



## **Regulations for Post-Graduate Medical Programmes**

The following regulations apply to all post-graduate medical programmes awarded by the University. Medical colleges and students must also abide to any supplementary regulations of their respective programmes.

### **1. Aims of Post Graduate Medical Programmes**

The aims of postgraduate medical education shall be to produce competent specialist and medical teachers who shall: -

- (i) recognize the health needs of the community in line with the objectives of the national health policy
- (ii) carry out their professional obligations ethically
- (iii) have mastered most of the competencies, pertaining to the specialty that are required to be practiced at the secondary and the tertiary levels of the health care delivery system.
- (iv) be aware of the contemporary advances and developments in the discipline concerned.
- (v) acquire a spirit of scientific inquiry and is oriented to the principles of research methodology and epidemiology, and
- (vi) have acquired the basic skills in teaching of the medical and paramedical professionals.
- (vii) be able to function as an effective leader of a health team engaged in health care, research or training.

### **2. Admission to Post Graduate Medical Programme**

The students being admitted to the Post Graduate Medical Programmes should either meet the general and specific admission requirements for the programme or is granted special permission by the Academic Council.

#### **General Admission Requirements**

- (i) The student must possess degree of M.B.B.S. (or its equivalent) of a recognized University.
- (ii) The student should have completed such period of post-examination and pre-registration posting or rotating internship, which entitles him to the award of the degree of Bachelor of Medicine and Bachelor of Surgery, required by and to the satisfaction of the University where applicable.
- (iii) The student should have acquired registration as Medical Practitioner according to

the rules in force under the Medical/State Council of their country of origin, prior to their

registration with this University for the post-graduate degree. In case the internship training was for one year, the student should have at least one year of professional experience after internship.

- (iv) The overseas postgraduate student should secure temporary registration with the Medical Council of Mauritius.

### **3. Number of Registrations**

- (i) The number of registration in a subject for Postgraduate Programme shall not exceed the number prescribed by the University in consultation with TEC.
- (ii) The ratio of recognized postgraduate teacher to the number of students to be admitted for the degree programmes shall be 1:2 each, in a unit in one academic year.
- (iii) If the number of postgraduate teachers in the unit is more than one then number of student may be increased proportionately but not more than three in a unit per year under any circumstances.
- (iv) Unfilled postgraduate seat shall not be carried forward to the next subsequent academic years.

### **4. Duration of training**

- (i) The period of training for M.D. /M.S. shall be three years with six academic terms.
- (ii) In the case of students having a recognised two year postgraduate diploma in the same subject, the period of training, shall be two years, subject to the approval of the University.

### **5. Training facilities**

#### **5.1. Staff faculty:**

A clinical department training student for broad specialities shall have a minimum of two fulltime faculty members belonging to the concerned disciplines of whom one shall be Professor, one Associate Professor / Reader and one Assistant Professor / Lecturer, possessing the qualification and experience as prescribed by the UTM. Second or subsequent unit may be headed by an Associate Professor.

#### **5.2. Teaching materials and equipment:**

The institution shall:

- (i) Provide facilities consistent with the all round training including training in basic medical sciences and other departments related to the subject of training.
- (ii) Have as many autopsies, biopsies and cytopsies as possible for teaching purposes.

- (iii) Have adequate number of all equipment's including the latest ones necessary for training and as may be prescribed by the UTM and TEC for each specialty from time to time.

### **5.3. Bed Strength in the clinical Departments:**

For the teaching of MD/MS, a department shall have not less than 60 (sixty) beds each for General Medicine, General Surgery, Obstetrics and Gynaecology, 30 (thirty) beds each for other subjects as approved by the University..

### **5.4. Out – patient Department:**

There shall be adequate space and sufficient number of examination cubicles available in the out – patient department. Beside the general out – patient services, specialty clinics shall also be available for the training of post-graduate students in the relevant broad speciality.

### **5.5. Laboratory Facilities**

The institution shall have adequate laboratory facilities for the training of the post graduate students, and such laboratories shall provide all the investigative facilities required and shall be regularly updated, keeping in view the advancement of knowledge and technology and research requirements. For training of student in non- clinical departments, proper and contemporary laboratory facilities shall be made available.

## **6. Student Obligations**

**6.1.** All students joining the postgraduate programme shall work as full time residents during the period of training; attending not less than the prescribed minimum of the training or clinical work sessions during each calendar year; and will be given full time responsibility, assignments and participation in all facets of the educational process.

**6.2.** Post-Graduate students shall maintain a record (log) book of the work carried out by them, and the training programme undergone during the period of training including details of surgical operations assisted or done independently. The record books shall be checked, assessed, certified and signed by the Faculty members imparting the training on a monthly basis.

**6.3.** The Post-Graduate student shall be required to participate in the teaching and training programmes of the undergraduate students and interns up to a minimum of 10 hours per year.

**6.4.** All Post-graduate students will be required to work in casualty department to get training in emergency medicine / care and emergency procedures in the allied subjects. The period of such training will be minimum one month and the record of events during this period will be

maintained in the Log book/work book.

## **7. Teaching and Learning Requirements**

### **(i) Basic medical sciences:**

Lectures, seminars, journal club, group discussion, participation in laboratory & experimental work, & involvement in research studies in the concerned specialty and exposure to the applied aspects of the subjects relevant to clinical specialties.

### **(ii) Clinical Disciplines:**

In – service training, with the student being given graded responsibility in the management & treatment of patients entrusted to their care, participation in seminars, journal clubs, group discussions, clinical meetings, grand rounds, and clinico-pathological conferences, practical training in diagnosis and medical and surgical treatment, training in the basic medical sciences, as well as in allied clinical specialties through inter-disciplinary training efforts.

## **8. Dissertation**

- (i) Every student shall carry out work on an assigned research project under the guidance of a supervisor, the result of which shall be written up and submitted in the form of dissertation / thesis.
- (ii) Work for writing the dissertation/thesis is aimed at contributing to the development of a spirit of enquiry, besides exposing the student to the techniques of research, critical analysis, acquaintance with the latest advances in medical sciences and the manner of identifying and consulting available literature. Dissertation / thesis shall be submitted to the university at least six months before the theoretical and clinical / practical examination.
- (iii) The thesis / dissertation is compulsory for all student registered for M.D. / M.S and should include student's own work.
- (iv) The student must ensure that the same or similar research questions have not been answered by any other student in the last three years.
- (v) All dissertations / thesis are subject to the Plagiarism policy in force at the University.
- (vi) Further details on postgraduate Dissertation / Thesis should be provided in the form

of a Dissertation Guide to all post-graduate students.

- (vii) The thesis shall be examined by a minimum of three examiners: one internal and two external examiners. On the acceptance of the thesis by any two examiners, the candidate shall appear for the final examination.

- (viii) In the thesis, the student will not disclose his identity or identity of the guide or institution in any way. The student shall submit his /her dissertation / thesis using the Student Number allotted to him by the Medical College.

## **9. Granting of terms**

- (i) A student will be granted a term provided he puts in at least 80% attendance during the term.
- (ii) No exemption is given to students on the basis of past registration. All registrations shall be treated as fresh in all subjects, including the dissertation.
- (iii) If the progress of a student's work including the thesis work is not satisfactory, the University on recommendation of Dean and the Head of School may not grant that particular term, and the period of training will be extended accordingly.
- (iv) A single non-cumulative interruption of a maximum of 6 months may be authorized to any student on the basis of illness supported by medical certificate or for other valid reasons acceptable by the University. On resumption, the term in which the interruption has been granted has to be repeated afresh. No further interruption shall then be entertained.

## **10. Examination**

### **(a) Theory**

- (i) There shall be four theory examination papers, each of 100 marks and three hours duration.
- (ii) Out of this one paper shall be on basic Medical Sciences and one shall be on recent advances
- (iii) The theory examinations shall be held sufficiently earlier than the clinical and practical examination, so that the answer books can be assessed and evaluated before the start of the Clinical / Practical and oral examinations.

### **(b) Clinical, Oral and Practical Examinations**

- (i) The clinical, oral and practical examinations shall be consisting of but not restricted to long and short cases, instruments, X-rays, specimen spots, laboratory work.

### **(c) Pass Criteria**

Students must obtain 50% to be eligible for passing in each of the following separately:

- 1) Theory: In each paper a minimum of 50% is mandatory,

- 2) Practicals: A minimum of 50% in each of the heads of practical exams to be conducted as per the approved assessment marking scheme.

## 11. Award

Students studying for the post-graduate medical programmes, shall on successful completion be awarded the Doctor of Medicine (MD) or Master of Surgery (MS).

### Award Classification

Theory	Clinical	Viva	Overall Marks (x) %	Classification
$x \geq 70$	$x \geq 70$	$x \geq 70$	$x \geq 70$	Distinction
$x \geq 50$	$x \geq 50$	$x \geq 50$	$x \geq 50$	Pass
$x < 50$	$x < 50$	$x < 50$	$x < 50$	Fail

## 12. The Chief Examination Officer

- (i) The Registrar shall be the Chief Examination Officer for all Examinations of the University and shall be responsible for the organization of the Examinations and the release of results once they have been approved by the Academic Council;
- (ii) The Medical College shall ensure that provisional and final examination time-tables as approved by the Registrar are posted on the notice boards of The Medical College, sent by post and on its website;
- (iii) Representations from students regarding matters connected with examinations should be made to the Registrar, through The Medical College.

## 13. Examiners

- (a) Each examiner should have at least eight years teaching experience.
- (b) There shall be normally four examiners in each subject i.e. two externals and two internals. The external examiners should be from recognised universities preferably overseas, save under exceptional circumstances, where only 3 examiners may be accepted by the university provided two of them are external.
- (c) Out of the two internal examiners, one shall be Professor & Head of Department of the Speciality. The other internal may rotate after an interval of two years.
- (d) Internal examiner shall not accept external examiner ship for a college from which external examiner is appointed in his subject.
- (e) Same set of examiners will be responsible for written and practical part of examination.

#### **14. Board of Examiners**

- (i) There shall be a Board of Examiners for all examinations and resit examinations;
- (ii) The Board of Examiners shall comprise:
  - a. The Dean of The Medical College (Chairperson)
  - b. The Head(s) of Departments/Centres/Sections concerned
  - c. A Representative of the University
  - d. The Programme Coordinator as and when appointed.
  - e. Internal Examiners and External Examiners where appropriate.
  - f. Any co-opted member;
- (iii) 50% of the members of Board of Examiners will constitute the quorum.
- (iv) The secretary of the Board of Examiners shall be appointed by the College

#### **(v) Functions of the Board of Examiners:**

- a) To consider all examinations and resit results.
- b) To consider cases of (i) absences (ii) Special cases with medical certificates under the provision of the regulations.
- c) Rationalisation of the results within a band of 1% of the total marks with a maximum of 6 marks for the theory papers provided the student is failing in only one paper.
- d) To consider comments of moderators.
- e) To make final recommendations to the Academic Council of the University.

#### **15 (i) Academic Boards**

The Academic Board of the college shall be constituted as follows:

- a) The Dean of the Medical College to chair. In his absence the Vice Dean to chair.
- b) The Registrar or his representative.
- c) The Quality Assurance Officer or his representative.
- d) Three Academic/Professional representatives inclusive of at least 1 member of the Medical Advisory Committee of the University appointed by the Director General.
- e) Heads of the concerned Departments.
- f) One person elected by and from the students of the Medical College.

Half of the members shall form the quorum inclusive of at least one representative of the University.

**(iii)** Functions of the Academic Board shall be as per clauses 7(4),(5),(6) and (7) of the schedule of the U.T.M Act.

## **16. Admission to Examinations**

- (i) Subject to any exceptions approved by the Academic Council, no student shall normally be admitted to an examination unless it is certified on the Examination Entry form that he/she has met the attendance requirement and completed the prescribed programmes of study and duly performed the work of the appropriate class or classes;
- (ii) A student who does not submit his Examination Entry form to the Registrar through The Medical College duly filled in and signed, by a specified date, shall normally not be admitted to the examinations;
- (iii) The Academic Council shall have power to recognize examinations passed at other Universities or institutions. Such recognition, if granted, shall be given at the beginning of the academic year in which admission is secured.
- (iv) On the recommendation of the School Board, the Academic Council may ask a student who fails to make satisfactory progress in any year to withdraw or repeat any part of the programme before the examinations. On the recommendation of the School Board, the Academic Council may also terminate the registration of a student who fails to satisfy the examiners in aspects of examinations, coursework and other forms of assessment during any semester. Evidence of illness supported by a medical certificate issued by a state medical practitioner or other extenuating circumstances shall receive special consideration.

## **17. Before the Examination**

The following shall be ensured before the examinations.

- (i) To sensitise students on Examination Irregularities and their implications;
- (ii) Inform students about the penalties if found guilty of breaching examination regulations. The attention of the students should be drawn to the range of penalties which may be imposed when their examination timetable and index number are sent;



- (iii) A copy of the Regulations For The Conduct of Examinations be also sent to each student;
- (iv) The Regulations For The Conduct of Examinations to be displayed in larger font size in examination areas for notification;
- (v) Prior to the examination, it is recommended that the attendants check the toilet facilities to ensure that written materials are not hidden;
- (vi) Students shall be responsible for noting correctly the times and places of their examinations. No special arrangements shall be made for the student who fails to attend for examination at the proper time, if such failure is due to their mistake or inadvertence and not to illness or other serious and unavoidable cause;
- (vii) Students should be at the examination room at least 15 minutes before the start of the examination to enable them to take their allocated seats;
- (viii) All unauthorised personal effects to be left in front of the classroom at the Chief Invigilator/Invigilator's desk;
- (ix) Students to be reminded by the Chief Invigilator to ensure that there is no unauthorised materials in their possession;
- (x) Programmable calculators should not be allowed unless authorised. If the use of pocket calculators in an examination is authorised, such calculators shall be checked by the invigilator and shall be silent.

### **18. Conduct of Examination**

- (i) Candidates shall produce their identity and examination cards at any time if required to do so by an invigilator. Failure to comply may entail disciplinary action;
- (ii) Except in an emergency, a candidate may not leave the examination room until half an hour after the official starting time of the examination;
- (iii) A candidate who arrives at an examination room not later than half an hour after the examination has begun shall be admitted provided no other candidate for the same examination has already left the room. If another candidate for the same examination has already left the room the late-comer shall not be admitted;
- (iv) The Chief Invigilator shall immediately report the circumstance of any admission or refusal of admission of a late-comer to the Registrar through The Medical College;

- (v) A candidate who is admitted to an examination after the official starting time thereof shall not be granted any additional time in which to complete the examination except in case of “force majeure”; in which case the amount of additional time shall not exceed 30 minutes.
- (vi) It shall be the responsibility of The Medical College to ensure that a member of its academic staff is instructed to be in attendance at the examination centre throughout the examination in order to deal with queries;
- (vii) Failure on the part of the representative of the Department to attend the examination shall constitute an offence to be reported by the Chief Invigilator to the Registrar through The Medical College;
- (viii) No book or paper of any kind may be taken into the examination room unless it has been duly authorised by the examiners for use in the examination room. Unauthorised materials or information must not be introduced into the examination room by any means whatsoever;
- (ix) A non-exhaustive list of materials not allowed in the examination room is as follows: pencil case, cellular phones and calculators having written information. All evidences collected during examination may be retained by the University until no longer required.
- (ix) Answers to questions must be written legibly in ink, except when there are other instructions;
- (x) No answer book or supplementary sheet may be taken out of the examination room. A candidate in possession of any answer book or supplementary sheet shall be liable to severe disciplinary action;
- (xi) Neither food nor drink is allowed in the examination;
- (xii) Candidates must not communicate with anyone except an invigilator during the examination.

#### **19. Absence from Examination**

- (i) If a student is absent from an examination without compelling reasons, he shall be deemed to have failed his examinations;
- (ii) Absence due to illness supported by a medical certificate issued by a state medical practitioner should be immediately notified, in writing, to the Registrar by the student concerned and supported by the medical certificate emanating from a state-employed

medical practitioner. The medical certificate should be received by the Registrar's office within 2 working days from the date of the examination.

- (iii) A student who falls ill during an examination and subsequently presents an acceptable medical certificate and may, on the recommendation of The Medical College be allowed by the Academic Council to be examined for pass mark only in that paper;

## **20. Examination Irregularities**

- (i) Where a student is caught cheating, in the opinion of the invigilator/chief invigilator, the latter will make a written statement of facts which has to be signed by both parties;
- (ii) Where the Chief Invigilator notices or is made to notice any case of examination irregularity, he/she shall immediately report the facts, in writing, through The Medical College to the Registrar who shall refer the matter to the Chairperson of the Disciplinary Committee of the Academic Council;
- (iii) The student in question shall be notified by the Registrar, in writing, of the charges against him/her,
- (iv) Pending the decision of the Disciplinary Committee, the student will be allowed to write any remaining University examinations. The decision to assess or not to assess the student's scripts shall be taken in the light of the findings of the Disciplinary Committee,
- (v) Cases of examination irregularity being probed by the Disciplinary Committee shall be notified by the Registrar to the Chairperson of the Board of Examiners concerned so that the marks/results of the candidate(s) involved are not processed until notified by the Academic Council;
- (vi) A student can appeal to Academic Council through the Registrar against a decision of the Disciplinary Committee as per procedures laid out under Regulations for Disciplinary Committee.

## **21. Publication of Results**

- (i) Official notification of the examination results as confirmed by the Academic Council shall be sent to each student by The Medical College.
- (ii) Official examination results as approved by the Academic Council shall be posted on the notice boards and The Medical College's website.