



**POSTGRADUATE INSTITUTE OF MEDICINE
UNIVERSITY OF COLOMBO**

General By-Laws

2016

Postgraduate Institute of Medicine Programmes General By-Laws

By-Laws made by the Council of the University of Colombo under Section 135 of the Universities Act, No. 16 of 1978 as subsequently amended and read with the Postgraduate Institute of Medicine Ordinance, No. 01 of 1980 as subsequently amended.

Whereas the Postgraduate Institute of Medicine (hereinafter referred to as the PGIM) attached to the University of Colombo has been conducting many postgraduate programmes of training and certification in the field of medicine and dental sciences;

Whereas these programmes lead to Postgraduate Certificates, Postgraduate Diplomas, Masters and Doctors of Medicine in various specialities and sub-specialities in the broader field of medicine and dental sciences;

Whereas it is desirable and convenient to lay down the general provisions relating to these programmes in one single document while recognizing that special or specific provisions shall be made to govern the specific requirements of each programme depending on the necessity to provide for such details; and,

Whereas it is considered that these provisions shall apply to all the programmes of the PGIM where there is no specific or special provision is made in specific programme of study/training relating to the subject matter found in these By-Laws and if so found those provisions in the specific programme may override these provisions where there arises any discord between the provisions,

Be it enacted by the Council of the University of Colombo as follows -

1. These By-Laws may be cited as the PGIM Programmes General Provisions By-Laws (hereinafter sometimes referred to as 'these By-laws or General By-Laws), No. 1 of 2016.
2. These By-Laws shall come into operation on the date when it is passed by the Council of the University of Colombo (hereinafter referred to as the Council) or on a future date fixed by the Council as the case may be.

3. These By-Laws provide, in a general form, the principles and rules governing the conduct of programmes of study of the PGIM and any of the programmes which have already been started shall as far as possible be conducted in accord with the spirit of these By-Laws. All programmes of study which are commenced after the coming into effect of these By-Laws shall be conducted subject to the provisions of these General By-laws.

PART I – GENERAL

4. The PGIM may conduct programmes of study leading to the conferment of the Degree of Doctor of Medicine, Masters Degree, Postgraduate Diploma and Postgraduate Certificate in various disciplines, specialties and sub-specialties in medicine and dental sciences as such programmes become essential or useful for the national interest of the country.
5. The different programmes of study leading to different Postgraduate Degrees, Diplomas and Certificates shall have their respective general or framework By-Laws which will, either in their own provisions or by their prospectus, rules, regulations, etc., stipulate detail requirements, their structure, application procedure, fees payable, date of commencement, teaching/learning delivery mode, attendance requirements, examination methods, scheme of marking, evaluation etc., of those programmes. The fees payable shall be in accordance with the fee structure specified by the PGIM, except in cases where different fees could be stipulated provided approval for such change is obtained from the Board of Management of PGIM before effecting such change.
6. The provisions contained in these By-laws shall provide the general principles and rules governing all the programmes conducted by the PGIM. However, where a programme specific By-law and/or any prospectuses, rules, regulations, etc., made under it, of a programme of study contain specific provision/s in respect of certain matters which are or are not peculiar to such programme of study, the provisions of those By-Laws and/or other instruments made under such By-Laws specific to such programme of study which are in conflict with the provisions of these General By-Laws shall apply and prevail over the provisions of these General By-Laws to the extent of inconsistency. Where there is no specific provision in those By-Laws, the relevant provisions of these General By-Laws shall apply in such situation.

7. Each programme of study offered by the PGIM shall be designed, conducted and completed with the objective of achieving consistently high standards in teaching-learning, training and research, enhancing training programmes to meet national health care needs, contributing to the formulation of health and medical educational policies of the country, extending and expanding the activities of the institution in postgraduate medical education and research and expanding infrastructure facilities ensuring quality and accommodating the growing educational needs of the institute.
8. Due notice of each programme of study shall be given to prospective applicants through print and or electronic media and/or through circular letters and advertisements.

PART II – ADMINISTRATION OF PROGRAMMES

9. All programmes of study shall be administered by the PGIM which shall provide the general direction to the programmes. The Director of the PGIM shall function, ex officio, as the Director of all the programmes.
10. It shall be the responsibility of the different Boards of Study to formulate, within the structure and scope of the relevant By-laws of the PGIM, the details of the programme of study including curricula, teaching & learning, training, scheme of examination, etc., in the area, speciality or sub-speciality and obtain the approval of the Board of Management of the PGIM and the approval of the Senate and Council of the University of Colombo. No programme of study shall commence or be advertised without obtaining the approval of these bodies.
11. A Board of Study shall have authority to recommend amendment, addition to or deletion from any programme of study which has been run by the PGIM.
12. The Senate shall have the authority to amend, vary, add to or delete from the recommendations made by any Board of Study or the Board of Management. Due notice shall be given of any amendments effected to any existing programme of study.
13. Each of Board of Study shall take steps to conduct its programmes of study in a regular and systematic way. It shall monitor and ensure high standards in teaching, learning, training and research.

14. Results of each completed programme shall be released without delay and the PGIM shall take steps to ensure the timely release of the results of its programmes.

PART III- COMPLAINTS & APPEALS

15. Any registered candidate who is affected adversely by any decision or omission relating to the conducting of examinations and courses of study relevant to their training can make an appeal to review such decision or omission to the Director of the PGIM. The Director shall go through the appeal and if he/she finds the appeal deserves reconsideration of the matter he/she will take steps to address it. However, the Director shall not act in a manner which is against the letter and spirit of the Ordinance, By-Laws, and other relevant instruments.
16. If the Director of the PGIM has not been able to resolve a complaint, the Director shall refer the complaint to the Board of Review which has been set up under these By-Laws for hearing such appeals.
17. There shall be established by the PGIM a Board of Review which shall consist of five Members. The Members shall be appointed by the Council of the University of Colombo for a period of three years as prescribed in the terms of reference given in the Board of Review of the PGIM.
18. A panel of at least three Members of the Board of Review shall hear an appeal.
19. The Panel shall act in compliance with the principles of fairness in hearing and deciding an appeal referred to it. The Panel shall make its recommendations to the Board of Management through the Director of the PGIM.
20. The decision of the Board of Management with regard to the recommendations made to it by the Board of Review shall be final. However, when appropriate, concurrence of the Senate shall be obtained by the Board of Management for such decisions. The Board of Management shall have the power to accept, reject or vary the recommendations of the Board of Review.

PART IV: INTERPRETATION

21. In these By-Laws, unless the context requires otherwise:

“The Act” means the Universities Act No. 16 of 1978 as subsequently amended.

“The Ordinance” means the Postgraduate Institute of Medicine Ordinance No. 1 of 1980 and its subsequent amendments.

“The University” means the University of Colombo established under the University Act No.16 of 1978.

“The Council” means the Council of the University of Colombo.

“The Senate” means the Senate of the University of Colombo.

“The Postgraduate Institute of Medicine” means the Postgraduate Institute of Medicine of the University of Colombo established by the Postgraduate Institute of Medicine Ordinance No. 1 of the 1980.

“PGIM” is an abbreviation used to refer to the Postgraduate Institute of Medicine of the University of Colombo.

“Institute” or the **“PGIM”** means the Postgraduate Institute of Medicine of the University of Colombo.

“Board of Management” means the Board of Management of the Postgraduate Institute of Medicine.

“Board of Study” means the Board of Study of the Postgraduate Institute of Medicine.

“Regulations” means the General Regulations and Guidelines for Trainees and Trainers of the PGIM.

“Programme” or “programme of study” means a Programme of Study leading to the award of the Doctor of Medicine and Board of Certification, Master's Degree, Postgraduate Diploma or Postgraduate Certificate or any similar academic programme of study and training.

“Board of Review” means the Board of Review established under the provisions of these General By-laws the membership of which is appointed by the Council of the University of Colombo.

Any question or clarification regarding the interpretation of these By-Laws shall be referred to the Council of the University of Colombo which shall receive the observations of the Senate before making its decision. The decision of the Council thereon shall be final.

PART V – PROVISION FOR AVOIDANCE OF DIFFICULTIES

22. The Vice Chancellor of the University shall have the authority, in consultation with the Director of the PGIM, to take such action or give such direction not inconsistent with the principles and spirit underlying the provisions of these By-Laws, as appears to him/her to be necessary, expedient for the purpose of removing any difficulties that may arise in the interpretation of these provisions or for that which there are no provision in these By - Laws.