

**Provision for Conducting Alternative Assessments**

**2020**

Wayamba University of Sri Lanka

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## Conducting Alternative Assessments

The Regulations here are made by the Senate of the Wayamba University of Sri Lanka based on the University Grant Commission Circular No 11/2020 dated 01<sup>st</sup> of December, 2020 and shall remain effective until the same Commission Circular is revoked or replaced.

### Reference to Regulation

This regulation should be cited as the Provision for Conducting Alternative Assessments No XX of 2021, effective from XX.XX.2021.

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# Procedure for Adopting Guidelines for Conducting Alternative Assessments in Universities and HEIs

## Applicability

The procedures defined herein shall be applicable to formative and summative assessments that are conducted as alternative assessments in the Wayamba University of Sri Lanka under the conditions stipulated in the University Grant Commission Circular 11/2020.

## Procedure

1.1	<p>Individual Faculty Boards shall approve a justification for the need for conducting alternative assessments considering prevailing conditions that are covered under the University Grant Commission Circular 11/2020.</p> <p>Individual Faculty Boards shall approve a timetable for relevant summative assessments to be conducted as alternative assessments giving sufficient time for candidates to prepare for any new evaluation formats.</p>	Justification for Need for Alternative Assessments and Timetable for Summative Assessments
1.2	<p>Individual Module coordinators shall prepare <b>Documentations of Change of Assessment Plans</b> consisting:</p> <ol style="list-style-type: none"><li><b>1. Approved Module Syllabus Sheet</b></li><li><b>2. Existing Regular Assessment Plan</b> based the approved syllabus including formats, time limits, mark distributions.</li><li><b>3. Proposed Alternative Assessment Plan</b> prepared by following the guidelines given in the University Grant Commission Circular 11/2020. It shall include proposed alternative assessment formats, time limits, and mark distribution.</li><li><b>4. Statement of Plan for Mitigation of</b></li></ol>	Documentation of Change of Assessments Plans



	<p><b>Potential Problems</b> that briefly describe any actions to be taken to minimize potential problems associated with the relevant alternative assessment methods.</p> <p>and shall channel the Documentation through relevant Heads of Departments for the Faculty Board approval.</p>	
1.3	<p>Faculty Boards shall deliberate Proposed Alternative Assessments Plans along with Statement of Plan for Mitigation of Potential Problems and approve the Documentation with or without amendments for conducting alternative assessments for the particular semester.</p>	<p>Faculty Board Deliberation and Approval of Alternative Assessment Plan</p>
1.4	<p>Approved Alternative Assessment Plans shall remain valid only for the particular semester that the approval has been granted by the Faculty Board for.</p> <p>The same alternative assessments shall NOT be used in subsequent semesters unless a new approval is granted by the Faculty Board.</p>	<p>Period of Validity for Alternative Assessment Plan</p>
1.5	<p>The Senate ratification of Conducting Alternative Assessments shall be granted through the ratification of relevant Faculty Board Minutes provided that the minutes of the Faculty Boards include all the necessary documentary evidence for the steps 1.1, 1.2, and 1.3.</p>	<p>Approval of Senate through Ratification of Faculty Board Minutes</p>
1.6	<p>Candidates shall be properly informed of the approved Alternative Assessment Plan in advance with the details necessary for preparation for alternative assessments.</p> <p>Alternative assessments shall be conducted according to the Faculty Board-approved Alternative Assessment Plan along with appropriate involvement of second examiners and any scrutiny boards.</p> <p>Any relevant evidence of Alternative Assessments must be preserved for the prescribed period under the academic regulation.</p>	<p>Informing Candidates, Conducting Alternative Assessments, and Preserving Evidence</p>
1.7	<p>Corresponding Result Boards shall be conducted according to the regular procedures.</p>	<p>Scrutinization, Rectification, and</p>

	Any anomalies of results shall be scrutinized for possibilities of examination fraud and rectified as decided by Dean and Heads of Departments before the final results approval.	Issuance of Results
1.8	Final results shall be tabled for Senate approval according to the regular procedures.	Ratification of Results by Senate

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