

# Higher Diploma in Corrections and Rehabilitation

## FORMATING AND TECHNICAL POINTERS OF THE DISSERTATION

### Typeface and Spacing

Font	:	Times New Roman (English)( FM Abhaya-Sinhala)
Font Size (Dissertation Topic)	:	24 – 28
Font Size (Name in the Page)	:	18
Font Size (Titles in the Text)	:	14
Font Size (Sub – titles in the Text)	:	12
Font Size (Text)	:	12
Spacing	:	1.5

### Paper and Printing

Paper (Size)	:	A4
Printing	:	Print in black ink. Single – sided

### Margin Settings (Text)

Right Side	:	2cm
Top and Bottom	:	2cm
Left Side	:	4cm (Including room for binding)

### Cover Format

Full Title	:	Top centered
Candidate's Index No.	:	Middle
Year of Submission	:	Bottom centered
Color of Hard Cover	:	Black

- Preliminary pages such as the Declaration of the author, Approval letter by supervisor, Abstract, Acknowledgement, Dedication, Table of Contents, List of tables, List of figures, List of abbreviations – include with Roman numerals in consecutive order.
- Each page of the dissertation must be assigned a number (bottom centered)
- A dissertation must include list references
- The deadline for Submission is 20/06/2017
- Two copies are required to be submitted to the department for examination purpose.

- For further information- Please visit the University web site ([www.kln.ac.lk](http://www.kln.ac.lk))