



**LETTER CIRCULAR - Institute for Education**

**Date:** 03 November 2022

**Ref:** IfE 68/2022

**From:** Joanne Grima – CEO

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

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**Subject:** Award in Teaching Writing Skills in Primary and Secondary Schools in collaboration with the NLA commencing February 2023

**Applications Open:** 09.00hrs (CET) 21 March 2022      **Application Deadline:** 13 January 2023

**Application Link:** [TWS/01/2023](https://www.ife.gov.mt/TWS/01/2023)

**Tuition Fee:** Home/EU/EEA €200 (**€60.00 following Get Qualified Scheme rebate or €50.00 following Training Pays Scheme cash rebate**)

Non-EU/EEA €810

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The Institute for Education would like to invite educators to apply for the short-accredited programme titled: **Teaching Writing Skills in Primary and Secondary Schools (Award)** being organised in collaboration with the **National Literacy Agency** commencing in **February 2023**.

**Entry requirements:**

Applicants interested in following this programme should have:

1. A minimum of MQF Level 5 in Education (60 ECTS);

**OR**

2. Diploma in Facilitating Inclusive Education at MQF Level 5 (60 ECTS) AND 2 full years in an educational role. Experience is to be supported only through the provision of an updated GP47 or a Jobsplus Employment History. CVs are not accepted as proof.



**Schedule:**

**Start date:** February 2023  
**End date:** May 2023  
**Course day:** Tuesday  
**Session duration:** 15:30 – 18:15 (unless indicated otherwise)

This Award is being offered through blended learning which comprises a mix of synchronous (live) online sessions with follow-up tasks as well as face-to-face sessions which will be held at the National Curriculum Centre. Applicants are encouraged to make the necessary arrangements to be available on the dates listed hereunder.

**Scheduled sessions:**

TWS/01/2023 - SCHEDULED SESSIONS		
Module	Date	Time
Introductory Session	31 January 2023	15:30 – 16:30
1	07 February 2023	15:30 – 18:15
1	14 February 2023	15:30 – 18:15
2	28 February 2023	15:30 – 18:15
2	07 March 2023	15:30 – 18:15
2	14 March 2023	15:30 – 18:15
2	21 March 2023	15:30 – 18:15
2	28 March 2023	15:30 – 18:15
2	18 April 2023	15:30 – 18:15
3	25 April 2023	15:30 – 18:15
3	02 May 2023	15:30 – 18:15
4	09 May 2023	15:30 – 18:15
4	16 May 2023	TBC

*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.*



**Institute  
for Education**

## Tuition Fee



Upon receiving acceptance confirmation by the IfE, the applicant is **required** to pay **€200** for the course. Modes and methods of payment will be communicated to accepted applicants. Course Participants following this course 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.

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 link found above by no later than **13 January 2023**. Places are limited to twenty-five (25) eligible applicants.

## Technological Requirements

All accepted course participants must ensure that they have a strong internet connection and a working microphone and camera for synchronous (live) online sessions.

More information about the course can be found at: [Course Outline](#).

Thank you.

**Joanne Grima**  
CEO Institute for Education