

Guidelines for Application
Master of Philosophy Degree Programme
Faculty of Agriculture
Rajarata University of Sri Lanka

The Faculty of Agriculture, Rajarata University of Sri Lanka entertain applications from prospective students for the Master of Philosophy degree programme throughout the year.

Objectives

- To provide research and training opportunities towards achieving sustainable agricultural development in the country
- To empower the human resource with required knowledge and skills to resolve, problems related to the advancement of agriculture
- To explore and sustain the agricultural sector through the accomplishment of specific services and use of novel technologies

Programme Outcome

A MPhil degree holder will be able to

- undertake independent research by designing and testing of evidence-based new hypotheses to solve problems in the agricultural sector.
- use practical skills and critical thinking ability for decision making process in the field of agriculture.
- create new knowledge through original research in the field of agriculture.

Eligibility

The minimum requirements for the registration of the Master of Philosophy degree should be,

- A Bachelor's of honours Degree in Agriculture or any related degree from a recognized University, which is equivalent to SLQF level 6.
or
- A Bachelor's of honours Degree in Science or any related degree with honours from a recognized University, which is equivalent to SLQF level 6.
or
- A Bachelor's of honours Degree in Biosystems Technology or any related degree with honours from a recognized University which is equivalent to SLQF level 6.
or
- Master of Agriculture degree or Master of Science degree in agriculture or any related discipline from a recognized University equivalent to SLQF level 9 or 10.
or
- Any other equivalent qualifications acceptable to the Senate, Rajarata University of Sri Lanka upon qualifying examination/ interview and recommendation of the Board of Study, Faculty Board of Faculty of Agriculture, Rajarata University of Sri Lanka.

Admission Procedure

1. Application for registration of the MPhil Degree is open throughout the year.
2. Prospective candidates should approach and discuss with a potential interim supervisor who should be a member of academic staff attached the Faculty of Agriculture, Rajarata University of Sri Lanka. All the potential interim supervisors should have acquired at least a Master of Philosophy degree and possess sufficient expertise to supervise studies in the relevant subject area. External supervisors are allowed as directed by the interim supervisor, but their details need not to be submitted along with the application. The Board of Study of Postgraduate Programme reserves the right to change or recommend supervisors to the University Senate for its approval.
3. In consultation with the interim supervisor, the prospective candidates should submit a duly completed application in the prescribed format together with a copy of the receipt of a payment of the application processing fee. The candidate shall forward following documents along with the application to justify his/her qualifications for undertaking the degree.
 - a. Certified copies of the educational qualifications
 - b. Academic transcripts
 - c. Certified copy of the birth certificate
 - d. Copy of NIC / passport and two passport size photographs
 - e. Two letters of recommendation of which one should be from an academic referee
 - f. Copies of any other documents to support the admission requirements
 - g. Letter of consent from the interim supervisor along with his/her CV.
 - h. Concept note of the proposed research, including the field of research, the tentative title, purpose/objectives of research, research methodology along with the name and institutional affiliations of the interim supervisor selected to supervise the research work.
 - i. Proof of evidence of funds/financial support to conduct the research work.
 - j. Application processing fee
 - k. Declaration of release of the prospective candidate from work by the employer, if applicable
4. Upon the receipt of the application and the concept note, the Board of Study shall make a decision on the overall acceptability of proposed research. If successful, the candidate will be requested to register as a candidate for the Master of Philosophy degree by paying 50% of the programme fee and other fees prescribed.
5. After registration, students should present the research proposal to the Board of Study to evaluate its acceptability within two months from the date of registration. After acceptance of the research proposal the candidate should pay the balance payment of the programme fee.
6. Candidate should submit the progress of the research in every six months together with weekly research diary to the Board of Study through his/her research supervisors within one month from the completion of the six-month period. If a candidate fails to submit the progress report within the stipulated time, a warning letter shall be issued by the

Board of study. If the progress report is not received within one month from the date of issuing the warning letter the candidate will be suspended from the registration. In such case appeal may be submitted to reinstatement of the registration through the supervisor/s within six month from the suspension.

Selection Process

- Programme Director shall examine the information stated by the candidate in the application and shall call him/her for an interview for selection.
- The names of selected candidates shall be presented to the Senate of the University, through the Board of Study and the Faculty Board for the approval.

Registration

- On acceptance by the Board of Study, Faculty Board and the Senate of the University, a candidate shall be registered as a postgraduate student of the University upon payment of prescribed fees.

Effective Date of the Research Duration

- Research duration shall count from the date of acceptance of the research proposal by the Board of Study. The research proposal should be approved by the Senate within six months from the date of acceptance of the research proposal.

Policy on Research Supervisors

- Candidate has the liberty to select the Senior Supervisor of the research from the Faculty of Agriculture, Rajarata University of Sri Lanka. Senior Supervisor and other Supervisor/s shall be appointed by the Board of Study after obtaining approvals from the Faculty Board and the University Senate.
- The Senior Supervisor, or in a case where the research study is supervised by more than one supervisor that one of whom, should be from Rajarata University of Sri Lanka.

Payments

The Master of Philosophy degree is designed to be a self-financed programme and the following fee structure is designed to cover the expenditure of the program. Programme fees shall be decided by the Board of Study from time to time as necessary. Maximum two installments could be allowed to pay the full amount of the MPhil programme fee upon the approval of the Board of Study.

Description	Fee (Rs)
MPhil programme fee	100,000.00
Application processing fee	2,000.00
Registration fee per year	4,000.00
Library deposit (Refundable)	5,000.00
Library fee (Non-refundable)	1,500.00
Internet/ Computer fee per semester	1,500.00
Lab deposit (Optional)	1,500.00

Proposal presentation fee per attempt	2,000.00
Progress review fee (3 Nos.)	12,000.00
Examination fee per credit (Optional)	800.00
Tuition fee per credit (Optional)	3,500.00
Thesis defense examination fee per attempt	13,000.00
Programme upgrading fee (Optional)	10,000.00
Statement of results (Optional)	1,000.00

Refund Policy

- The total programme fee is not refundable in any case. If a candidate fails to follow the degree programme after registration, the money paid may be refunded retaining 25% of the programme fee after approvals from Board of Study and the Faculty Board.

Guidelines for the Concept Note

Cover Page

- Include a cover page indicating the title of the proposed research, full name of the candidate, degree sought (degree of Master of Philosophy, Faculty of Agriculture, Rajarata University of Sri Lanka)

Forward

- Include a forward recommendation from an interim supervisor who should be a permanent academic staff member attached to the Faculty of Agriculture, Rajarata University of Sri Lanka.

Funding and Stipend

- Include a statement on the availability of stipend and research expenses for the proposed research. This statement should be signed by both the prospective candidate and the interim supervisor. Supporting documents such as grant award letters and/or appointment letters should be annexed to the application form.

Sections

- Introduction
- Objectives / Hypotheses
- Materials and Methods
- Outcomes
- Timeframe
- References / Bibliography

Formatting and Page Length

- Use Times New Roman font size 12 point throughout.
- Headings should be in **bold**.
- Subheadings should be in ***bold italics***.
- Page length excluding references / bibliography is 10 A4 size pages.

References

Reference Manager and Citation Software

- It is strongly recommended to use the Mendeley Reference Manager for citations and adding the list of references which is available via <https://www.mendeley.com>.
- Basic guidelines are available at <https://www.mendeley.com/guides/using-citation-editor/04-citation-styles>.
- An exclusive citation style file 'Postgraduate Programme, FOA, RUSL' for Mendeley can be downloaded through Mendeley Desktop via <http://cs1.mendeley.com/styles/11037681/AgriRJT>.

- In-text citations should follow the author-date method (APA style) whereby the author's last name and the year of publication for the source should appear in the text, for example, (Jones, 1998).
- The complete reference list should appear alphabetically by name at the end of the paper.
- Please note that a DOI should be provided for all references where available.
- You will not be asked to reformat references during proposal report or in the thesis, however, a sample of the most common entries in our reference lists appears below.

Within Text Citations

- One author: Gabriel (2000) and (Gabriel, 2000)
- Two authors: (Mathes & Severa, 2004) and Mathes and Severa (2004)
- Three or more authors (first occurrence): Waterman et al. (1993) and (Waterman et al., 1993).
- If two papers have first-listed authors with the same name in the reference list: To avoid ambiguity, list as many names as needed to differentiate the papers, followed by “et al.” in citations.
- Fannon, Chan, Ramirez, Johnson, and Grimsdottir (2019) ... and Fannon, Chan, Montego, Daniels, and Miller (2019)... can be cited as (Fannon, Chan, Ramirez, et al., 2019) or Fannon, Chan, Ramirez et al. (2019), and (Fannon, Chan, Montego, et al., 2019) or Fannon, Chan, Montego et al. (2019), respectively.
- Personal communication citations are not included in the reference list. Cite personal communications in text only. Give the initials as well as the surname of the communicator, and provide as exact a date as possible.
- References should be cited as 'in press' only if the paper has been accepted for publication. Work not yet submitted for publication or under review should be cited as 'unpublished data', with the author's initials and surname given; such work should not be included in the Reference section. Any paper cited as 'in press' or under review elsewhere must be uploaded as part of the manuscript submission as a file 'not for review' so that it can be seen by the editors and, if necessary, made available to the referees.

In Reference List

Journal article

- DOIs are formatted the same as URLs. The label “DOI:” is not necessary.
- Surnames and initials for up to 20 authors should be provided in the reference list.
- Beers, S. R. , & De Bellis, M. D. (2002). Neuropsychological function in children with maltreatment-related posttraumatic stress disorder. *The American Journal of Psychiatry*, 159, 483–486. <https://doi.org/10.1176/appi.ajp.159.3.483>
- Ramus, F., Rosen, S., Dakin, S. C., Day, B. L., Castellote, J. M., White, S., & Frith, U. (2003). Theories of developmental dyslexia: Insights from a multiple case study of dyslexic adults. *Brain*, 126(4), 841–865. <https://doi.org/10.1093/brain/awg076>

Book edition

- The publisher location is not included in the reference.
- Bradley-Johnson, S. (1994). Psychoeducational assessment of students who are visually impaired or blind: Infancy through high school (2nd ed.). Pro-ed.

Edited book

- Hawkey, L. C., Preacher, K. J., & Cacioppo, J. T. (2007). Multilevel modeling of social interactions and mood in lonely and socially connected individuals: The MacArthur social neuroscience studies. In A. D. Ong & M. Van Dulmen (Eds.), *Oxford handbook of methods in positive psychology* (pp. 559–575). Oxford University Press.

Data sets

- For any data with a unique identifier the format should be as follows:
- Prugh, L. & Golden, C. (2013). Data from: Does moonlight increase predation risk? Meta-analysis reveals divergent responses of nocturnal mammals to lunar cycles. *Dryad Digital Repository*, <http://dx.doi.org/105061/dryad.tn723>.
- Olden, J. (2015). Integrating landscape connectivity and invasion vulnerability to guide offensive and defensive invasive species management. *figshare*. <https://dx.doi.org/10.6084/m9.figshare.1285847.v2>

Citations from web pages:

- Authors may sometimes wish to cite information available from the internet in similar ways to the citation of published literature. In using this option, authors are asked to ensure that:
- fully authenticated addresses are included in the reference list, along with titles, years and authors of the sources being cited;
- the sites or information sources have sufficient longevity and ease of access for others to follow up the citation;
- the information is of a scientific quality at least equal to that of peer-reviewed information available in learned scientific journals;
- hard literature sources are used in preference where they are available.
- It is likely that official web sites from organisations such as learned societies, government bodies or reputable NGOs will most often satisfy quality criteria.