All applications and payments must be processed online.
Applications sent to the EBSQ office by e-mail or by surface mail WILL NOT be processed.

A) Applying online for the exam can be achieved by the following steps:
1. From the list of exams available for division user can apply for particular exam by clicking Apply link.
2. All users need to login or register examinee account before applying.
3. During registration process user needs to provide the basic personal information.
4. After registration, user receives email with registration confirmation and he can now sign in to the system.
5. After signing in and applying for the application, examinee will see exam details and will be asked to upload required files.
6. After applying examinee can proceed to his application details and perform 1st payment for the exam.
7. When 1st payment is complete examinee will receive confirmation email with information about eligibility process.
8. After positive verification examinee will receive email regarding his/her eligibility information and will be asked to perform 2nd payment for the exam. Payment can be done from particular application details page. The deadline for the second payment is February 15, 2017.
9. After completing 2nd payment the email with 2nd payment confirmation will be send.

B) AND E-Mail also your application to the following address: oliver.gimm@liu.se

Eligibility Criteria for EBSQ Examination in Neck Endocrine Surgery

1. Eligibility criteria
Applicants who have carried out their surgical or ENT training in one of the European Union countries, a UEMS country (i.e. Iceland, Norway and Switzerland) or associated UEMS countries are generally eligible.

Applicants who have carried out their surgical or ENT training outside the European Union or UEMS countries must provide a letter of recommendation from the National Surgical or ENT Association certifying the candidates CV. In addition, two letters of recommendation from two members of the ESES, at least one of whom should hold an EBSQ in (Neck) Endocrine Surgery, are mandatory. Incomplete applications will not be processed. Of note, passing the exam is not a license to practice within the EU.

2. Certificate of specialist training
Candidates must provide a certified copy of a valid Certificate of Specialist training (CCST) or equivalent certificate in general surgery or ENT issued by the relevant body governing the legal CCST. Candidates must also show that a minimum of 2 years have been spent in approved neck endocrine surgical training posts. The training should be approved by the national training authority (see application form).

3. Language.
The examination will be taken in English.

4. Format for examination.
Part 1 will be an evaluation of application and registration in the official EBSQ office.

Part 2 will be conducted in English and consists of two or three viva voce sessions, each session to be adjudicated by two examiners. The sessions will include basic science and clinical issues as well as scientific problems. The location of the part 2 examination can be seen on the application form.
5. Application.
Application should be done on the application form. In addition to the CCST, the log book and a CV should be attached to the application. This CV should include scientific activities, courses, and training positions. Furthermore two publications or abstracts must accompany application as pdf or word file. A signed original application together with other required files should be attached online during the online application process.

Log book addendum should include a minimum of the procedures defined in the curriculum and follow these notes. a. Record the date of each procedure performed together with the patient's hospital number and birth year a. An "assisted" procedure is defined as an operation where you assisted a Specialist (Neck)Endocrine Surgeon. b. A "performed" procedure is defined as an operation performed by you with the assistance of your Specialist trainer. c. Your Trainer must sign the relevant space indicating that you acted as first assistant or performed the operation to a satisfactory standard. Eligibility to sit the UEMS examination for Board Certification in Neck Endocrine Surgery is dependent upon completion of all the procedures listed, assisted and performed, in the number as indicated in the curriculum.

7. Fees
Candidates are requested to pay fees to cover administrative and examination costs. 550 Euro (375 Euro in the case of re-exam) must be paid to the EBSQ office online. 1st payment of 175 Euro for the Eligibility assessment must be made at the time of the application by Paypal. After positive verification examinee will receive email regarding his/her eligibility information and will be asked to perform 2nd payment of 375 Euro for the Examination. Payment can be done from particular application details page by Paypal. The deadline for the second payment is February 15, 2017. This sum is to cover total costs for the part 1 application, official registration and the part 2 examination. In the event of that the candidate does not pass the part 1 examination (evaluation of application) and part 2 examination (oral examination), the paid fee will not be refunded.

8. Failure to pass
Participation in any examination process, in itself, always encompasses the possibility of failure. The assessments are based on a supranational system and are conducted objectively to the best of our knowledge – the main aim being that a uniform and high standard of endocrine surgical professionalism is maintained across Europe. Participation in the assessments requires full and unconditional acceptance of all the terms of the examination. Submission of the completed application by the candidate is regarded as confirmation of full compliance with the above terms and conditions and the Core of Assessors cannot be liable for any ruling concluding that the candidate does not meet the required standards for the award of the EBSQ-endocrine diploma.

Questions concerning examination in neck endocrine surgery should be directed to the Chairman of the Board – Marco Raffaelli: Marco.Raffaelli@unicatt.it or the Chairman of the Division – Oliver Gimm: oliver.gimm@liu.se