



## **PROFESSIONAL CERTIFICATE IN PHARMACOEPIDEMIOLOGY AND PHARMACOVIGILANCE – REGULATIONS**

Regulations for the Professional Certificate in Pharmacoepidemiology and Pharmacovigilance at the London School of Hygiene and Tropical Medicine (LSHTM).

1. The Professional Certificate in Pharmacoepidemiology and Pharmacovigilance at the London School of Hygiene and Tropical Medicine will be awarded to students of the School who have satisfactorily completed the 30-week, part-time course, Professional Certificate in Pharmacoepidemiology and Pharmacovigilance at the School, passed the assessments, and complied with the requirements of the School.
2. Registration. Students seeking registration for the Professional Certificate in Pharmacoepidemiology and Pharmacovigilance will normally have an undergraduate degree (e.g., bachelor) in a subject appropriate to the course (e.g., epidemiology, statistics, pharmacy, biological sciences, chemistry, physics, medicine, dentistry, etc.), or, in exceptional circumstances requiring pre-approval from the Programme Director, have at least 6 months' relevant work experience. All students are required to demonstrate how they meet the LSHTM's minimum English language requirements (Band B or above, or Band C with extensive recent experience in an English-speaking setting, of the LSHTM English Language Requirement Policy). Applicants not satisfying these requirements may still be admitted based on academic qualifications, work experience, and reference at the discretion of the Programme Director.
3. Course Curriculum. This will provide participants with an introductory to intermediate understanding of the concepts and practice of pharmacoepidemiology and pharmacovigilance. The course is organised into three Blocks, with the teaching for each Block delivered over a week:
  - Block 1: Introduction to Pharmacoepidemiology
  - Block 2: Introduction to Pharmacovigilance
  - Block 3: Intermediate Pharmacoepidemiology & Pharmacovigilance

Students can register for one, two, or three Blocks in an academic year. Students who would like to be assessed in order to obtain a Professional Certificate must attend all three Blocks in addition to passing the Project and Exam.

4. Assessments. Students must complete a Project and Exam. The achievement of a pass in both the Project and Exam will be considered an overall pass. In the case of acute illness or other exceptional unforeseen issue, students must apply for an extension or deferral prior to the submission deadline through the extenuating circumstances procedure (see the PEPI Handbook and section 7.4 of the Academic Manual).
5. The Board of Examiners. The Board of Examiners is responsible for assessing students and awarding a Pass, Merit, Fail, or, for exceptional candidates, Distinction. The Board of Examiners will normally comprise of:
  - An internal (LSHTM) Chair who should not be the Programme Director
  - An External Examiner (nominated by the Course Committee and approved by the School)
  - Up to six other members, the majority of whom should be drawn from the Course Committee and should be employed by the School.

Successful candidates may use the post nominals Cert P Epi & P Vig.

6. Maximum term of registration. The maximum term of registration is two consecutive academic years. Most students complete the entire course, including assessments, within a single academic year. However, candidates may undertake study across two consecutive academic years, if they desire to do so. For example, if a student completed any Block(s) of the full Professional Certificate, but not all of them, in Academic Year 1 and wanted to pursue the Professional Certificate, they would have to complete the remaining Block(s), including the assessments, in the following academic year (this would be costed at the price of the Professional Certificate in Academic Year 2 less the cost of the completed components in Academic Year 1).
7. Failure to pass the Exam. A candidate who fails the Exam will be entitled to re-sit the Exam on one further occasion at the time the Exam is offered in the next academic year or at some other agreed time with the Programme Director and Chair of the Board of Examiners.

8. Failure to pass the Project. A candidate who fails the Project will be entitled to re-sit the Project on one further occasion only at the time the Project is offered in the next academic year or at some other agreed time with the Programme Director and Chair of the Board of Examiners.

9. Deferral of assessments.

A candidate who defers taking the Exam due to extenuating circumstances (see section 4, above) will be entitled to take the Exam at the time the Exam is offered in the next academic year or at some other agreed time with the Programme Director and Chair of the Board of Examiners.

A candidate who defers submitting the Project due to extenuating circumstances (see section 4, above) will be entitled to submit that Project at the time the Project is offered in the next academic year or at some other agreed time with the Programme Director and Chair of the Board of Examiners.

10. Potential penalties on Project. If the Project is submitted up to one week late or exceeds the word count by more than 10%, the mark will be reduced by 10 points. Projects submitted more than one week late will receive a mark of zero (Fail).

11. Notification of results. Candidates may be notified of their provisional results by email following the Board of Examiners meeting, normally held in July. Certificates will be emailed to candidates by Registry, normally in August/September.

*Last updated 18/6/2025*