

**EDUCATION ACT
(CAP. 327)**

Admissions Regulations, 2016

IN EXERCISE of the powers conferred upon him by articles 74 (5) and 75 (6) of the Education Act (Cap. 327), the Chancellor of the University of Malta has promulgated the following regulations made by the Senate of the University of Malta by virtue of the powers conferred upon it by articles 75 (3) and 79 (b) of the said Act:

Citation and interpretation

1. (1) These regulations may be cited as the Admissions Regulations, 2016 of the University of Malta.

(2) In these regulations, unless the context otherwise requires, the terms used shall be taken to mean as indicated hereunder:

“the Admissions Board” means the Admissions Board appointed by Senate as provided in regulation 11;

“the Board” means the Board of a faculty, institute, centre, or school of the University;

“the Course” means a programme of study leading to a University qualification;

“the Dean” means the Dean of a faculty or the Director of an institute, centre, or school of the University;

“the Faculty” means a faculty, institute, centre, or school of the University;

“the Senate” means the Senate of the University; and

“the University” means the University of Malta.

Applicability

2. These regulations shall apply for admission to University Courses commencing in September 2016 or later.

Courses

3. The Courses are offered at the following levels:

(a) Doctoral Degrees;

(b) Postgraduate Degrees, Diplomas, Certificates and Awards;

(c) Undergraduate Degrees, Diplomas, Certificates and Awards; and

(d) Non-Tertiary Courses consisting of (i) Foundation Studies Courses; (ii) Pre-Tertiary Certificate Courses; and (iii) Courses offered by the Junior College of the University.

Students of the University

4. Applicants to Courses may be accepted as:

(a) *regular students* if they satisfy the requirements of the statutes, regulations and bye-laws, and have been judged eligible to be so admitted; or

(b) *probationary students* if they possess the general entry requirements but are short of the special Course requirements by not more than one element, where an element means a difference of one grade in one subject (*e.g.* a grade D instead of a grade C in one subject), only when a provision regarding probationary students is included in the respective Course regulations or bye-laws; or

(c) *visiting students* if they register on study-units with the intention of obtaining credits, but are not enrolled in a programme of study leading to a qualification; or

(d) *auditing students* if they follow study-units without the intention of obtaining credits and are not enrolled in a programme of study leading to a qualification.

Regular Students

5. Applicants shall be admitted as doctoral or postgraduate regular students if they satisfy the entry requirements as specified in the general regulations and the respective Course regulations or bye-laws and have been judged eligible to be so admitted.

6. Applicants shall be admitted as undergraduate regular students if they:

(a) satisfy the entry requirements as specified in these regulations and in the respective Course regulations or bye-laws; or

(b) have qualifications comparable to the entry requirements as specified in regulation 12, provided that relevant experience may be considered together with these qualifications by the Admissions Board; or

(c) will have reached the age of 23 by the beginning of the first semester of the Course for which they applied, hereinafter referred to as “Adult Learners”, and are judged to be eligible for admission by the Admissions Board on the basis of an assessment to determine whether such applicants are able to achieve the same academic standards as applicants admitted in terms of regulation 12; or

(d) have satisfied the general entry requirements for admission to the University, as applicable at the time the qualifications were obtained and are judged to be eligible for admission by the Admissions Board; or

(e) are eligible to follow a preparatory programme, in order to seek admission to an undergraduate diploma Course, as stipulated in the Course bye-laws; or

(f) are eligible to follow a Foundation Studies Course; or

(g) are eligible to follow a Pre-Tertiary Certificate Course; or

(h) are accepted by the Admissions Board to follow study-units within the Programme in the Liberal Arts and Sciences offered by the University; or

(i) possess qualifications which fall short of those required, which shortfall in qualifications the Admissions Board deems to have been due to severe physical disability.

Applicable for courses commencing from October 2017 onwards

(i) possess qualifications which fall short of those required, which shortfall in qualifications at SEC Level, the Admissions Board, on the advice of the Access Disability Support Committee, deems to have been due to a significant disability (including applicants within the Autism Spectrum and with Specific Learning Difficulties) and provided that the missing qualifications will not adversely affect the applicant's studies at University. Each application will be considered on its own merits.

Probationary students

7. (1) Course bye-laws may provide that probationary students shall be admitted into the first year of an undergraduate Course subject to satisfying all special conditions imposed by the Faculty to compensate for the missing element.

(2) If probationary students progress unconditionally to the next year of the Course, including satisfying all special conditions as imposed by the Faculty, they shall thenceforth be considered as regular students.

(3) If, by the end of the first year of the Course, probationary students do not successfully complete all the requirements to progress unconditionally to the second year, they shall be required to withdraw from the Course and shall neither be entitled to repeat the year nor to progress conditionally in terms of the General Regulations for University Undergraduate Awards, 2004.

(4) Applicants shall be admitted as probationary students once only.

Visiting students

8. (1) Visiting students may register for:

(a) individual study-units that are offered within University pre-tertiary, undergraduate and postgraduate Courses, subject to approval by the Faculty; and

(b) study-units that are designed *ad hoc* for particular needs, subject to approval by Senate on the recommendation of the Board.

(2) Visiting students shall be eligible for certification if they:

(a) complete the study-unit, are awarded the credits assigned to it, and pay any applicable fees; and

(b) satisfy any other requirements prescribed in any other relevant statutes, regulations and bye-laws of the University.

(3) Visiting students shall be entitled to the rights and privileges accorded to regular students.

Auditing students

9. (1) The University may allow individuals with particular interests to widen their knowledge by attending study-units as auditing students.

(2) Auditing students may be admitted to follow study-units provided the lecturer concerned poses no objection thereto and is satisfied that the individual has the necessary academic background to follow the study-units with profit.

(3) Auditing students shall be entitled to the rights and privileges accorded to regular students, but may not sit for any assessments of the University. The University may withdraw permission previously granted by it to any auditing students to follow study-units at any time. Auditing students may be charged an administrative service fee.

Junior Students of the University

10. Applicants may be admitted to the University as Junior Students at the Junior College of the University if they are in possession of six passes in the Secondary Education Certificate (SEC) examination at grade 5 or better. The subjects offered at SEC Level must include:

Maltese, English Language, Mathematics; and
one of Biology, Chemistry, or Physics.

The Admissions Board

11. (1) The Admissions Board shall be composed of the following members:

The Rector or his nominated delegate, as ex officio Chairman;
Three members appointed by Senate;
The Registrar (acting also as Secretary); and
One student representative appointed by Senate from among the Senate student representatives.

(2) The term of office of the Admissions Board shall be of one year and the quorum for meetings shall be of three members.

(3) The Admissions Board shall have the power to:

(a) decide on the eligibility of any applicant for admission to the University as a regular, probationary, visiting, auditing or junior student and, where it deems appropriate may:

(i) require such applicant to satisfy additional conditions; and /or

(ii) restrict the choice of Course, areas of study or study-units within a Course, to which such applicant may be admitted;

(b) decide on who is admitted to a Course to which admission is limited, in accordance with the provisions of the respective regulations or bye-laws for that Course and such other criteria as may be approved by Senate;

(c) seek the advice of a Faculty Admissions Committee (consisting of the Dean or his delegate and at least two other academic members appointed by the Board of the Faculty concerned) on any matter concerning eligibility for admission to a programme of study or area of study in that Faculty, and in particular on whether any applicant seeking admission as a regular student has the necessary academic background to follow the programme of study with profit, normally after having assessed the applicant through an interview or another form of assessment, provided that in such cases, appropriate detailed documentation shall be kept;

(d) advise Senate on all matters regarding admission to the University and to programmes of study.

(4) Where the Admissions Board has reason to believe that the presence of an applicant within the University community could present a clear and present danger to the well-being and safety of students and staff, or a significant risk that their safety be imperilled, or that activities on campus be disrupted, the Board shall on the basis of available evidence have the option to refuse admission, or to grant admission subject to appropriate safeguards which shall be decided upon on an *ad hoc* basis, or to delay admission until expert advice is obtained. For the avoidance of doubt, evidence could also take the form of expert advice documented in a sworn affidavit.

Entry Requirements for Undergraduate Courses

12. (1) *General Entry Requirements.* Subject to any other provision of these regulations, the general entry requirements are the following:

(a) the Matriculation Certificate, which is awarded to candidates who pass examinations in a range of subjects that includes a language, a humanistic, and a science subject, and Systems of Knowledge, as specified in the Matriculation Examination Regulations; and

(b) passes in the Secondary Education Certificate at grade 5 or better in Maltese, English Language and Mathematics, provided that if a pass in Maltese, and/or English Language, and/or Mathematics is obtained at Advanced or Intermediate Matriculation Level, a pass in such subjects in the Secondary Education Certificate Examination is not required.

(2) In the case of applicants who pursued their secondary education outside Malta, the University may consider and accept qualifications comparable to the qualifications stipulated in sub-paragraphs (a) and (b) of paragraph (1) of this regulation, provided that the mix of subjects and levels of the qualifications presented

are comparable to the subjects and levels required for the award of the Secondary Education Certificate and Matriculation Certificate.

(3) The Admissions Board may consider the acceptance of passes obtained in other examinations at corresponding levels and grades to the Matriculation Examination and the Secondary Education Certificate for the purpose of admittance.

(4) (a) *Special Course Requirements.* Regulations or bye-laws for a programme of study may specify other requirements in addition to the general entry requirements for admission to that Course. In particular, they may limit the choice of subjects that may be offered at Advanced and Intermediate Matriculation Levels and specify the grade to be obtained in such subjects, or specify alternative qualifications for admission which would be acceptable, in whole or in part, as qualifications of similar academic standard.

(b) Each Faculty shall determine the special course requirements for specific courses offered by it, as laid down in the Course bye-laws.

(c) An applicant who is a graduate of a university or has other qualifications considered to be sufficient may, on the advice of the Faculty Admissions Committee concerned, be exempted by the Admissions Board from any subject in which a pass is required for admission to a Course in that Faculty.

(5) *Maltese as a Requirement.* Further to the requirement of Maltese at Secondary Education Certificate level, the Admissions Board may, in special circumstances and subject to the conditions set out hereunder, allow an applicant to offer another subject instead of Maltese, as follows:

(a) a Maltese applicant who, for reasons of residence or education abroad over a significant period during the previous four years, has not received adequate teaching in Maltese, may be allowed to offer another language instead of Maltese, or, until September 2018, any other subject.

(b) a non-Maltese applicant may be allowed to offer instead of Maltese, another language as approved by the Admissions Board, provided that, as from September 2018 such other language cannot be English and applicants whose mother tongue is English shall be required to offer a language other than English instead of Maltese.

(6) Notwithstanding that provided in paragraph (5) of this regulation, where Course regulations or bye-laws specify Maltese as a special Course requirement, the required pass in Maltese must be obtained at the level and grade as stipulated in the respective Course regulations or bye-laws.

Proficiency and Aptitude Tests

13. (1) The regulations or bye-laws of undergraduate or postgraduate Courses may require applicants to:

(a) pass a proficiency test in one or more subject/s, as approved by the Faculty offering the Course; and/or

(b) pass an aptitude test.

(2) Senate, on the advice of the Board, shall appoint a Board of Examiners for aptitude and proficiency tests.

Assessment and Accreditation of Prior Learning

14. Senate shall appoint a Board of Assessors of Prior Learning in order to determine whether an applicant who is an Adult Learner may access a Course of study based on knowledge, skills and competencies acquired through prior learning and experientially. This Board shall be composed of not less than three members and shall make its recommendations to the Admissions Board through the Faculty Admissions Committee.

Applicable for courses commencing from October 2017 onwards

Recognition and Accreditation of Prior Learning (RPL)

14. (1) Adult Learners may access a Course of study based on knowledge, skills and competencies acquired through prior learning and experientially. Such applicants shall receive adequate support from the RPL Administrative Office to enable them to identify and collect all the evidence required for the validation of their prior informal and/or non-formal learning.

(2) RPL applications shall typically be assessed by only one RPL assessor, provided that if the application relates to more than one major area of study more assessors may be involved.

(3) Once an application has been assessed, the RPL assessor/s shall submit a detailed report to the Faculty Admissions Committee which will subsequently submit its recommendation to the Board for a final decision.

Further Provisions

15. (1) *Admission to a Course after its Commencement.* An applicant who is qualified for admission to the University as a regular student may be allowed by the Admissions Board, subject to any conditions it may impose, to join a Course in its second year or any following year.

(2) (a) *Concurrent Courses.* Unless with the special permission of the Senate, a student may not register concurrently for more than one Course leading to a degree, diploma or certificate, except in the cases listed in sub-paragraph (b) of this regulation.

(b) The following Courses may be followed concurrently:

(i) any two Courses that together do not exceed 75 ECTS credits per academic year;

(ii) the Courses leading to the degree of Doctor of Laws and the Diploma of Notary Public;

(iii) the Courses leading to the degree of Bachelor of Laws and Diploma of Legal Procurator;

(iv) a part-time or full-time Course leading to any qualification and a part-time Course leading to an Undergraduate Certificate; and

(v) a full-time Course leading to any qualification and the Certificate or Diploma in Language Proficiency.

Applicable for courses commencing from October 2017 onwards

(b) Students may be allowed to register for concurrent courses as follows:

(i) any two Courses, if the student's workload does not exceed 75 ECTS credits per academic year in the case of full-time students or if the student's workload does not exceed 45 ECTS credits per academic year in the case of part-time students; or

(ii) the Courses leading to the degree of Bachelor of Laws and Diploma of Legal Procurator; or

(iii) the Courses leading to the degree of Doctor of Laws and the Diploma of Notary Public.

(3) A student who discontinues a Course or is not permitted by the relevant Course regulations or bye-laws, to continue a Course, shall not be allowed to re-register as a student in any Course before the lapse of one year from the effective date of such discontinuation, unless with the permission of the Admissions Board.

(4) Exceptionally, and for objective reasons, Course bye-laws may specify a minimum age for admission, as approved by Senate.

Applications for Admission

16. (1) Applicants wishing to join Courses in terms of these regulations shall apply by the prescribed dates unless, in special circumstances, with the permission of the Admissions Board.

(2) Applicants shall submit all supporting documents, including an original recent Police Good Conduct Certificate, if required, within the deadline stipulated by the Office of the Registrar. Should they fail to do so, applicants shall be considered as no longer interested to pursue the Course/s they applied for.

(3) (a) For Courses which involve work with vulnerable persons, applicants shall submit an original recent Police Good Conduct Certificate. A list of such Courses shall be approved by Senate and shall be published at the time of call for applications.

(b) In cases where the Police Good Conduct Certificate includes any declaration, the certificate shall be considered by a sub-committee appointed by Senate for the purpose. The sub-committee shall make its recommendations to the Admissions Board.

General Provision

17. (1) Wherever in any Course regulations or bye-laws made under the Education Act (Cap. 327) there is a reference to “regulation 2.2 (a)(iii) of the Admission Regulations, 1997”, that reference shall be substituted by the words “regulation 6 (c) of the Admissions Regulations, 2016”.

(2) Wherever in any Course regulations or bye-laws, made under the Education Act (Cap. 327) there is a reference to “regulation 8.1 of the Admission Regulations, 1997” or “regulation 8.1.1 of the Admission Regulations, 1997”, that reference shall be substituted by the words “regulation 15 (1) of the Admissions Regulations, 2016”.

Repeal

18. The R01 - Admission Regulations of the University of Malta, published as Legal Notice 183 of 1997, shall no longer apply to new admissions to University Courses where such Courses commence in September 2016 or later, provided that the admission of applicants who commenced Courses prior to September 2016, shall continue to be governed by the regulations that were in force at the time of their admission.

These regulations were published as:

Legal Notice 71 of 2016 - Malta Government Gazette No. 19,544 – 8 March, 2016

and amended by:

Legal Notice 180 of 2016 - Malta Government Gazette No. 19,579 – 24 May, 2016

Legal Notice 402 of 2016 - Malta Government Gazette No. 19,686 – 28 November, 2016

Legal Notice 217 of 2017 - Malta Government Gazette No. 19,857 – 1 September, 2017