



Checklist for curriculum Development and Revision was recommended at the 05-2023 Meeting of the Senate Standing Committee on Quality Assurance held on 06th June 2023 and was approved on the 381st Senate of University of Ruhuna held on 28th June 2023

Curriculum Development and Revision

Checklist for curriculum Development and Revision

Item No	Best practice	Yes (tick)	Remarks
Comply with National Policies and Regulations that have been approved and communicated by the UGC. (SLQF, use of designators and qualifiers, abbreviations, fallback options).			
1	Correct Degree name all three languages		
2	Designator is correct		
3	Name of qualification is correct		
4	Abbreviation is correct		
5	Competencies are appropriate for the qualification		
6	Minimum admission requirements are correct		
7	Volume of learning is appropriate for qualification		
8	Volume of learning specific for different qualifiers is correct		
Comply with University policies			
9	Comply with the Vision, Mission, Core Values and the Graduate Profile of the University		
10	Consider the societal needs, availability of resources, global trends and sustainability of the study programme.		
11	Targets local and global job market, with evidences		
12	Does not overlap substantially with other programmes offered by the University.		
13	Programme structure ensures logical progression		
14	Necessary foundation courses are included		
15	Necessary supplementary/multi disciplinary courses are included		
16	Necessary research/work based/in-plant courses or internships are included.		
17	Graduate profile/PLOs are appropriate for the qualification		
18	PLOs are mapped against SBS		
19	PLOs are mapped against university graduate profile		
20	PLO are mapped against SLQF competencies		
21	ILOs of each course is mapped against PLO		
22	All courses are presented in course information sheets		
23	Objectives of each course are given		
24	All courses have appropriate number ILOs		
25	Action verbs of ILOs are SMART		
26	Assessments components for each course is correct		
27	Credits are distributed into notional hours		
28	Teaching learning methods promote SCL.		
29	By laws are correct		
30	Awarding system is correct.		
31	Fallback options are correctly designed.		
32	Allows credit transfer systems.		
33	Recognizes prior learning		
34	Year of last revision (for curriculum revision)		

CQA Check list before final submission for Senate approval

Item no	Item	Yes (tick)	Remarks
1	Correct Degree name all three languages		
2	Name of qualification in line with SLQF		
3	Abbreviation are correct		
4	Mandate with relevant certifications is available		
5	Background is given		
6	Justification with evidences is given		
7	Objectives are given		
8	Attributes are given		
9	PLOs are presented		
10	PLO matched against SLQF learning outcomes		
11	Credit load is correct		
12	Relevant SBS/SBSs given		
13	Programme structure is complete		
14	SLQF levels are given		
15	Programme content documents are attached		
16	Learner support systems are given		
17	Teaching learning methods are given		
18	Assessment methods are given and correct		
19	Approved by laws available		
20	Resources section is complete		
21	Teaching panel complete		
22	Fallback options are given		
23	If yes, relevant annexure is complete		
24	Review reports attached		
25	IQAC approval		
26	FB approval		