

**Circular Letter No. 120/2018**

My No. PGIM/EX/14/SE/PG/CME(17)  
Postgraduate Institute of Medicine,  
160, Professor Nandadasa Kodagoda Mawatha,  
Colombo 07.  
14<sup>th</sup> November 2018

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,

**SELECTION EXAMINATION FOR POSTGRADUATE CERTIFICATE IN  
MEDICAL EDUCATION – JANUARY 2019**

01. The above examination is scheduled to held on **04<sup>th</sup> January 2019**.
02. Applications are invited from medical officers in the state and non-state sectors possessing the following requirements to sit the Selection Examination for enrolment to the above examination.
  - (a) Hold a medical degree registered with the Sri Lanka Medical Council
  - (b) Complete an internship recognized by the Sri Lanka Medical Council
  - (c) Complete one year of work experience in Sri Lanka after internship

**OR**

- (d) Be a teacher in a Faculty of Medicine, Dentistry, Veterinary Science or Allied Health Sciences, or hold an equivalent post in an institution training healthcare professionals, with a degree equivalent to SLQF 6

**Note:**

The criteria prescribed in paragraph (c) has to be satisfied by the applicants by the date of closure of applications. Where a short- fall has occurred due to any reasons including sick, maternity or other leave, the doctor concerned should complete such shortfall in order to become eligible to apply for the Selection Examination.

03. The University Grants Commission has recognized the PGIM Postgraduate Certificate in Medical Education as a suitable induction programme for academic staff in Faculties of Medicine / Dental Sciences and Allied Health Sciences.
04. To be eligible for enrolment to the training programme, the applicants should pass the selection examination. The current format of the selection examination is described in the prospectus 2016.
05. The selection examination shall consist of two components, a **Written Paper of 01 hour's duration and an Oral Examination of 15 minutes' duration per candidate**. The content areas from which the questions are based on, is described in the Prospectus 2016.

06. Only the candidates who pass the Selection Examination by obtaining a minimum of 50% of the total aggregate and a minimum of 45% for each of the two components will be enrolled to the training programme.
07. When a candidate is selected, he/she should register in the same year. If this is not done another eligible candidate will be selected. A candidate, who has declined registration, will not be permitted to register in the programme in a subsequent year with the same results unless a valid medical certificate from a consultant acceptable to the PGIM is submitted.
08. The relevant information of the training programme and Certificate Examination are described in the Prospectus 2016 and other relevant documents. However, if amendments have been made following printing of the Prospectus, the circulars with such amendments may be collected from the Examination Branch office of the PGIM. These circulars will also be handed over to the selected candidates at the commencement of the training programme.
09. The prescribed fees for the examination for candidates in the state sector are as follows:
  - (a) Application fee - Rs. 2,000.00 (non refundable)
  - (b) Registration fee - Rs. 5,000.00 (non refundable)
  - (c) Examination fees - Rs.13,500.00(Private candidate will be charged 50% more of the above listed)

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

10. The application form could be downloaded from our website.
11. 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 Assistant Registrar/Examinations, Postgraduate Institute of Medicine, 160, Professor Nandadasa Kodagoda Mawatha, Colombo 07 on or before **14<sup>th</sup> December 2018** and the envelope should be marked "**Application for selection examination for Postgraduate Certificate in Medical Education**" at the top left-hand corner. **Incomplete applications and late applications will not be considered under any circumstances.**
12. Please bring the contents of the Circular Letter to the notice of all medical officers concerned in your department/division/faculty.
13. Please refer to the new regulations laid down by Ministry of Health regarding release of Medical Officers of Department of Health in MOH website – [www.health.gov.lk](http://www.health.gov.lk)
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. Feedback in Part II should be limited to concerns, if any, regarding the conduct of the examination (e.g. perceived biases, discriminatory behavior, harassment, intimidation) and NOT regarding the format or content of the examination. The form should be sent back to Director/PGIM under confidential cover **within 48 hours after conclusion of the examination. No concerns regarding the examination will be entertained after 48 hours of conclusion of the examination or following the release of results** nor will these be investigated by the PGIM.
16. Candidates are requested to visit the PGIM website for further update details.



Professor Senaka Rajapakse  
**Deputy Director, PGIM**

- Copies 1. Secretary, Ministry of Healthcare & Nutrition  
2. Director General of Health Services  
3. DDGHS/Medical Services  
5. Registrar, Sri Lanka Medical Council.  
6. Secretary of Specialty Board in Medical Education.  
7. Hony. Secretary, GMOA