

**Circular Letter No. 48/2022**

My No.PGIM/EX/12/MSc/Med/Ad (22)  
Postgraduate Institute of Medicine,  
160, Professor Nandadasa Kodagoda Mawatha,  
Colombo 7.  
18 April 2022

To : Deputy Director General/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/Eastern/Rajarata/Sabaragamuwa/Wayamba/KDU

**MSc (MEDICAL ADMINISTRATION) EXAMINATION – JULY 2022**

1. The above examination will commence on **28<sup>th</sup> July 2022**. 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.

- Demonstrate 80% attendance for learning activities in each course.
- Submit structured supervisor reports pertaining to the Foundation programme, signed by the designated supervisor
- Complete at least one Multi-source Feedback (MSF)
- Submit the dissertation.

**Note :-** Soft copy of the dissertation should be submitted through a Google Form <https://forms.gle/UjHhCAUqD7W3h3nY8> on or before **28<sup>th</sup> June 2022**. Dissertation will undergo a plagiarism check by the PGIM.

3. The final examination shall consist of three components.

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

4. To pass the examination, candidate should obtain

- A minimum of 50% of the total marks for both Section A and Section B of the written component,
- A minimum of 40% for each paper of the written component,
- 50% or more for the dissertation,
- 40% or more for each paper in both continuous assessments,
- Overall 50% or more for continuous assessment, written examination, oral examination and the dissertation.

5. Past Question Papers are available in the PGIM <https://library.pgim.cmb.ac.lk/>

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 only 6 attempts at the MSc examination which must be completed 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.

8. There should be no delay in submitting the dissertation 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:

(d) Application fee	- Rs. 3,500.00 (non refundable)
(a) Registration fee	- Rs. 8,000.00 (non refundable)
(b) Examination fees	- Rs. 43,500.00
(c) Assessment fee of dissertation	- Rs. 8,000.00 (non refundable)

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

**Note that only payments made through PGIM online portal will be accepted.**

11. The application form can be downloaded from the website [www.pgim.cmb.ac.lk](http://www.pgim.cmb.ac.lk).

12. All examination applications and other documents are collected through a Google Form <https://forms.gle/MpfHAdGZBCfVbNG6A> on or before **23 June 2022**. All applicants should have a Gmail Account to log into the google form. PGIM trainees have to use the email account created by the PGIM. You should attach your exam application with all the relevant documents as a **single PDF** document since this portal does not allow you to attach multiple documents. **Please note that incomplete, handwritten, late submissions and applications sent via email will not be accepted.**

13. There shall be **no repeat or additional examinations** which are not scheduled in the approved examination calendar for the year 2022.

14. 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 (eg. perceived biases, discriminatory behaviour, 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.

15. The results will be valid and official after confirmation by the **Senate of the University**.

16. Candidates are requested to visit the PGIM website (<http://pgim.cmb.ac.lk>) for further updates.

17. Please refer to the new regulations laid down by Ministry of Health regarding release of Medical Officers to Department of Health in MOH website - [www.health.gov.lk](http://www.health.gov.lk).

18. A trainee following a PG Certificate or PG Diploma or MSc or MD programme shall not be permitted to sit another selection examination for a PG Certificate or PG Diploma or MSc or MD. If the trainee leaves the course before completion of a programme/course of study, he/she shall not be permitted to sit for another selection examination for a minimum period of two years from the date of leaving the programme/course of study. This rule shall not apply for online and part time courses.

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



Professor Chandanie Wanigatunge  
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for Director