

LETTER CIRCULAR - Institute for Education

Date: 14th November 2019

Ref: IfE 85/2019

From: Joanne Grima – CEO

To the attention of: Heads of College Networks, Heads of Schools (State and Non-State) and sections

Subject: Online Application for the course *Supporting Learners with Individual Educational Needs (Award)* for Supply Learning Support Educators (LSEs)

Application Link: <https://bit.ly/2CzwPO2>

Deadline: Noon (CET) 30th November 2019

The Institute for Education is accepting applications submitted online for the course *Supporting Learners with Individual Educational Needs (Award)* for Supply Learning Support Educators (LSEs) and prospective LSEs, starting in **January 2020 (as per schedule below)**. **Applications will be received on a first-come first-served basis with supply LSEs already working in a licenced school, given first preference over prospective LSEs.**

Entry requirements

Applicants interested in following this programme should:

- a. Have a minimum of four MQF level 3 (Ordinary Level) subjects, with at least a grade 5/C or a comparable, which must include Maltese, English Language, Mathematics and any other subject;

OR

- b. Have a minimum of a full MQF level 3 VET Qualification with at least 60 ECTS including successful completion of Mathematics, English and Maltese studied as key skills. Applicants applying under this criterion are requested to include an official Transcript as evidence together with their Certificate.

Fee

Upon receiving the acceptance letter by the Institute, the applicant is **required** to pay **€250** for the course. Modes and methods of payment will be communicated to accepted applicants. Students following this programme may apply for the Get Qualified Scheme which will enable them to benefit from a tax-credit for the cost incurred. For further details kindly refer to the Institute's Tuition Fees Policy 2019-2020 which can be accessed via the following link: <https://bit.ly/2NWvYfC> .



Submission of applications

Interested applicants are kindly asked to submit an online application through the following link: <https://bit.ly/2CzwPO2> by **noon (Central European Time) of 30th November 2019**. Places are limited to the first **fifty (50) eligible** applicants who will be selected on a first-come first served basis. However, **Supply LSEs, who are already working in a licenced school, will be given preference over prospective LSEs**. Late applications will not be considered.

Course Schedule

The course, which will commence on Friday 10th January 2020, will be held at the Institute for Education, Pembroke. The lecture dates and times will be as follows:

SLIEN/02/2019 - SCHEDULED SESSIONS		
Session	Date	Time
Introductory Session	10 th January	15:30 – 18:15
Week 1	13 th , 15 th , 17 th January	15:30 – 18:15
Week 2	20 th , 22 nd , 24 th January	15:30 – 18:15
Week 3	27 th , 29 th , 31 st January	15:30 – 18:15
Week 4	3 rd , 5 th , 7 th February	15:30 – 18:15
Week 5	11 th , 12 th , 14 th February	15:30 – 18:15
Week 6	17 th , 19 th , 21 st February	15:30 – 18:15
Week 7	26 th , 27 th , 28 th February	15:30 – 18:15
Week 8	2 nd , 4 th , 6 th March	15:30 – 18:15
Week 9	9 th , 11 th , 13 th March	15:30 – 18:15
Week 10	16 th , 18 th , 20 th March	15:30 – 18:15
Practicum	23 rd March – 15 th May 2020	

Whilst every effort will be made to keep to these dates, there might be last minute changes due to factors that the Institute does not have any control over.

More information about the course can be found at: <https://goo.gl/87GUiL>.

Thank you.

Joanne Grima
CEO Institute for Education