

My No. PGIM/EX/12/MD/Med/Ad/I (22)  
Postgraduate Institute of Medicine,  
160, Professor Nandadasa Kodagoda Mawatha,  
Colombo 7.  
05 December 2023

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

**MD (MEDICAL ADMINISTRATION) PART I EXAMINATION (2019 PROSPECTUS)**  
**– FEBRUARY 2024**

1. The above examination will commence on **01 February, 2024**. The examination will be held in Colombo.
2. Applications are invited by me from medical officers / dental surgeons possessing the following requirements to sit the above examination:
  - (a) Successfully completed the MD (Medical Administration) Part I training programme conducted by the Board of Study in Medical Administration.
  - (b) Attendance according to the Paragraph 10 (Leave) of the PGIM General Regulations and Guidelines for Trainees 2023.
3. The examination shall consist of two components, ie. Written Papers (Paper I, Paper 2 and Paper 3) and Oral Examination.
4. A candidate should obtain an overall total mark of 50% or more and 40% or more for each of Paper 1, Paper 2 and Paper 3 and minimum of 40% for the oral examination.
5. **Please note that candidates are allowed only 6 attempts at the part I examination which must be made within a period of 8 years from the date of first examination.**
6. Past question papers are available in the PGIM Library. <https://library.pgim.cmb.ac.lk/>
7. Candidates who are eligible to sit the MD Part I 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 reasons not acceptable to the Board of Study, the examinations will be counted as attempts.
8. The allocation of training units will be done as described in “General Regulation and Guidelines - 2023” which is available on the PGIM web site: <https://pgim.cmb.ac.lk/>. The allocated training unit/s shall not be changed for personal reasons.
9. Post-MD trainees should commence post-MD overseas training within two (02) years after the expected date of completing local post-MD training. Any delay will be added to the effective date of Board Certification. The trainee status of trainees will be terminated in those who delay commencing overseas post-MD training by more than four (04) years after the expected date of completing local post-MD training.

10. There should be no delay in submitting the research project report within the stipulated period as prescribed in the prospectus. Any delay will be added to the effective date of Board Certification.

11. The minimum duration of Post MD training required to be eligible for Board Certification shall be one year local and one year overseas. However the duration may be more than two years in certain specialties and the information is available in the prospectus.

12. The candidates should pass the Pre-Board Certification Assessment to be eligible for Board Certification. The details are available on the PGIM website.

13. The trainees must, within one (1) calendar month of satisfactory completion of the prescribed requirements, apply for Board Certification. All relevant documents must be submitted with the application. Failure to do so will result in a delay of effective date of Board Certification.

14. The prescribed fees for the examination, shall be as follows :-

(a) Registration fee	- Rs. 12,500.00 (Non refundable)
(b) Examination fee	- Rs. 72,000.00
(c) Application fee	- Rs. 6,500.00 (Non refundable)

Candidates from non-state sector will be charged 50% more of the above specified fees

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

15. All examination applications and other documents are collected through a Google Form <https://forms.gle/yELaw6yrySJvkPCC8> on or before **01 January 2024**. Trainees have to use the email account created by the PGIM access the google form. The exam application with all the relevant documents as a **single PDF** document since this portal does not allow uploading of multiple documents. **Please note that incomplete, handwritten, late submissions and applications sent via email will not be accepted.**

16. Each year only the scheduled examination in the approved examination calendar will be held. **No repeat or additional examinations will be held.**

17. 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.

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

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

20. Please refer to the new regulations laid down by Ministry of Health regarding release of Medical Officers / Dental Surgeons of Department of Health in MOH website – <http://www.health.gov.lk/en/>.

21. 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.

22. The candidate who pass the Selection Examination and are selected for the MD programme should undergo the Professionalism Strand organized by the PGIM. Please note that this is a compulsory for all MD trainees and should be completed within first two years of pre MD training. A certificate will be issued to trainees who completed this strand successfully.

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

  
Dr. Kamani Samarasinghe  
Acting Director / PGIM

Director  
Postgraduate Institute of Medicine  
University of Colombo