**New Student Intake (2023/2024)**

**Faculty of Management and Finance**

**University of Ruhuna**

**Wellamadama**

**Matara**

We extend a warm welcome to you, the new undergraduate of the Faculty of Management and Finance, effective from March 21st, 2024.

This document intends to provide you with a few guidelines that will be useful to you during the orientation program. A detailed set of information and guidelines will be available in the Student Handbook which will be available for download by 22nd April 2024.

The orientation program, running from 25th March to 10th April, will be conducted online with the support of Zoom and the Learning Management System (LMS) as illustrated in the sections below. You will receive your username and password for the LMS soon. All the subsequent information shall be distributed through the LMS (http://lms.mgt.ruh.ac.lk/) and during the orientation program. Each student needs to actively participate in the orientation program and the English language intensive course. The attendance/participation of each student will be monitored during the sessions and on the LMS.

**English Language Intensive Course**

* The English Language Intensive Course will commence on March 25th, 2024, and will continue until April 10th, 2024.
* On March 25th, there will be an introductory session to this program conducted by the English language teaching team of the Faculty of Management and Finance.
* Subsequently, the English language teaching team of the faculty will upload learning materials (video clips, audio clips, handouts, etc.) to the LMS of the faculty. These materials are developed to improve your reading, listening, writing, and speaking abilities in English. At the end of each lesson, there will be a short but compulsory quiz.
* Towards the end of the orientation program, the faculty will conduct a one-hour English Language Placement Test to categorize you into three proficiency levels (Preliminary, Intermediate, and Advanced). The placement test will be held on April 10th, 2024, via LMS.

**Online orientation program**

* The schedule for the online orientation program along with the Zoom links will be shared via the LMS.
* Please join each session at least 5 minutes before the commencement of each session of the orientation program.
* Please rename your Zoom username as your student registration number when you join the Zoom meetings.
* Please ensure that your audio is muted, and video is switched off/stopped to avoid unintentional disturbances.
* Students are highly encouraged to ask questions in English or Sinhala to clarify the issues at any time using the ‘raise hand’ option in the Zoom meeting or using Chat messages.
* Upon completion of the online orientation sessions, there will be an online quiz on April 10th to assess your understanding of the matters discussed in the program. It is compulsory that every student passes this online quiz.

**General Guidelines**

* The Faculty of Management and Finance will commence its academic activities for the next semester on April 22nd, 2024. Every student should physically participate in the lectures from April 22nd, 2024. Please note that the minimum attendance requirement of the faculty is 80%.
* From April 22nd, 2024, onwards, the English Language Intensive Course will continue physically to further improve your English language proficiency.
* [Students](file:///C%3A%5CUsers%5CUser%5CDownloads%5CStudents) are required to frequently check the messages appearing on the LMS home page and other relevant course pages.
* To access the LMS, please use the account credentials (username and password) provided by the faculty.
* The faculty will assign a mentor for each student and the list of mentors will be published on the LMS soon. If you have any academic or academic-related issues and problems you can seek advice from your mentor.

**Useful Contact Numbers**

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| Mr. Bhathiya Thambiliyagoda | For LMS-related issues | 071-8301437/076-914737 |
| Dr. E.K. Jayampathi | For any other matter regarding your university life | 071-6420186 |

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