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

GUIDANCE FOR REGISTRATION

NOTES:

1. **STEP 01: THE ELIGIBILITY INTERVIEW**

The first step in your registration process is to attend **the Eligibility Interview.**
Dates for Eligibility Interview: 12th, 13th, and14th August 2025
Please check the Notice Board of the Department of Psychology and Counselling to find the time and date of your session:
View Notices
Location: Colombo Regional Center (CRC), The Open University of Sri Lanka, Nawala
On Academic Counselling Day, you are required to bring:
- Your National Identity Card (NIC)
- A hard copy of this registration package
- Original G.C.E. Ordinary Level Examination certificate
- Original G.C.E. Advanced Level Examination certificate (both issued by the Department of Examinations*)
- One photocopy of each of the above certificates
  (Sample of certificates provided below)

*If you do not have the original certificates, you must apply for them from the Department of Examinations before attending the Academic Counselling Session.

2. **STEP 02: REGISTER FOR THE PROGRAMME**

TO REGISTER FOR THE PROGRAMME, YOU MUST SATISFY THE CRITERIA LISTED BELOW:

- 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

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

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

5. TO SELECT COURSES OF THE BACHELOR OF SCIENCE (HONOURS) IN PSYCHOLOGY FOR

THE ACADEMIC YEAR 2025/2026, 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.

6. 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 **English for Academic Purposes (EAP) <u>Intermediate Level</u>** and **FDE3023 Empowering for Independent Learning (EfIL)**.

Carefully go through the required qualifications for each level of the EAP Course. (ANNEXURE 4)

- **Intermediate Level (LTE34LI):** This is the **faculty's expected level**. If you have the necessary qualifications, you can register directly for the Intermediate Level (**LTE34LI**).

  If you have the qualifications listed in ANNEXURE 5, you are also eligible to apply for exemptions from **LTE34LI**.

- **Elementary Level (LTE34LE):** If you do not meet the qualifications for the Intermediate Level, you must first register for the Elementary Level. After completing it, you can progress to the Intermediate Level in the next academic year.

- **Advanced Level (LTE34LA):** This is an optional course. If you meet the entry requirements, you may register for LTE34LA and receive a certificate from the Open University of Sri Lanka upon completion.

7. AFTER YOUR COURSE CHOICES ARE ENTERED INTO 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- Criteria for exemption for EAP (intermediate Level)
Annexure 6– Instructions for Add / Drop and Dropping of courses
Annexure 7 – 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
10th ,11th , & 12th September 2025 **All Regional Centers**	01st October 2025 **All Regional Centres**	06th and 07th January 2026 **All Regional Centres**	06th February 2026 **CRC only**

Documents you need to bring for Registration on 10th, 11th and 12th September 2025

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
8. G.C.E. A/L (or equivalent) certificate and photocopy
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)
10. If you wish to apply for exemption for English for Academic Purposes (Intermediate), it is requested to bring an exemption request letter along with the original certificate and a photocopy.

You need to obtain the signature of the Academic Counsellor on the Registration forms. Ensure that signatures are obtained from your academic counsellor on the scheduled academic counselling dates (12th 13th, 14th and 15th August 2025).

Application Deadline for Exemptions: 26th September 2025. 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.

BACHELOR OF SCIENCE HONOURS IN PSYCHOLOGY PROGRAMME – OUSL

STUDENT PROFILE

Personal Particulars

> Paste Photo here

   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
Regular Courses

Name: ………………………………………………………………………..
Registration No: ………………………………………………………….

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

1st Semester Courses

COURSE CODE	COURSE TITLE	CREDIT RATING	PRE-REQUISITES	MARK "X"
Level 3				
PLU3301	Introduction to Psychology	3	-	
PLU3303	Motivation and Emotion	3	-	
PLU3205	Academic Writing in Psychology	2	-	
PLU3206	Communication & Study Skills for Psychology	2	-	
PLU3307	Lifespan Development	3	-	

2nd Semester Courses

COURSECODE	COURSE TITLE	CREDIT RATING	PRE-REQUISITES	MARK "X"
Level 3				
PLU3302	Personality & Individual Differences	3	-	
PLU3204	Ethics in Psychology	2	-	
PLU3308	Social Psychology	3	-	
PLU3309	Introduction to Counselling Psychology	3	-	
PLU3310	Biological Psychology	3	-	
PLU3311	Cognitive Psychology	3	-	

Signature of Student: …………………….…..   Date:……………..

Name and Signature of Academic Counsellor: ………………………………………………………………

Checked by :…………………………   Date: ………………….

Note: 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.

ANNEXURE - 4

Registration Form – Bachelor of Science Honours in Psychology Programme

StART@OUSL Programme Courses

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Name: _____

Registration No (for StART@OUSL): _____
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1st Semester

COURSECODE	COURSE TITLE	CREDIT RATING	MARK "X"	OFFICIAL USE ONLY
Compulsory Courses				
1. EGAP	English for Academic Purposes (EAP)	4		
Elementary		Intermediate		Advanced (Optional)
LTE34LE		**LTE34LI**		**LTE34LA**
G.C.E. O/L examination (English) 'C' or lower grade Or G.C.E. A/L examination (General English) 'S' or lower grade		G.C.E. O/L examination (English) 'B' Grade and above Or G.C.E. A/L examination (General English) 'C' Grade and above Or G.C.E. A/L examination (English as a main subject) 'C' or 'S' Grade		G.C.E. A/L examination (General English) 'A' Grade Or G.C.E. A/L examination (English as a main subject) 'A' or 'B' Grade Or All other exceptions accepted by the Senate
2. FDE3023	Empowering for Independent Learning (EfIL)	0		

Optional Courses				
3. CSE3218	ICT skills	2		

Signature of Student   : ……………………………..   Date:………………..

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

ANNEXURE -5

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

CRITERIA FOR EXEMPTION FOR EAP (INTERMEDIATE LEVEL)

Students who wish to claim exemptions under the below-mentioned standards criteria and under any other qualifications should provide an exemption request letter along with the original certificate and a photocopy of the same, and should hand them over at the time of registration.

1. Successful completion of a Bachelor's degree/Postgraduate diploma/ Master's Degree om English Medium

2. UTEL Score of not less than band 6.00 in all 4 skills

3. IELTS overall score at least 5.0(Academic) or 5.5 (General) with not less than 4.00 in writing

4. TOFEL

    a. Paper-based overall score of at least 450 with 3.5 in writing

    b. Computer-based overall score at least 200 with 3.5 in writing

    c. Internet-based test overall score of at least 90 and writing score of 20 marks and above

5. Students who have completed their advanced level examination in the English Medium

6. Students who have completed London A/L (Excel or Cambridge) in the English Medium.

7. National College of Education – National Diploma in Teaching (English) conducted and awarded by the NIE.

8. Higher National Diploma in English (SLIATE)

9. Diploma in English from UGC recognized non-state higher education institutes

10. Diploma in Library and information science ((in the English Media) conducted by the Sri Lanka Library Association

11. English as a Subject G.C.E. (A/L) examination

12. Diploma in English Language and Literature and Advanced Certificate in English Conducted by the Department of Language Studies.

13. The English Language Course offered for the national Diploma in Technology (NDT- Institute of Technology, University of Moratuwa, and all Diploma Programmes offered in OUSL English Medium

14. Any other qualification acceptable to the Senate of the OUSL

ANNEXURE -6

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

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ADD/DROP OF COURSES

Add/Drop dates: 06th and 07th January 2026 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 dates.**

(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: 06th February 2026 at CRC only

INSTRUCTIONS

(A) There will be **no academic penalty for courses dropped up to 06th February 2026.** 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
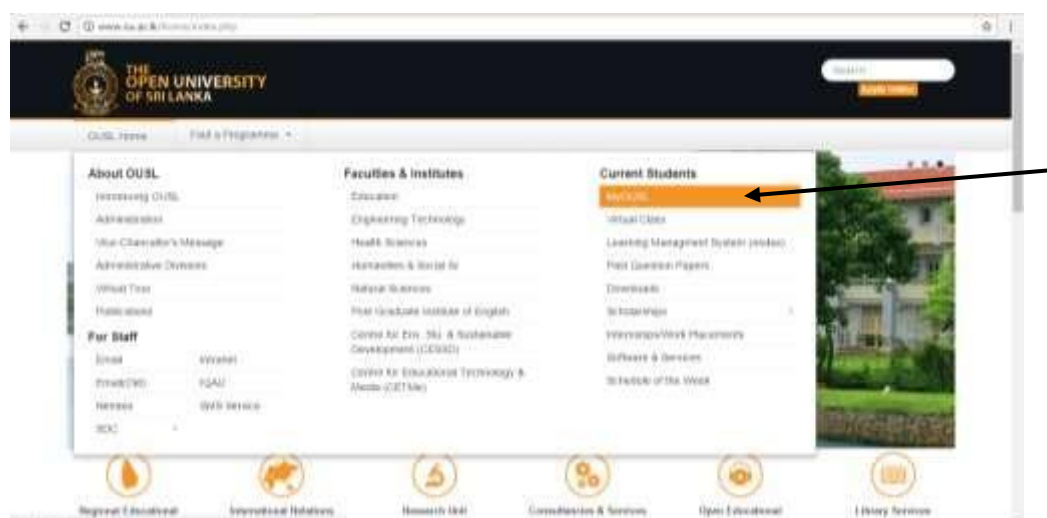# Accessing the Open University Student Portal - MyOUSL

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 2025/26, apply between 17th February 2026 to 21st March 2026**

     - **For 2nd semester examinations 2025/26, apply between 18th August 2026 to 10th September 2026**

   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.

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

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