

FACULTY OF HEALTH SCIENCES
DEPARTMENT OF PSYCHOLOGY AND COUNSELLING
BACHELOR OF SCIENCE (HONOURS) IN PSYCHOLOGY PROGRAMME
GUIDANCE FOR REGISTRATION

NOTES:

1. TO REGISTER FOR THE PROGRAMME, YOU MUST SATISFY THE CRITERIA LISTED BELOW:
 - Be eligible for selection based on the Selection Test and Viva Voce marks and,
 - Obtain a minimum three (03) Pass grades in one sitting at the G.C.E. A/Level Examination, in any stream of study, or C grades or equivalent in 60 credits at Levels 1 and 2 from among the Foundation Courses of the OUSL in Science/Social Sciences, or an equivalent or higher qualification acceptable to the Senate, and
 - S Pass for English at the G.C.E. O/Level examination

2. DATES FOR REGISTRATION, LATE REGISTRATION, ADD/DROP AND DROP ARE GIVEN IN ANNEXURE 1.

3. ALL STUDENTS ARE REQUIRED TO FILL THE STUDENT PROFILE DETAILS REQUESTED IN ANNEXURE 2.

4. TO SELECT COURSES OF THE BACHELOR OF SCIENCE (HONOURS) IN PSYCHOLOGY FOR THE ACADEMIC YEAR 2023/2024, USE THE REGISTRATION FORM GIVEN IN ANNEXURE 3.
 - Courses you wish to register for this academic year should be indicated with an 'X' in the first blank column of the Registration Form. You can decide the number of credits you want to register for this academic year within a minimum of 8 and a maximum of 30 credits, based on your capacity and time available for studies.

5. YOU ARE ALSO REQUIRED TO REGISTER FOR COURSES IN THE StART@OUSL PROGRAMME AS GIVEN IN ANNEXURE 4.
 - It is compulsory to register and pass LET3402 English for General Academic Purposes (EGAP) and FDE3023 Empowering for Independent Learning (EfIL).

6. AFTER YOUR COURSE CHOICES ARE ENTERED TO THE COMPUTER SYSTEM BY STAFF AT THE REGISTRATION BLOCK, CHECK WHETHER THE COMPUTER PRINTOUT ACCURATELY LISTS ALL COURSES YOU INCLUDED IN THE REGISTRATION FORM.

The following documents are attached here as Annexures.

Annexure 1 – Schedule for Registration, Late Registration, Add/Drop and Drop

Annexure 2 – Student Profile

Annexure 3 – Registration form – B.Sc. (Honours) Psychology Programme regular courses

Annexure 4 – Registration form - Courses of StART@OUSL Programme

Annexure 5 – Instructions for Add / Drop and Dropping of courses

Annexure 6 – MyOUSL Access details

ANNEXURE- 1

**FACULTY OF HEALTH SCIENCES
BACHELOR OF SCIENCE HONOURS IN PSYCHOLOGY PROGRAMME
IMPORTANT DATES AND DOCUMENTS REQUIRED FOR REGISTRATION**

Important Dates

New Registration	Late Registration	Add/Drop	Drop
13 th October 2023 All Regional Centers	26 th October 2023 All Regional Centres	24 th November 2023 All Regional Centres	20 th December 2023 CRC only

Application Deadline for Exemptions: 19th October 2023. Submit applications with supporting documents to the Head, Department of Psychology & Counselling at the Central Campus, Nawala. Applications submitted by this deadline will be evaluated and students will be informed of the outcome by the Add-Drop date. The students must claim any exemption granted at the Add-Drop or the Registration session of the next academic year to make it valid.

Documents you need to bring for Registration on 13th October 2023

1. National Identity Card and a photocopy
2. Original Birth Certificate and a photocopy
3. Three passport size photographs (35 mm x 45 mm)
4. University copy of the paid voucher
5. Declaration form
6. Correctly filled Student Profile document (Annexure 2)
7. G.C.E. O/Level certificate and photocopy certified by Academic Counsellor
8. G.C.E. A/L (or equivalent) certificate and photocopy certified by Academic Counsellor
9. Registration Forms (both for regular courses of B.Sc. Honours Psychology Degree and StART@OUSL) countersigned by the Academic Counsellor (Registration Forms are given in Annexures 3 & 4)

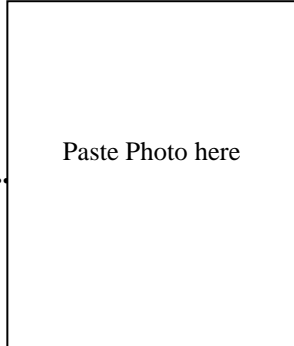
You need to get the signature of the Academic Counsellor on the Registration forms and get all photocopies of educational certificates certified mentioned above in items 7, 8 and 9, before you go to the registration desk on **13th October 2023**

Academic Counsellors from the Department of Psychology and Counselling will be available on **13th October** only at the Faculty of Health Sciences/Colombo Regional Centre. Therefore, students who will be registering at other regional centres must get the Academic Counsellor's signature during the orientation/counselling session held at the main campus in Nawala.

BACHELOR OF SCIENCE HONOURS IN PSYCHOLOGY PROGRAMME – OUSL

STUDENT PROFILE

Personal Particulars



1.1 Name (Mr/ Mrs/ Miss/Rev):

1.2 Registration No:

1.3 NIC No.:

1.4 Permanent Address

Immediate Contact Address

.....
.....
.....
.....

.....
.....
.....
.....

1.5 Contact telephone number: Official

Private

Mobile

1.6 Email address:

1.7 Educational Qualifications

G.C.E A/Level or equivalent (write subject with grade)

1.
2.
3.
4.

.....
Signature of Student

.....
Date

ANNEXURE – 3

**Registration Form- Bachelor of Science Honours in
Psychology Programme
Reguler Courses**

Name: Registration No:

Indicate the courses you wish to register in this academic year by writing “X” in the 6th Column.

COURSE CODE	COURSE TITLE	CREDIT RATING	PRE-REQUISITES	SEMESTER	MARK "X"
Level 3					
PLU3301	Introduction to Psychology	3	-	1st	
PLU3303	Motivation and Emotion	3	-	1st	
PLU3205	Academic Writing in Psychology	2	-	1st	
PLU3206	Communication & Study Skills for Psychology	2	-	1st	
PLU3307	Lifespan Development	3	-	1st	
PLU3302	Personality & Individual Differences	3	-	2 nd	
PLU3204	Ethics in Psychology	2	-	2 nd	
PLU3308	Social Psychology	3	-	2 nd	
PLU3309	Introduction to Counselling Psychology	3	-	2 nd	
PLU3310	Biological Psychology	3	-	2 nd	
PLU3311	Cognitive Psychology	3	-	2 nd	

Signature of Student:

Date:.....

Name and Signature of Academic Counsellor:

Checked by :.....

Date:

ANNEXURE - 4

Registration Form – Bachelor of Science Honours in Psychology Programme

**StART@OUSL Programme Courses
(13th October 2023 to 26th October 2023)**

Name: _____
Registration No (for StART@OUSL): _____

COURSE CODE	COURSE TITLE	CREDIT RATING	SEMESTER	MARK "X"	OFFICIAL USE ONLY
Compulsory Courses					
LET3402	English for General Academic Purpose (EGAP)	4	1 st		
FDE3023	Empowering for Independent Learning (EfIL)	0	1 st		
Optional Courses					
CSE3218	ICT skills	2	1 st		

Signature of Student :

Date:.....

Note: Collect the time tables and other important information before you leave the registration block.

**THE OPEN UNIVERSITY OF SRI LANKA
FACULTY OF HEALTH SCIENCES
BACHELOR OF SCIENCE HONOURS IN PSYCHOLOGY PROGRAMME**

ADD/DROP OF COURSES

Add/Drop date: 24th November 2023 at all Regional Centres

INSTRUCTIONS

- (A) You are permitted to change courses by adding or dropping courses you previously registered for without any financial or academic penalty **on add/drop date.**
- (B) Course materials obtained for courses to be dropped should first be returned to the Book Distribution Centre of the Regional Centre before submitting the duly completed Add/Drop form. Check if the staff member has made the appropriate entry in the Student Registration Book.
- (C) Courses at a higher Level cannot be offered unless the minimum credit requirement specified is offered at the lower Level (for example, you cannot register for Level 4 courses, without having registration/exemption/EL for 30 credits at Level 3).
- (D) Courses at a lower Level cannot be dropped unless all courses offered at the higher Level are also dropped (for example, you cannot drop any Level 4 courses, unless you drop the courses registered at Level 3).
- (E) You are not allowed to add courses unless you have paid the full voucher sent to you without any changes. If you have got your voucher reduced, you cannot add courses based on additional fees paid.
- (F) Request for Add/Drop of courses will be entertained only ONCE per student.
- (G) Add/Drop form is available for download in the Department website. Students must fill sections 1 to 4 in the form and hand over the completed form to the Academic Counsellor.

DROPPING OF COURSES WITHOUT ACADEMIC PENALTY

Drop date: 20th December 2023 at CRC only

INSTRUCTIONS

- (A) There will be **no academic penalty for courses dropped up to 20th December 2023.** However, the 1st instalment paid (60%), in respect of the courses you drop must be forfeited.
- (B) Courses CANNOT be dropped at a lower Level unless those offered at a higher Level are also dropped.
- (C) A request for dropping of courses will be entertained only ONCE per student.
- (D) Drop form is available for download in the Department website. Students must fill the form and hand over the completed form to the Head of Department.
- (E) Once the form is signed by the Head, it is your responsibility to take it to Registration Desk and have the dropped courses officially recorded in your Student Record Book and the Computer system.

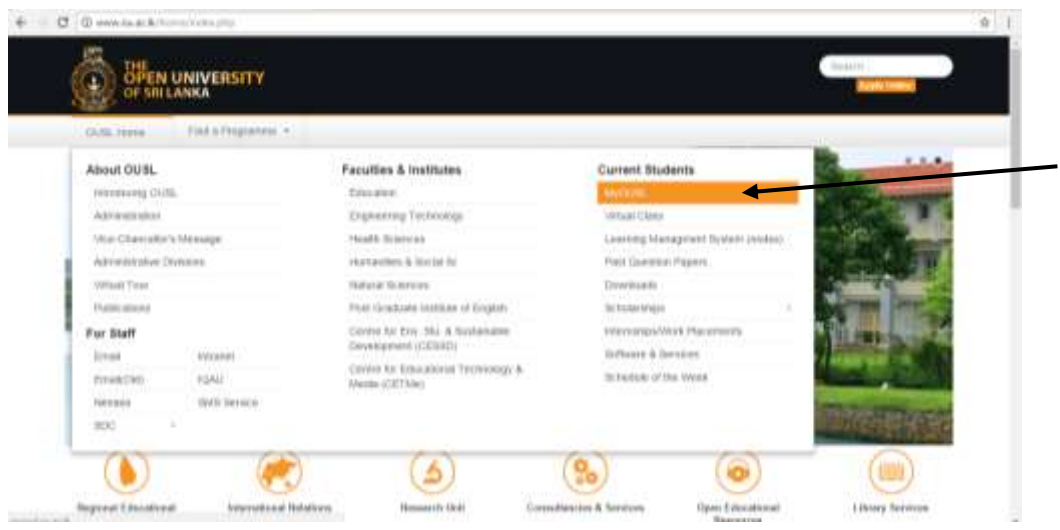
THE OPEN UNIVERSITY OF SRI LANKA
FACULTY OF HEALTH SCIENCES
Accessing the Open University Student Portal - MyOUSL

All Departments of the Faculty of Health Sciences will be communicating with students through the **MyOUSL student portal**. Information will NOT be posted. You will also have to register to sit for Final Examinations through MyOUSL. Therefore, it is essential that you get familiar with how to access MyOUSL.

1. How to Access MyOUSL?

You can log into MyOUSL site in two ways:

- i) Directly login by typing: <http://myousl.ou.ac.lk/> OR
- ii) Log-in through the OUSL home page by typing: <http://www.ou.ac.lk/home/>
 In the OUSL home page, go to 'Current Students' and select 'MyOUSL' as shown below.



2. Username and Password

In the MyOUSL log-in screen, you will be asked for the Username and Password. Type your information as shown below to login:

- Username:** Student ID Number
- Password:** National Identity Card Number

Student ID Number is given on the personal information page of the Record Book – note this is different from the Registration Number.



3. From where can you access MyOUSL?

Once you register you can access the MyOUSL from your own computer at home/office or from an OUSL Computer centre, or any other place where internet facilities are provided.

4. Why you should frequently access MyOUSL

You need to get into the habit of checking the MyOUSL EVERYDAY to see information or files uploaded.

- All information, including registration information, timetables of academic activities, reschedules, NBT/CA marks, etc., will be uploaded to MyOUSL. Information will not be posted
- All urgent information and announcements will be communicated through MyOUSL. For example, for unavoidable circumstances, if a Day School or other academic activity is postponed or cancelled, you will be informed through MyOUSL
- Many other important information is also made available to you in the MyOUSL, such as information on registered courses, results, payments made, and other general information.
- It is **COMPULSORY** that you **APPLY TO SIT FOR FINAL EXAMINATIONS** of each semester through MyOUSL. To apply, select '*Exam Registration*' link on the left panel (see screenshot below) and select the programme and courses as relevant to you.

- For 1st semester examinations 2023/24, apply between 08th January 2024 to 18th February 2024

- For 2nd semester examinations 2023/24, apply between 08th July 2024 to 12th August 2024

Make sure you apply before the given deadlines. Even though you have to apply before the eligibility marks are known, it is important to note that the **ADMISSION CARD** that permits you to sit the exam will be generated, only if you have obtained the required eligibility mark.

The screenshot shows the MyOUSL interface for a student named H.H.G. NILMINI. The left navigation menu includes links for My OUSL Home, My Profile, My Programme, Time Table, Results, My Payments, Exam Registration (highlighted with a black arrow), View Scholarship, Request Result Sheet, Student Forum, Download Resource Docs, THF Booking, Student Feedback, Complaint & Commitment, OUSL News, OUSL Events, OUSL Announcements, Library Information, and Computer Lab Booking. The main content area is titled 'Timetable' and contains a search form for 'Search Time Table'. The search form has the following fields: Programme (BR BACHELOR OF SCIENCE IN NURSING DI), Course (NSU3101-ANATOMY & PHYSIOLOGY), Center (-Select-), From Date (31/08/2016), To Date (30/11/2016), Component (-Select-), and Academic Year (2016). Below the search form is a table of time tables with the following columns: Date, Course, Component, Activity, Center, Group, Time, and Room No. The table contains several rows of data, including Day School activities and Continuous Assessment Tests (NBT).

Date	Course	Component	Activity	Center	Group	Time	Room No
31/08/2016	NSU3101	Day School	DS2	NC50	ARE01	01:00 - 04:00	-
08/09/2016	NSU3101	Day School	DS3	CP20	RNE01	09:00 - 12:00	-
09/09/2016	NSU3101	Day School	DS2	UP80	RDE01	01:00 - 04:00	-
17/09/2016	NSU3101	Day School	DS3	NP40	JPE01	01:00 - 04:00	-
19/09/2016	NSU3101	Day School	DS3	WP10	CLE01	01:00 - 04:00	-
22/09/2016	NSU3101	Continuous Assessment Test (NBT)	NBT1	WP10	CLE01	02:00 - 03:00	-
	NSU3101	Continuous Assessment Test (NBT)	NBT1	NP40	JPE01	02:00 - 03:00	-
	NSU3101	Continuous Assessment Test (NBT)	NBT1	CP20	RNE01	02:00 - 03:00	-

IMPORTANT: Please maintain constant contact with the OUSL, Department and your programme through MyOUSL.

Student Email Account:

You will get an OUSL email account when you register. The student email account is based on your unique Student ID number – for example:

- Email account name: Student ID Number@ou.ac.lk
- Password: National Identity Card Number

Regularly check this email account as the University will use it to communicate important academic and administrative matters