

Circular Letter No. 43/2014

My No.PGIM/EX/12/MSc/Med/Ad (14)
Postgraduate Institute of Medicine,
160, Norris Canal Road,
Colombo 7.
19th May 2014

To : Director/NHSL, Colombo,
Directors/MSS of Teaching/General Hospitals,
Provincial Directors of Health Services,
Deans of Faculties of Medicine/Medical Sciences,
Universities of Peradeniya/Colombo/Jaffna/Ruhuna/Kelaniya,
Sri Jayewardenepura,

MSc (MEDICAL ADMINISTRATION) EXAMINATION - AUGUST 2014

The above examination will commence on **05th August 2014**. The examination will be held in Colombo.

2. Applications are invited by me from medical officers possessing the following requirements to sit the above examination.

- Successfully completed the training programme conducted by the Board of Study in Medical Administration, PGIM with 80% satisfactory attendance.

Note :- Candidates are required to submit along with the application, the final title of dissertation and name/s of Supervisor/s. The dissertation should be submitted within one month of completing the written examination.

3. The final examination shall consist of three parts.

- (I) Written Examination – 2 Sections A & B
- (II) Dissertation
- (III) Oral Examination

4. A candidate should obtain an overall average score of 50% (500 marks from 1000 marks) and a minimum score of 40% in each Sections A and B of the Written Examination and a minimum of 50% for the Dissertation and a minimum of 40% for the Oral and a minimum of 40% for the Continuous Assessment (*shall not be a requirement for the repeat examination*) in order to pass the examination.

5. Past Question Papers are available for sale in the PGIM Library.

6. Candidates who are eligible to sit the MSc examination are required to be present for the first scheduled examination after completion of the training programme. If a candidate does not apply or does not sit the first scheduled examination or subsequent scheduled examinations for reason not acceptable to the Board of Study, the examinations will be considered as attempts.

7. Please note that **candidates are allowed 6 attempts only in the MSc which must be made within a period of 8 years from the date of the first examination**. This requirement will not apply to those candidates who have sat the Selection/Part I examination before 1998. However, after failing the fifth attempt the candidate should undergo a minimum period of one year further training before permitted the sixth attempt.

8. There should be no delay in submitting the dissertation or research report within the stipulated period as prescribed in the prospectus.

9. All candidates who shall pass the MSc examination will be eligible to register for the MD Part I training programme.

10. The prescribed fees for the examination, shall be as follows:

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|------------------------------------|---------------------------------|
| (a) Registration fee | - Rs. 4,000.00 (non refundable) |
| (b) Examination fees | - Rs. 23,500.00 |
| (c) Assessment fee of dissertation | - Rs. 4,000.00 |

11. Eligible candidates should obtain the prescribed application forms from the Examinations Branch, Postgraduate Institute of Medicine on payment of Rs. 1000/- or can be download from our website www.cmb.ac.lk/pgim. Requests for application and other details by post should accompany a SASE 9” x 4” in size and a money order for Rs. 1000/- drawn in favour of Postgraduate Institute of Medicine and payable at the Cinnamon Gardens Post Office, Colombo 7. The envelope should be marked “**Application for MSc (Medical Administration)**” at the top left hand corner.

12. Applications with **every cage duly filled** should be forwarded to the Assistant Registrar/ Examinations, Postgraduate Institute of Medicine, No. 160, Norris Canal Road, Colombo 7 on or before **04th July 2014** through the Head of Department / Course Coordinator. **Incomplete applications and late applications will not be considered under any circumstances.**

13. Please refer the new regulations laid down by Ministry of Health regarding release of Medical Officers to Department of Health in PGIM website - www.cmb.ac.lk/pgim.

14. Please bring the contents of the Circular to the notice of all medical officers concerned in your department/division/faculty.

15. There shall be no repeat or additional examinations which are not scheduled in the approved examination calendar for the year 2013.

16. The unofficial results of the examination will be only released following approval by the Board of Management. However for the results to be valid and official the **Senate of the University should approve the results.**

17. The candidates will be issued an “**Examination Feedback Form**” with the admission documents. It should be sent to Director/PGIM under confidential cover **within 48 hours after conclusion of the examination.** If the form is not received it will be confirmed that you do not have any concerns regarding the examination and it had been conducted according to the Prospectus/rules/regulations of the PGIM. **No complaints or concerns regarding the examination will be entertained after 48 hours or following release of results nor will these be investigated by the PGIM.**

Director/PGIM

- Copies:
1. Secretary, Ministry of Healthcare & Nutrition.
 2. Director General of Health Services
 3. Registrar, Sri Lanka Medical Council
 4. Secretary of Board of Study in Medical Administration
 5. Hony. Secretary, Sri Lanka College of Medical Administration
 6. Hony. Secretary, GMOA
 7. PGIM Library
 8. PGIM Branch Library, Peradeniya.