

Notice

FMSC Excellence Awards (2025)

The **Faculty of Management Studies and Commerce Excellence Awards (FMSC Excellence Awards)** are presented at the end of each academic year to recognize *highly motivated students* who demonstrate exceptional achievements in both academic and extracurricular activities.

Awardees will receive a **certificate signed by the Vice Chancellor, the Dean, and the Registrar.**

Applications are now invited from 1st, 2nd, 3rd, and 4th-year students who **sat for the Final Examinations held in December 2025.**

Eligibility Requirement

- The applicant should be an internal undergraduate who has registered to follow any degree programme offered by the faculty
- The applicant should complete all academic requirements of the considered year, including all compulsory and elective courses
- The applicant should have a GPA of 3.30 or above in the respective academic year.
- An applicant who has obtained greater than or equal to 70% of the marks as per section 3 given below will be considered in granting awards.
- In the event a student has completed the considered academic year “with privileges” in a subsequent year, he/she should be included in the list as an additional student in that subsequent year. This will be applicable only if the student has fulfilled the aforementioned eligibility requirements.
- The applications which are not duly completed will not be considered for the final evaluation.

Evaluation Criteria

a. Academic Achievements (maximum of 60 marks for 1st and 2nd year students and 50 marks for 3rd and 4th year students)

Applicants who have obtained a GPA of 3.30 or above in the respective academic year will be considered for evaluation. The marks for academic achievements will be calculated using the formula given below.

For 1st year and 2nd year applicants: Marks of the Applicant = $\frac{\text{GPA of the Applicant}}{4} * 60$

For 3rd year and 4th year applicants: Marks of the Applicant = $\frac{\text{GPA of the Applicant}}{4} * 50$

b. Extracurricular Activities (maximum of 40 marks for 1st and 2nd year students and 50 marks for 3rd and 4th year students)

Any achievement considered under this category should have been obtained by the student within the relevant academic year.

Criteria	Maximum marks offered
I. Leadership of a recognized body	20
II. Community Service and Good Citizenship	10
III. Outstanding Talents in Sports	25
IV. Creativity and Exceptional Ability in Aesthetic or Technical Fields	25
V. Research or pursuing new knowledge	10
VI. Any other exceptional achievement/performance not covered above	10
Total marks	100 *
*Total of 100 marks will be converted to 40% for 1 st and 2 nd years and 50% for 3 rd and 4 th years	

Ineligibility

- Any student who obtains an improved grade/grades subsequently, by repeating a module/modules shall not be eligible.
- Any student on whom disciplinary action has been taken by the University Council for any misconduct shall not be eligible.

Application Requirements

- Any student who believes they are eligible may submit an application.
- The **application form** can be downloaded from the Faculty website: <https://mgt.sjp.ac.lk/call-for-applications-fmssc-excellence-awards/>
- The completed application which includes the covering letter addressed to the **Dean**, should be submitted to the Dean, **through the Head of the Department/Common Programme Coordinator**, who must certify the accuracy of the content.
- Applicants may be called for an interview** at the discretion of the selection panel.
- Applications must include **certified copies** of all documentary evidence in both **hard copy and soft copy**, comprising:

1. Cover Page

The cover page must include: Title of the award, Applicant's full name, Registration number, Index number, Department, Year of Study (in the case of first-year Common Program students), A recent passport-size photograph

2. Recommendation Letter

A formal letter of recommendation addressed to the Dean, Faculty of Management Studies and Commerce, issued by the **Head of the Department/ Common Program Coordinator** (in the case of first-year Common Program students)

3. Supporting Documents

All information mentioned in the application must be supported by documentary evidence, arranged in the format specified in the **specimen application form** (attached below). The order of documents must also be listed on the cover page.

Please note: Applications submitted after the deadline **will not be accepted** under any circumstances.

The evidence must be valid for the relevant academic period.

Submission

Hard Copy: Hard copies of the application, along with all supporting documentary evidence, should be either **posted or handed over** to the Examinations Unit, Faculty of Management Studies and Commerce, University of Sri Jayewardenepura, Gangodawila, Nugegoda, **on or before 28.01.2026**. Please mention **“FMSC Awards – January 2025”** on the **top left corner of the envelope**.

Soft Copy: A scanned copy of the complete application should be emailed to **awards.fmssc@sjp.ac.lk on or before 28.01.2026**.

For further inquiries, you may contact: **011-2802095** (FMSC Examinations Unit).



Dean

Faculty of Management Studies and Commerce

12th January 2026