



LETTER CIRCULAR - Institute for Education

Date: 27 March 2023

Ref: IfE19/2023

From: Joanne Grima – CEO

To the attention of: Heads (College Network), Heads of Schools, Assistant Heads of State and Non-State, Assistant Directors, Education Officers, Heads of Department, Teachers and Sections

Subject: Online Accredited Awards commencing in July 2023

Application Link: See table below

Deadline: See table below

The Institute for Education is informing interested applicants that applications are currently being accepted online for the below **Awards** commencing in **July 2023**. Synchronous (live) sessions delivered through the Institute's portal are held between 15:30-18:15 unless otherwise specified.

Awards are short accredited courses offering innovative learning experiences and are the perfect opportunity for educators to develop their knowledge and competences in self-sought areas. Each ECTS achieved is worth twenty-five (25) hours of total learning in the **Accelerated Progression Scheme**. A complete list of awards can be viewed on the [IfE Portal](#). Certificates for awards will be provided digitally through the Blockerts app.

These modules form part of the **Master in Applied Educational Leadership (MAEL)** course, therefore course participants who successfully follows any of these modules would be able to apply for [Recognition of Prior Learning](#) should they enrol in the MAEL programme in the future.

Technological Requirements

All accepted course participants must ensure that they have access to a personal computer where they can follow the online sessions and complete assignments. A strong internet connection and a working microphone and camera are essential to follow synchronous (live) online sessions.



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Tuition Fee



Upon receiving acceptance confirmation by the IfE, the applicant is required to pay the respective tuition fee for the award. Modes and methods of payment will be communicated to accepted applicants. Course Participants following awards which cost more than €100 may apply for the Training Pays Scheme which offers up to 75% cash refund to aid participants with costs relating to training. This refund will be awarded to the individual (trainee) after successful completion of his/her training.

Applicants may alternatively wish to apply for the Get Qualified Scheme which will enable them to benefit from a tax-credit for the cost incurred. The Training Pays Scheme is administered by Jobsplus while the Get Qualified Scheme is administered by the Ministry for Education. Both are independent from the Institute for Education.



Applicants will not be able to apply for funding under both schemes concurrently.

For further details kindly refer to the Institute's [Tuition Fees Policy](#).

Submission of applications

Interested applicants are requested to submit an online application through the application links within the table below **according to the specified deadline**. Places are limited to the first twenty-five (25) eligible applicants per module. Late applications will not be considered.

Applicants are required to submit certificates as well as transcripts to corroborate claims of qualifications currently in their possession.

Work experience is only verified against; GP47 or Jobsplus Employment History. CVs and letters of reference are not considered as proof of experience.

Thank you.

Joanne Grima
CEO Institute for Education

Institute for Education

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Schedule

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

Delivery Date	Code / Application Link	Module Title	MQF Level	ECTS	Home/EU/EEA Fee in EUR to be paid upon acceptance by IfE	International Fee in EUR to be paid upon acceptance by IfE	Actual Fee in EUR following Get Qualified Scheme tax refund	Actual Fee in EUR following Training Pays Scheme cash refund	Deadline for Submission of Application
Commencing July 2023									
3, 10, 17, 24, 31 July 2023	M73/01/2023	Award in Human Resources Management for Educational Leaders	7	5	€ 175.00	€ 700.00	€ 52.50	€ 43.75	2 June 2023
4, 10, 17, 24, 31 July 2023	M104/01/2023	Award in Learning Outcomes and Assessment	7	5	€ 175.00	€ 700.00	€ 52.50	€ 43.75	2 June 2023
10, 17, 24, 31, 7 July 2023	M105/01/2023	Award in Lesson Observation and Educational Mentoring	7	5	€ 175.00	€ 700.00	€ 52.50	€ 43.75	2 June 2023