Problem-Solving and Decision Making	C	2	60	30 (ET) 10 (V)
4	EMPM05	Teamwork and Leadership	C	2	60	30 (ET) 10 (V)

	NVQ Level 6 Semester II					
1	K72C001M13	Configure middleware, application server and third – party software components 11	C	14		
2	K72C001M14	Test integration of software application	C	14		
3	EMPM06	Creation & Maintenance of a Learning Culture	C	2		

C – Compulsory Modules

E- Elective Modules

ET – End Theory Examination

EP – End Practical Examination

V – VIVA Voce

Non- Academic Staff Details

Management Assistants

1. Ms.G.Abarna –Administration (Establishment)
2. Mrs.K.N.E.katushiya –Administration (General Administration)
3. Ms.B.Pathmapriya –Administration (Students Services)
4. Mrs.U.Shailajah - HoA Division (Examination & other academic support)
5. Ms.R.Mohanaranjani – Library
6. Ms.S.Thulasi - Finance
7. Mr.S.Anusan - Finance
8. Ms.S.L.Stanisla - CEO's Office

Maintenance Technician

1. Mr.S.Sairaj - Administration

Drivers

1. Mr.R.Kamalrajh - Administration
2. Mr.S.Rasikumar - Administration

Office Aids

1. Mr.V.Vakeesan - Administration
2. Mr.A.Thayalan - Library
3. Mr.A.Gowthaman - HoA Division
4. Mr. K. Sarujan - CEO's Office

Students Educational Facilities

17.1 Information Technology Laboratory

- University College provides access to information technology (IT) resources to enhance the learning experience and employment opportunities of its students.
- Students must follow all the security procedures of the computer systems and protect the data contained therein.
- Students should not knowingly disclose or permit another individual to use his/ her password to the student's information system or network services and will not use any password or other access mechanism that UC has not expressly assigned to them.
- Students should treat all information maintained on the UC's computer systems as strictly confidential and should not release information to any unauthorized person.
- Students must understand and accept that certain activities are prohibited when using college computers, network services, and Internet access or electronic communications. These include, but are not limited to:
    - Attempting to gain unauthorized access to computing resources of other institutions, organizations, individuals, etc.
    - Intentionally developing or experimenting with malicious programs (viruses, worms, spyware, keystroke loggers, phishing software, Trojan horses, etc.) on any college–owned computer.
    - Knowingly propagating malicious programs.
    - Changing administrator rights on any college-owned computer, or the equivalent.
    - Using college computing resources to support any commercial venture or for personal financial gain.
    - Students can carry external memory devices such as Pen drives or CD, and DVDs yet need to acquire prior approval from the instructor/officer in charge of the IT laboratory by showing them to him/ her and cleaning them if the virus exists.
    - Students are not allowed to format computers or install software without prior approval.
    - No feed and beverages are allowed inside the laboratory.

17.2 Computer-assisted English Language Learning Laboratory (CAELLL)

- The English Language Learning Laboratory established in UC has networked computers with internet access for interactive learning of the English Language.
- This facility will assist students to become proficient in both general and job-specific English language skills which include listening, speaking, business writing and presentation skills.
- The English Language Teaching Unit is guided with the help of the British Council; a well-known English Language Educational Institute in Sri Lanka.
- **Objectives**
    - To enhance the confidence of the students in the English working environment.
    - To develop well-balanced receptive (reading, listening) and productive (speaking, writing) skills through communicative classes and self-study.
    - To provide curricular and extra-curricular opportunities for students.
- Students using this computer-networked laboratory must strictly follow all instructions regarding the Use of the IT laboratory given in the section above.

17.3 Library

- The UC will provide library facilities to students. The course assignments and project works require frequent use of the library.
- There will be both lending and reference divisions.
- A library card is necessary for all library transactions and will be issued to a student once a refundable deposit is made to the bursar of the UC.
- The membership card needs to be produced to borrow books and other learning materials.

- Students are personally responsible for the safety, proper use, and timely return of the library books, magazines and other learning materials that they have borrowed. Students who fail to return the said library materials shall incur a financial obligation.

17.3.1 Standard operational procedure of the University College of Jaffna library

Library Membership

- All the students of the University College of Jaffna can get the Membership.
- Students are requested to pay a refundable deposit of Rs.3000 and fill the Library Registration card to get the membership. (Refundable on the completion of NVQ level 6).
- Without library tickets books are not issued & tickets are not transferable.
- Library tickets & books should be returned to the library on completion of the course.
- Completion Certificates and Leaving Certificates will not be issued until all dues are settled to the library.

Entitlement of Library Tickets & Fines

Category	No of Tickets	Circulation Period	Fine Structure (Rs. /Working day)	
			1-7 days after the due date	From 2nd week onwards
Lending (L)	01	01 Week	10.00	30.00
Reference (R)	01	Overnight	20.00	50.00

Instruction to Library Users

- Readers are not permitted to bring bags, parcels, books or copies of any printed materials, file covers, umbrellas or any personal belongings
- Avoid wearing casual clothes, hats or caps, etc
- Readers must present their Student Identity Card or Record Book for inspection, on the request of the library staff
- Silence should be maintained inside the library
- Taking photographs inside the library is not allowed without permission
- Seats can’t be reserved in the library
- All library materials and other resources should be treated and protected as national resources

- Books should not be replaced on the shelves & need to be left on the table for re-shelving
- Avoid from disarranging the books on shelves or hiding them

Damage and lose of library books and materials

Users should report to the issuing counter if any such marks or damages found in the book. In absence of such a report the books will be held responsible and fined for any damage observed at the time the books are returned.

Any loss of library materials should be reported immediately. In such situations a copy of the same edition or a later edition of the title lost can be produced as replacement or the fee charged by the library has to be paid by the borrower

17.4 Student's Identity Card and Record Book

- Once enrolled, a student will be issued an identity Card (ID) with the holder's photograph affixed to it which should be used for identification purposes in the UC.
- Each student must carry this card while engaged in college-related activities inside or outside the UC. The identity card must be shown upon request of a college official.
- There is no charge for the initial card.
- A fee will be charged for replacement ID cards.
- In case of loss of an identity card, the student has to make a written request with a police Report certifying the loss, a replacement fee and an additional photograph of the student.
- Identity cards issued by UC should be returned to the Registrar when the students leave the UC or at the cessation of their studentship.
- All students are issued with record books to record all academic progressions during the period registered as students of the college.
- Each student is responsible for the safekeeping and maintenance of his or her record book while making necessary entries with regular updates with the signature of the lecturer.
- The sections on summative assessment should be duly filed and updated with the signature of the registrar.
- Any special assignments done by a student in industry during the course are also to be assessed by the lecturer and relevant entries are to be made in the record book.

17.5 Student Dress code and safety

- To maintain a proper and healthy educational atmosphere, students must be suitably dressed and groomed.
- The college management will encourage students to dress in a manner that reflect pride and respect for themselves and their college.
- Dress codes have a positive effect on college pride, identity and safety.
- Students should avoid having loose long hair, wearing hanging and flabby clothes and rings while involved in practical work in laboratories and machine or other workshops.
- Similarly wearing of safety gear applicable to the working environment including wearing proper shoes in the workshops is a requirement that needs to be strictly followed.
- In case of fire or an emergency, students are advised to make use of stairways and exit doors provided for the purpose and leave the building quickly to safer locations.

17.6 Career Guidance unit

Coordinator

Dr. K. Shanmuganathan
Senior Lecturer
Department of Hospitality Management

- The college offers a comprehensive program to help potential students to develop, evaluate, and implement a career plan.
- This approach helps students to become aware of their interests, skills, values, and lifestyle preference and relate them to a career decision.
- Resources are available to direct students to accurate, up-to-date information about future job outlooks and salaries.
- UC offers individual career counselling and seminars, workshops, and short courses on career-related topics.

17.7 Student Counselors

Mr. S. Paheerathan

Lecturer

Department of Mechatronics Technology

Mrs T.E.Nirmalan

Lecturer (Probationary)

Department of Cosmetology

17.8 Student Discipline

- The reputation of the UC depended in large part upon the behaviour of its students.
- Students enrolled at the college are expected to conduct themselves in a mature, dignified, and honourable manner.
- Students are subject to college jurisdiction while enrolled at the college. Equally, UC is also committed to academic integrity in all its practices.
- The college values intellectual integrity and a high standard of academic conduct.
- The college assumes as a basic and minimum standard of conduct in academic matters that students be honest and that they submit for credit only the products of their efforts.
- They also require that students refrain from any forms of dishonourable or unethical conduct related to their academic work.
- A board of Discipline in the college will facilitate and maintain the general and academic discipline of students and students can seek the Board's advice for the resolution of any of their complaints.

17.9 Student Suggestions for Improvements

- Any suggestion from students both, present and past improve the training delivery, or facilities or services of the UC are proactively welcome by the College management and will respond positively to such suggestions.

17.10 Protection of College Resources

- No student should act or behave to cause any damage to the facilities and other physical resources of the UC.
- It is the responsibility of the students to care for the facilities and protect these for future students as well.
- Prevention and reporting of vandalism or damage to academic buildings and other facilities are an obligation of every student in the UC.
- Students are strictly advised not to operate any machinery or equipment without the supervision of the lecturer/ demonstrator or any other staff member in charge, to avoid any unsafe acts and ensure both personal and equipment protection.

STUDENTS LIFE IN UCJ


SARASVATHI POOJAI
2022


RISING STARS
TALENT SHOW - 2022
"Beauty & the Feast"
TALENT SHOW
2022

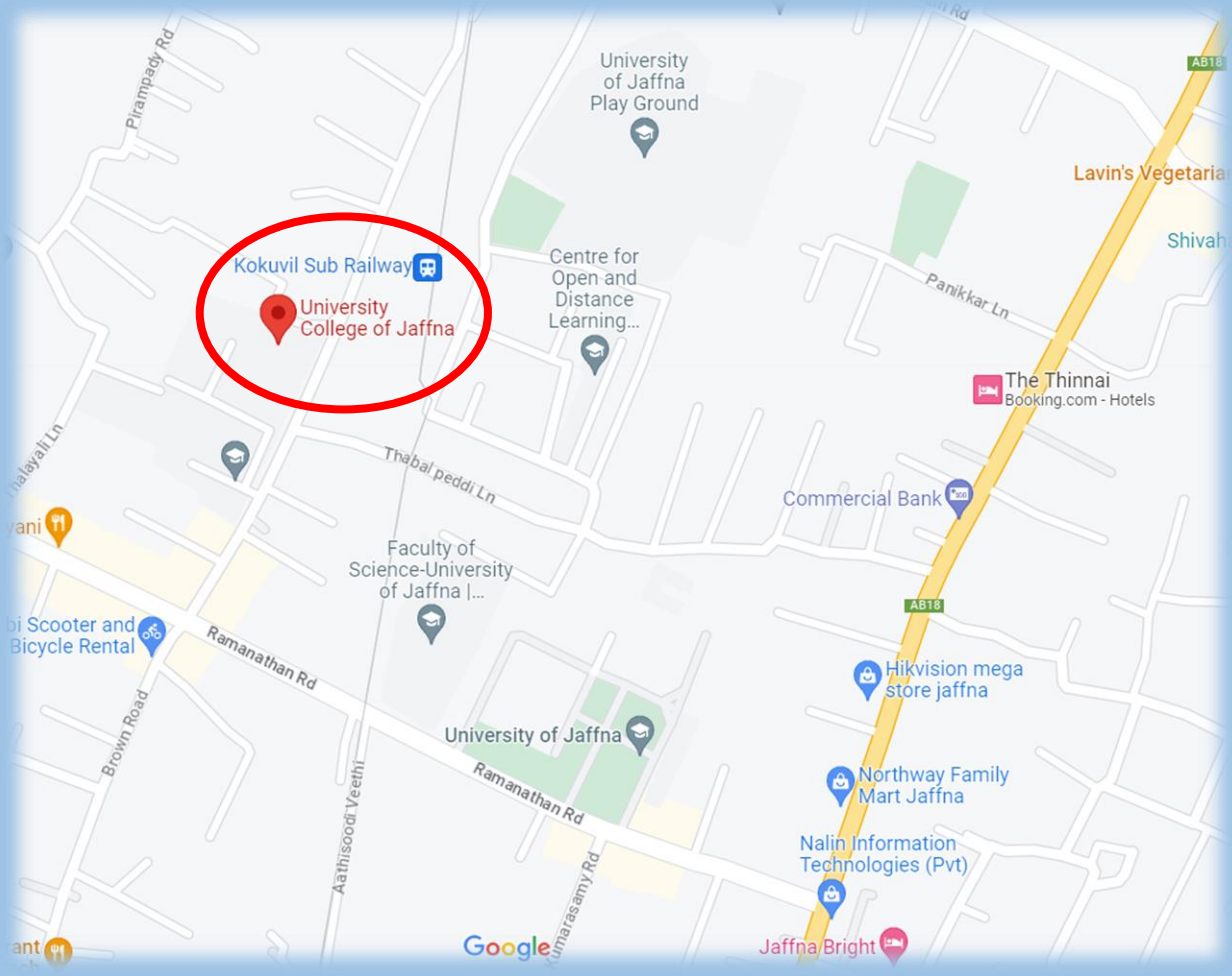

UNIVERSITY COLLEGE OF
JAFFNA
SPORTS WEEK
2022

NEW YEAR CELEBRATION 2023

THAI PONGAL CELEBRATION 2023

IFTHAR

2023



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