



LETTER CIRCULAR - Institute for Education

Date: 11 December 2023

Ref: IfE 94/2023

From: Joanne Grima, CEO Institute for Education

Subject: Master in Applied Educational Leadership (Top-Up) – Applications for Programme Commencing in January 2024

Course Delivery: 1 Year Part-Time

Applications Open: 11 December 2023

Application Link: [MAET/01/2023](#)

Application Deadline: 8 January 2024

Application Fee: €20 to be paid upon registration

Tuition Fee: Home/EU/EEA Applicants: €750 per annum

Non-EU/EEA - €9,000 – Full Price

The Institute for Education (IfE) is accepting applications submitted online as of 11 December 2023 for the part-time Top-Up course *Master in Applied Educational Leadership (Top-Up)* offered at MQF Level 7 (30 ECTS) starting in **January 2024**. Applications will be on a first-come first-served basis and limited to the first five (5) eligible applicants.

Course Details

This top-up programme offers graduates of the Institute for Education's Postgraduate Diploma in Applied Educational Leadership, the opportunity to further their studies and obtain a Master in Applied Educational Leadership (Top-Up). Within this top-up qualification, participants will work on a research component relevant to their professional practice. Under the guidance of a supervisor, participants will be supported through workshops and tutorials in order to assist them to critically evaluate appropriate literature in the respective field, apply appropriate research methodology and critically interpret results and the contribution of one's research to the growing body of knowledge and projects pertaining to educational leadership.

Upon successful completion of this programme, course participants will be conferred a Master in Applied Educational Leadership (Top-Up) and is recognised by the Malta Further and Higher Education Authority (MFHEA).

More information can be found [here](#).



Minimum entry requirements

Applicants are required to be in possession of a minimum of **ONE** of the following:

- a) An MQF Level 7 Postgraduate Diploma in Applied Educational Leadership (MQF 7, 60 ECTS) awarded by the Institute for Education within the last five (5) years with an average of 65% or higher

AND

- b) A Research Proposal approved by the Dissertation Board.

Conditions for Admission

- i. Applicants are to submit a research proposal as part of their application on the IfE Portal.
- ii. Acceptance on the programme is subject to the submitted Research Proposal meeting the requirements and approval of the Dissertation Board. Should the proposal not be accepted applicants would need to re-apply with the following intake.
- iii. Acceptance on the programme is subject to the availability of a supervisor.
- iv. Past course participants are able to apply for this programme two academic years after the successful completion (graduation) of their Postgraduate Diploma.
- v. Past course participants whose studies were terminated by the Institute for Education or who have previously failed the Dissertation component on the IfE's Master of Education programme are not eligible to apply.

Required Documentation upon submission of Application

Applicants are required to submit certificates as well as transcripts to corroborate claims of qualifications currently in their possession. In addition, applicants are required to submit a research proposal following this [link](#). You may want to consult the [Dissertation Handbook v3.0](#) for guidelines in this regard.

Language Requirement for International Applicants

In addition to the above requirements, international applicants are required to demonstrate English language proficiency with an Academic IELTS score of 6.5, or an equivalent score from another recognised international proficiency examination.

Student Agreement

Applicants which will be enrolled on a qualification programme will be required to endorse a Student Agreement. The purpose of this agreement is to define the conditions of acceptance to undertake studies at the IfE. By signing the agreement both the IfE and the course participant will be agreeing to the stipulated conditions defining the relationship for the duration of studies.



**Institute
for Education**

Fees

Upon application, applicants will be required to pay €20 administrative charge for the processing of application.

Subsequently, upon receiving the acceptance letter by the IfE, applicants from countries in the European Union (EU), Switzerland and countries in the European Economic Area (EEA) are required to pay €750 per academic year.

International applicants who are not from the EU, Switzerland or from a country within the EEA are required to pay in full the total cost of the course; €9,000. For further details kindly refer to the IfE's [Tuition Fees Policy](#). Modes and methods of payment will be communicated to the accepted applicants.

Submission of applications

Interested applicants are kindly asked to submit an online application via the following [link](#). Deadline for submission of applications is **08 January 2024**. Places are limited to five (5) eligible applicants.

Queries during the submission of applications are to be timely addressed to ife.dissertations@ilearn.edu.mt.

Disclaimer: The running of this programme is subject to availability of resources.

Thank you.

Joanne Grima

CEO Institute for Education