

THE COLLEGE OF SURGEONS OF HONG KONG

THE REQUIRED SUPPORTING DOCUMENTS FOR APPLICATION FOR SPECIALTY FELLOWSHIP EXAMINATION IN PLASTIC SURGERY

The followings should be submitted when applying for the Specialty Fellowship Examination in Plastic Surgery:-

1. Completed application form
2. Certified true copy of your basic medical degree
3. Certified true copy of Ordinary Membership Certificate of the College of Surgeons of Hong Kong
4. Certified true copy of CSHK Certificate of Completion of Research Requirement
5. Period of training experiences listed on the application form **must be verified by existing COS or supervisor with signature and hospital stamp.**
6. Supporting letter from Chief of Service/training supervisor certifying fulfilment of 42-month of training. (For applicants who will reach their required training period by **30th June 2020**).
7. Certified true copy of Certificates of **COMPLETION** of mandatory courses: *(Please ensure the courses completed fulfil the specific course requirements listed on the Mandatory Courses for Plastic Surgery trainees):*
 - Advanced Burns Life Support Course or Emergency Management of Severe Burns
 - Advanced Trauma Life Support Course (ATLS)
(proof of successful pass on the course is required)
 - AO Basic Maxillofacial Course
 - Microsurgery Skills Workshop
 - Research Training Workshop
8. A crossed cheque made payable to "**The College of Surgeons of Hong Kong Limited**".
9. Two passport photographs with your name on the back of the photographs.
10. Annual Registration Fee of HST/EEC of the exam year and those in arrears are paid.
11. Sufficient postage otherwise the application will be treated incomplete application which will not be processed.

Copies of letters and certificates will only be accepted if they have been verified as true copies by the Consultant or authorised hospital official and stamped with the hospital stamp. (The signature *(name of verifier should be stated)* and hospital stamp must be original) **All stamps must be in English.**

It is the applicant's responsibility to ensure that they fulfil the eligibility criteria, and to make sure all required documentation and fee are submitted by the required date. **Late application or incomplete application (including insufficient postage) will not be accepted. No allowance will be made for postal or other delays.**

Late applications or incomplete applications will be returned to the applicants. Applications with all supporting documents **MUST reach** the College Secretariat on or before the closing date as stipulated in the examination calendar. Application received will be acknowledged by email.

Certified true copy of certificate is required only for the **FIRST ATTEMPT** at Fellowship Examination.