

Checklist to be submitted with applications for MPhil/PhD

- The proposal is prepared according to the guidelines given by the Board of Study in Medicine
- The proposal is free of spelling and grammatical errors.
- Methodology is checked and approved by the supervisors for following.
 - Methodology is appropriate to achieve study objectives.
 - Sample size calculation is described in detail with relevant formula and references.
 - Sampling method and procedure (identification and recruitment of the sample) is clearly described.
 - In validation studies, method of validation (e.g. criterion validity, construct validity) and the sample size is clearly described.
 - Data collection tools/variables are appropriate to achieve study objectives.
 - A brief outline of the data analysis plan is included in relation to study objectives.
 - Translations of study instruments are appropriate and no discrepancies are seen between Sinhala/English/Tamil versions
 - All the relevant annexures are attached
- Signatures of the supervisors

Confirm that following documents are attached

- Two copies of duly completed application
- A certified copy of the birth certificate
- A certified copy of the degree certificate
- Ten copies of synopsis written according to guidelines
- Three copies of detailed research proposal written according to guidelines
- Same name in all documents
 - Application
 - Birth Certificate If different, an affidavit is attached
 - Degree Certificate

Signature of the Head of the department of study

Signatures of the employer, if applicable

Backdate: Yes No

If yes, progress report submitted through the Principal supervisor

Summary report

Key publications of the Principal Supervisor

Impact, novelty, relevance included within the word limit

I am aware that if the title is revised during the review process, amended relevant pages in the application should be submitted later

Synopsis, detailed proposal and impact, novelty, relevance sections emailed to the Chairperson, BoS/Medicine

Ethical approval granted Yes Not yet, still under review

If yes, letter of approval is attached

Original receipt from the Shroff accepting the processing fee

Signature of the applicant

Date

For office use only

Qualifying Examination Results (If applicable)

Approval from,

Clinical Trials registry (If applicable)

National Medicine Regulatory Authority (If applicable)

Sub Committee of Clinical trials at the Ministry of Health (If applicable)

Regional Director of Health Services (If applicable)

Director of hospitals where the research is conducted (If applicable)

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