STUDYING AT THE UNIVERSITY OF MALTA
A GUIDED TOUR THROUGH THE MAZE
ACADEMIC ADMINISTRATION

1. Rector's Office
2. Registrar's Office
3. Faculty Office
4. Departmental Office
IN CASE OF DIFFICULTIES AND PROBLEMS, SEEK HELP IMMEDIATELY, NOT AFTER YOU SIT FOR EXAMS AND FAIL!

ACADEMIC MATTERS
CONTACT YOUR HEAD OF DEPARTMENT

STUDENT ADVISORY SERVICES
WWW.UM.EDU.MT/SAS

ADMINISTRATIVE MATTERS
CONTACT YOUR FACULTY OFFICE

COUNSELLING UNIT
WWW.UM.EDU.MT/COUNSELLING
MAIN CONTACT POINTS

REGISTRAR’S OFFICE
WWW.UM.EDU.MT/REGISTRAR

PRO-RECTOR FOR STUDENTS & STAFF AFFAIRS AND OUTREACH
DR CARMEN SAMMUT

ACCESS DISABILITY SUPPORT UNIT
MS MARCHITA MANGIAFICO

INTERNATIONAL & EU OFFICE
OVERSEAS STUDENTS & ERASMUS LOCAL STUDENTS
CHANNELS OF STUDENT REPRESENTATION

COUNCIL

SENATE

FACULTY BOARD

KSU
WWW.KSU.ORG.MT

STUDENT ORGANISATIONS

OUTSTANDING PAST | BRIGHT FUTURE
GENDER ISSUES COMMITTEE

MAIN FUNCTIONS
Promotes a policy of equal opportunities; monitors complaints from university staff and students in connection with sex discriminatory practices and sexual harassment.

MENTORING SCHEME
Helps students in their academic work and give students an insight into the world of work.

WELLBEING CLINIC
A wellbeing clinic is available for students and staff to use in students' house.

CONTACT DETAILS
Email – gender.committee@um.edu.mt
Website – www.um.edu.mt/gender
YOUR ADMINISTRATIVE EXPERIENCE:
YOUR STUDENT VOYAGE
IT IS IMPORTANT TO BE AWARE OF GENERAL REGULATIONS AND BYE-LAWS SINCE THESE GOVERN THE MOST IMPORTANT ASPECTS OF YOUR COURSE
REGULATIONS

1. General Regulations for University Awards
   General regulations which govern all courses

2. Bye-laws for each course
   Specific bye-laws governing each particular course

3. Registrar’s website
   Bye-laws for all courses are available online on the office of the registrar website: www.um.edu.mt/registrar/regulations
Welcome to the website of the Office of the Registrar.

This Office is responsible for academic administration, including all matters related to courses and students ranging from admissions, class and examinations scheduling, academic records, and yearly progression to graduation.

Other student services, such as the Students Advisory Services, also fall within the remit of this office. As Secretary to Senate and to all Faculty, Institute, Centre and School Boards, the Registrar is responsible for ensuring that all Senate decisions are implemented and all regulations and bye-laws adhered to.
Statutes, Regulations and Bye-Laws

Home > Regulations and Bye-Laws

Although every attempt is made to ensure that the statutes, regulations and bye-laws available on this site are up-to-date and accurate, these documents are provided for information purposes only and are not intended to be either legally binding or contractual in nature.

The University of Malta Statutes, Regulations and Bye-laws published as Legal Notices in the Malta Government Gazette are the legally binding documents which constitute the subsidiary legislation to the Education Act, Cap. 327.

Please access the information that you require from the sub-menu options on the left.
Course Statutes, Regulations and Bye Laws

Home > Regulations and Bye-Laws > Course Regulations

Faculties

- Faculty of Arts
- Faculty for the Built Environment
- Faculty of Dental Surgery
- Faculty of Economics, Management and Accountancy
- Faculty of Education
- Faculty of Engineering
- Faculty of Health Sciences
- Faculty of Information and Communication Technology
- Faculty of Laws
- Faculty of Media and Knowledge Sciences
- Faculty of Medicine and Surgery
- Faculty of Science
- Faculty for Social Wellbeing
HOW TO ACTIVATE YOUR UOM ACCOUNT?
ACTIVATING UOM IT ACCOUNT

University of Malta
L-Università ta’ Malta

Activate UoM IT Account

The UoM IT Account provides you with a University email address and access to other services that you qualify for.
To activate your UoM IT Account, please select the type of account below and click Proceed.

Account Type: Select Account Type
- UoM Student
- Alumni
- JU Student
- Staff
Anchor UoM IT Account

Activate UoM IT Account for UoM Students

The UoM IT Account provides you with a University email address and access to IT facilities (including wireless access, open access computers, printing, etc.) and to other resources available on the University campus network (including eSIMS, VLE, eJournals, Google Apps for Education etc).

You will retain your UoM IT Account after you complete your course of studies at the University to continue accessing your University email, Google Apps and Alumni Online. Other services available to current students may not be available after you finish your course.

- You can activate your UoM IT Account by typing in your Activation Code and date of birth in the underlying fields.
- If you have forgotten your username and/or password, use this screen to check your username and/or generate a new password.
- All students starting a course are assigned a personal Activation Code upon registering at the University of Malta. The Activation Code is a 12 character code, of the format ABCD-EFGH-JKLM.
- The Activation Code appears in the acceptance letter sent to all students by the University. Students who have misplaced their acceptance letter are requested to call personally at the IT Services Reception Desk. For security purposes, activation codes and/or passwords cannot be sent via email. Students are encouraged to keep the acceptance letter in a safe place for future reference.

**Activation Code:**

**Date of Birth:**

**Proceed**
HOW TO USE eSIMS?
WHAT ARE THE MAIN FUNCTIONS OF eSIMS?
ACCESSING eSIMS

TO USE ESIMS YOU MUST FIRST ACTIVATE YOUR UOM IT ACCOUNT: WWW.UM.EDU.MT/ACTIVATE

YOU HAVE RECEIVED YOUR ACTIVATION CODE AND INSTRUCTIONS ON HOW TO ACTIVATE YOUR ACCOUNT WITH YOUR LETTER OF ACCEPTANCE*

ACTIVATE YOUR ACCOUNT TODAY!

JUNIOR COLLEGE STUDENTS STILL NEED TO ACTIVATE THEIR UOM ACCOUNT

* THOSE ADMITTED FOLLOWING THE MATSEC SEPTEMBER SESSION WILL RECEIVE THEIR LETTER OF ACCEPTANCE AND THEIR ACTIVATION CODE WITHIN THE NEXT TWO WEEKS
ACCESSING eSIMS

TO LOGON, SELECT eSIMS FROM QUICKLINKS, OR TYPE WWW.UM.EDU.MT/ESIMS IN THE WEB BROWSER
Access Emails, Calendar & Google Drive Offline

Did you know that you can still access your University Gmail, Calendar and Google Drive when your computer cannot connect to the Internet?

more information

Sign in to UoM IT Account

Email address or Username

Password

Sign in

Sign in Problems?

UoM IT Account password is only requested at https://accounts.um.edu.mt/
Make sure to sign out (top right) when done.

TYPE YOUR STUDENT UNIVERSITY IT ACCOUNT LOGIN DETAILS
eSIMS TO ACCESS INFORMATION

ESIMS is the web portal that gives you access to important information, including:

1. View / Edit Personal Details
2. Your Personal Academic Record
3. Study-Units Database
4. Student Intray System
5. ESIMS Notice Board
6. Useful Links for Students
eSIMS TO ACCESS PERSONAL INFORMATION

- View and update your personal details (mailing address & next of kin contact details)
- View your registered course details
- View your registered study-units
- View your academic record
- View your results/apply for revision of paper
eSIMS PERFORM STUDENT TASKS ONLINE

ENROL FOR THE COURSE EACH ACADEMIC YEAR 3RD — 24TH OCTOBER

REGISTER FOR DEGREE PLUS & ANY ENGLISH EXTRA STUDY-UNITS 7TH — 14TH OCTOBER

SUBMIT STUDY-UNIT FEEDBACK AT THE END OF EACH SEMESTER

OUTSTANDING PAST | BRIGHT FUTURE
COURSE PROGRAMMES
Programmes of study consist of different categories of study-units

Programme of Study
- Elective Study-Units
- Compulsory Study-Units
- Optional Study-Units
COURSE PROGRAMMES

ECTS 1

All courses are divided into study-units to each of which ECTS credits are assigned.

Credits 2

Workload for an academic year is 60 credits, divided into 30 credits per semester.

OUTSTANDING PAST | BRIGHT FUTURE
60 CREDITS

3

Students need to pass all study-units to obtain the required 60 credits and progress regularly to the next year.

Programmes of study and other course-related information can be found on www.um.edu.mt/course

4

Find a course
HOW TO CHECK STUDY-UNIT DETAILS FROM eSIMS
### Study-Unit Database

**Study-Unit Search**

Enter search criteria in one or more of the fields below and press the Search button to retrieve the Study-Unit(s).

- If you know the study-unit code, please input it with no spaces between the letter and the digit part of the code.

- If you are entering only part of the code please add the * wildcard in the Code and Title fields. 
  e.g. ENG* in the Study-Unit Code field will retrieve all units whose code starts with 'ENG'.
  e.g. *Theo* in the Title field will retrieve all titles containing the letters 'theo'.

- If you are searching by department, input a keyword in between the * wildcards in the Department field, then select one of the department codes provided in the retrieved list.
  e.g. *Italian* in the Department field will retrieve all departments that have 'Italian' in their title, together with their department code (ITL, AIS...etc).

Please note that up to 600 records that match your criteria will be retrieved.

<table>
<thead>
<tr>
<th>Study-Unit Code</th>
<th>Title</th>
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<tbody>
<tr>
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<table>
<thead>
<tr>
<th>Department</th>
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<tr>
<th>ECTS Credits</th>
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<th>Optional Study-Units</th>
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<th>Degree Plus Study-Units Only?</th>
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[Search button]
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**Description:**
This is a basic unit on the attractions and skills of History of Art. It introduces Art History as a multi-disciplinary subject, surveys the major periods, works, and ideas of Western Art from Giotto to Cézanne. Students will review individual works of art (discussing their dates, authors, subjects, titles, locations, period, style, etc) and study them in terms of their links with broader issues and ideas.

**Unit Aims:**
The aims of this Unit are to:
- Understand History of Art within the context of different styles;
- Identify the major artists and;
- Evaluate most significant works of art.

**Learning Outcomes:**
1. **Knowledge & Understanding:**
   - By the end of the Unit the student will be able to:
     - Define the salient characteristics of different artistic stages;
     - Show proper cognition of the major protagonists of world art;
     - Discuss works within the general survey of History of Art.

2. **Skills:**
   - By the end of the Unit the student will be able to:
     - Engage with the variety of methodologies and topics of debate current in Art History;
     - Analyse and discuss works of art within the context of a general art historical survey.

**Main Text/s and any supplementary readings:**
- Janson, H.W. History of Art, Pearson, Prentice Hall, 1992. (with later editions)
- Michael Levey, from Giotto to Cézanne, Thames and Hudson, 1962.

### Study-Unit Type: Lecture

<table>
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<th>Weighting</th>
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### Availability

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</tr>
<tr>
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<td></td>
<td></td>
<td></td>
<td>Keith Paul Solberras (Co-ord.)</td>
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WHAT ABOUT STUDY-UNIT RESULTS, RESITS AND PROGRESSION?
REGULATIONS PROVIDE FOR

RESITS
Resit assessments up to a limited number (16) of credits

RESUBMISSION
Resubmission of assignments as directed by the lecturer

CONDITIONAL PROGRESSION
The possibility of referring not more than 10 credits to the next year

REPEAT
If you fail too many credits, you may have to repeat the year, if eligible
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View Study-Unit Details >>
### Study-Unit Details

Below are the results for the unit you have selected.

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#### Study-Unit Title
- International Accounting

#### Date Published
- 18/Feb/2016

#### Class Average Mark
- 80.0

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ASSIGNMENTS

1. Beware of **Plagiarism**
   - Proper quotations, list of references, bibliography

2. Plagiarism avoidance guidelines
   - [www.um.edu.mt/registrar/student-conduct](http://www.um.edu.mt/registrar/student-conduct)

3. Do not quote **Wikipedia**
Student Conduct - Regulations and Procedures

- University Assessment Regulations, 2009
- Proceedings of the University Assessment Disciplinary Board
- Regulations to govern the Exercise of Discipline
- Plagiarism and Collusion Guidelines
- How to Avoid Plagiarism
- Examination Notice and Absence from Examinations
- Guidelines for Undergraduate Students on the use of Turnitin
- Guidelines for Postgraduate Students on the use of Turnitin
Administrative Information for Students

The Students section contains administration-related notices for current and prospective University students, as well as downloadable administrative forms.

Notices

Academic Year 2015/16
- Academic Calendar
- Semester Dates
- Opening Ceremony
- Registrar’s Presentation
- Graduation Schedule

Academic Year 2016/17
- Academic Calendar
- Semester Dates

Academic Year 2017/18
- Semester Dates
- Academic Calendar

General Notices
- Terms You Should Know
- Online enrolment instructions
- Extra Study-units Conditions and Criteria - NEW
- Examination Notice and Absence from Examinations
eSIMS FAQs & SUPPORT

1. IF YOU ENCOUNTER PROBLEMS RELATED TO eSIMS PLEASE CONSULT THE FREQUENTLY ASKED QUESTIONS SECTION: WWW.UM.EDU.MT.REGISTRAR/STUDENTS/ESIMSFAQ

2. IF THE ISSUE IS NOT RESOLVED KINDLY CLICK ON THE ‘CONTACT US’ TAB OR SEND AN EMAIL TO: SUPPORT.ESIMS@UM.EDU.MT

OUTSTANDING PAST | BRIGHT FUTURE
STUDENT CODE

IN YOUR CORRESPONDENCE, ALWAYS QUOTE YOUR STUDENT CODE FOUND ON YOUR LETTER OF ACCEPTANCE.

REMEMBER TO REGULARLY CHECK YOUR UNIVERSITY EMAIL FOR ANY eSIMS NOTIFICATIONS THAT ARE SENT PERIODICALLY.

UNIVERSITY EMAIL

OFFICIAL COMMUNICATION FROM THE UNIVERSITY IS ALWAYS SENT TO YOUR UNIVERSITY EMAIL ADDRESS, GIVEN TO YOU WHEN YOU ACTIVATE YOUR UOM IT ACCOUNT. HOWEVER, YOU MAY CHOOSE TO FORWARD YOUR EMAILS TO AN EXISTING NON-UNIVERSITY EMAIL ADDRESS.
Always use your university email address in all your correspondence with the university.
OTHER FAQs

- Are all lectures obligatory?
- Are all my lectures in the same building?
- How do I find my way around?
- What if I am sick and cannot attend a lecture or an examination?
- How much time am I allowed to apply for a revision of paper?
LIBRARY CARD

The LIBRARY CARD will only be issued if it is requested.

Otherwise, the NATIONAL IDENTITY CARD will be accepted in all circumstances as an official document.

Non-Maltese students should apply for a student card from the admissions office.
LEARN A FOREIGN LANGUAGE

CERTIFICATE IN LANGUAGE PROFICIENCY
ARABIC, ITALIAN, FRENCH, GERMAN & SPANISH
CAN BE FOLLOWED CONCURRENTLY WITH YOUR COURSE OR AS A DEGREEPLUS UNIT
LEARN BASIC MALTESE: UNITS AVAILABLE TO OVERSEAS STUDENTS

MORE INFORMATION ABOUT THE PROGRAMME IS AVAILABLE FROM WWW.UM.EDU.MT/COURSES
DEGREE PLUS
AN OPPORTUNITY TO ENHANCE YOUR EDUCATIONAL EXPERIENCE, PROFILE AND CV

- ENTREPRENEURSHIP AND PROFESSIONAL DEVELOPMENT
- CREATIVE & PERFORMING ARTS
- MUSIC
- SPORTS
- LANGUAGES & COMMUNICATION
- HEALTH & SAFETY
- CULTURE & HERITAGE
- VOLUNTARY WORK
- WORK WITH A STUDENT ORGANISATION
- PLACEMENTS
GET RECOGNISED

ARE YOU INVOLVED IN OTHER KINDS OF EXTRACURRICULAR ACTIVITIES WHICH ARE NOT IN YOUR PROGRAMME OF STUDY, AND WOULD LIKE THEM TO BE RECOGNISED?

THROUGH DEGREEPLUS YOUR ACTIVITY CAN BE RECOGNISED

WWW.UM.EDU.MT/DEGREEPLUS
DEGREEPLUS@UM.EDU.MT

LECTURES: WEDNESDAYS AND FRIDAYS 12 - 2 PM
THIS PRESENTATION IS AVAILABLE AT: WWW.UM.EDU.MT/REGISTRAR/STUDENTS
ANY QUESTIONS?
THANK YOU AND GOOD LUCK