

Advice to Applicants for a CMCC Certificate of Proficiency or Efficiency

Important

- This application is valid only for Institutions that are recognised by the CMCC (<http://cmcc.lk/universities/>)
- All payments in connection this application should be made to our Bank (<http://cmcc.lk/news/bank-account-details/>)

1. Please complete the enclosed application form and sign the application.

2. This application form should be sent with:-

(a) If you are presently employed, a letter from the Director or Head of the Institution stating your,

- (i) Full name
- (ii) Designation
- (iii) Period of service

(b) (i) Four photocopies of Certificate of qualification (eg. Degree, Diploma etc) issued from the institution(s). The photocopies should be of the original size.

The Head of the Institution should certify the photocopy and state

“This is a true copy of the original certificate which I have seen”.

The seal of the Head of the Institution should be stamped.

(ii) Four photocopies of the curriculum of the course you have successfully followed to obtain the certificate. [These documents (2 b ii and iii) should be authenticated by the signature and official seal of the Head or Director or Dean or Registrar of the Institution issuing them].

(iii) Four photocopies of the transcript of your performance as a student, issued by the above Institution(s). [These documents (2 b ii and iii) should be authenticated by the signature and official seal of the Head or Director or Dean or Registrar of the Institution issuing them].

(c) Receipts of payment

Type of Applicant Fee	Non- Sri Lankan Foreign Qualified	Sri Lankan Foreign Qualified: and Private (non Government) Institutions Qualified	Sri Lankan (MoH) Diploma Qualified	Sri Lankan Government Universities BSc Qualified
• Application fee	Rs. 4,000/=	Rs. 3,000/=	Rs. 1,000/=	Rs. 1,000/=
• Processing of application fee	Rs. 25,000/=	Rs. 20,000/=	Rs. 4,000/=	Rs. 10,000/=
• Certificate fee	Rs. 2,000/=	Rs. 2,000/=	Rs. 2,000/=	Rs. 2,000/=
• Total	Rs. 31,000/=	Rs. 25,000/=	Rs. 7,000/=	Rs. 13,000/=

3. Application should be sent by Registered Post or hand delivered to

**The Registrar
Ceylon Medical College Council
Faculty of Medicine
Kynsey Road
Colombo 08**

**INSTRUCTIONS FOR REGISTRATION
WITH THE SRI LANKA MEDICAL COUNCIL**

- (i) The Certificate of Proficiency is the first step in obtaining Registration with the Sri Lanka Medical Council as stipulated in the Medical Ordinance.
- (ii) Once you have obtained your Certificate of Proficiency, obtain the application form for Registration with the Sri Lanka Medical Council.
- (iii) This could be obtained in person or by post. The address is 31, Norris Canal Road, Colombo 10 - Phone 011 2 691 681.

**Registrar
Ceylon Medical College Council
Faculty of Medicine
Kynsey Road
Colombo 8**

18 June 2020