

## LETTER CIRCULAR

**Information:** X **Date:** 18<sup>th</sup> April 2016  
**Action Required:** X **Ref:** IFE 003/2016  
**To:** All College Principals, Heads of School (State and Non-State) and Sections  
**From:** Joanne Grima – CEO, Institute for Education  
**Subject:** Professional Learning Sessions Catalogue 2016

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1. The Professional Learning Sessions Catalogue is available online with this direct link [http://curriculum.gov.mt/en/Resources/In-Service/Documents/INSET\\_CATALOGUE\\_2016.pdf](http://curriculum.gov.mt/en/Resources/In-Service/Documents/INSET_CATALOGUE_2016.pdf). Alternatively, it can be accessed through [www.curriculum.gov.mt](http://www.curriculum.gov.mt) – Resources – Inset 2016
2. Education Officers organizing Compulsory Courses have already called teachers to attend Professional Learning Sessions. Educators can still apply for Voluntary Professional Learning Sessions if they were not called for Compulsory Courses by their Education Officers. Educators can consider that they have not been called for Compulsory Professional Learning Sessions if they did not receive any convocation by the 8<sup>th</sup> April 2016.
3. Educators are reminded that all convocations are being sent on iLearn accounts.
4. Application forms for all Voluntary courses are to be filled in online using the following link: [click HERE](#)
5. Educators who wish to apply for Compulsory Courses on a Voluntary Basis are to fill an online form following this link: [click HERE](#)
6. Any queries about Professional Learning Courses are to be addressed to:  
Ms Carmen Grech (Education Officer) OR to Ms Marisa Schembri  
Institute for Education  
Martin Luther King Road  
Pembroke PBK 1990  
Tel: 2598 3706 / 2598 3705  
email: [carmela.grech@ilearn.edu.mt](mailto:carmela.grech@ilearn.edu.mt) / [marisa.scerri@gov.mt](mailto:marisa.scerri@gov.mt)
7. The closing date for all applications is 16<sup>th</sup> May 2016.

Thank you for your collaboration.

**Joanne Grima**  
CEO, Institute for Education