



The College of Dental Surgeons of Hong Kong

Guidelines to Candidates:

FCDSHK (Fellowship for the College of Dental Surgeon of Hong Kong) Examinations

1. Introduction

- 1.1 According to our specialist training pathways, successful candidature at each assessment or examination is required before entry into the next stage of training.
- 1.2 Intermediate Examination is the required assessment or examination for entry into Specialist Higher Training.
- 1.3 Exit Examination is the required assessment or examination for completion of Specialist Training.
- 1.4 The following give general guidance to candidates on the above mentioned examinations.

2. Scope of Examination

- 2.1 The scope of examination varies from specialty to specialty. Please refer to related information at the “Guidelines for Accreditation and Training” on the website of our College www.cdshk.org, or consult the specialty board concerned.

3. Application and Examination Fee

- 3.1 For Intermediate Examination, examination date and closing date for application will be announced at the College’s website.
- 3.2 For Exit Examination, please liaise with your Trainer or Programme Supervisor on the examination date and closing date for application.
- 3.3 Application forms can be downloaded from the College’s website. Please pay attention to the closing date and ensure that all necessary information and fee are enclosed. No incomplete or late applications will be processed.
- 3.4 Please refer to the latest examination fee from the College’s website.



4. Time Limit (This will not be applied to Trainees who are already registered in the pathway before 18 June 2013.)

4.1 Time limit for candidates to take the Intermediate or Exit Examination after the completion of training¹:-

- i) Intermediate and Exit Examinations have to be taken within a maximum period of 3 years upon achieved eligibility to attend the intermediate examination and exit examination respectively (including any leave of absence after completion of training).
- ii) For re-sits of examinations, a maximum period of 1 year should be set after failing the previous examination².
- iii) A maximum of 4 attempts for Intermediate or Exit Examination should be allowed.

5. Infringement of Regulations

5.1 CDSHK may refuse to admit to the assessment or to proceed with the assessment of any candidate who has infringed any of the regulations or who is considered by the examiners to be guilty of behavior prejudicial to the proper management and conduct of the examination. There is no refund of examination fee.

6. Plagiarism

6.1 Any cases of suspected plagiarism will be dealt with by the specialty board.

7. Appeals

7.1 Candidates can appeal according to the appeal mechanism of the CDSHK Council.

7.2 Candidates may not appeal against the academic judgment of the examiners.

8. Withdrawals from Examination

8.1 Candidates wishing to withdraw an application for admission to an examination must do so in writing, and will be refunded the fee less a [10% administrative charge], provided that the withdrawal is received before the examination application deadline.

8.2 Candidates who withdraw from the examination after the application deadline, or who fail to attend the examination for which the candidate has been accepted, will not normally be entitled to any refund of fee. The transfer of examination fees to future examinations will only be granted under exceptional circumstances, such as on medical or compassionate grounds or other similar event beyond the candidate's control.



¹The meaning of completion of training [Approved by the Council on 17 June 2024]:

- The fulfillment of the requirement for examination which is both time based, and competency based.
- The Candidate should be a College trainee (be supervised in the accredited training center and by a trainer(s)) in order to be eligible to apply for an examination.

²Explanatory Notes to Point 4.1 ii) [Approved by the Council on 19 July 2021]:

In special circumstances, individual specialty board may apply to extend such a time limit on a case-by-case basis. The list below provides some examples of the special circumstances, which is not exhaustive:

- The re-sit candidate is unable to sit for the examination because of medical conditions.
- Remedial training or requirements as recommended by the Specialty Board may span over one year.
- Circumstances that prevent the Specialty Board to mount the examination.