

THE OPEN UNIVERSITY OF SRI LANKA
FACULTY OF HEALTH SCIENCES
BACHELOR OF SCIENCE HONOURS IN PSYCHOLOGY DEGREE PROGRAMME
2025/2026

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 date.
- (B) **Add/Drop form is available as Annexure I.** Students must fill in sections 1 to 4 in the form and hand over the completed form to the Academic Counsellor.
- (C) Then you should take it to the Registration Desk and have the added/dropped courses officially recorded in your Student Record Book and the Computer system. Check if the staff member has made the appropriate entry in the Student Registration Book.
- (D) 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 6 courses without having registration/exemption/EL for 30 credits at Level 5).
- (E) 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 5 courses, unless you drop the courses registered at Level 6).
- (F) 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.
- (G) Request for Add/Drop of courses will be entertained only ONCE per year.

DROPPING OF COURSES WITHOUT ACADEMIC PENALTY

Drop date: **06th February 2026** at Colombo Regional Centre.

INSTRUCTIONS

- (A) There will be no academic penalty for courses dropping 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 year.
- (D) **Drop form is available as Annexure II.** 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.

Annexure I

THE OPEN UNIVERSITY OF SRI LANKA
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PROGRAMME 2025/2026
FORM FOR ADD/DROP COURSES

(The Add/Drop Date is 06th and 7th January 2026 at all OU Regional Centres)

1. Registration Number:

2. Name of Student:

3. Course codes of courses to be dropped

_____	_____	_____
_____	_____	_____

4. Course Codes of courses to be added.

_____	_____	_____
_____	_____	_____

_____	_____
Date	Signature of Student

FOR OFFICIAL USE OF ACADEMIC COUNSELOR

5. Approved Deletions

6. Approved Additions

_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Signature of Academic Counselor (I):

7. Changes checked & incorporated in Computer Record.

Signature of Academic Counselor (II):

8. Changes incorporated in the student record book.

Signature of relevant officer (for Registrar):

Annexure II

**THE OPEN UNIVERSITY OF SRI LANKA
FACULTY OF HEALTH SCIENCES
BACHELOR OF SCIENCE HONOURS IN PSYCHOLOGY DEGREE
PROGRAMME 2025/2026
DROPPING OF COURSES WITHOUT ACADEMIC PENALTY**

(The Drop Date is 06th February 2026 – CRC only. There will be no extension of this deadline under any circumstances)

1. Registration No.: _____

2. Name of Student: _____

3. **Course Codes of courses to be DROPPED**

_____	_____	_____	_____
_____	_____	_____	_____

Signature of Student: Date:

4. **SAR/Student Affairs,**

Please DROP the following courses without any academic penalty.

_____	_____	_____	_____
_____	_____	_____	_____

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Signature of Head/ Department of Psychology and Counselling Date

5. Changes incorporated in the Student Record Book & OMIS.

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Signature of SAR/St. Affairs Date