

My No. PGIM/EX/4/PG/D/SM (2017)  
Postgraduate Institute of Medicine,  
160, Prof. Nandadasa Kodagoda Mw.,  
Colombo 7.  
21<sup>st</sup> April, 2017

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

**POSTGRADUATE DIPLOMA IN SPORTS MEDICINE EXAMINATION – JULY 2017**

1. The above examination is scheduled to commence on **03<sup>rd</sup> July 2017**.
2. Applications are invited from medical officers possessing the following minimum requirements to sit the Examination.
  - (a) Satisfactory completion of the course of study leading to the Postgraduate Diploma in Sports Medicine as laid down in the prospectus with the completion of a minimum of 80% of lectures and 90% of clinical sessions, workshops and practical sessions. Attendance must be certified by the designated / assigned Supervisor.
  - (b) Completed Portfolio and submitted to the PGIM on or before **05<sup>th</sup> June 2017** and obtained a pass grade in its assessment.
  - (c) Please note that candidates are required to submit the completed Case Book with at least 05 case studies to the PGIM with the assessment fee of Rs.2,500.00 on or before **04<sup>th</sup> May 2017**. A soft copy & two hard copies of the Case Book should be submitted in spiral bound form in the first instance to enable the candidate to attend to any corrections and other deficiencies. Candidate has to retain one copy of the Case book with him for the viva. The Case Book will undergo a plagiarism check by the PGIM.
  - (d) Candidates are required to submit a certificate from the designated / assigned Supervisor along with the application to the effect that they have certified attendance (specified in (a) above) of the training programme.

**Notes**

- (i) Above (b) and (c) are not applicable for the candidates who have already submitted the Portfolio and Case Book previously. But they are required to sit the entire examination, which includes the Written, Clinical and Oral components of the final examination.

(ii) Those who fail all 6 attempts at the final examination will not be permitted to sit for any further screening examination and re-enter the Postgraduate Diploma in Sports Medicine course.

3. The examination consists of 02 parts.

(a) Formative assessment – this will be by the Portfolio assessment

In case of a candidate who has not obtained the pass grade from the portfolio, he or she will not be eligible to sit examination until he or she achieves a pass grade in the portfolio.

(b) Summative assessment – this aspect will consist of 3 components (i.e. Written, Clinical and Oral)

4. The overall pass mark will be 50% for the entire examination, which will be an aggregate of the marks of all components. A candidate will have to obtain a minimum of 50% in each of the components of the examination viz. Written, Clinical and Oral . Candidate will be considered as failed if he/she does not obtain 50% in each component, even though his aggregate mark for the whole examination is 50% or over.

5. The candidates who sit for the subsequent examinations will not be expected to submit a new portfolio or a case book. They must sit for the entire examination, which includes the written, clinical and oral components of the final examination.

6. Candidates who are eligible to sit the Diploma 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 examination for reasons not acceptable to the Board of Study the examination will be counted as attempts.

7. Please note that candidates will be allowed to sit the examination maximum of six (06) attempts only within a period of 08 years from their first attempt.

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

(a) Application fee	-	Rs. 2,000.00(Non Refundable)
(b) Registration fee	-	Rs. 5,000.00 (Non Refundable)
(c) Examination fees	-	Rs. 30,000.00
(d) Case Book Assessment Fee	-	Rs. 2,500.00

(Private candidates will be charged 50% more on each fee of the PGIM)

***Only online payments through the PGIM online portal will be accepted.***

9. Eligible candidates should obtain the prescribed application forms from the Examinations Branch, Postgraduate Institute of Medicine on payment of Rs. 2000/-. The application form also could be downloaded from our website [www.pgim.cmb.ac.lk](http://www.pgim.cmb.ac.lk) on payment of Rs. 2000/-.

10. Applications with **every cage duly filled** should be forwarded to the Asst. Registrar/Examinations, Postgraduate Institute of Medicine, 160, Norris Canal Road, Colombo 7 on or before **14<sup>th</sup> June 2017**. The envelope should be marked “**Application for Postgraduate Diploma in Sports Medicine Examination**” at the top left hand corner. **Incomplete applications and late applications will not be considered under any circumstances.**
11. Please refer the new regulations laid down by the Ministry of Health regarding release of Medical Officers of Department of Health in PGIM . web site – [www.cmb.ac.lk/pgim](http://www.cmb.ac.lk/pgim)
12. Please bring the contents of the Circular Letter to the notice of all medical officers concerned in your department/division/faculty.
13. **There shall be no repeat or additional examinations which are not scheduled in the approved examination calendar for the year 2017.**
14. The results will be valid and official after confirmation by the Senate of the University.
15. The candidates will be issued an “**Examination Feedback Form**” with the admission documents and this should be sent back to Director/PGIM under confidential cover **within 48 hours after conclusion of the examination**. If the form is not returned it will be assumed that you do not have any concerns regarding the examination and it was conducted according to the Prospectus/rules/regulations of the PGIM. **No complaints or concerns regarding the examination will be entertained after 48 hours after conclusion of the examination or following release of results** nor will these be investigated by the PGIM.

Professor H Janaka de Silva,  
Director, PGIM

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1. Secretary, Ministry of Healthcare & Nutrition
  2. Director General of Health Services
  3. Registrar, Sri Lanka Medical Council.
  4. Secretary, Interim Board of Study in Sports Medicine
  5. Secretary, Sri Lanka College of Physician
  6. Hony. Secretary, GMOA
  7. PGIM Library

**Circular Letter No. /2014**

My No. PGIM/EX/10/PG/D/SM (14)  
Postgraduate Institute of Medicine,  
160, Norris Canal Road,  
Colombo 7.  
24<sup>th</sup> September, 2014

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

**POSTGRADUATE DIPLOMA IN SPORTS MEDICINE EXAMINATION - NOVEMBER 2014**

16. The above examination is scheduled to commence on **18<sup>th</sup> November 2014**.
17. Applications are invited from medical officers possessing the following minimum requirements to sit the Examination.
  - (e) Satisfactory completion of the course of study leading to the Postgraduate Diploma in Sports Medicine as laid down in the prospectus with the completion of a minimum of 80% of lectures and 90% of clinical sessions. Workshops and practical sessions. Attendance must be certified by the designated / assigned Supervisor.
  - (f) Completed Portfolio should be submitted to the PGIM and a pass grading obtained before sitting the examination.
  - (g) Please note that candidates are required to submit the completed Case Book with at least 05 case studies to the PGIM with the assessment fee of Rs.2,000.00 on or before **17<sup>th</sup> October 2014**. The Case Book has to be submitted in loose bound form in the first instance to enable the candidate to attend to any corrections and other deficiencies.
  - (h) Candidates are required to submit a certificate from the designated / assigned Supervisor along with the application to the effect that they have certified attendance (specified in (a) above) of the training programme.

**Notes**

- (iii) Above (b) and (c) are not applicable for the candidates who have already submitted the Portfolio and Case Book previously. But they are required to sit the entire examination, which includes the Written, Clinical and Oral components of the final examination.

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(iv) Those who fail all 6 attempts at the final examination will not be permitted to sit for any further screening examination and re-enter the Postgraduate Diploma in Sports Medicine course.

18. The examination consists of 02 parts.

(c) Formative assessment – this will be by the Portfolio assessment

In case of a candidate who has not obtained the pass grade from the portfolio, he or she will not be eligible to sit examination until he or she achieves a pass grade in the portfolio.

(d) Summative assessment – this aspect will consist of 3 components (i.e. Written, Clinical and Oral)

19. The overall pass mark will be 50% for the entire examination, which will be an aggregate of the marks of all components. A candidate will have to obtain a minimum of 50% in each of the components of the examination viz. Written, Clinical and Oral .He will be considered as failed if he does not obtain 50% in each component, even though his aggregate mark for the whole examination is 50% or over.

20. The candidates who sit for the subsequent examinations will not be expected to submit a new portfolio or a case book. They must sit for the entire examination, which includes the written, clinical and oral components of the final examination.

21. Candidates who are eligible to sit the Diploma 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 examination for reasons not acceptable to the Board of Study the examination will be counted as attempts.

22. Please note that candidates will be allowed to sit the examination maximum of six (06) attempts only within a period of 08 years from their first attempt.

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

(e) Registration fee	-	Rs. 4,000.00 (Non Refundable)
(f) Examination fees	-	Rs. 23,000.00
(g) Case Book Assessment Fee	-	Rs. 2,000.00

(Private candidates will be charged 50% more on each fee of the PGIM)

24. Eligible candidates should obtain the prescribed application forms from the Examinations Branch, Postgraduate Institute of Medicine on payment of Rs. 1000/- or have it downloaded from the PGIM website [www.cmb.ac.lk/pgim](http://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 the Postgraduate Institute of Medicine and payable at the Cinnamon Gardens Post Office, Colombo 7. The envelope should be marked **“Application for selection test for enrolment to the in-service training programme in Postgraduate Diploma in Sports Medicine”** at the top left hand corner.

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25. Completed applications with **every cage duly filled** should be forwarded through the Head of Department, confirming that the applicants if selected would be released for postgraduate training in the PGIM. The applications should reach the Senior Asst. Registrar/Examinations, Postgraduate Institute of Medicine, 160, Norris Canal Road, Colombo 7 on or before **23<sup>th</sup> October 2014. Incomplete applications and late applications will not be considered under any circumstances.**
26. Please refer the new regulations laid down by the Ministry of Health regarding release of Medical Officers of Department of Health in PGIM . web site – [www.cmb.ac.lk/pgim](http://www.cmb.ac.lk/pgim)
27. Please bring the contents of the Circular Letter to the notice of all medical officers concerned in your department/division/faculty.
28. **There shall be no repeat or additional examinations which are not scheduled in the approved examination calendar for the year 2014.**
29. 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.**
30. 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 after conclusion of the examination or following release of results** nor will these be investigated by the PGIM.

Professor H Janaka de Silva,  
Director, PGIM

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