

Institute for Education

Tel: 2598 2001

Email: ife@ilearn.edu.mt

LETTER CIRCULAR

Information: X

Date: 31st July 2017

Action Required: X

Ref: IfE 31/2017

To: College Principals, Heads of Schools (State and Non-State)

From: Joanne Grima - CEO Institute for Education

Subject: Introductory Course for Supply teachers without a Teaching Qualification

The Memorandum of understanding between the Government of Malta and the Malta Union of Teachers dated 26th May 2009 states that Supply Teachers who do not have a teacher's qualification that is recognised by the competent authority shall, by not later than the second consecutive and complete scholastic year in employment, be obliged to attend a basic introductory course as approved by the Education Authorities. Such course shall have a duration of thirty (30) hours and shall take place outside school hours. All such employees shall be obliged to attend and participate actively in this course at any time as may be determined by the Directorate for Educational Services (DES), without the right to claim any compensation, and any course costs shall be covered by the employee. Failure to attend and actively participate in such course will lead to the termination of contract of employment.

In view of this, the Institute for Education is again organising the **Introductory Course for Supply Teachers** who do not have a teacher's qualification. Participants will have the **option** to either do the accredited or the non-accredited version of the course. The difference lies in the assessment in that, the accredited version is accompanied by assessment that leads to valued accreditation (6 ECTS at MQF 6) by the National Commission of Further and Higher Education (NCFHE).

Preference will be given to those who have been teaching for 4 years or more, then to those who have been teaching for 3 years and so on.

The course will be held on Tuesdays and Fridays between 15.30 and 18.15 at St. Ġorġ Preca College, Secondary School, Hamrun. The course will commence on the 10th October 2017.

SCHEDULED SESSIONS		
Session 1	10 th October 2017	15.30-18.15
Session 2	13 th October 2017	15.30-18.15
Session 3	17 th October 2017	15.30-18.15
Session 4	20 th October 2017	15.30-18.15
Session 5	24 th October 2017	15.30-18.15
Session 6	27 th October 2017	15.30-18.15
Session 7	31 st October 2017	15.30-18.15
Session 8	3 rd November 2017	15.30-18.15
Session 9	Online	
Session 10	Online	
Practicum Visits	13 th November 2017 – 21 st December 2017	

The course fee is €100 payable to the Institute for Education upon acceptance.

The **entry requirements** are as follows:

- 1) Evidence of number of years teaching in a licensed school
- 2) Copy of Temporary warrant

More information about the course can be found at: <https://goo.gl/TPD7fv>.

The participants who succeed in completing the accredited version of the course and the accompanying assessment will receive a certificate describing the accreditation and the outcomes achieved. Those who choose the non-accredited version will receive a certificate of attendance.

Participants who succeed in completing the accredited or the non-accredited version of the course shall fulfill the requirement outlined in the section of the Memorandum of Understanding as reproduced in the first paragraph.

Interested applicants are kindly asked to submit an online application by following the link: <https://goo.gl/Q69FfT> and send scanned copies of the documents as per entry requirements to ife@ilearn.edu.mt by **noon** of the **18th August 2017**. Late applications will not be considered. **Those who had already applied but were not selected are required to reapply.**

Thank you.

Joanne Grima
CEO Institute for Education