

45	මගේ අධ්‍යාපනික ජීවිතයේ මාගේ මව්පියන්ගේ සහ මාගේ මිතුරන්ගේ උදව් මගේ ජීවිතයේ වැදගත්කමක් විය.	FC-2023-45
45	මාගේ ජීවිතයේ මාගේ මව්පියන්ගේ සහ මාගේ මිතුරන්ගේ උදව් මගේ ජීවිතයේ වැදගත්කමක් විය.	FC-2023-46
45	මාගේ ජීවිතයේ මාගේ මව්පියන්ගේ සහ මාගේ මිතුරන්ගේ උදව් මගේ ජීවිතයේ වැදගත්කමක් විය.	FC-2023-47
46	මාගේ ජීවිතයේ මාගේ මව්පියන්ගේ සහ මාගේ මිතුරන්ගේ උදව් මගේ ජීවිතයේ වැදගත්කමක් විය.	FC-2023-48
46	මාගේ ජීවිතයේ මාගේ මව්පියන්ගේ සහ මාගේ මිතුරන්ගේ උදව් මගේ ජීවිතයේ වැදගත්කමක් විය.	FC-2023-49
46	මාගේ ජීවිතයේ මාගේ මව්පියන්ගේ සහ මාගේ මිතුරන්ගේ උදව් මගේ ජීවිතයේ වැදගත්කමක් විය.	FC-2023-50
47	මාගේ ජීවිතයේ මාගේ මව්පියන්ගේ සහ මාගේ මිතුරන්ගේ උදව් මගේ ජීවිතයේ වැදගත්කමක් විය.	FC-2023-51
47	මාගේ ජීවිතයේ මාගේ මව්පියන්ගේ සහ මාගේ මිතුරන්ගේ උදව් මගේ ජීවිතයේ වැදගත්කමක් විය.	FC-2023-52



رٽائرڊ ۽ پريٽريٽڊ ڏنل ڄڻ سٽيجي سرٽيفڪيٽ ڏنل ڄڻ سٽيجي سرٽيفڪيٽ

**AS
2023-74**

ڏنل ڄڻ سٽيجي سرٽيفڪيٽ: 03 سٽيجي سرٽيفڪيٽ 2023 | ڇوڪرو: 319

رٽائرڊ ۽ پريٽريٽڊ ڏنل ڄڻ سٽيجي سرٽيفڪيٽ ڏنل ڄڻ سٽيجي سرٽيفڪيٽ ڏنل ڄڻ سٽيجي سرٽيفڪيٽ 2 ڏنل ڄڻ سٽيجي سرٽيفڪيٽ ۽ ڪم ڪندڙ ڏنل ڄڻ سٽيجي سرٽيفڪيٽ سرٽيفڪيٽ.

پريٽريٽڊ ڏنل ڄڻ سٽيجي سرٽيفڪيٽ ڏنل ڄڻ سٽيجي سرٽيفڪيٽ ڏنل ڄڻ سٽيجي سرٽيفڪيٽ

**AS
2023-75**

ڏنل ڄڻ سٽيجي سرٽيفڪيٽ: 03 سٽيجي سرٽيفڪيٽ 2023 | ڇوڪرو: 319

ڏنل ڄڻ سٽيجي سرٽيفڪيٽ ڏنل ڄڻ سٽيجي سرٽيفڪيٽ ڏنل ڄڻ سٽيجي سرٽيفڪيٽ ڏنل ڄڻ سٽيجي سرٽيفڪيٽ 2 ڏنل ڄڻ سٽيجي سرٽيفڪيٽ ۽ ڪم ڪندڙ ڏنل ڄڻ سٽيجي سرٽيفڪيٽ سرٽيفڪيٽ.

ڏنل ڄڻ سٽيجي سرٽيفڪيٽ ڏنل ڄڻ سٽيجي سرٽيفڪيٽ ڏنل ڄڻ سٽيجي سرٽيفڪيٽ ڏنل ڄڻ سٽيجي سرٽيفڪيٽ

**AS
2023-76**

ڏنل ڄڻ سٽيجي سرٽيفڪيٽ: 03 سٽيجي سرٽيفڪيٽ 2023 | ڇوڪرو: 319

ڏنل ڄڻ سٽيجي سرٽيفڪيٽ ڏنل ڄڻ سٽيجي سرٽيفڪيٽ ڏنل ڄڻ سٽيجي سرٽيفڪيٽ ڏنل ڄڻ سٽيجي سرٽيفڪيٽ 16، 18، 19 ڏنل ڄڻ سٽيجي سرٽيفڪيٽ سرٽيفڪيٽ.

2023 ڏنل ڄڻ سٽيجي سرٽيفڪيٽ ڏنل ڄڻ سٽيجي سرٽيفڪيٽ ڏنل ڄڻ سٽيجي سرٽيفڪيٽ "ڏنل ڄڻ سٽيجي سرٽيفڪيٽ"

**AS
2023-77**

ڏنل ڄڻ سٽيجي سرٽيفڪيٽ: 03 سٽيجي سرٽيفڪيٽ 2023 | ڇوڪرو: 319

2023 ڏنل ڄڻ سٽيجي سرٽيفڪيٽ ڏنل ڄڻ سٽيجي سرٽيفڪيٽ ڏنل ڄڻ سٽيجي سرٽيفڪيٽ "ڏنل ڄڻ سٽيجي سرٽيفڪيٽ" ڏنل ڄڻ سٽيجي سرٽيفڪيٽ سرٽيفڪيٽ.



**AS
2023-78**

[illegible]

**AS
2023-79**

[illegible]

**AS
2023-80**

1. $\text{برسمه ایست که در برسمه خود بر این است که در برسمه خود 2 برسمه خود}$
 $\text{در برسمه 2 برسمه خود برسمه خود برسمه خود برسمه خود}$

2. $\text{برسمه خود برسمه خود برسمه خود برسمه خود برسمه خود برسمه خود}$
 $\text{برسمه خود برسمه خود برسمه خود برسمه خود برسمه خود برسمه خود}$

**AS
2023-81**

[illegible]

#	පරිච්ඡේදය	විෂයය	පරීක්ෂණය
පළමු පරීක්ෂණය			
1	පළමු පරීක්ෂණය	පළමු පරීක්ෂණය	පළමු පරීක්ෂණය
දෙවන පරීක්ෂණය			
2	දෙවන පරීක්ෂණය	දෙවන පරීක්ෂණය	දෙවන පරීක්ෂණය
3	දෙවන පරීක්ෂණය	දෙවන පරීක්ෂණය	දෙවන පරීක්ෂණය
තෙවන පරීක්ෂණය			
4	තෙවන පරීක්ෂණය	තෙවන පරීක්ෂණය	තෙවන පරීක්ෂණය
5	තෙවන පරීක්ෂණය	තෙවන පරීක්ෂණය	තෙවන පරීක්ෂණය
6	තෙවන පරීක්ෂණය	තෙවන පරීක්ෂණය	තෙවන පරීක්ෂණය
7	තෙවන පරීක්ෂණය	තෙවන පරීක්ෂණය	තෙවන පරීක්ෂණය
8	තෙවන පරීක්ෂණය	තෙවන පරීක්ෂණය	තෙවන පරීක්ෂණය
චතුර්ଥ පරීක්ෂණය			
9	චතුර්ଥ පරීක්ෂණය	චතුර්ଥ පරීක්ෂණය	චතුර්ଥ පරීක්ෂණය
10	චතුර්ଥ පරීක්ෂණය	චතුර්ଥ පරීක්ෂණය	චතුර්ଥ පරීක්ෂණය
11	චතුර්ଥ පරීක්ෂණය	චතුර්ଥ පරීක්ෂණය	චතුර්ଥ පරීක්ෂණය
12	චතුර්ଥ පරීක්ෂණය	චතුර්ଥ පරීක්ෂණය	චතුර්ଥ පරීක්ෂණය
පස්වන පරීක්ෂණය			
13	පස්වන පරීක්ෂණය	පස්වන පරීක්ෂණය	පස්වන පරීක්ෂණය

2. පළමු පරීක්ෂණයේදී ප්‍රතිඵලය ලැබූ ප්‍රතිචාරය පිළිබඳව විස්තරයක් සපයන්න.

<p>පළමු පරීක්ෂණයේදී, ප්‍රතිචාරය ලැබූ ප්‍රතිචාරය "පළමු පරීක්ෂණයේදී, ප්‍රතිචාරය ලැබූ ප්‍රතිචාරය" ලෙස සඳහන් කර ඇත.</p> <p>පළමු පරීක්ෂණයේදී, ප්‍රතිචාරය ලැබූ ප්‍රතිචාරය "පළමු පරීක්ෂණයේදී, ප්‍රතිචාරය ලැබූ ප්‍රතිචාරය" ලෙස සඳහන් කර ඇත.</p> <p>පළමු පරීක්ෂණයේදී, ප්‍රතිචාරය ලැබූ ප්‍රතිචාරය "පළමු පරීක්ෂණයේදී, ප්‍රතිචාරය ලැබූ ප්‍රතිචාරය" ලෙස සඳහන් කර ඇත.</p> <p>පළමු පරීක්ෂණයේදී, ප්‍රතිචාරය ලැබූ ප්‍රතිචාරය "පළමු පරීක්ෂණයේදී, ප්‍රතිචාරය ලැබූ ප්‍රතිචාරය" ලෙස සඳහන් කර ඇත.</p>	<p>AS 2023-82</p>
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ප්‍රතිචාරය ලැබූ ප්‍රතිචාරය: 17 ප්‍රතිචාරය 2023 | පිටුව: 321

පළමු පරීක්ෂණයේදී, ප්‍රතිචාරය ලැබූ ප්‍රතිචාරය "පළමු පරීක්ෂණයේදී, ප්‍රතිචාරය ලැබූ ප්‍රතිචාරය" ලෙස සඳහන් කර ඇත.

පළමු පරීක්ෂණයේදී, ප්‍රතිචාරය ලැබූ ප්‍රතිචාරය "පළමු පරීක්ෂණයේදී, ප්‍රතිචාරය ලැබූ ප්‍රතිචාරය" ලෙස සඳහන් කර ඇත.

පළමු පරීක්ෂණයේදී, ප්‍රතිචාරය ලැබූ ප්‍රතිචාරය "පළමු පරීක්ෂණයේදී, ප්‍රතිචාරය ලැබූ ප්‍රතිචාරය" ලෙස සඳහන් කර ඇත.

General Entry Criteria

I. 2 passes in GCE A' Level Science subjects (including Mathematics **OR** Physics)
AND 3 passes in GCE O' Level (including Mathematics **AND** Physics) **OR**

II. Attainment of Level 4 (Advanced Certificate) qualification in a related field **OR**

III. Attainment of a Level 4 Foundation Science Program



Alternative Entry Criteria

- I. 25 years old, completion of a related Level 5 qualification, and 7 years of relevant experience (of which 3.5 years of experience is obtained after completion of a Level 5 qualification), and completion of an MQA approved Pre-Master's Program. **OR**
- II. 25 years old, completion of a related Level 6 qualification, and 6 years of relevant experience (of which 3 years of experience is obtained after completion of a Level 6 qualification), and completion of an MQA approved Pre-Master's Program.

Course Name: Postgraduate Diploma in Human Resource Management

MNQF level: 8

General Entry Criteria

- I. A related Bachelor's Degree **OR**

Alternative Entry Criteria

- I. 25 years old, completion of a related Level 5 qualification, and 6 years of relevant experience (of which 3 years of experience is obtained after completion of a Level 5 qualification), and achieved a pass rating from an interview or exam given by MNU
OR
- II. 25 years old, completion of a related Level 6 qualification, and 4 years of relevant experience (of which 2 years of experience is obtained after completion of a Level 6 qualification), and achieved a pass rating from an interview or exam given by MNU

Course Name: Postgraduate Certificate in Human Resource Management

MNQF level: 8

General Entry Criteria

- I. A related Bachelor's Degree **OR**

Alternative Entry Criteria

- I. 25 years old, completion of a related Level 5 qualification, and 6 years of relevant experience (of which 3 years of experience is obtained after completion of a Level 5 qualification), and achieved a pass rating from an interview or exam given by MNU
OR
- II. 25 years old, completion of a related Level 6 qualification, and 4 years of relevant experience (of which 2 years of experience is obtained after completion of a Level 6 qualification), and achieved a pass rating from an interview or exam given by MNU

Subject Code / level if new	Subject Name	Credit Points
Semester 1		
MGT501	Leadership and Management	15
HRM601	Strategic Human Resource Management	15
HRM5XA	Resourcing and Developing Talent	15
HRM5XB	Employee Relations and Employment Law	15
Exit with Postgraduate Certificate in Human Resource Management		



**AS
2023-88**

۞ اِنَّمَا اَنَا بَشَرٌ مِّثْلُكُمْ ۚ يُرْسِلُ اللّٰهُ الرِّسَالَۃَ ۚ وَهُوَ الْعَلِیْمُ ۚ
 ۞ اِنَّمَا اَنَا بَشَرٌ مِّثْلُكُمْ ۚ يُرْسِلُ اللّٰهُ الرِّسَالَۃَ ۚ وَهُوَ الْعَلِیْمُ ۚ

**AS
2023-89**

[illegible]

**AS
2023-90**

[illegible]

**AS
2023-91**

1. $\frac{1}{x} = x^{-1}$ $\frac{d}{dx} x^{-1} = -x^{-2} = -\frac{1}{x^2}$ $\frac{d}{dx} \frac{1}{x} = -\frac{1}{x^2}$

"The Maldives National University has been entrusted with public and private funds to fulfil its mission of learning and teaching, research and community engagement. In carrying out activities to support its mission, the University must comply with specific financial administration, accounting, control, management, audit and reporting requirements, as specified in legislation and policies of the Ministry of Finance, the Auditor General's Office and other relevant standards set by Professional, Statutory and Regulatory Bodies"



Conduct cost-benefit analysis considering proportionate measures when implementing financial controls

Quality Assurance and Accountability Framework

Abbreviations

ARC	Academic Review Committee
AS	Academic Senate
CoC	Committee on Courses
EQA	External Quality Assurance
FAC	Faculty Advisory Committee
FCC	Faculty Curriculum Committee
FMC	Faculty Management Committee
FQMC	Faculty Quality-Management Committee
IQA	Internal Quality Assurance
MNU	The Maldives National University
MNUSC	MNU Staff Club
MNUSU	MNU Student Union
MQA	Maldives Qualifications Authority
PSRB	Professional Statutory and Regulatory Bodies
PQCU	Policy and Quality Control Unit
QAC	Quality Assurance Committee
QAAF	Quality Assurance and Accountability Framework
QS	Quality Standards
SAS	Student Administrative Services
SOP	Standard Operations Procedure
SSS	Student Support Services
ToR	Terms of Reference
TDU	Training and Development Unit
VC	Vice-Chancellor

1.1 Introduction

The Maldives National University (herein after referred to as the “University” or “MNU”) aiming to maintain and improve its position on the higher education industry/market and aware that national higher education standards, academic/administrative policies, processes of the University and the quality of the service/education provided are critical elements of modern competition on the national and international market, have established a composite of many interdependent best practices called the “Quality Assurance and Accountability Framework” (herein after referred to as the QAAF). The name of this framework reflects MNU’s approach to quality assurance that stands to create trust in the services of the University.



The QAAF is vital to establishing quality assurance and enhancement standards and processes at The Maldives National University. The system is maintained and continually improved using the quality policy, quality objectives, audit results, analysis of data, corrective and preventive actions, and management review. This Framework is an important policy initiative of MNU to ensure that the quality of education provided by MNU is on par with international best practices, while ensuring MNU's progress towards its vision and mission and upholding the university's core values.

1.2 Aim of QAAF

The aim of this framework is to provide the structures, functions, processes and measures including distribution of responsibilities that ensure consistency, rigor and high-quality standards in all the functions and services at MNU.

This framework is designed to foster a quality culture through a commitment to the University values, sharing of good practice, and critical reflection on practice.

This framework applies to all staff and students of The University.

1.3 Objectives

The objectives of this framework are to:

1. Ensure the integrity of the academic awards of the University;
2. Provide guidance and consistency in the development and implementation of quality assurance and quality enhancement procedures and practices;
3. Outline the internal and external quality assurance procedures and practices necessary to realise the vision and mission of the University while upholding its core values;
4. Layout the structure to ensure that quality assurance systems are coordinated and managed with maximum effectiveness; and
5. Facilitate the development of a quality culture of self- evaluation, critical reflection and continuous quality improvement.

1.4 Intended outcomes

Successful implementation and management of this framework shall result in outcomes that enhance:

1.5 The Structure of the Quality Assurance and Accountability Framework

The Quality Assurance and Accountability Framework (QAAF) is an integrated system that provides the structure, procedures, measures and responsibilities in place for quality assurance and enhancement at the University, and include the following components:

- 1) External Quality Assurance (EQA)
 - a) National compliance
 - b) International recognitions and affiliations
 - c) Benchmarking
 - d) External stakeholder consultations
- 2) Internal Quality Assurance (IQA) - Composing of:
 - a) Policy and Quality Control Unit (PQCU)



- b) Quality Assurance Committee (QAC)
- c) Faculty Quality-Management Committee
- 3) Quality Standards (QS)

1.5.1 External Quality Assurance (EQA)

The University will abide by the following practices in its external quality assurance and enhancement:

1. External review of all academic courses by the relevant professional, statutory, and regulatory bodies;
2. External audit of the University functions and services according to Maldives Qualification Authority regulations;
3. The University undergoes periodic external Institutional Audit in compliance with the Maldives Qualification Authority's regulations.
4. Institutional audits and accreditation of courses by international bodies;
5. Engagement of external stakeholders in course design and course review;
6. Use of External Examiners in postgraduate courses; and
7. Use of External and international benchmarks where appropriate.

Benchmarking

The University undertakes various modes of systematic benchmarking to assess its practice and performance, and monitor standards, with an aim to continual improvement of the learning and teaching outcomes and support services of the University.

The principles underpinning benchmarking practices at the University:

- a. Supports the University's mission and strategic objectives;
- b. Identifies comparative strengths and weaknesses, as a basis for developing improvements in academic quality;
- c. Provides evidence-based information to inform development or change
- d. Ensures the University remains up-to-date with relevant national and international academic developments;
- e. Considers the utilisation of resources adding value to the University's services and activities; and
- f. Integrates into the appropriate course development and review and University-wide planning and reporting processes

External stakeholder engagement

The University engages with external stakeholders to ensure the relevance and quality of curricula and university functions for the purposes of strategic management, quality assurance and process management.

The principles of external stakeholder engagement at the University are:

- a. Transparent and collaborative governance, decision-making and quality assurance
- b. Foster relationships of mutual trust
- c. Effectiveness, legitimacy and relevance
- d. Valued, rich and diverse expertise in the field and practice
- e. Equity, accountability and serving all

External stakeholder engagement is sought through various forms of stakeholder engagements. These are:



- a. Faculty Advisory Committee representation from employers, industry, professional bodies and civic society;
- b. Annual planning of the various stakeholder engagement events and services at the University;
- c. Mapping and identifying the relevant stakeholder and employer input into new course proposals and course review processes;
- d. Accreditation reviews by relevant professional, statutory and regulatory bodies; and
- e. Linking through employer and industry involvement, not limited to the following:
 - Work-based learning;
 - Internships practices;
 - Graduate Surveys;
 - Career guidance; and
 - Research projects.

1.5.2 Internal Quality Assurance (IQA)

I. Policy & Quality Control Unit

The Policy & Quality Control Unit (PQCU) shall function under the oversight of the Vice Chancellor.

The PQCU shall be headed by the Quality Assurance Controller, who works under the guidance of the Vice Chancellor.

Functions of the PQCU

The scope of PQCU's work includes the following:

1. Monitoring the implementation of all quality assurance and enhancement processes as per the QAAF;
2. Identify and develop various quality assurance activities at MNU and share them with all relevant staff at MNU to ensure that the quality of provision and standards of university awards are maintained;
3. Identify the roles and standards in quality assurance for all staff and their responsibilities at MNU and share these with them;
4. Monitor and ensure that the courses conducted at MNU fit with the Maldivian National Qualification Framework and other relevant international benchmarks;
5. Spearheading and coordinating internal self-evaluation of both academic and support provisions in the University;
6. Providing to the QAC analysis of self-evaluation reports and identification of issues arising therefrom that need attention for improvement;
7. Facilitating external evaluation of the University and accreditation of academic courses by professional, statutory, and regulatory bodies;
8. Monitoring the implementation of recommendations arising from internal and external evaluations;
9. Monitoring trends in quality assurance matters regionally and internationally and advising the University;
10. Identify all quality assurance related policy planning, implementations and revision that are needed at MNU and present them to the QAC for deliberations;



11. Research on all quality assurance related activities regarding staff and student involvements, identify potential issues and identify solutions and advice the Vice-Chancellor;
12. Reviewing and recommending revisions for existing policies of the University to align with its quality assurance standards, monitor and supervise their implementation process; and
13. Reporting to the QAC on various quality assurance initiatives and activities.

I. Quality Assurance Committee

Terms of Reference

Introduction

The Quality Assurance Committee (QAC) is a standing sub-committee of the Academic Senate. The QAC is responsible for quality assurance and enhancement matters as they relate to all aspects of the University. The main function of this committee is to monitor, advise and provide assistance to the Academic Senate in the quality assurance of MNU's academic courses, student affairs and other activities of the University. Further, in doing so the QAC works to promote and establish the quality assurance standards set by the University and a quality assurance culture that facilitates continuous growth of the University.

Membership of QAC

The membership of the QAC shall be as follows:

1. Vice-Chancellor (Chairperson)
2. Deputy Vice-Chancellors
3. Quality Assurance Controller
4. Registrar
5. Dean of Students
6. One academic Head/Dean approved by the Academic Senate
7. Two academic staff approved by the Academic Senate
8. Two student representatives (one undergraduate and one postgraduate preferred)
9. Head of Centre for Educational Technology and Excellence
10. Examination Controller
11. Head of Research Development Office

Roles and Responsibilities

The main roles and responsibilities of the Quality Assurance Committee are:

1. Developing, implementing and reviewing the University's Quality Assurance and Accountability Framework (QAAF).
2. Ensuring that effective quality assurance policies and quality management systems are in place throughout the MNU.
3. Monitoring best practice initiatives and evidence-based research to drive innovation through an accreditation and standards framework.
4. Monitoring regularly all guidelines and requirements issued by professional, regulatory and statutory bodies, and initiate and coordinate action as appropriate.



5. Advising the Academic Senate on matters relating to alignment with national and institutional quality assurance requirements and to make recommendations on matters requiring attention.
6. Ensuring through the annual quality reports that the quality assurance procedures within the faculties meet the standards of the University and the requirements of external bodies;
7. Facilitating all quality assurance review processes such as institutional self-audit, external reviews (including both local and international);
8. Receiving and evaluating all documents produced for review processes and approving documents when they are complete;
9. Making use of internal and external assessment data and information in order to identify new strategic issues/areas requiring action and specific innovations in those areas;
10. Identifying and promoting enhancement of academic provision and support services;
11. Mobilising resources to support quality assurance and enhancement activities;
12. Attending to specific recommendations on quality assurance matters as required by the Academic Senate;
13. Disseminating the results of quality assurance reviews submitted to the committee by the Policy and Quality Control Unit upon its approval;
14. Developing the action plan, which specifies the recommendations emerging from the review that the courses or unit is responsible for implementing; and
15. Conducting an institutional self-audit of the academic quality assurance process at least once every three years, and taking action in accordance with the recommendations that emerge from this review.

Operations and Reporting

1. The QAC shall meet at least two times per academic term.
2. The chair of the QAC will be the Vice-Chancellor. In the absence of the Vice-Chancellor, the Vice-Chair who is elected amongst the members with the 2-year membership will chair the meeting. If the Chair and Vice-Chair are unavailable in the meeting, the members can choose a Chair for that particular meeting.
3. The Vice-Chancellor must give members at least two working days' notice along with the agenda, venue and time for the meetings of the QAC. Depending on the circumstance the Chair can bring additions to the agenda. In case of emergency, the Chair can call for meetings without the three days' notice.
4. The quorum for the QAC to conduct a meeting shall be half of the members including the Chairperson.
5. The QAC shall develop a work plan at the beginning of each academic year.
6. Meeting agendas, papers, and minutes will be published and circulated in accordance with the University's policies.
7. The PQCU will provide secretariat support to the QAC.
8. The Committee regularly, but at least once a year, reports to the Academic Senate on its work and activities. The report includes:
 - I. a summary of the work it performed during the preceding year;



- II. details of meetings, including the number of meetings held during the relevant period, and the number of meetings each member attended; and
- III. The Committee may, at any time, report to the Academic Senate on any other matters where necessary.

Election and Tenure of Committee Membership

1. Members who are elected based on their responsibilities and designations are *ex officio* members of this committee.
2. To select an academic staff member, following the written instructions from the Vice-Chancellor the Deans/Heads of centres shall submit the name of ONE nominee from the faculty/school/centre. The Academic Senate will anonymously vote for two names from this list.
3. Tenure for elected members of staff shall be two academic years and then they shall be eligible for re-appointment.
4. The student representatives will be elected through an independent and transparent ballot among the student body, overseen by the Student Union. If no student has formed an interest, in consultancy with the Dean of Student, the Vice-Chancellor can elect these student-representatives.
5. Tenure for student representatives shall be one year.
6. The Chair may request any other MNU staff and/or external party to attend Committee meetings or participate in certain agenda items.
7. The membership will annul:
 - I. if the designation of the members changes
 - II. if the resignation of a member is communicated in writing to the Vice-Chancellor,
 - III. if a member is absent for three consecutive meetings without a valid reason. All apologies for meetings shall be informed in writing to the PQCUC.
 - IV. if a disciplinary-action against the staff has been taken

Changes to this Terms of Reference

The guideline is subject to periodical review. The interval between two successive reviews shall not exceed two years.

I. Faculty Quality-Management Committee

Terms of Reference

Introduction

The Faculty Quality-Management Committee (FQMC) is responsible for quality assurance and enhancement matters at the faculty level. The main function of this committee is to ensure the quality assurance mechanisms and standards set by the University are followed at the faculty level, to meet the expected standards and attend to various functions that will establish a quality culture at the faculty.

Note: Faculty here refers to the faculties, schools and centres at The Maldives National University.



Membership of the FQMC

The membership of this committee is as below:

- I. The Dean/Head of the Faculty;
- II. Heads of Department in the Faculty;
- III. Two representatives from the academic staff,
- IV. Two student representatives; and
- V. One Administrative Staff representative.

Roles and Responsibilities

Following are the roles and responsibilities of this committee:

1. Promote a quality-culture in the Faculty;
2. Oversee the implementation of the University's Quality Assurance and Accountability Framework (QAAF) for academic courses at the Faculty level;
3. Oversee accreditation of all academic courses in the Faculty by professional, statutory and regulatory bodies such as MQA and other professional bodies;
4. Monitor the internal quality standards and practices for courses and their delivery;
5. Monitor all internal quality assurance related reporting required by PQCU;
6. Validate new courses and monitor any changes to academic courses;
7. Monitor annual reviews of undergraduate and postgraduate courses and manage the outcomes of the reviews;
8. Prepare the annual Faculty quality assurance report; and
9. Attend to specific issues as recommended by the University Quality Assurance Committee (QAC) from time to time.

Operations

1. The Committee shall meet at least two times per academic term;
2. The Chair of the FQMC will be the Dean/Head of the Faculty. In the absence of the Dean/Head, the committee members can choose a Chair for that particular meeting;
3. The quorum for the FQMC to conduct a meeting shall be half of the members excluding the meeting Chair; and
4. The Faculty shall provide secretariat support to the FQMC.

Election and Tenure of Committee Membership

1. Members who are elected based on their responsibilities and designations are ex officio members of this committee.
2. The staff members will be elected through an independent and transparent ballot among the relevant staff. If no staff member has proposed their names, the Faculty Management Committee shall appoint these staff members.
3. Student representatives should be selected across different levels of courses (ideally one undergraduate student and one postgraduate student).
4. The student representatives will be elected through an independent and transparent ballot among the relevant student body, overseen by the Faculty wing of the Student Union.



5. Tenure for elected members of staff shall be two academic years and shall be eligible for re-appointment for another consecutive term. However, no elected member shall serve more than two consecutive terms.
6. Tenure for student representatives shall be one year.
7. The membership will annul:
 - I. if the designation of the members changes;
 - II. if the resignation of a member is communicated in writing to the Dean/Head of the Faculty;
 - III. if a member is absent for three consecutive meetings without a valid reason. All apologies for meetings shall be informed in writing to the Head/Dean of the Faculty; and
 - IV. if a disciplinary-action against the staff has been taken.

Changes to this Terms of Reference

The guideline is subject to periodical review. The interval between two successive reviews shall not exceed two years.

1.5.3 The Quality Standards

The Quality Standards (QS) of MNU sets the criteria, directions and expectations for setting various functions and services at MNU as an intuition. These standards were informed by the Maldives Qualification Authority (MQA)'s guidelines for institutional audit, the UK's Quality Assurance Agency (QAA)'s guidelines and the Standards and Guidelines for Quality Assurance in the European Higher Education Area (ESG).

The following are the quality standards:

1. Governance & planning
2. Design and approval of courses
3. Student-centred learning, teaching and assessment
4. Student admission, progression, recognition and certification
5. Staffing
6. Learning environment
7. Information management
8. Public information
9. Ongoing monitoring and periodic review of courses
10. Cyclical internal and external quality assurance
11. Research, consultancy and extension services
12. Finance management
13. Internationalisation

Each of these standards with their associated guidelines are identified below.

The guidelines provide a detailed description of the standards that are successful for quality provision and learning at the University.

Following these guidelines, associated policies, processes and standard operation procedure (SOPs) are developed for the implementation, periodic monitoring and reporting to ensure these standards are met.



1. Governance & Planning

The Maldives National University is committed to providing a high-quality education that meets the needs of its students and the nation. To achieve this aim, MNU has a system of governance and planning that supports the achievement of the University's vision, mission and strategic plans through the involvement of its academic and administrative staff, and students, as well as other stakeholders in the decision-making process.

The standard of Governance and Planning at the University is underpinned by the principles of:

- a. Relevance and excellence in governance, and strategic planning that supports institutional, academic, and financial decision-making;
- b. Inclusiveness and participation in the formulation and development of policies and procedures;
- c. Effectiveness and efficiency of service delivery by streamlining the delegation of necessary resources and authority through mechanisms for accountability;
- d. Transparency and accountability through internal reviews and audits of the governance processes; and
- e. Responsiveness and sustainability in the allocation and utilisation of resources, and management of institutional affairs that promotes institutional integrity.

Guidelines

The governance mechanisms that are in place at MNU derive from The Maldives National University Act (3/2011). The governance systems that are in place reflect the aspirations, functions and characteristics of MNU, in line with its mission, vision and strategic goals. In addition to this, following the core values of MNU, the principles of transparency, evidence-based decision-making, democracy, continuous improvement and reflections are key pillars of the governance system established at MNU. As such, the governance mechanisms at MNU will ensure the following:

- a. Collectively work towards an explicit and widely shared vision and mission.
- b. Work towards achieving comprehensive, evidence-based strategic goals that are derived from MNU's mission.
- c. Develop, implement, monitor and report on short-term, medium-term and long-term strategic goals and objectives that set the direction of the University for that period. These objectives will be translated into key performance indicators (KPIs) that allow for measuring the progress of the implementation of the plan. These plans will involve stakeholder consultations and data from multiple sources including student enrolments, and these goals/objectives, and the progress in achieving them will be communicated to all stakeholders periodically.
- d. Plan and implement activities that are aligned with MNU's vision, mission, and core values that ensure the achievement of the strategic goals.
- e. Establish various levels of governance committees with representations from the necessary staff/student bodies, where their terms of reference are clearly identified and published.
- f. Engage all stakeholders, especially students and alumni in the governance bodies of MNU.



- g. Establish transparent decision-making processes via reporting and documentation, including meeting minutes of decision-making bodies such as committees.
- h. Establish equal, fair and appropriate distribution of responsibilities and accountabilities for all staff.
- i. Develop, implement and periodically review policies relating to all the activities of MNU ensuring their alignment with the strategic goals of the University.
- j. Systematically monitor impact and review of quality assurance arrangements, which prompt action to drive continuous improvement for MNU's operations.
- k. Maintain academic standards, with regular, valid and reliable feedback from internal and external stakeholders.

Key Policies:

- 1. The Maldives National University Act (3/2011)
- 2. Academic Senate Terms of Reference
- 3. Strategic Plan(s)

2. Design and approval of courses

The Maldives National University ensures the quality of its courses through a consistent approach to the design and approval of courses. This approach includes multi-stakeholder engagements, subject area benchmarking, and alignment between the intended learning outcomes, assessments, and the teaching and learning experiences. The qualification resulting from a course is clearly specified and communicated, and refers to the correct level of the Maldives National Qualifications Framework and to the standards set by Professional Statutory and Regulatory Bodies (PSRBs).

The standard of Design and Approval of Courses at the University is underpinned by the principles of:

- a. Responsive, inclusive and sustainable approaches for curriculum development and review;
- b. A Student-centred approach to teaching and learning with provisions for using learning technologies and digital environment;
- c. Constructively aligned learning outcomes where students can progressively attain them
- d. Stakeholder consultations for development and review; and
- e. Compliance with standards set by the University including local and international professional, statutory and regulatory bodies.

Guidelines

All the courses offered at MNU provide students with academic knowledge and transferable skills which stand to impact their personal professional development and may be applied in their future careers. As such, the courses offered at MNU will ensure the following:

- a. Maximise access to educational opportunities and enhance the University experience for national and international students through innovative, flexible and inclusive high-quality education.



- b. Offer challenging and intensive academic courses that combine disciplinary depth with interdisciplinary perspectives.
- c. Design all course objectives that are in line with the University's vision, mission, values and strategic plans and have explicit intended learning outcomes.
- d. Design the learning outcomes of all University courses by involving students and other stakeholders in order to ensure their needs are met in course development and through a systematic review.
- e. Implement consistent and systematic procedures and processes for the development and review of courses.
- f. Develop the course documentation in line with the requirements of the Maldives National Qualification Framework (MNQF) and other regulatory bodies where relevant.
- g. Use international quality benchmarking as reference points, and quality assurance in course development, delivery and assessment regimes.
- h. Develop graduate attributes of students in line with MNU Graduate Attribute Policy and inculcate these attributes in all students of MNU.

Key Policies:

1. Curriculum Development and Review Policy
2. Graduate Attributes Policy
3. Teaching and Learning Policy
4. Assessment Policy
5. Supporting Students with a Disability Policy

3. Student-centred learning, teaching and assessment

The Maldives National University is committed to providing a student-centred learning and teaching environment. The provision of such an environment at MNU is guided by the belief that students learn best when they are actively engaged in the learning process. Further, at MNU, the design and implementation of its courses and assessments consider ways to encourage students to take ownership of their learning.

The standard of Student-centred Learning, Teaching and Assessment at the University is underpinned by the principles of:

- a. Engaging students in learning through their voice and choice of learning;
- b. Enhancing and recognising excellence in teaching via a competency-based progression of learning;
- c. Reviewing and evaluating learning and teaching practices to ensure continuous monitoring of students' needs;
- d. Addressing student diversity and needs incorporating opportunities for communication and collaboration between staff and students; and
- e. Promoting ongoing reflexive processes.

Guidelines:

A student-centred approach to learning and teaching is critical in higher education. Such an orientation to teaching and learning stimulates students' motivation and self-reflection and enhances engagement in the learning process while empowering students in the learning process. This requires careful consideration of the design and



delivery of study programmes and the assessment of outcomes. As such the approach to teaching, learning and assessments that is used at MNU will ensure the following:

- a. Follow a clear guideline of a university-wide Teaching and Learning Policy.
- b. Respect and attends to the diverse needs of the student, enabling flexible learning paths.
- c. Consider and uses different modes of delivery, and flexible use of pedagogical methods where appropriate.
- d. Regularly evaluates and adjusts the modes of delivery and pedagogical methods;
- e. Encourage a sense of autonomy in the learner, while ensuring adequate guidance and support from the lecturer.
- f. Utilises appropriate mechanisms for managing students' complaints.
- g. Validate, publish and share the criteria and methods of assessment as well as criteria for marking.
- h. Ensure that assessment allows students to demonstrate the extent to which the intended learning outcomes have been achieved.
- i. Provide timely feedback, which must be linked to the learning process.
- j. Assessment and examinations are consistent, fairly applied to all students and carried out in accordance with the Assessment Policy and Examination Rules.

Key Policies:

1. Curriculum Development and Review Policy
2. Graduate Attributes Policy
3. Teaching and Learning Policy
4. Assessment Policy
5. Supporting Students with a Disability Policy
6. Academic and Pastoral Care Policy

4. Student admission, progression, recognition and certification

The Maldives National University (MNU) is committed to providing a transparent and fair process for student admission, progression, recognition, and certification. To achieve this, MNU has established a pre-defined and published mechanism for the student “life cycle”.

The standards for Student Admission, Progression, Recognition and Certification at the University is underpinned by the principles of:

- a. A Transparent, fair and fit-for-purpose admission and recruitment process;
- b. Well-defined, accessible and seamless routes for academic progression;
- c. Flexible learning modes and opportunities;
- d. Clarity and equity in learner recognition; and
- e. Coherence in student enrolment numbers and graduate statistics.

Guidelines:

It is imperative that at MNU there are established and well-defined systems to manage student recruitment, admission, registration, recognition, and in maintaining up-to-date student records. As such MNU will ensure the following:

- a. Clearly define and publish policies and procedures for admission, recognition and course completion.



- b. Establish and monitor the implementation of the policies and procedures for admission, recognition and course completion.
- c. Provide support that is necessary for students to make progress in their academic career that is in the best interest of the individual students, courses, institutions and systems.
- d. Collect, and analyse data on student performance and use it for decision-making on student progression.
- e. Maintain and monitor data on student performance and use it for decision-making on course viability and course review.
- f. Provide inductions to MNU's portals and systems to enable students' easy navigation of their academic journey.
- g. Provide guidance to MNU's process and procedures on admission, registration, recognition of prior learning, withdrawal, deferral, leave of absence and certification;
- h. Establish mechanisms for fair recognition of higher education qualifications, including cross-creditation, periods of study and prior learning as well as the acknowledgement of non-formal and informal learning.
- i. Establish and monitor student mobility and exchange programmes;
- j. Regularly publish enrolment and graduation statistics to inform decisions on course development, marketing and student recruitment.
- k. Regularly analyse student application and admission data to understand and enhance the guidance provided to prospective students.
- l. Conduct tracer studies to monitor graduates' employability.

Key Policies:

1. Curriculum Development and Review Policy
2. Graduate Attributes Policy
3. Teaching and Learning Policy
4. Assessment Policy
5. Supporting Students with a Disability Policy
6. Academic and Pastoral Care Policy
7. Admission Policy
8. Policy on Recognition of Prior Learning
9. Captive Audience Policy
10. University Day
11. Fee Policy
12. MNU Libraries Rules Regulations
13. MNU Student Scholarships Scheme
14. Student General Rules and Regulations
15. Examination Rules
16. Student Voice Policy
17. Policy on Plagiarism

5. Staffing

The Maldives National University ensures the quality and competence in staffing through the establishment of a fair and transparent process of recruitment, retention, career progression, professional development, and by providing competitive



remuneration, and equal opportunities for all in a safe, secure, and conducive working environment.

The standards for Staffing at the University is underpinned by the principles of:

- a. Competent, qualified and professional staff;
- b. Transparent, fair processes of staff recruitment;
- c. Well-defined and accessible routes for career progression with enhanced opportunities for professional development;
- d. Responsive, open and transparent communications with students that encourages students' learning;
- e. Quality enhancement through scholarship of teaching, innovations and research; and
- f. Fair, safe and conducive environment that promotes collegiality and staff well-being.

Guidelines:

The role of staff is essential in creating a high-quality student experience and enabling the acquisition of knowledge, competencies and skills. As such, the university has a primary responsibility for the quality of its staff and for providing them with a supportive environment that allows them to carry out their work effectively. As such MNU will ensure the following:

Set up and follows clear, transparent and fair processes for staff recruitment and ensure that it employs necessary, qualified academic and administrative staff to carry out its activities.

- a. Offer opportunities for and promotes the professional development of staff.
- b. Encourages scholarly activity to strengthen the link between education and research, including innovative teaching methods and the use of new technologies.
- c. Conduct regular performance reviews of the staff, with a view to enhancing quality teaching and recognising excellence in practice.
- d. Maintain human resource management policies and procedures that are systematic, fair and transparent.
- e. Enhance collegiality and teamwork among staff through appreciative and constructive feedback provided through open, effective and timely communication.

Key Policies:

1. Human Resources Policy
2. Civil Service Regulation 2010
3. Administrative Staff Appraisal Policy
4. Administrative and Academic Staff Promotion Policy
5. Academic Staff Workload Policy
6. Grievance Policy
7. Flexi-Time Policy
8. Staff Development Policy
9. Staff-Club Rules



6. Learning Environment

The Maldives National University is committed to providing a holistic quality higher education experience for all students by providing a conducive learning environment. At MNU such an environment includes the provision of facilities, resources and services that support learning that leads to success, growth, empowerment and satisfaction for all students.

Standards of the Learning Environment at the University is underpinned by the principles of:

- a. A diverse range of learning resources, and opportunities that promote student learning and engagement;
- b. Allocation of teaching resources to cater to the varying range of student; demographics, needs and learning trajectories;
- c. Supportive and conducive learning atmosphere; and
- d. Up-to-date, relevant support systems that are accessible to all students.

Guidelines

In discharging its responsibility to ensure the quality of the learning environment, MNU shall continually improve student learning and well-being by providing a safe, secure and happy learning environment. As such MNU will ensure the following:

- a. Establish an efficient and high-quality security unit on campus.
- b. Ensure that all students are aware of the processes to follow during an emergency.
- c. Provide adequate and accessible physical space and facilities to accommodate the needs of all students for teaching and learning, research, administration, students' on-campus living and recreation.
- d. Develop and sustain a serene and aesthetically pleasing physical environment.
- e. Establish a help desk and organise workshops and other support mechanisms for students in need of additional support.
- f. Identify and provide academic and pastoral care for students' well-being and success;
- g. Enhance student learning by constant adoption of the latest innovations in educational media and technology.
- h. Facilitate and promote extra-curricular activities through the Student Union and clubs.

Key Policies:

1. Supporting Students with a Disability Policy
2. Academic and Pastoral Care Policy
3. Captive Audience Policy
4. University Day
5. MNU Libraries Rules Regulations
6. MNU SU Rules
7. MNU Clubs Policy (*being developed at the time of approving this document*)
8. Student Voice Policy
9. Dhanaal Policy
10. MNU Student Scholarships Scheme
11. MNU Security Policy (*being developed at the time of approving this document*)



12. Inclusive Education Policy (*being developed at the time of approving this document*)

7. Information Management

The Maldives National University ensures efficient, up-to-date, accurate and sustainable mechanisms for information management. Such mechanisms enable the data privacy, access, collection, analysis, and timely dissemination of relevant information related to MNU's functions and services.

The standard for Information Management at the University is underpinned by the principles of:

- a. Efficient information management mechanisms;
- b. Regular monitoring and measuring of data on courses, enrolments and graduation rates;
- c. Analyse the performance of staff and students; and
- d. Evaluate University activities to facilitate problem-solving and decision-making.

Guidelines:

Reliable information is crucial for effective decision-making and taking appropriate actions that maximise the benefits to the institution and stakeholders. As such MNU will ensure the following:

- a. Maintain records of the profiles of the student population and data on student progression, success and drop-out rates.
- b. Maintain records of students' evaluation of teaching and learning and hence, the student's satisfaction with their courses.
- c. Maintain information about learning resources and student support available, including the number of university-wide online services for students.
- d. Maintain data on the career paths of graduates for use in the marketing of MNU courses.
- e. Use the data on MNU graduate profiles to identify MNU's strengths and areas/fields for improvements, to inform curriculum review, guide quality enhancement, and innovate teaching and learning mythologies.
- f. Maintain records of research studies and conferences and establish a data repository to promote university research and attract external sources.
- g. Maintain accurate and up-to-date records of staff.
- h. Implement a data security and information management policy.
- i. Establish mechanisms for collecting, maintaining and disseminating information to prevent unauthorised access to private or sensitive information that may compromise the integrity of the institution.
- j. Maintain up-to-date and accurate information on the MNU website and Intranet.

Key Policies:

1. Data Security and Information Management Policy (*being developed at the time of approving this document*)
2. MNU Research Ethics Policy (*being developed at the time of approving this document*)



8. Public information

The Maldives National University is committed to the efficient management of public information. Such a mechanism is established via the publishing of clear, accurate, objective and up-to-date information about MNU's activities including course information, in easily accessible public platforms.

The standard for managing Public Information at the University is underpinned by the principles of:

- a. Clear, transparent and up-to-date communication of information to the public;
- b. Regular monitoring of information shared with the public; and
- c. Use of multiple and diverse public and social media platforms to disseminate information.

Guidelines

In discharging its responsibility to ensure quality in the area of the provision of public information, MNU shall continually monitor and regularly assess the appropriateness, adequacy, accuracy, and accessibility of information published about the activities conducted at MNU. In particular, MNU shall ascertain that knowledge and information, to the stakeholders and public in general, are disseminated and published as necessary. As such MNU will ensure the following:

- a. Publish all relevant and necessary course information that is accessible, accurate and up-to-date.
- b. Publish up-to-date course statistics that are accessible and accurate;
- c. Update and publish current intake information, including courses offered and viability status.
- d. Maintain MNU's status and presence as a public university across all social media platforms.
- e. Communicate MNU's activities to the public in a transparent, accessible and responsible manner.
- f. Ensure the appropriate use of MNU's visual identity.
- g. Establish mechanisms to ensure that published content and knowledge are articulated, selected and transformed to the intended audience timely and accurately.
- h. Establish links to national and international platforms through social media, websites, presentations, conferences, journals, and press releases.
- i. Ensuring that all Faculties and Departments have dissemination, marketing, and operational plans in place and update their relevant faculty homepages and social media platforms.
- j. Establish mechanisms to provide professional development opportunities, conducting and facilitating training programmes to the staff responsible for publishing and disseminating public information.
- k. Ensure that the information requested by the public are accurate, adequate and provided in a timely manner through the appointed Information Officer.

Key Policies:

1. The Right to Information Act – (1/2014)
2. MNU's Visual Identity Manual
3. Data Security and Information Management Policy (*being developed*)



9. Ongoing monitoring and periodic review of courses

The Maldives National University ensures the quality of its courses by undergoing rigorous and systematic ongoing monitoring and periodic review of courses leading to continuous improvement of the courses. Through the regular monitoring and periodic reviews of its courses, MNU ensures the achievement of the course learning outcomes, and the responsiveness of course delivery to the stakeholders. This includes students, staff, alumni and industry partners.

The standards of Ongoing Monitoring and Periodic Review of courses at the University is underpinned by the principles of:

- a. Timely, consistent and rigorous review processes;
- b. An evidence-based approach to course review aiming to learn, improve and enhance;
- c. Contemporary, efficient and fit-for-purpose review systems; and
- d. Transparent and objective approach to reviewing and quality assurance of courses.

Guidelines:

Regular monitoring, review and revision of courses aim to ensure that the provision remains appropriate and create a supportive and effective learning environment for students. As such MNU will ensure the following:

- a. Apply strategic principles for monitoring and evaluation to ensure processes are applied systematically and operated consistently.
- b. Conduct routine formal processes of evaluating the teaching and learning such as student surveys, focus-groups and teaching staff evaluations.
- c. Establish a mechanism for course review with explicit aims, objectives, activities and actions, identifying the key indicators, issues, questions, targets and relevant information/data.
- d. Identify the stakeholders involved in the different stages of monitoring and evaluation, and define and communicate their roles and responsibilities in the course review process.
- e. Take into account the content of the courses, their relevance in the given discipline, the changing needs of society, students' workload, progression and completion, the effectiveness of the assessment procedures and student expectations, needs and satisfaction in the course review process.
- f. Evaluate, analyse and use the information generated from monitoring to regularly update courses including teaching and learning, and to ensure the effectiveness of the learning environment, support services and their fitness for purpose for the course;
- g. Communicate outcomes from monitoring and evaluation to staff, students and external stakeholders.
- h. Take account of ethics and data protection requirements when designing and operating monitoring and evaluation systems.



Key Policies:

1. Curriculum Development and Review Policy
2. Graduate Attributes Policy
3. Teaching and Learning Policy

4. Assessment Policy
5. Student Voice Policy

10. Cyclic internal and external quality assurance

The Maldives National University is committed to ensuring the quality of its services by undergoing cyclic internal and external quality assurance initiatives. MNU will conduct periodic internal and external quality assurance audits/reviews that adhere to the criteria/standards and benchmarks set by relevant national and international Professional, Statutory and Regulatory Bodies (PSRB).

The standard for Cyclic Internal and External Quality Assurance at the University is underpinned by the principles of:

- a. Compliance for quality control following standard-based approaches for QA;
- b. Accountability and public assurance following a fitness-for-purpose approach to QA;
- c. Improvement and Growth-mindset focusing on quality enhancement as a process
- d. Peer-review and self-assessments;
- e. Transparency in the quality assessment processes and procedures; and
- f. Cyclical in the internal and external QA processes.

Guidelines

Cyclic activities for both internal and external quality assurance in its various forms is integral to ensure the effectiveness of MNU's internal quality assurance, as well as be on par with the standards set by various external quality assurance agencies that we are affiliated with. These activities will act as a catalyst for continuous quality enhancement. As such MNU will ensure the following:

- a. Develop strategies for continuous quality improvement across all faculties/centres/campuses/business units and recognise the significance of quality assurance across MNU.
- b. Plan for systematic and routine internal quality assurance to improve internal efficiency;
- c. Systematically conduct internal quality assurance monitoring and evaluations cyclically (semesterly, annually and every 3 years).
- d. Produce the internal review reports and communicate the findings effectively with stakeholders. this includes keeping the stakeholders informed about University's QA efforts and soliciting their feedback on how the University can improve.
- e. Use a regular, planned follow-up method for any recommendations made during all internal quality assurance reviews.
- f. Systematically conduct any external quality assurance cyclically. This includes those for local compliance bodies as well as those of Professional and Statutory Bodies that MNU has to comply with.
- g. Present MNU's individual faculties or selected programs for international accreditation by world-renowned accreditation agencies or professional bodies.
- h. Systematically present MNU for voluntary external quality assurance reviews and follow due procedures.
- i. Communicate the external review reports and its findings effectively with stakeholders. this includes keeping the stakeholders informed about



University's QA efforts and soliciting their feedback on how the University can improve.

- j. Ensure any official decisions taken following an external quality assurance procedure is in line with good practices and well-established criteria.

Key Policies:

1. Quality Assurance Policy
2. MQA Regulations and Guidelines

11. Research, consultancy and extension services

The Maldives National University is committed to undertake quality research, consultancy and extension services. MNU will conduct and foster an institutional research culture by recognising and supporting excellence in research and innovation, particularly in the areas relevant to national developmental needs.

The standard of Research, Consultancy and Extension Services at the University is underpinned by the principles of:

- a. Excellence in research and research culture;
- b. Promoting good practice in higher education research;
- c. Conducive, supportive and accessible research and publication opportunities;
- d. Multiple and diverse opportunities for research dissemination and knowledge transfer; and
- e. Transparent mechanisms for consultancy activities and extensions services.

Guidelines

In discharging its responsibility to ensure the originality, accountability, and quality of research, consultancy and extension services, MNU shall continually seek grants, conduct training and mentoring programs, formulate policies, procedures, and guidelines to conduct quality research, collaborate with institutions, and establish mechanisms for research publication and dissemination. As such MNU will ensure the following:

- a. Respond to the needs of the community and the industry seeking solutions to matters that impede the socio-economic and cultural development of the nation.
- b. Enhance the extension, consultancy and voluntary work based on societal requirements.
- c. Enhance the research and innovation profile by identifying the national priorities for knowledge and information to address the challenges and needs of local communities;
- d. Expand enrolment and retain postgraduate research students by creating a stimulating research environment through professional support.
- e. Strengthen the capacity of research and innovation endeavours by providing quality infrastructure and equipment to maximise the research output of the University.
- f. Enhance research skills and supervision capacity of staff through training and mentoring.
- g. Promote research initiatives and publications by strengthening the reward and recognition systems of the University.
- h. Establish data repositories to share data and findings for further research.



- i. Support and establish national and international research and innovation on multidisciplinary thematic areas.
- j. Enhance the role of MNU as the leading authority for informed decisions on sectoral and national issues by utilising the potential of think tanks.

Key Policies:

1. MNU Research Policy (*being developed at the time of approving this document*)
2. Research Ethics Policy (*being developed at the time of approving this document*)
3. Data Security and Information Management Policy (*being developed at the time of approving this document*)
4. Book Grants Policy
5. Research Grants Policy

12. Finance Management

The Maldives National University has a sound system for finance management. MNU will secure finances to ensure the strategic alignment of its resources for the academic provisions and conduct periodic internal and external financial audits, in accordance with the national financial regulations.

The Maldives National University has been entrusted with public and private funds to fulfil its mission of learning and teaching, research and community engagement. In carrying out activities to support its mission, the University must comply with specific financial administration, accounting, control, management, audit and reporting requirements, as specified in legislation and policies of the Ministry of Finance, the Auditor General's Office and other relevant standards set by Professional, Statutory and Regulatory Bodies

The standard of Finance Management at the University is underpinned by the principles of:

- a. Sustainable financing;
- b. Consultative and transparent financial planning;
- c. Record-keeping, monitoring and reporting of financial activities
- d. Conducting periodic internal and external financial audits;
- e. Accountability and financial integrity; and
- f. Maintaining public trust and reputation.

Guidelines

MNU will maintain and manage its financial resources in accordance with the laws and regulations of the Maldives while ensuring the efficiency of its services and utilization of resources.

As such MNU will ensure the following:

- a. Secure finances to ensure the strategic alignment of its resources for the achievement of the operational plan goals linked to the strategic plan.
- b. Maintain and monitor the assets and inventory of the MNU and ensure that it is utilized in the most efficient and effective way(s) for the University while following the national financial regulations.
- c. Maintain transparency through detailed financial information made available on the University website.



- d. Actively engage and work towards creating a reasonably diversified income structure to mitigate risks and enhance autonomy by exploring all the avenues and opportunities that come along.
- e. Plan and mobilize resources of MNU and work towards achieving the comprehensive requirement of Teaching and Learning.
- f. Develop and implement procurement plans based on the strategic plan and operational plan and monitor from time to time.
- g. Alternative mechanisms and funding sorted in order to manage the capital infrastructure and equipment to enhance the development of programs an
- h. Acquire and maintain an adequate budget for MNU for the accomplishment of its mission and the achievement of its strategy.
- i. Maintain, monitor and report the income and expenditure of MNU in accordance with the public financial regulations.
- j. Prepare asset valuation in a timely manner and update from time to time.
- k. Develop risk register and make necessary arrangements to mitigate the negative impacts through adequate financial and developmental planning.
- l. Manage unintended money flows and leakage in all forms of financial expenditure.
- m. Financial consultation with all stakeholders and maintains records of all the discussions and budget allocations
- n. Conduct periodic internal and external audits of the resources, income and expenditure of the university.
- o. Ensure regular external audits are conducted and necessary actions taken to achieve the unqualified audit status for MNU.
- p. Disclose to all relevant stakeholders, in a timely manner, the necessary financial plans and reports.
- q. Consult with various stakeholders to identify ways in which MNU revenues can be enhanced.
- r. Act in an honest and ethical manner in all aspects of procurement and financial expenditure involving University funds.
- s. Conduct cost-benefit analysis considering proportionate measures when implementing financial controls.

Key Policies:

1. Finance Management Policy (*being developed at the time of approving this document*)
2. External Auditing Policy (*being developed at the time of approving this document*)
3. “Maaliyathai Behey Gavaidhu” (*Public Finance Regulation*)
4. Internal Auditing Policy (*being developed at the time of approving this document*)

13. Internationalisation

The Maldives National University is committed to the internationalisation of its services. MNU will recognise and establish partnerships, globally, through strategic relationships, networking, and mobility of students and staff.

The standard of Internationalisation at the University is underpinned by the principles of:



- a. Accessible student and staff mobility;
- b. Conducive research collaborations, entrepreneurship or development;
- c. International partnerships developed based on respect for cultural contexts and best practices;
- d. Internationalisation of curriculum through accreditation and benchmarking for global relevance; and
- e. Flexibility in its approaches to internationalisation.

Guidelines

In discharging its responsibility to ensure the quality of internationalisation, MNU shall continually enhance international cooperation and capacity building through internationalisation of the curriculum and improving graduate employability and quality of research, teaching, and learning. As such MNU will ensure the following:

- a. Promote MNU as the outstanding academic institution of the nation and one of the finest in the region.
- b. Identify the right strategic partners, networks, projects for international collaborations.
- c. Strengthen international relationships, entrepreneurship and industrial networks by engaging with professional associations and non-government organisations at national, regional and international levels.
- d. Increase access to bilateral and multilateral scholarships and fellowship programmes;
- e. Promote internationalisation by encouraging mobility of students and staff nationally and internationally.
- f. Enhance the support services provided by the University to ensure quality experience is provided to international students and staff.
- g. Attract national and international students to MNU courses via internationalised curriculum.
- h. Promote networking, partnerships and research collaboration with reputed international universities; and
- i. Review MNU courses to ensure global relevance, recognition and accreditation.

Key Policies:

1. Internationalisation Policy (*being developed at the time of approving this document*)

1.6 Monitoring and Reporting

Monitoring and reporting ensure high-quality services while continuously improving MNU's processes and operations.

Below is a brief overview of the activities and responsible persons.

Reports (or a version of it) from each of these activities shall be made public and shared with university stakeholders where relevant.



Activities	Responsible
Long-term reporting	
Reporting on the Goals of the five-year Strategic Plan (SP)	VC and DVCs Business Development
Periodic Course Review (five- years)	Faculties and CoC
External Financial Audits	External bodies facilitated by MNU Accounting
Short-term reporting	
Reporting on the Goals of the SP at midway	VC and DVCs Business Development
Annual Reporting	
Quality assurance reports from each faculty (as per the QS, endorsed by the FQMCs)	Faculties (FQMC)
Review of annual Operational Plans against the KPIs (developed based on the Strategic Plan's Goals)	Faculties, DVCs Business Development
Student Experience Survey	PQCU and SSS
Graduate Employability Survey	PQCU, SAS, SSS
University Annual Report	All MNU Faculties/Sections/Campuses and Departments Secretariat
Annual Financial Reports	MNU Accounting Dept
Student Union Annual Reports	MNU Student Union (MNUSU)
Semestral reporting	
Subject & Teaching Evaluation	Faculties and PQCU
Orientation and New Students' Survey	PQCU and SSS
Graduating Students' Survey	PQCU, SAS and SSS
Student Panel and Student Feedback Panel meetings and reports	Faculties and PQCU
Mid-Term Evaluations	Faculties
Examination Review Reports	Faculties
Assessment Validation Reports	Faculties
Peer-evaluation Reports	Faculties



**AS
2023-92**

[illegible]

**AS
2023-93**

[illegible]

Subject Code	Subject Name	Prerequisite	Credits
Semester 1			
MAT041	Mathematics 1	Nil	15
ENG031	English for Advanced Study	Nil	15
EST003	Role of the Teacher	Nil	15
	Elective 1	Nil	15
Total			60
Semester 2			
ENGXXX	Language Skills for Teachers	Nil	15
DHI025	Ijthimaai Dhivehi	Nil	15
MAT043	Mathematics 2	Nil	15
	Elective 2	Nil	15
Total			60
Elective List			
<i>Elective 1: Choose one subject from the following</i>			
SOC013	Introduction to Social Science	Nil	15
PHE003	Health & Wellness	Nil	15
ISL027	Islamic Revealed Knowledge	Nil	15
<i>Elective 2: Choose one subject from the following</i>			
PHE005	Motor Learning & Physical Fitness	Nil	15
ISL003	Quran	Nil	15
SCI019	Science for Beginners	Nil	15

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2023-94**

اِسْمُكَ سُبْحَانَكَ عَمَّا يُشْرِكُونَ اِنَّمَا تُرِيدُ الْاِخْلَاقَ الطَّيِّبَةَ
 لِقَوْمٍ يُؤْمِنُونَ



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تَسْمِعُكَ مَعَهُ مَكِيدَتِهِ إِنَّهُ هُوَ السَّمِيعُ الْبَصِيرُ
يَسْمِعُكَ مَعَهُ مَكِيدَتِهِ إِنَّهُ هُوَ السَّمِيعُ الْبَصِيرُ

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اِنَّا جِئْنَا بِكَ بِالْحَقِّ وَالْحَقُّ لَا يَكْفُرُ ۚ اِنَّا جِئْنَا بِكَ بِالْحَقِّ وَالْحَقُّ لَا يَكْفُرُ ۚ اِنَّا جِئْنَا بِكَ بِالْحَقِّ وَالْحَقُّ لَا يَكْفُرُ ۚ
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فَمِنْهُمْ مَنْ يُؤْمِنُ بِرَبِّهِمْ وَمِنْهُمْ مَنْ جَعَلَ لِلْإِنْسَانِ لَهُمْ بَدَلًا ۚ
 وَالَّذِينَ كَفَرُوا هُمْ أَتَمُّ عَلَىٰ رَبِّكَ يُبَدِّلُ مَا كَفَرُوا بِهِمْ يَوْمَ الْقِيَامَةِ فَالَّذِينَ كَفَرُوا هُمْ أَتَمُّ عَلَىٰ
 رَبِّكَ وَأُولَٰئِكَ هُمُ الْمُتَكَبِّرُونَ ۚ

Course Name: Bachelor of Science in Medical Laboratory Science (Honours)

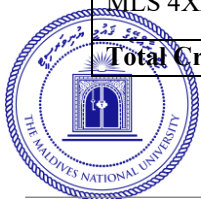
MNQF level: 7

General Entry Criteria

- I. Passes in GCE A/L 2 science subjects **AND** Passes in GCE O/L in Mathematics, Biology/Human Biology and Physics/Chemistry **OR**
- II. Completion of MNU certificate 4 Foundation Studies target program **AND** Passes in GCE O/L in Mathematics, Biology/Human Biology and Physics/Chemistry.

Subject Code	Subject Name	Prerequisite	Credits
Semester 1			
BIO 115	Anatomy & Physiology	Nil	15
MLS 1XX	Basic Lab Technology	Nil	15
MLS 1XX	Introduction to Medical Laboratory Science I	Nil	15
DHI 112	Muaamalaiy kurumuge Hunaru	Nil	15
Total Credits			60
Semester 2			

MLS 1XX	Introduction to Medical Laboratory Science II	BIO115, Intro to MLS I	15
MLS 1XX	Molecular Biology	Nil	15
PSY 1XX	Introduction to Psychology	Nil	15
MLS 2XX	Biochemistry	BIO115, BLT, Intro to MLS I	20
Total Credits			65
Semester 3			
MLS 2XX	Medical Microbiology I	BIO115, Intro to MLS II	20
MLS 2XX	Haematology I	BIO115, Intro to MLS I	20
MLS 2XX	Immunohaematology	Intro to MLS II, Mol Bio	20
Total Credits			60
Semester 4			
MLS 2XX	Medical Microbiology II	Medical Micro I	15
MLS 2XX	Haematology II	Haem I	15
MLS 2XX	Histotechniques	BIO115, Intro to MLS II	15
MLS 3XX	Immunology	Intro to MLS II, Molecular Biology	15
Total Credits			60
Semester 5			
MLS 3XX	Diagnostic Microbiology	Med Micro II	20
PUB 3XX	Epidemiology & Biostatistics	Nil	10
MLS 3XX	Haematology & Haemostasis	Haem II	15
SOC 109	Introduction to Sociology	Nil	15
Total Credits			60
Semester 6			
MLS 3XX	Medical Genetics	Intro to MLS II, Molecular Bio	15
MLS 3XX	Clinical Chemistry	Biochemistry, Molecular Bio	20
MLS 3XX	Transfusion Science	Immunohaematology	15
MLS 3XX	Biomedical Ethics	Nil	10
Total Credits			60
Semester 7			
MLS 4XX	Laboratory Quality Management & Safety	Complete sem 1, 2, 3, 4, 5 & 6	20
MLS 4XX	Clinical & Professional Practice I (CAPP I)	Complete sem 1, 2, 3, 4, 5 & 6	30
PUB 307	Research for Health	Nil	15
Total Credits			65
Semester 8			
MLS 3XX	Interdisciplinary Collaboration	CAPP I	15
MLS 4XX	Clinical & Professional Practice II (CAPP II)	CAPP I, Lab Quality management	15
MLS 4XX	Research Project	Complete sem 1, 2, 3, 4, 5, 6 & 7	30
Total Credits			60



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Subject Code	Subject Name	Prerequisite	Credits
Semester 1			
PSY1XX	Introduction to Psychology I	NIL	15
PSY1XX	Contemporary issues in Psychology	NIL	15
PSY1XX	Study Skills in Behavioural Sciences	NIL	15
COU1XX	Communication and Conflict Resolution	NIL	15
Total Credits			60
Semester 2			
PSY1XX	Introduction to Psychology II	Introduction to Psychology I	15
PSY133	Psychology and Islam	NIL	15
PSY1XX	Research Methods in Behavioural Sciences I	NIL	15
DHI117	Muaamalaathu Kurumuge Hunaru	NIL	15
Total Credits			60
Semester 3			
COU1XX	Theories of Counseling	Research Methods in Behavioural Sciences I	15
PSY215	Health Psychology	NIL	15
PSY2XX	Human Development	Introduction to Psychology II	15
PSY217	Cognitive Psychology	Introduction to Psychology II	15
Total Credits			60
Semester 4			
PSY231	Psychology and Law	NIL	15
PSY2XX	Social Psychology	NIL	15
PSY219	Neuropsychology	Introduction to Psychology I	15
COU1XX	Counselling Skills	Theories of Counselling	15
Total Credits			60
Semester 5			
PSY307	Abnormal Psychology	Introduction to Psychology II	15
PSY3XX	Psychological Assessments	Introduction to Psychology II	15
PSY309	Organisational Psychology	NIL	15
PSY3XX	Research Methods in Behavioural Sciences II	Research Methods in Behavioural Sciences I	15
Total Credits			60

Semester 2			
PSY1XX	Introduction to Psychology II	Introduction to Psychology I	15
COU103	Culture and Diversity	NIL	15
COU1XX	Counselling Skills	Theories of Counselling	15
COU102	Counselling Ethics	NIL	15
DHI117	Muaamalaathu Kurumuge Hunaru	NIL	0
Total Credits			60
Semester 3			
COU2XX	Group Counselling	Counselling Skills, Counselling Ethics	15
COU2XX	Counselling Therapies I	Theories of Counselling	15
COU215	Psychology and Mental Health in Islam	NIL	15
PSY2XX	Human Development	Introduction to Psychology II	15
Total Credits			60
Semester 4			
PSY1XX	Research Methods in Behavioural Sciences I	NIL	15
COU2XX	Developmental and Family Counselling	Human Development, Group Counselling	15
COU2XX	Counselling Therapies II	Counselling Therapies I	15
PSY3XX	Psychological Assessments	Introduction to Psychology II	15
Total Credits			60
Semester 5			
COU3XX	Counselling Placement I	Completing Year 1 and 2	30
PSY307	Abnormal Psychology	Introduction to Psychology II	15
COU3XX	Research Project A	Research Methods in Behavioural Sciences I	15
Total Credits			60
Semester 6			
COU309	Counselling Placement II	Counselling Placement I	30
COU3XX	Counselling for Crisis, Trauma and Loss	Abnormal Psychology, Psychological Assessments	15
	Elective		15-20
Total Credits			60-65
List of Electives			
COU3XX	Research Project B	Research Project A	15
PSY231	Psychology and Law	NIL	15
PSY215	Health Psychology	NIL	15
PSY219	Neuropsychology	Introduction to Psychology	15
PSY311	Forensic Psychology	NIL	15
OCC4XX	Introduction to Disability Studies		15
OCC4XX	Occupational Therapy in Mental Health		15
	Electives from Bachelor of Social Work can also be included.		20

"අපගේ පාලන ක්‍රමයන්" (පාලන ක්‍රමයන්) "පාලන ක්‍රමයන්" (පාලන ක්‍රමයන්)
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පාලන ක්‍රමයන්: 22 ඔක්තෝබර් 2023 | පිටුව: 325



"අපගේ පාලන ක්‍රමයන්" (පාලන ක්‍රමයන්) "පාලන ක්‍රමයන්" (පාලන ක්‍රමයන්)
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**FC
2023-44**

قَرَوَ رَعَوِيَّ زِيَادَ نِسْرَوَسِيَّ 50 رَا نَحْمُ قَمَّ قَرَوِيَّ دَسْرَوَسِيَّ قَرَوِيَّ رَقَوِيَّ رَقَوِيَّ رَقَوِيَّ
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**FC
2023-47**

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۱. **مجلس شورای اسلامی** در تاریخ ۲۴ آذرماه ۱۴۰۳ و در جلسه ۲۵۳۷ام، با حضور ۹۸ نفر از اعضا، با تصویب ۹۸ رأی و غیبت ۰ رأی، در خصوص تصویب **قانون تعیین تکلیف برای کلیه دستگاه‌های اجرایی و دستگاه‌های وابسته به دولت در خصوص نحوه اجرای سیاست‌های کلی اقتصاد مقاومتی**، با ۹۸ رأی موافق و ۰ رأی مخالف و ۰ رأی ممتنع، تصویب شد.

[illegible]

سَمِعْتُ سَمْعَةَ بْنَ مَخْزُومٍ قَالَ سَمِعْتُ رَسُولَ اللَّهِ ﷺ يَقُولُ: «مَنْ جَاءَ بِمَنْفَعَةٍ لِقَوْمٍ فَهُوَ شَرِيكٌ لَهُمْ فِيهَا».

#	Expenses	Amount
1	Return Ticket	USD 2,465.00
2	Pocket Money	USD 150.00
	Total	USD 2,615.00



ප්‍රකාශන අංකය: 16 අංක 16 | 2023 | පිටුව: 5

ප්‍රකාශන අංකය: 16 අංක 16 | 2023 | පිටුව: 5

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ප්‍රකාශන අංකය: 16 අංක 16 | 2023 | පිටුව: 5

#	Activity	Total Cost	Total Cost
		(MVR)	(USD)
1	Student Fees	462,600.00	30,000.00
2	Teaching & Facilitating	36,750.00	2,383.00
3	Excursions	93,500.00	6,064.00
4	Travel and accomodation Expenses	645,800.00	41,881.00
	Total	1,238,650.00	80,327.00

Total amount that can be collected from student fees	MVR 462,600.00
Total Expenditure	MVR 1,238,650.00
Balance	MVR 776,050.00

