

Circular Letter No. 58/2014

My No. PGIM/EX/14/PgDHDP (14)
Postgraduate Institute of Medicine,
160, Norris Canal Road,
Colombo 7.
11th July, 2014.

To : Dean Faculty of Dental Sciences /University of Peradeniya
Director, Dental Institute, Colombo,

**POSTGRADUATE DIPLOMA IN HOSPITAL DENTAL PRACTICE (PgDHDP)
EXAMINATION – DECEMBER, 2014**

1. The above examination will commence on **10th December, 2014.**
2. Applications are invited by me from Dental Officers to sit the above Examination as follows.
 - (a) Candidates are required to submit along with the application, a certificate from the Trainer Consultant/s training programme certifying the 80% attendance and **“Log Book”** which provides evidence of their successful completion of the said training. The signature of the relevant Consultant trainers should be obtained before submission of the Log Book, which has been accepted by the Board of Study on or before **05th November, 2014.**
 - (b) Candidates who are eligible must submit a Case Book of 05 selected cases under the supervision of the Trainer Consultant. The Case Book should be submitted in two copies in spiral bound form for marking purposes two months before the examination, ie. or before **10th October, 2014.**
3. The examination consists of six components, Theory/Practical/Long Case/OSCE/Oral and the Case Book. A candidate must obtain a minimum of 50% of the total marks to pass the examination provided he/she does not obtain less than 40% for any of the six components.
4. The prescribed fees for the examination, shall be as follows :-

(a) Registration fee	- Rs. 4,000.00 (non refundable)
(b) Examination fee	- Rs. 25,000.00
(c) Case Book assessment	- Rs. 4,000.00

(Private candidates will be charged 50% more on fees stated above.)
5. Please note that **candidates are allowed 6 attempts only in the Diploma which must be made within a period of 8 years from the date of the first examination.** However after failing the fifth attempt the candidate should undergo a minimum period of one year further training before permitted the sixth attempt.

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6. Eligible candidates should obtain the prescribed application forms from the Examinations Branch, Postgraduate Institute of Medicine on payment of Rs. 1000/- or can be downloaded 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 favor of Postgraduate Institute of Medicine and payable at the Cinnamon Garden Post Office, Colombo 7. The envelope should be marked "**Application for Postgraduate Diploma in Hospital Dental Practice**" at the top left hand corner.

7. Completed applications with every cage duly filled should be forwarded through the Head of Department. The applications should be submitted to the Asst. Registrar/Examinations, Postgraduate Institute of Medicine, 160, Norris Canal Road, Colombo 7 on or before **05th November, 2014**. **Incomplete applications and late applications will not be considered under any circumstances.**

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

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

10. There shall be no repeat or additional examinations which are not scheduled in the approved examination calendar.

11. 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.**

12. 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.**

Professor H.Janaka De Silva
Director, PGIM

- c.c. 1. Secretary, Ministry of Healthcare and Nutrition.
2. Director General of Health Services.
3. Deputy Director General of Health Services/Dental Services.
4. Registrar, Sri Lanka Medical Council.
5. Secretary of Board of Study in Dental Surgery
6. Hony. Secretary, College of General Dental Practitioners.
7. Hony. Secretary, Government Dental Surgeons Association.
8. Hony. Secretary, College of Community Dentistry
9. Hony. Secretary, GMOA.