

21<sup>st</sup> March 2023

To All Candidates of AiCVO Examination in 2023

Dear Candidates,

AiCVO has decided to host the 2023 diplomate examination via a remote method. The format will be similar to those in 2022. Preliminary, the exam will be held in the month of December 2023.

The requirements are below.

- 1) The Multiple Choice and Image Recognition Questions will be sent to the supervisor or principal of the candidates. The supervisor or principal of the candidates will act as examiners or adjudicators for the AiCVO during the exam period. The candidates' supervisor or principal must adhere and agree to the rules set by the Exam Committee- which will be sent out later.
- 2) Animal Examination Section- Cancelled
- 3) Extraocular and Intraocular surgery will be held by remote video. This means the candidates need to
  - a. Ensure a good internet connection is in the room where the surgery will be held.
  - b. Two video cameras must be available. One camera will video the room to ensure the candidate performs the surgery. The other camera must transmit the video via the objectives of the operating microscope.

We hope the candidates, supervisors, and principals can understand the College's difficulty during the pandemic. If you agree to this arrangement, please reply, and we will start processing the 2023 examination for you.

Any **new candidates** who wish to proceed with their diplomate examination in 2023, please ensure the requirements below are fulfilled.

**Requirements and qualifications of candidates:**

Candidates who wish to apply for the Diplomate examination should fulfill the following requirements/qualifications:

1. Be licensed to practice veterinary medicine in an Asian country.
2. Be of good moral and ethical standing in the profession.
3. Have at least 6 years of experience in veterinary ophthalmology, including clinical, academic, research and/or teaching, devoting at least 70% of their time to clinical ophthalmology practice (the last 3 years of which must have log book documentation).
4. Have over 200 new ophthalmology cases/year. Simple cases, such as only lens nuclear sclerosis, should not be included.
5. Have at least one published hypothesis-based original research full paper(s) in ophthalmology as the first author or corresponding author in peer-reviewed journals cited by Institute for Scientific Information (ISI) (SCI-listed journals) within recent 5 years. Case reports, letters, and proceedings are not included.
6. Have presented one or more oral or poster presentations as the first author at annual scientific meeting of Asian Society of Veterinary Ophthalmology (AiSVO), American College of Veterinary Ophthalmologists (ACVO), European College of Veterinary Ophthalmologists (ECVO), or Association for Research in Vision and Ophthalmology (ARVO) within recent 5 years.

**Application Materials/Documents:**

Veterinarians meeting these requirements and wishing to apply for Diplomates examination should submit the following documents in English:

1. Cover letter indicates to apply for Diplomates examination of AiCVO.
2. A "conventional" format of curriculum vitae, which should include:
  - a. Education and employment history
  - b. The training received in veterinary ophthalmology (Institute, mentor etc)
  - c. Record of participation and presentation in national and international veterinary ophthalmology meetings
  - d. Peer reviewed articles and book chapters authored by candidate
  - e. Teaching of veterinary ophthalmology by the candidate
  - f. Lectures in veterinary ophthalmology by the candidate in continuing education courses
3. The complete attached Excel file of records, which should include a detailed case log book for the past 3 years (note that the file has 6 worksheets)
4. Two reference letters. At least one letter is from mentor or/and supervisor of past/current job/study. The letters should address the candidate's good moral character and ethical standing, and confirm the accuracy of all application documents/records submitted by the candidate.

Also, the candidate should also submit:

1. An electronic copy (PDF file) of his/her license to practice veterinary medicine. If the license is not in English, append a translation.
2. Electronic copies (PDF file) of the first page of all book chapters, peer-reviewed articles and meeting abstracts authored by the candidate and published in English.

**Payment of Examination Fees:**

This should be paid into the AiSVO/AiCVO bank account in Korea at application. The fees include 2 parts paid at 2 respective stages:

1. Examination application fee: USD200 for credential review of candidates' qualification.
2. Examination fee: once the Credential Committee has approved the candidate's application, the candidate will be notified by AiSVO/AiCVO to be eligible to attend the Diplomate examination. Then the new candidate should pay for the Diplomate examination fee of USD2000 to the AiSVO/AiCVO bank account before attending the Diplomate examination.

Before the payment, the re-examination candidates should confirm the examination fee amount with the AiCVO/AiSVO. The USD2000 of examination fees include 3 portions of Diplomate examination, 1) the Image Recognition and Histopathology examination, 2) the Written examination, and 3) the Practical examination. The re-examination candidates may pay for re-taking the failed portion(s) among 3 portions.

**Application Submission:**

The deadline of Diplomate examination application and payment of USD 200 for document review is on **June 30, 2023**. Electronic copies (and hard/printed copy) of all application materials must be received by the Chairperson of Credential Committee, Dr. Kumiko Kato ([55kumi.k@gmail.com](mailto:55kumi.k@gmail.com)) by email **no later than June 30, 2023**.

Four to six weeks later, the document review is informed by e-mail from the Credentials Committee of AiCVO. The registration and the payment for sitting the examination are required by **August 30, 2023**. Late registration and payments are not accepted. All payment will be in US dollars.

Bank Account Details:

Bank name: Shinhan bank  
Bank address: 20, SEJONG-DAERO 9-GIL, JUNG-GU, SEOUL, SOUTH KOREA  
SWIFT CODE: SHBKRRSE  
Account number: 180-007-892356  
Name: Joon Young Kim  
Phone number: 82-10-3620-2931

Or

Paypal account:

paypal. me/canvet

Please email the committee if you have further questions.

Yours sincerely

A handwritten signature in black ink, appearing to be "Derek Chow", with a long horizontal flourish extending to the right.

Derek Chow  
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Specialist in Veterinary Ophthalmology  
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