

Junior College

25 years  
1995 - 2020

# Prospectus

## 2020/21

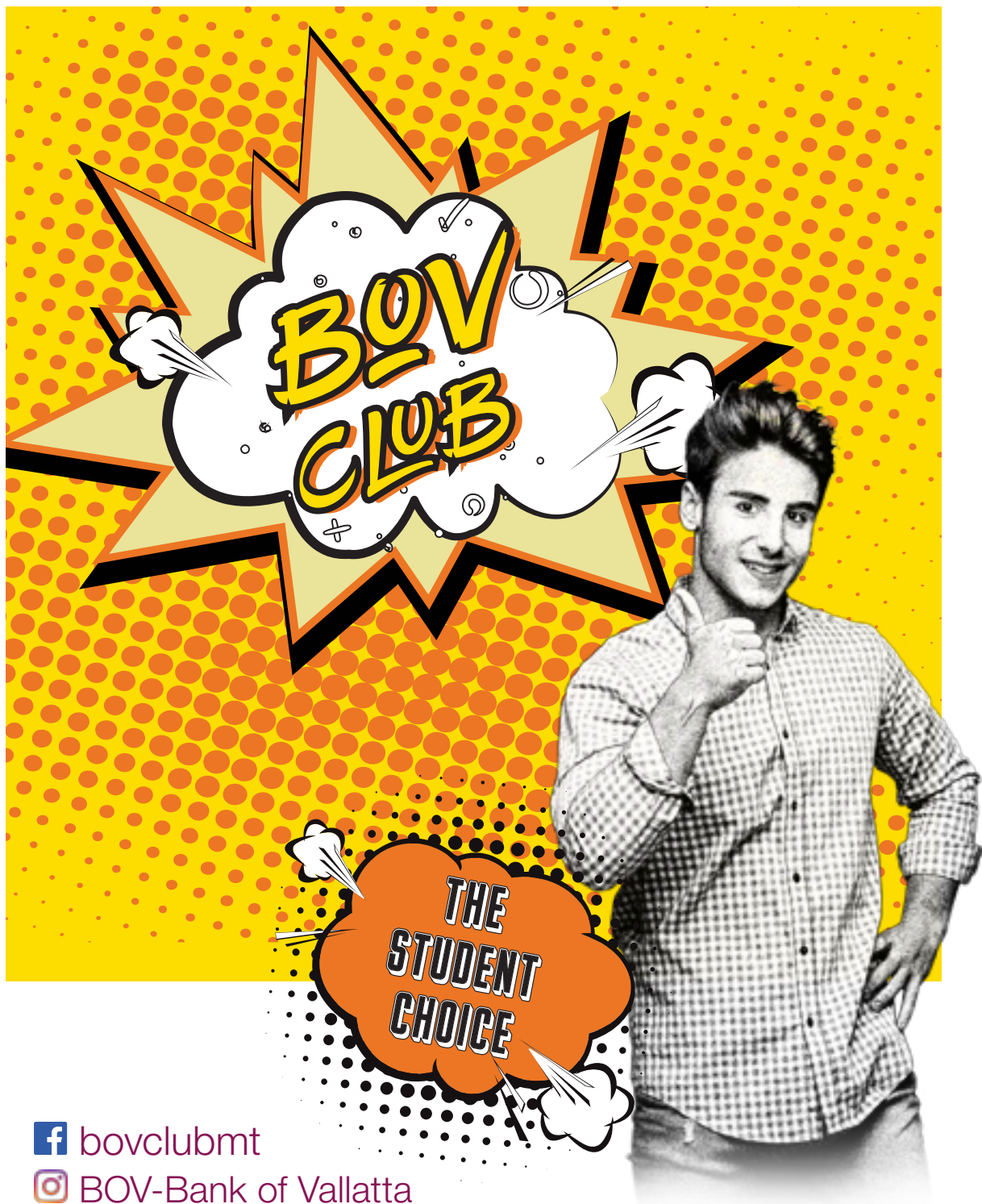
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L-Università  
ta' Malta

Ġ. F. ABELA  
JUNIOR COLLEGE  
PROSPECTUS

2020

Published by the  
Office of the Principal





**'Our mission is to provide a high quality, inclusive and holistic learning experience intended to enhance the knowledge and lifelong skills needed for higher education, active citizenship, employment and life itself.'**

*Mission Statement*

Paul Xuereb  
Principal



# Foreword

It is a great pleasure for me to welcome you to Junior College. This coming October, the College will once again open its doors to those who would like to pursue their educational journey. This is a special year for the College as it celebrates its 25th anniversary. Throughout this year, we will be celebrating this achievement and we would like you to be part of our successful story.

Junior College offers you a unique learning experience which is of high quality, personalised, inclusive and holistic. The College presents no barriers to those who would like to enrol but at the same time, standards are maintained throughout in order to maximise your learning experience with us.

This year, we have modified the admissions criteria as, unfortunately, the COVID-19 situation has led to disruptions in your education. Nonetheless, you can still continue your educational journey with us. Students may even be accepted on a probationary basis.

Once more, we are offering a number of study programmes, that are in tune with the changing trends in education. Our programmes cater for students who have completed compulsory education and would like to prepare for a university course, to be better prepared for work, and to face life challenges.

As our alumni can attest, at Junior College, you do not simply learn subjects, but you grow as individuals on various levels. We are very proud of our past students, who, having completed their education, now hold leading positions both locally and abroad.

This Prospectus is aimed at giving you information about College procedures, the services and facilities offered, what your rights and duties/responsibilities are, information about the different study programmes and the subjects on offer, as well as guidance on how to apply. For up-to-date information, please visit the College website.

During your time at Junior College, a lot of emphasis is placed on the academic aspect, but not only that. We offer you an extensive range of informal and non-formal activities for your personal enrichment.

Before you make your choices, do read this Prospectus and consult our advisory services to ensure that you make the right choice.

I hope that your time at the College will be a memorable one, during which you will grow, learn and forge new friendships, as you embark on the next stage of your journey. I am sure that you will do us proud, just as hundreds of other students have done in the past.

If at any time you feel you need help, remember that we are here for you.

Good luck.

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# Profile of subjects

|                |           |
|----------------|-----------|
| <b>Group 1</b> | <b>77</b> |
| Arabic         | 78        |
| English        | 80        |
| French         | 82        |
| German         | 84        |
| Greek          | 86        |
| Italian        | 88        |
| Latin          | 90        |
| Il-Malti       | 92        |
| Russian        | 94        |
| Spanish        | 96        |

|                     |           |
|---------------------|-----------|
| <b>Group 2</b>      | <b>98</b> |
| Accounting          | 100       |
| Classical Studies   | 103       |
| Economics           | 104       |
| Geography           | 106       |
| History             | 108       |
| Marketing           | 110       |
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| Religious Knowledge | 116       |
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|                       |            |
|-----------------------|------------|
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| Chemistry             | 126        |
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|                                                 |            |
|-------------------------------------------------|------------|
| <b>Group 4</b>                                  | <b>134</b> |
| Art                                             | 136        |
| Computing                                       | 138        |
| Graphical Communication                         | 140        |
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| Music                                           | 148        |
| Physical Education                              | 150        |
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|                                                  |            |
|--------------------------------------------------|------------|
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|--------------------------------------------------|------------|

*The information in this prospectus shall be applicable for programmes commencing in October 2020.*

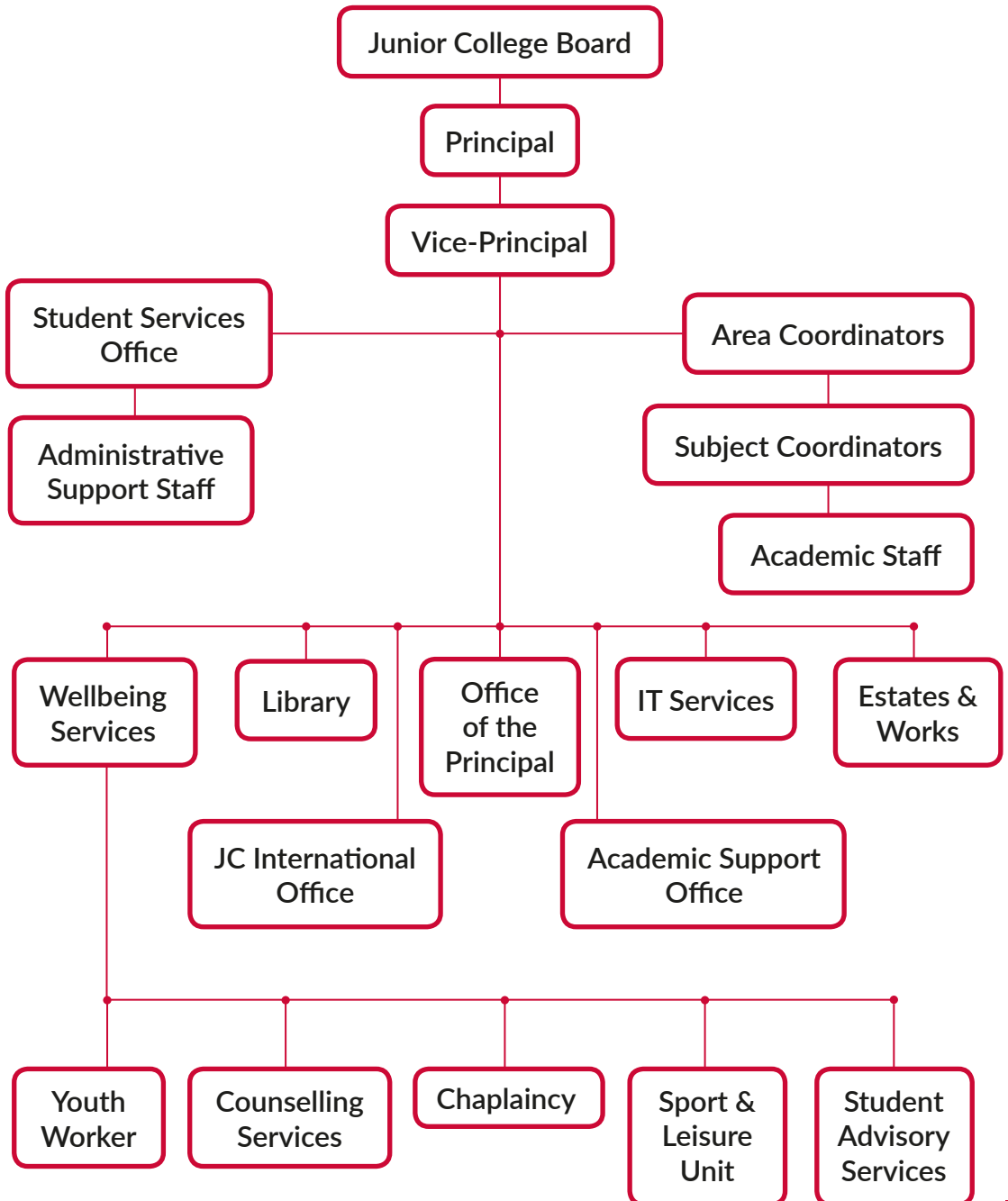
# Welcome to Junior College

The Junior College (JC) was set up in 1995 as part of the University of Malta (UM). All members of staff are employed by University, and students are considered as junior students of the University.

The Junior College is governed by a Board composed of the following members:

- ⤵ The Rector of UM, or his deputy as Chairperson
- ⤵ The Principal
- ⤵ The Vice-Principal
- ⤵ Five Area Coordinators
- ⤵ Two members representing the Academic staff
- ⤵ Two members representing the students
- ⤵ Two members appointed by the Minister responsible for Education
- ⤵ Three members appointed by the Senate of the UM
- ⤵ The Head of the Academic Division, MATSEC
- ⤵ The Registrar or his deputy acting as Secretary of the Board

# College Structure



# College highlights: 25 years of JC

Let us start with the premise that for many, 25 is a special number. It is a square number, the atomic number of manganese, and the name of one of the popular singer Adele's albums. It marks a quarter of a century, and it was 25 years ago, when on the first day of October 1995, the Junior College doors were officially opened.

The College is part of the University of Malta, and was set up to serve as a bridge between secondary and tertiary education. Since the beginning, the College has been and still is the biggest institution of its kind in Malta. The majority of students and staff are Maltese, however, the Junior College boasts a growing community of international students and staff who hail from all over the world – from the United Kingdom to Poland, from Iran to the Philippines.

The College has always believed that each and every student should feel included and integrated, regardless of background, race and culture. So it does its utmost to make all students feel welcome and to foster an enriching educational experience.

Over the years, the mission and role of the College have evolved to better represent current realities and the needs of students. In this way, it has always remained the leading institution at pre-university level.

The Junior College has always offered students a unique learning experience. Students are no longer treated as school children but are expected to take ownership of their own learning. Students at the College grow, learn and, yes! enjoy themselves.

The College was primarily set up to prepare its students to sit for their Matriculation certificate so they can proceed with their studies. As time went by however, the JC became more aware that one size does not fit all. It introduced a number of study programmes to cater for the needs of each and every student, making their learning experience even more personalised to help them reach their goal.

Students always had the possibility of choosing all the subjects offered by MATSEC without any restrictions, and in addition, students can take up various co-curricular activities. Over the years, Junior College developed a really strong tradition of these activities. Some have been running since the beginning, others were introduced only by the College, and new ones are offered regularly.



The College also has a long tradition of student activism and participation in international projects which led to the opening of the JC International Office (previously known as the Euro-Centre) in 2004. Junior College students regularly participate in local and international competitions, for which they earn recognition, and even win awards.

In 25 years, the JC has constantly strived for excellence. The College has always prided itself with state-of-the-art facilities. Over the years, special attention has been given to the physical environment, including lecture rooms, laboratories, halls, floors, and sports facilities, which were all refurbished and upgraded, with new ones being added. And because 'all work and no play makes Jack a dull boy', leisure areas like the Youth Hub, the *Pjazza*, the study gardens and popular spots where students can hang out, were created over the years.

New services were gradually introduced, such as the new and improved Junior College website ([jc.um.edu.mt](http://jc.um.edu.mt)), the JC app, and other various College communication channels, keeping our students informed at all times.

Along the years, the College has also designed a number of annual activities which create a sense of community at Junior College. Some of these activities are unique, such as the *Holqa* – International Youth Arts Festival, and the Annual International Multi-Disciplinary Conference.

The College has also been honoured to host local and international dignitaries on their official visits. These include the Presidents of the Republic, Maltese Prime Ministers, Ministers, Parliamentary Secretaries, as well as the Vice-President of the European Commission.

That's quite a CV for 25 years! So much has been accomplished and that is enough to make the College proud. But the pride of the College is our students who leave here so much the richer, with an experience they take with them wherever they plan to go next.

And yet, Junior College is ever evolving and ever improving, giving students nothing but the best. Here is to another 25 years!



# Studying at Junior College

## Study Programmes on offer

JC offers a number of educational programmes which are specifically designed to suit different student learning requirements, to ensure that every student is given the opportunity to continue their education. These include programmes intended for students who have just completed compulsory education, 18+ students, as well as for others who would like to restart their education at this level.

### Applicants can:

- ⊗ join a study programme for the first time
- ⊗ restart first year\*
- ⊗ start second year
- ⊗ restart second year\*
- ⊗ enrol as 18+ students
- ⊗ enrol as adult learners
- ⊗ follow a one-year programme
- ⊗ follow an evening programme/course

\* does not only apply to JC students

Students following a study programme which is longer than one academic year, are automatically promoted to the second year after successfully completing their first year.

## General Entry Requirements for Matriculation Certificate (Standard) for Academic year 2020/21

### 1.0 Junior College Entry Requirements

- ⊗ The following entry requirements for admission to Junior College (JC) apply to the Matriculation Certificate (Standard) and other two-(2)-year study programmes that make use of the same general entry requirements.
  - Applicants must be in possession of **six (6) passes in the Secondary Education Certificate (SEC) Examination at Grade 5 or better** or when applicable their equivalent. The subjects must include: **English Language, Maltese, Mathematics and at least one out of Physics, Chemistry or Biology.**
  - In cases where an applicant does not hold SEC qualifications, but has qualifications from other boards, the applicant may still be admitted following a favourable recommendation of the Admissions Board.
  - Prospective applicants whose qualifications fall short of those required due to a significant disability, including individuals within the Autism Spectrum and with specific learning difficulties, may make a request to the Admissions Board who, on the advice of the Access Disability Support Committee (ADSC), will consider each application on its own merit.
  - Non-Maltese applicants not in possession of SEC qualifications are to contact the International Admissions Office.

- Once accepted, these candidates will be considered as **Regular Students**. Regular students have all the entry qualifications for entry to JC.

## 2.0 Alternative Entry Routes for 2020/21 Academic Year Only

- For academic year 2020/21 **only**, where applicable, candidates who by the time of application have finished their education in an accredited educational institution in 2020 or will be sitting for SEC examinations in September 2020, may make use of the following alternative routes.

### ➤ Alternative Entry Route 1

- Applicants must be in possession of **six (6) passes at Level 3 in the Secondary Education Certificate (SEC) Examination awarded by the MATSEC Board in July 2020**. The subjects must include: **English Language, Maltese, Mathematics and at least one out of Physics, Chemistry or Biology**.
- These applicants will be considered as **Regular Students** once accepted.
- Applicants may be accepted as **Probationary Students (Type 1)** if they are in possession of valid qualifications in at least **three (3)** of the entry requirements stipulated above.
- Probationary Students (Type 1) should attempt to obtain all the necessary entry requirements in the SEC examinations held in September 2020. Applicants who still do not manage to obtain all the entry qualifications when the results of the SEC September 2020 session are published in November 2020, will need to make an informed decision whether to continue with their study programme at JC or not. The College will assist students in this decision.
- Students who decide to continue with their study programme in spite of not having all the entry requirements, will continue to be considered as Probationary Students (Type 1).

### ➤ Alternative Entry Route 2

- Applicants, who did not sit for all or some of the School's Mock Examinations in 2020 because the **respective school did not hold these**, may present the Secondary School Certificate and Profile (SSC&P) or the DQSE Award in the case of GEM16+ students issued in 2020. The subjects must include: **English Language, Maltese, Mathematics, and at least one (1) out of Physics, Chemistry or Biology and two (2) other subjects**, each of which must be certified at **MQF Level 3 by the respective school**. Such applicants will be accepted as **Probationary Students (Type 2)**.
- Applicants may still be accepted to join as Probationary Students (Type 2) if they are in possession of at least three (3) of the entry requirements as stated above until the results of the SEC September 2020 examination session are published in November.
- Probationary Students (Type 2) should attempt to obtain all the necessary entry requirements in the SEC examinations held in September 2020.
- Probationary Students (Type 2) will be considered as Regular Students once they obtain a Grade 5 or better in the SEC September 2020 examination session in the six (6) entry qualifications required.
- Probationary Students (Type 2) who obtain at least three (3) passes at Grade 5 or better in the SEC September 2020 examination session will be considered as Probationary Students (Type 1). These students will need to make an informed decision whether to continue with their study programme at JC or not. The College will assist students in this decision.
- Probationary Students (Type 2) who do not manage to obtain at least three (3) of the entry qualifications when the results of the SEC September 2020 session are published in November 2020 will **not** be allowed to continue with their study programme.

### 3.0 Important notes for all applicants

- ⊗ Probationary Students (Type 1 & 2) will become Regular Students if they obtain all the necessary entry qualifications by November 2020 or are promoted to the second year of their study programme by the end of the academic year 2020/21.
- ⊗ Probationary students who fail to be promoted to the second year of their study programme for any reason, may start again at JC as Year I students in 2021/22 provided they have the customary full entry qualifications.
- ⊗ All students, regular and probationary (Type 1 & 2), will start their respective study programme in October 2020.
- ⊗ Applicants who are accepted as Probationary Students at JC must be in possession of Grade 5 or better (or Level 3 awarded in July 2020) in the Secondary Education Certificate (SEC) Examination or when applicable, their equivalent in Maltese, English Language and Mathematics before they apply to join UM.

### General Conditions

1. All students are expected to follow JC Regulations and Guidelines as published on the JC website.
2. All students studying at the College are prepared to sit for MATSEC examinations only at the end of the respective study programme (SP), unless otherwise stated.
3. It is the students' responsibility to ensure that their choice of subjects for the standard Matriculation Course is in line with MATSEC regulations ([um.edu.mt/matsec/regulations](http://um.edu.mt/matsec/regulations)). The same applies if, at any time, a change of subjects is requested.
4. No changes to the timetable will be allowed once this is set at the beginning of the year.
5. All prospective students, who are under 18 years of age, must have at least one parent/guardian residing in Malta.
6. Students may only register for **one** study programme at a time, and cannot be registered at JC concurrently with another institution.
7. All JC students are entitled to use the facilities available on the College Campus during working hours free of charge. Normally, facilities need to be booked in advance and are available on a first-come-first-served basis.
8. Students who wish to pursue their studies at the University of Malta (UM) must be aware of the general entry requirements before they enrol at JC. It is the responsibility of the students to ensure that the choice of subjects for entry to undergraduate courses conforms with UM entry requirements. Further information can be obtained at [um.edu.mt/sas/scr](http://um.edu.mt/sas/scr)
9. It is **strongly advisable** that adult learners, who intend to apply at UM to further their education, contact the Student Advisory Services ([um.edu.mt/sas](http://um.edu.mt/sas)) to assist them with the requirements for the course they intend to choose.
10. Students must commit themselves to their programme of studies and attend all sessions in their timetable.

### **Exemption from Maltese language as an entry requirement to University of Malta**

*"12 (5) 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."*

**(Extract from the Admissions Regulations, 2016, available at  
[https://www.um.edu.mt/\\_\\_data/assets/pdf\\_file/0011/265709/adminregs2016.pdf](https://www.um.edu.mt/__data/assets/pdf_file/0011/265709/adminregs2016.pdf))**





# List of Study Programmes

Full details are available online  
▼ [jc.um.edu.mt/studyprogrammes](https://jc.um.edu.mt/studyprogrammes)

### MATRICULATION COURSE (STANDARD)

|                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
|--------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Target             | The standard Matriculation Course prepares students to obtain their Matriculation Certificate issued by MATSEC, which is required for entry to UM.                                                                                                                                                                                                                                                                                                                                                                                                                      |
| Objective          | This course is offered to prospective students who would like to pursue their studies following completion of compulsory education at the time of application, to obtain their Matriculation Certificate.                                                                                                                                                                                                                                                                                                                                                               |
| Entry requirements | General entry requirements for Matriculation Certificate (Standard) apply (see page 10).                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| Duration           | Two (2) years on a full-time basis.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| Outline            | <p>This course is in adherence to MATSEC syllabi and regulations.</p> <p>Students must choose six (6) subjects, two (2) at Advanced Matriculation (AM) level, three (3) subjects at Intermediate Matriculation (IM) level and Systems of Knowledge (as a compulsory subject).</p> <p>The choice of subjects should include at least one subject from each of Groups 1, 2 and 3. The remaining two subjects may be chosen from any of the four groups (refer to <a href="http://jc.um.edu.mt/prospectivestudents/study">jc.um.edu.mt/prospectivestudents/study</a>).</p> |
| Conditions         | General Conditions apply (see page 12).                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |



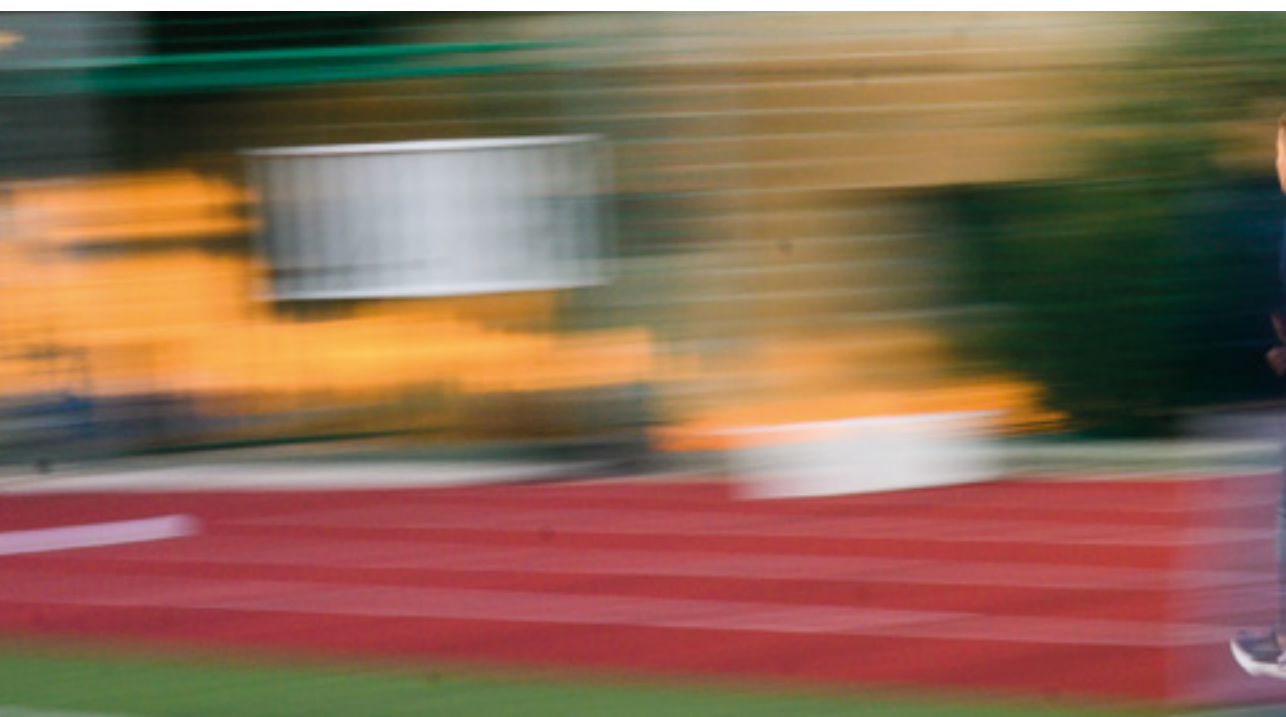




| MATRICULATION COURSE (EXTRA) |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Target                       | This course is offered to prospective students who would like to pursue their studies following completion of compulsory education at the time of application and is recommended for students who would like to further their studies abroad.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| Objective                    | The Matriculation Course prepares students to obtain their Matriculation Certificate issued by MATSEC, which is required for entry to UM, while studying three (3) subjects at Advanced level.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| Entry requirements           | General entry requirements for Matriculation Certificate (Standard) apply (see page 10).                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| Duration                     | Two (2) years on a full-time basis.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| Outline                      | <p>This course is in adherence to MATSEC syllabi and regulations.</p> <p>Students must choose six (6) subjects, three (3) at Advanced Matriculation (AM) level, two (2) subjects at Intermediate Matriculation (IM) level and Systems of Knowledge (as a compulsory subject).</p> <p>The choice of subjects should include at least one subject from each of Groups 1, 2 and 3. The remaining two subjects may be chosen from any of the four groups (refer to <a href="http://jc.um.edu.mt/prospectivestudents/study">jc.um.edu.mt/prospectivestudents/study</a>).</p>                                                                                                                                                                                                                                          |
| Conditions                   | <p>General Conditions apply (see page 12).</p> <p>Matriculation Certificate (Standard) conditions also apply (see page 10).</p> <p>As per MATSEC regulations (<a href="http://um.edu.mt/matsec/regulations">um.edu.mt/matsec/regulations</a>), candidates who sit for three subjects at AM level shall be entitled to have one of the results of these subjects considered as substitute for one of the IM level subjects as outlined under 'Choice of Subjects'. In such cases, the subject that is substituted shall be considered as IM level pass, grade for grade, for the purpose of calculating the number of points. Candidates shall be required to inform the MATSEC Board in writing which subject they wish to be substituted.</p> <p>Applications will <b>only</b> be accepted until 14 August.</p> |

## STUDY PROGRAMME FOR STUDENT ATHLETES

|                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
|--------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Target             | <p>This programme is offered to students who qualify as national team athletes, and to students who completed their compulsory education at the National Sports School (NSS). These students qualify as student athletes.</p> <p>While the JC is responsible for the academic aspect of the programme, the respective National Sport Federation/Association (NSFA) or NSS is responsible for the training provided in the relevant disciplines.</p>                                                                                                                                                                           |
| Objective          | <p>This programme offers student athletes the possibility of obtaining their MATSEC Certification whilst maintaining their training programmes with an NSFA, which is officially recognised by the Malta Olympic Committee and/or with the NSS.</p>                                                                                                                                                                                                                                                                                                                                                                           |
| Programme Streams  | <p><b>Option A:</b> SP aimed for national team athletes.</p> <p><b>Option B:</b> NSS 16+ SP aimed for students who completed their compulsory education at the NSS and for national team athletes. This option is not offered in all sport disciplines, as it depends on the support given by the respective NSFA.</p>                                                                                                                                                                                                                                                                                                        |
| Entry requirements | <p>General entry requirements for Matriculation Certificate (Standard) apply (see page 10).</p> <p>Student athletes following <b>Option A</b> must present a written endorsement from the respective NSFA that they form part of a national squad/team or potentially can be part of one within one year. This endorsement must be renewed at the beginning of each academic year.</p> <p>Student athletes following <b>Option B</b> must present either a written endorsement from the NSS that they have the potential to continue training with the said school, or from the relevant NSFA (as in previous paragraph).</p> |
| Duration           | <p>Two (2) years on a full-time basis.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |



|            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Outline    | <p>Matriculation Course (Standard) outline applies.</p> <p>Student athletes following <b>Option A</b> will have their timetables scheduled from Monday to Friday between 09:00 and 15:00. This is subject to availability.</p> <p>Student athletes following <b>Option B</b> will have their timetables scheduled between 10:00 and 17:00 on Tuesday, Wednesday and Thursday, and between 08:00 and 17:00 on Monday and Friday. Training will be provided by NSS in conjunction with the respective NSFA/s between 07:45 and 09:30 on the days indicated above.</p> <p>Student athletes are provided with Special Sports Exemptions allowing them to participate in training, events and/or competitions following a request from the respective NSFA.</p> <p>Student athletes can bring their personal coach/trainer to JC provided they are officially recognised as such by the respective NSFA.</p>                                                                                                                                                                                                                                                      |
| Conditions | <p>General Conditions apply (see page 12).</p> <p>General entry requirements for Matriculation Certificate (Standard) apply (see page 10).</p> <p>Student athletes must present a written endorsement from the respective NSFA/NSS within ten (10) working days from the submission of their application. Failure to do so will automatically enrol the student in the standard course.</p> <p>Although every effort will be made by the College administration to hold sessions as indicated above, the JC reserves the right to make use of other hours beyond those indicated if the need arises.</p> <p>Student athletes must show commitment not only to their academic programme, but also to their training. Failure to do so will result in the termination of their “student athlete” status.</p> <p>Student athletes must participate in the annual Junior College Wellbeing and Sports Festival and must represent the College in competitions, games and other sport events.</p> <p>Only sport entities recognised by the Malta Olympic Committee are considered as NSFAs.</p> <p>Applications will <b>only</b> be accepted until 14 August.</p> |

List of Programmes continued overleaf





## STUDY PROGRAMME FOR MEDICINE AND SCIENCE ORIENTED STUDENTS

|                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|--------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Target             | The programme is aimed for science students who intend to follow a course in Medicine and Surgery, Dentistry, Health Care or Science courses at UM, but need to upgrade their results.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| Objective          | <p>This programme is specifically aimed at helping students improve their:</p> <ul style="list-style-type: none"> <li>② <i>grades at Advanced Matriculation (AM) level in Biology and/or Chemistry, as well as of subjects taken at Intermediate Matriculation (IM),</i></li> <li>② <i>scientific skills and analytical thought processes,</i></li> <li>② <i>preparation to join one of the said courses.</i></li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| Entry requirements | <p>General entry requirements for Matriculation Certificate (Standard) apply (see page 10).</p> <p>Students are required to produce an official MATSEC result and/or a past MATSEC certificate to attest they already sat for Biology and/or Chemistry AM examinations.</p> <p>Students, who did not sit for MATSEC examinations and wish to join the programme, must provide evidence that they have followed a full course in Biology and/or Chemistry in a recognised institution at AM level.</p>                                                                                                                                                                                                                                                                                                                                                                                                            |
| Duration           | One (1) year on a full-time basis.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| Outline            | <p>The course in AM Biology and/or Chemistry will have a different structure from the one offered to students enrolled in the regular two-year course.</p> <p>The material covered in this course presumes a level of competence in Biology and/or Chemistry equivalent to that expected at AM levels.</p> <p>Each AM subject is scheduled to have eight (8), one-hour (1) sessions per week, which include lectures, tutorials, studying skills and practical sessions.</p> <p>The weekly practical sessions based on the entire syllabus aim to improve the skills and practical examination performance. These are intended to complement any practical coursework previously presented to MATSEC.</p>                                                                                                                                                                                                        |
| Conditions         | <p>General Conditions apply (see page 12).</p> <p>Matriculation Course (Standard) conditions also apply (see page 10).</p> <p>Students following this course may study up to two (2) subjects at AM level which must include Biology and/or Chemistry, as well as a maximum of three (3) IM level subjects of their choice and Systems of Knowledge (SOK).</p> <p>For the purpose of the AM Biology MATSEC examination, any coursework covered in another institution must be appropriately certified at source.</p> <p>The study programme for the IM level subjects and SOK assumes that the student is in possession of the body of knowledge that is normally acquired during the first-year programme of studies at JC as students will join JC second-year students taking the same subjects.</p> <p>For the academic year 2020/21, the Study Programme will start after MATSEC results are published.</p> |

## STUDY PROGRAMME FOR 18+ STUDENTS

|                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|--------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Target             | <p>This programme is offered to prospective students who at the time of application are at least 18 years of age, henceforth referred to as 18+ students.</p> <p>Applicants who are 23 years old or will turn 23 by the time they finish the course are considered as adult learners.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| Objective          | This programme offers prospective 18+ students the possibility of studying one or more subjects at Advanced level (AM) and/or Intermediate level (IM) according to their needs.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| Entry requirements | <p>Prospective 18+ students enrolling in this programme must be in possession of three (3) passes in the Secondary Education Certificate (SEC) Examination or when applicable, their equivalent at Grade 5 or better. The subjects must include: English Language, Maltese and Mathematics.</p> <p>Adult learners are exempted from presenting the entry requirements above. A SEC level pass in English or a Secure English Language Test (SELT) result is highly recommended.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| Duration           | Two (2) years on a full-time basis.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| Outline            | <p>18+ students and adult learners may choose either one or the other of the following course options:</p> <p><b>Option A: <i>Matriculation Course (Standard)</i></b> aimed at obtaining the Matriculation Certificate in adherence to MATSEC regulations. Students are therefore allowed to choose a maximum of six (6) subjects, two (2) at AM level, three (3) subjects at IM level and Systems of Knowledge. Matriculation Course (Standard) conditions apply.</p> <p><b>Option B: <i>Matriculation Course (Extra)</i></b> aimed at obtaining the Matriculation Certificate in adherence to MATSEC regulations. Students are therefore allowed to choose a maximum of six (6) subjects, three (3) at AM level, two (2) subjects at IM level and Systems of Knowledge. Matriculation Course (Standard) conditions apply.</p> <p><b>Option C: <i>My Choice Study Programme</i></b> allows learners to take up to a maximum of four (4) subjects of their choice.</p>                                      |
| Conditions         | <p><b>Options A + B</b> Study Programmes: General Conditions (see page 12) and Matriculation Course (Standard) conditions apply (see page 10).</p> <p><b>Option C</b> Study Programme: General Conditions apply (see page 12).</p> <p>Applications for Option B will only be accepted until 14 August.</p> <p>Applicants, who do not hold the entry requirements, may be called in for a selection interview to better assess the qualifications and the choice of subjects to ensure progress.</p> <p>Prospective adult learners, who would like to present the Recognition of Prior Learning (RPL), are to contact the UM Students Advisory Services in order to start the RPL process eight (8) months ahead of the deadline for submission of applications.</p> <p>Adult learners should be aware that special course requirements may apply for certain UM courses.</p> <p>The material covered in these study programmes presumes a SEC level of competence (if available) in the subject chosen.</p> |





## STUDY PROGRAMME FOR STUDENTS WITH DISABILITY

|                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|--------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Target             | This programme is offered to prospective students who have completed compulsory education at the time of application. It is aimed especially at those students with a significant disability who may need specific arrangements in order to be able to study at Junior College. The UM Access Arrangements Guidelines are retrievable at <a href="http://um.edu.mt/services/studentsservices/access">um.edu.mt/services/studentsservices/access</a> . It is strongly advisable to read this manual before applying.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| Objective          | The aim of this programme is to ensure that Junior College is inclusive by providing suitable arrangements for students with disability, including students with physical, sensory or mental impairments; medical conditions; or specific learning difficulties whilst following the Matriculation Course with the other enrolled students.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| Entry requirements | General entry requirements for Matriculation Certificate (Standard) apply (see page 10).                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| Duration           | Two (2) to four (4) years on a full-time basis.<br><br>The duration of the programme will be determined at the time of application based on the request made to the Admissions Board and the recommendation of the Access Disability Support Unit.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| Outline            | Students with a disability may choose either one or the other of the following study programme options:<br><br><i>Option A: <b>Matriculation Course (Standard)</b> aimed at obtaining the Matriculation Certificate in adherence to MATSEC regulations. Students are therefore allowed to choose a maximum of six (6) subjects, two (2) at Advanced Matriculation (AM) level, three (3) subjects at Intermediate Matriculation (IM) level and Systems of Knowledge.</i><br><br><i>Option B: <b>Matriculation Course (Extra)</b> aimed at obtaining the Matriculation Certificate in adherence to MATSEC regulations. Students are therefore allowed to choose a maximum of six (6) subjects, three (3) at AM level, two (2) subjects at IM level and Systems of Knowledge. Matriculation Course (Standard) conditions apply.</i>                                                                                                                                                                                                                                                                                                                                                                         |
| Conditions         | Prospective students need to apply during the admissions period for the respective study programme they wish to follow, and make a request to the Admissions Board to consider their case. Upon consideration, and on the recommendation of the ACCESS-Disability Support Committee or Unit (ADSC/U), the Board may accede to the request made.<br><br><b>Options A + B Study Programmes:</b> General Conditions (see page 12) and Matriculation Course (Standard) conditions apply (see page 10).<br><br>If a student requires prolonged hospitalisation or other special arrangements, they are strongly advised to inform the Junior College administration in writing, as soon as the issue arises. In such circumstances, a certificate from a specialist/consultant is required. This information will be treated in the strictest confidence.<br><br>Students who require access arrangements during their time at the Junior College should inform the College administration in writing and submit supporting documents from specialists during the first week of October or as soon as the issue arises.<br><br>Applications for <b>Option B</b> will <b>only</b> be accepted until 14 August. |

## EVENING COURSES AND PROGRAMMES

|            |                                                                                                                                                                                                                                                                                                                              |
|------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|            | <p>French at Intermediate level</p> <p>German at Intermediate level</p> <p>Italian at Advanced level</p> <p>Italian at Intermediate level</p> <p>Marketing at Advanced level</p> <p>Spanish at Advanced level</p> <p>Practical Course in Biology</p> <p>Practical Course in Chemistry</p> <p>Practical Course in Physics</p> |
| Target     | These courses/programmes are only offered to applicants not attending an educational institution, particularly 18+ applicants.                                                                                                                                                                                               |
| Objective  | To give applicants who cannot attend a full-time programme the possibility to enrol in a recognised and prestigious institution to continue with their studies.                                                                                                                                                              |
| Duration   | Varies as specified in the respective course description.                                                                                                                                                                                                                                                                    |
| Outline    | <p>Full details of the course/programme are available at:</p> <p><a href="http://jc.um.edu.mt/study/programmes/eveningcourses">jc.um.edu.mt/study/programmes/eveningcourses</a></p>                                                                                                                                          |
| Conditions | <p>These courses are offered subject to a minimum number of students.</p> <p>Students attending evening courses/programmes will be expected to abide by the rules and conditions which apply to full-time students.</p>                                                                                                      |



## Choosing Subjects

The College prides itself in offering the widest possible variety of options. The following guidelines should help students choose their subjects wisely:

- ② Students are advised to identify their areas of strength and interest and to choose the subjects that match these strengths and interests.
- ② Students are strongly advised to consult the relevant MATSEC syllabus available at [um.edu.mt/matsec](http://um.edu.mt/matsec) to know more about a particular subject.
- ② Students who intend to continue studying at a higher level, should ensure that their choice of subjects matches the requirements.
- ② Some UM courses may require specific subjects as entry requirements, but there are University courses which **do not** have special course requirements. The full list of courses, including those having special course requirements, is available at [um.edu.mt/sas/scr](http://um.edu.mt/sas/scr)
- ② For the Matriculation Certificate, students are required to study two subjects at Advanced level, three subjects at Intermediate level, and Systems of Knowledge, which is a compulsory subject.
- ② The choice of subjects should include **at least one subject** from each of Groups 1, 2 and 3. The other two subjects may be chosen from any of the four groups (refer to table on opposite page).
- ② Whilst every effort will be made to ensure that prospective students can choose any combination of subjects, the JC reserves the right **not** to offer a particular subject if the number of applicants does not justify it or if logistics and timetable arrangements do not permit it.
- ② Students who study a combination of subjects which do not conform with regulations of the Matriculation certificate and UM entry requirements, cannot hold the JC responsible for their choice and level of subjects in view of their ineligibility to enrol with UM.

## Additional Language Option

The aim of the additional language option is to allow JC students to acquire an additional language. This option is offered to first year students enrolled in Matriculation Course (Standard), Matriculation Course (Extra), Study Programme for 18+ Students and Study Programme for Students with Disability.

Students taking up this option will be automatically gaining the advantages of enrolling in the Enrichment Programme (EP), including the possibility of earning up to 30 marks which may be used for the purpose of promotion to second year. More information about the EP is available at [jc.um.edu.mt/ouractivities/enrichmentprogrammes](http://jc.um.edu.mt/ouractivities/enrichmentprogrammes)

## Helping Students to Choose

Before choosing their subjects, students are strongly advised to consult the 'Profile of Subjects' in this publication which deals with information about individual subjects.

In addition, students should also make use of the following services offered at JC:

### 1. Online Sessions (Webinars)

The Student Advisory Services at Junior College organises a series of online sessions (webinars) for prospective Junior College applicants. In these webinars, a panel composed of members from the College administration, the Wellbeing Services and the Student Services Office present useful and up-to-date information about the recent changes in the entry criteria for those intending to start studying at JC in October 2020. Participants also have the opportunity to ask questions.

## 2. Advisory services offered at time of application

In addition, the College offers advisory services to prospective students who require further clarification about their choice of subjects and study programme. Advisors can provide further details about courses offered at UM, according to the subjects being considered. Students who would like to avail themselves of this service are to book an online appointment via [jc.um.edu.mt/journey/admissionsadvice/advice/guidanceappointment](http://jc.um.edu.mt/journey/admissionsadvice/advice/guidanceappointment) or call 2590 7201/7245/7369.

It is recommended that parents/guardians attend the online sessions together with the student.

| Group 1 | Group 2                        | Group 3                              | Group 4                                                      |
|---------|--------------------------------|--------------------------------------|--------------------------------------------------------------|
| Arabic  | Accounting <sup>2</sup>        | Applied Mathematics (Mechanics)      | Art                                                          |
| English | Classical Studies <sup>1</sup> | Biology                              | Computing <sup>4</sup>                                       |
| French  | Economics <sup>2</sup>         | Chemistry                            | Graphical Communication <sup>5</sup>                         |
| German  | Geography                      | Environmental Science <sup>1,3</sup> | Engineering Drawing and Graphical Communication <sup>5</sup> |
| Greek   | History                        | Physics                              | Home Economics and Human Ecology                             |
| Italian | Marketing <sup>2</sup>         | Pure Mathematics                     | Information Technology <sup>4</sup>                          |
| Latin   | Philosophy                     |                                      | Music                                                        |
| Malti   | Psychology <sup>1</sup>        |                                      | Physical Education <sup>1</sup>                              |
| Russian | Religious Knowledge            |                                      | Theatre and Performance                                      |
| Spanish | Sociology                      |                                      |                                                              |

<sup>1</sup> offered by MATSEC at Intermediate level only

<sup>2</sup> Not more than two of Accounting, Economics and Marketing may be chosen.

<sup>3</sup> Environmental Science may not be taken with Biology, Chemistry or Physics.

<sup>4</sup> Computing may not be taken with Information Technology.

<sup>5</sup> Engineering Drawing may not be taken with Graphical Communication.  
At Intermediate level, the two subjects are combined.

### Matriculations examination regulations

The full regulations can be accessed from the MATSEC website at:  
[um.edu.mt/matsec/regulations/mcregulations](http://um.edu.mt/matsec/regulations/mcregulations)

## How to Apply

Applications for all study programmes can be made online at [jc.um.edu.mt/apply](http://jc.um.edu.mt/apply)

**Main** applications will be accepted from **17 July to 14 August** against a fee of €23.30.

**Late** applications will be accepted from **1 September to 13 November** against a fee of €46.60.

**Very late** applications will be accepted from **16 November to 20 November** against a fee of €116.50.

Late and very late applications are not applicable to all study programmes. Applicants are to refer to the relevant programme descriptions.

Junior College students who wish to restart the first or second year are to visit the College website at [jc.um.edu.mt](http://jc.um.edu.mt) for more information.

An application fee is to be paid once at the beginning of each study programme.

**All application fees are non-refundable.**

Students will **only** be admitted to the College during the admission dates indicated.

## On being accepted as a Junior College student

Applicants will receive a letter of acceptance as confirmation that they can start attending the College as regular students or as probationary students and will be requested to pay €24 as Caution Money by credit card (details below), before being registered as a regular or probationary student.

Applicants who do not pay the Caution Money within the stipulated time frame, will be considered to have “withdrawn” their application. Should the applicants wish to reactivate their application, they would be required to pay the difference in application rate and relevant late application fee.

Applicants who are accepted as College students, but are not present for sessions at College by the end of October, will be considered to have automatically withdrawn.

## Caution Money

The Caution Money is intended to cover all or part of the total cost in the case that a student causes any damage or loss to equipment or property intentionally or accidentally, or if the student fails to return the student card at the end of the study programme or upon withdrawal.

The Caution Money will be refunded after the student completes the **full** study programme at the College. However, it will be forfeited in case of the above circumstances. Students may not be allowed to continue with their study programme if the full payment is not settled.

## Request for Change of Subject/s

It is possible for students to request a change of subject, provided that this is within a stipulated time frame. Approval is not automatic but subject to administrative constraints as well as the endorsement of the respective Subject Coordinator. Students may request to change any of the subjects they chose to study by the last Friday of October.

After this date, students may submit a request for consideration for a change of subjects, by **not** later than the last Friday of November.

Students are to ensure that the changes requested fulfil the requirements of the MATSEC Certificate.

Second-year students, students following the Study Programme for Medicine and Science Oriented Students, and first-year students who submit a request for a change of subject/s, are expected to make up for and take full responsibility for the subject matter/projects/practicals and other educational experiences covered at Junior College during the first year or in previous months.

Students are to fill in the '**Change of Subjects Form**' which is available on the Junior College website. Requests are to be submitted at the SSO. An administration fee of €12.00 is applicable.

It is assumed that when a request for a change of subject is made, the student has **not** already obtained a pass in the subject being changed.

### Request to be Exempted from Studying Subjects

Students, who are in possession of a pass in any subject/s at MATSEC level, are eligible to be exempted from studying the subject/s during their time at the College. They are to fill in the '**Request to be exempted from Studying Subject/s**' form which is available on the Junior College website. The form must be presented at the SSO, together with the original result slip/certificate and its photocopy. Requests will **not** be acceded to after the last Friday of October. An administration fee of €12.00 is applicable.

Students will not be allowed to choose another subject instead.

## Student Support

### 1. Access Arrangements

The Junior College strives to support all students, especially those with a disability, or learning difficulty, or who require special arrangements.

Students with a chronic medical condition, a disability, or require special arrangements, are strongly advised to inform the College administration in writing, at the beginning of the year or as soon as the case arises. In such circumstances, a certificate from a specialist/consultant is required. This information will be treated in the strictest confidence.

The College administration liaises with the ACCESS-Disability Support Unit (ADSU) of the University of Malta to ensure that students avail themselves of all the appropriate and permitted support.

Access arrangements are made to enable students with disability to start, follow and complete a programme of study successfully. Access arrangements may, in exceptional instances, include a time extension for programme completion. Some students cannot follow a programme in the same time frame as their peers but may require a longer period of time.

Students who require Access arrangements are to contact the SSO at the beginning of the academic year or when the need arises on 2590 7150 or send an email to [administration.jc@um.edu.mt](mailto:administration.jc@um.edu.mt)

**Note: Students who require Access arrangements during MATSEC examinations are to make their request at the time of application for said examinations.**

### 2. Students who are still minors

Students who are still legally under the age of 18, need to provide the College with the details of their legal guardian/s. The College may request evidence of this should the need arise to be able to communicate officially with the guardian/s of minors.

### 3. Next of Kin

Students are to give a contact number of one or two persons considered as next of kin. Next of kin include, but are not limited to, legal guardian/s. This information will be used to notify next of kin in case of an emergency.

#### 4. Students' Wellbeing

"11 (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 wellbeing 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."

(Extract from the Admissions Regulations, 2016, available at:  
[um.edu.mt/\\_data/assets/pdf\\_file/0011/265709/adminregs2016.pdf](http://um.edu.mt/_data/assets/pdf_file/0011/265709/adminregs2016.pdf))

#### 5. Restarting a Programme at Junior College

College students who do not qualify to proceed with their studies, may restart the study programme they were following, or start a new programme. Such students are required to fill in the '**Confirmation to Restart**' form online. Instructions related to this application will be sent later with the '**End-of-Year Academic Report**'.

The students' general performance and attendance during the previous year/s will be taken into consideration at application stage. Students may not be allowed to restart a year or a new programme, if it is felt that, based on their track record and qualifications, it would not be beneficial to them.

Applicants who attended the Junior College the previous year and would like to restart their study programme, are exempt from paying the relevant registration fee.

Students who were accepted as probationary students in academic year 2020/21, need to have all the entry requirements if they are to reapply to join JC in 2021/22 or in the future.

#### 6. Suspension of Studies

Students, who need to suspend their studies for a valid extraordinary reason, are given the opportunity to restart their year of studies the following year as if they are applying for the first time.

Students who were accepted as probationary students during 2020/21, and would like to restart a programme of studies, would need to be in possession of all entry requirements.

Students, who would like to suspend their studies, are to present their requests for a suspension of studies to the SSO. Such requests are to be endorsed by appropriate documentation signed by a relevant professional.

#### 7. Withdrawal from Study Programme

Students, who need to withdraw from their study programme, are to download the **Withdrawal Request Form** from the Junior College website ([jc.um.edu.mt/students/forms](http://jc.um.edu.mt/students/forms)). The form should be duly filled in, signed by both the student as well as their parent/guardian and present it to the SSO.

The Student Support Services Committee (SSSC) shall call the student to assess and evaluate the request. The student is normally expected to continue attending sessions until the SSSC considers the request and makes its recommendation. This will be communicated to the student within eight (8) working days.

If the student decides to withdraw against the recommendation of the SSSC, then s/he will be asked to hand in the Junior College Student ID card to complete the process of withdrawal.

### Personal Educational Resources

In order to make the best of the educational experience offered, students are encouraged to invest in the following:

|                    |                                                                                                                                                                                      |
|--------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Books:             | these can be in hard or soft copy, depending on the students' preference or availability. Students should consult their lecturers before buying any books included on the book list. |
| Computer hardware: | having a personal computer is a very useful tool at this level of learning. A camera, microphone, and access to printing and scanning facilities should also be available.           |
| Other items:       | depending on the nature and demands of the different subjects chosen, students may be required to get other resources.                                                               |

### Adult Learners

Adult learners are students who are 23 years old or will turn 23 by the time they finish a study programme at Junior College.

Adult learners are exempted from presenting three (3) passes in SEC Examination in English Language, Maltese and Mathematics. A SEC level pass in English or a Secure English Language Test (SELT) result is highly recommended.

### International Students

The Junior College has a growing community of international students enrolled in the different study programmes. The College firmly believes in creating a welcoming environment where every student can integrate with ease and feel included. This enriches the educational experience for all.

International students are encouraged to contact the Youth Worker to help them familiarise themselves with the educational system and guide them accordingly.

The College offers a one-year course, with a one-hour lecture per week, in the Maltese Language.

#### Mr Roberto Calleja – Youth Worker

✉ [roberto.calleja@um.edu.mt](mailto:roberto.calleja@um.edu.mt)

☎ +356 2590 7229

# Important Procedures and Student Duties

## Attendance and General Notes

1. Attendance for all sessions is compulsory throughout the academic year. Students are expected to attend **all** sessions according to their timetable and for other sessions as requested by their lecturers or College administration.
2. All lecturers keep a record of attendance for **every** session.
3. There are very serious consequences for students who are habitually absent without justification.
4. Students will only be exempted when sick or for a valid reason as specified in the sections below.
5. Habitual latecomers are liable to be marked absent.
6. Official attendance records are kept by the Student Services Office (SSO) and students should direct queries related to attendance/absenteeism to this Office.
7. Any communication from SSO regarding attendance, absenteeism and exemptions is forwarded by mail.
8. The total number of one-day exemptions and days covered by medical certificates is fifteen (15) College days during each academic year. Should this number be exceeded, absence would be considered as unauthorised. In exceptional circumstances, should a student need to be absent for more than 15 College days, they are to contact the SSO to be directed accordingly.

## Exemption from Attendance

1. Students may request to be exempted from attending sessions for a valid reason. Exemption forms are available from the Junior College website ([jc.um.edu.mt/students/forms](http://jc.um.edu.mt/students/forms)) and must be presented completed in **duplicate** to the SSO. One copy will be stamped and is to be retained by the student as a receipt.
2. Students must take full responsibility for all work covered during the requested period of exemption in accordance with the study programme.

## Exemption Requests for Medical Reasons

1. Absences from sessions for one (1) day for medical reasons/appointments have to be justified within three (3) working days by completing **Exemption Form A** and presented to the SSO, Room B105.
2. Absences from sessions for two (2) or more days, are to be covered by **Exemption Form A** and presented, together with the National Insurance medical certificate (blue) to the SSO, within three (3) working days of the certificate's closing date. The copy of the National Insurance medical certificate (blue) stamped by the SSO is to be retained by the student as a receipt.
3. Students are not required to specify their medical condition on the medical certificate.



4. It is strongly recommended that in cases of prolonged sickness and/or hospitalisation, the Junior College is **immediately** informed. In such cases, **Exemption Form A** is required together with an open medical certificate within the first three (3) days of sickness. A closing medical certificate needs to be presented, within three (3) working days from return of the student to College. Exemption forms may be presented by a third person. The total number of days covered by this medical certification must not exceed the number stipulated in the previous paragraph.
5. Students who feel unwell while at the College or need to leave for a valid reason must inform the Office of the Principal before going home. They are required to fill **Exemption Form A** and present it together with a medical certificate, when applicable, to the SSO within three (3) working days of returning to the College.

### Exemption Requests for Non-Medical Reasons

1. Students requesting an exemption from attending the College due to examinations, interviews or other important appointments, are to fill in **Exemption Form B**. The form should reach the SSO **prior** to when the exemption is required.
2. Students should plan their holidays and travel abroad to coincide with College recess periods which may be found in the Important Dates section of the Prospectus. A full and up-to-date list of important dates is available on the website. Students should consult the SSO **before** any travel arrangements are made. Students will only be exempted to travel abroad during the academic year in exceptional circumstances and would normally forfeit their Maintenance Grant for the requested period. **Exemption Form B** together with the relevant information should reach the SSO at least one week ahead of their departure.

### Exemption Requests for Student Athletes

1. Student enrolled in the Study Programme for Student Athletes may request to be exempted from attending the College due to sport events held locally or abroad, by filling in **Exemption Form C**.
2. The form should reach the SSO **prior** to when the exemption is required together with an official letter from the relevant National Sport Association justifying the request.

### Exemption Requests for College Activities

1. Students participating in official College activities are normally exempted from attending sessions.
2. It is the responsibility of students to ensure that the coordinator of the activity has included their name in the exemption list.
3. **Exemption Form D** will be duly filled in by the coordinator of the activity.

### Sanctions related to Absenteeism

1. Students who are regularly absent without a valid reason may not be allowed to take part in official College activities.
2. Students who throughout the course of study show unsatisfactory progress and/or are regularly absent from sessions without justification, may be called by the administration and have their registration terminated.

3. Students enrolled in the Study Programme for Student Athletes are to attend all JC sessions and also to show commitment to their training. Failure to do so will result in the termination of their “student athlete” status.
4. Students who exhibit an irregular pattern of absences will receive a **Cautionary** letter. In the case of minors, this letter is also sent to parents/guardians for their information and to take the necessary action.
5. Students, who fail to attend a considerable number of sessions without justification during an attendance period of four (4) weeks, receive a **Notification of Unauthorised Absence** letter. In the case of minors, this letter is also sent to parents/guardians for their information and for them to take necessary action. The student will also forfeit the maintenance grant for that period. Deductions in the maintenance grant will be affected by the Maintenance Grant Office.
6. When the level of unauthorised absences from the beginning of the academic year starts increasing, students will initially receive a **First Warning** letter. When the level is close to 10% of the total number of sessions that should be attended in one academic year, students receive a **Second Warning** letter. In the case of minors, both letters are also sent to parents/guardians for their information and to take necessary action.
7. Students who fail to attend 10% of their sessions during the academic year without justification, will be considered to have abandoned their course and will not be allowed to sit for their end-of-year examinations. Students and parents/guardians will be informed accordingly in a **Dismissal** letter.
8. Students who fail to attend for a whole attendance period without justification will automatically be considered to have **abandoned** the course.
9. All letters and warnings sent to students and parents/guardians are accompanied by a message via SMS.

### Disclosure of Personal Data to Third Parties

The University of Malta, established under the Education Act (CAP. 327 Laws of Malta), is the data controller of all personal information concerning applicants and students of its Junior College. The University processes this information in accordance with all applicable data protection legislation, including the General Data Protection Regulation (GDPR) (Regulation (EU) 2016/679), the Data Protection Act (CAP. 586 Laws of Malta) and all subsidiary legislation thereto. Full details are accessible on the Junior College website.

### College-based Assessment

1. The College Based Assessment (CBA) provides for frequent, fair and rigorous assessment:
  - a) to support the learning process
  - b) to provide learners with feedback
  - c) to evaluate the effectiveness of teaching
  - d) for certification purposes
  - e) to serve as a performance report and help draw letters of reference
  - f) for classification purposes
  - g) for accreditation purposes.

2. The CBA is based on formative assessment principles and is aimed to help:
  - a) students identify their strengths and weaknesses and target areas that need to be improved;
  - b) lecturers recognise areas where students are struggling and address the challenges contingently.
3. The CBA will be based on **regular coursework** and **progress assessments** which may include an end-of-year examination.

### Progress Assessments

At specific points during a programme of studies, a student's level of learning needs to be compared to a standard benchmark.

For this purpose, a number of progress assessments will be used throughout the programme of studies, which have both a summative and a formative purpose.

Progress assessments are aimed at encouraging students to study throughout the course of studies rather than only for examinations at the end of the course.

Students cannot be assessed by a lecturer:

- a) who is related to them by consanguinity or by affinity to the third degree inclusive or
- b) who has been, at any time, during the academic year to which the College refers, their guardian or
- c) who has a dual relationship with the students, including private tuition and counselling, amongst others or
- d) if any other potential conflict of interest exists, not listed above.

### Assessment Periods

1. Each academic year will be divided into two (2) assessment periods.
2. Students will be assigned an **average progress assessment mark** per subject per assessment period.
3. The average progress assessment mark for each subject is worked out as follows:
  - a) AM level subjects will be given a minimum of five (5) progress assessment tasks per assessment period; and
  - b) IM level subjects - three (3) tasks per assessment period.
4. Programmes of study of **two (2) years**, will have the following assessments:
  - a) two (2) average progress assessments with a 20% weighting each, and an end-of-year examination of 60% weighting per subject
  - b) one (1) average progress assessment of 100% weighting per subject during the second year of the programme.
5. Programmes of study of **one (1) year**, will have one (1) progress assessment of 100% per subject.
6. Students following programmes of **less than one (< 1) year** will be assessed according to the approved course description.

### Assessment Deadlines and Sanctions

1. Students must work diligently to respect all assessment task deadlines.
2. Lecturers shall reserve the right to apply the following sanctions whenever an assessment task is handed in late accompanied by a written justification.

3. If a task is handed in:
  - a) up to two (2) working days late, a 5% mark penalty may apply
  - b) up to five (5) working days late, a 10% mark penalty may apply
  - c) up to ten (10) working days late, a 30% mark penalty may apply
4. No assignments will be accepted beyond ten (10) working days past the deadline.

### End-of-Year Examinations

1. End-of-year (EOY) examinations will be held in two main sessions during each academic year.
2. Students who are eligible to sit for EOY examinations, in accordance with current regulations, will have to sit for these examinations in all subjects at the end of the year.
3. The pass mark for each subject at any level is 45%.
4. In the case of students who are absent for examinations, the procedure in the respective guidelines shall be followed.

### Promotion to Second Year

1. For a student to be promoted from one year of the course to another, a minimum global mark equivalent to 45% of the maximum global mark must be obtained.
2. The global mark is worked out by adding up all the total progress assessment marks and EOY examination marks as defined earlier for **all** academic subjects.
3. A maximum of 30 marks obtained from the participation in Enrichment Programme (EP) may be added to the global mark and may be used for the purpose of promotion.
4. Those students who fail to attain the required 45% threshold in the global mark, even after adding the marks obtained in EP, will have the possibility of sitting for the 2 subjects in which they obtained the least mark in the EOY examinations.
5. Students will be informed of which subjects they would have to sit in the second session, and would need to register to confirm that they would be sitting for them.
6. Following the second session, students who manage to obtain the required 45% pass mark in the global mark will be promoted.
7. Students who do not obtain the required standards, will be given the opportunity to automatically re-start the year.

### The Junior College Study Programme Report (JCSPR)

1. The JCSPR is awarded upon completion of the study programme, or upon dismissal or abandonment/resignation from the study programme.
2. The JCSPR should include a record of:
  - a) the period of study
  - b) academic attainment in all academic subjects
  - c) attendance
  - d) participation in EP
  - e) achievement of excellence

## Guidelines for Online Learning

### 1. General instructions

- 1.1 Students are to access their official UM JC email account daily. All correspondence to and from students should be via this account **only**.
- 1.2 Students are to access their JC VLE account daily.
- 1.3 Students are to attend all online live sessions, follow all recorded sessions, download notes/presentations and take note of information sent to them by lecturers or Subject Coordinators.
- 1.4 Students are expected to log in through the JC VLE to join online live sessions.
- 1.5 Students are to request that one-to-one sessions are recorded.
- 1.6 Students are to participate in live sessions in the same way they do in class. Lecturers expect students to contribute to these sessions.
- 1.7 Students are obliged to leave their **camera switched on** and their **microphone switched off** unless their lecturer directs them otherwise.
- 1.8 Students are to communicate with their lecturer if they have a valid reason to keep the video off, before the session takes place.
- 1.9 Online live sessions may be recorded by the lecturer. Recordings are kept in compliance with the UM Data Privacy Policy.
- 1.10 Students who are under 16 years of age at the time of the online sessions, must obtain the permission of their guardians to participate in such sessions. Students are expected to contact the Student Services Office (SSO) via email on [administration.jc@um.edu.mt](mailto:administration.jc@um.edu.mt) and follow their instructions about the matter.

### 2. Attendance

- 2.1 Attendance for online sessions is obligatory.
- 2.2 Students' presence will be noted and officially listed in administration records.
- 2.3 Live sessions may only be held in accordance with the timetables slots.

### 3. Assigned work and assessment

- 3.1 Students are to work out any assigned task/assignment regularly and to hand it in when required as instructed.
- 3.2 It is entirely the students' responsibility to make sure that they are aware of the starting time and duration of any online tests/assignments.
- 3.3 Students are to hand in their work in the requested format on time. Work handed in late will be subject to the sanctions as outlined in '**Important Procedures & Student Duties**'<sup>1</sup>.
- 3.4 Students who may experience difficulties in handing in their work on time are to communicate with their lecturer before the deadline.

<sup>1</sup> [jc.um.edu.mt/journey/admissionsadvice/proceduresduties](http://jc.um.edu.mt/journey/admissionsadvice/proceduresduties)

#### 4. Online behaviour

- 4.1 Students are expected to use their proper name when logging onto online live sessions. Nicknames or short name versions are not allowed. Students who do not abide by this will be logged out of the session.
- 4.2 Students are to be courteous and respectful at all times.
- 4.3 Students are not to share any content/images/videos to which they are given access without consent.
- 4.4 Students are not to share with anyone invitations to join Zoom or other sessions without the express permission of the person sending the invite.
- 4.5 Students are not to record or take snap shots of any part of an online session without the express permission of the individuals involved in the session.
- 4.6 Students are to exhibit responsible behaviour particularly during live sessions and chats. The JC Code of Behaviour still applies to the online platforms.
- 4.7 Disciplinary action will be taken against those who violate the above or in any way disrupt the learning and teaching process. This may include suspending students' access to online learning.

#### 5. Technical aspects

- 5.1 **All students** are expected to have the following minimum requirements in order to follow online sessions: personal computer with a functional microphone and camera, a printer and a scanning device.
- 5.2 When students are using video, good **frontal lighting** is required. The use of frontal light such as from a window or a lamp is ideal. Backlighting should be avoided as it puts the presenter in silhouette.
- 5.3 When students are using video, it is highly recommended that an appropriate background is selected.

#### 6. Supporting each other

- 6.1 One should take into account that online sessions are not taking place in the College environment. Outside College there may be other issues and responsibilities, which have a bearing on both the teaching and the learning process.
- 6.2 One needs to be patient as there may be technical problems at both ends; connections might time out and so on.
- 6.3 Everyone should be supportive to both staff and students.
- 6.4 Students are encouraged to reach out and assist fellow students who may have difficulties adjusting to this new style of teaching.
- 6.5 Those who need academic support are encouraged to contact their respective lecturers or Subject Coordinators.
- 6.6 If case of difficulties with the JC VLE, or with your UM IT email account, one is to connect with [um.edu.mt/itservices/help](mailto:um.edu.mt/itservices/help) for assistance.





- 6.7 In case of certain constraints, which make it difficult to commit properly to online learning, one is encouraged to approach people of trust along the line of responsibility at College starting with a lecturer, a Subject Coordinator, an Area Coordinator or any other professional at College. If need be, one may also approach the Principal directly. The College will try its best to guide and help all students.
- 6.8 In case of financial difficulties, one may also make an official request to avail oneself of the **JC4Others Fund**<sup>2</sup>. The request form may be accessed, as prescribed on the JC website. All requests will be treated with due confidentiality.

## Code of Behaviour

### 1. Introduction

- 1.1 The Junior College is committed to provide an ordered and safe learning environment within the College Campus and during College activities.
- 1.2 The College Campus refers to all areas of Junior College both inside the building and the outdoor areas.
- 1.3 Students are expected to behave in a courteous and orderly manner – in face-to-face interaction, on emails and other internet facilities – and to show respect for all persons and property both on College campus and during College activities.
- 1.4 This Code of Behaviour (COB) aims at promoting the environment mentioned above without overriding or superseding current University of Malta Regulations or others, which may come into force in the future.

### 2. General Behaviour on College Campus

- 2.1 Only Junior College students and University of Malta staff are allowed to enter the College Campus without requesting permission. Students are not allowed to admit friends or other people who are not registered students on College Campus.
- 2.2 Students may only stay on the College Campus during normal opening hours, that is between 08:00 and 17:00, Monday to Friday, during term time, except when they are given special permission by the Principal or his delegate.
- 2.3 Students must be in possession of a JC Student ID card at all times, while on College Campus and are to present it whenever required to do so by the College staff and security officers. Students will not be allowed to remain on College Campus, including sitting for tests, if they cannot provide the JC Student ID card.
- 2.4 Students are to inform the Student Services Office (SSO) Room B105 immediately when their JC Student ID cards are lost. These will be replaced against an administrative fee. The JC Student ID card provided shall remain the property of the College.
- 2.5 Students need to present the JC Student ID card to the security officers and members of staff every time it is requested.

<sup>2</sup> [jc.um.edu.mt/about/collegecommittees/jc4others](http://jc.um.edu.mt/about/collegecommittees/jc4others)

- 2.6 Students shall present themselves at the College appropriately dressed, as befits such an educational institution. Thus, for example, the wearing of short tops exposing midriff, tops with straps, low-cut or torn jeans/skirts, shorts as well as tops denoting political affiliations, are strictly prohibited.
- 2.7 Students are requested to provide information and fill in forms truthfully and correctly at application stage and thereafter. Any false information given will be dealt with heavy sanctions. In extreme cases this may lead to immediate termination of registration.
- 2.8 Students are expected to respect ethical boundaries with their tutors all the time. Students must weigh appropriately what to discuss and share with the group during a session. Should help be needed, College counsellors are available for an appointment.
- 2.9 Students are expected to access their UM email account daily, as well as eSIMS, JCVLE, departmental notice boards/websites on a regular basis.
- 2.10 Students are expected to take on active role in the promotion of an environment free from harassment, bullying and discrimination.
- 2.11 Students are expected to set an appointment with the Subject/Area Coordinator or the Office of the Principal if they feel a lecturer or a fellow student is treating them unfairly.
- 2.12 No form of intimacy whatsoever is tolerated within the College Campus.
- 2.13 Smoking is strictly prohibited in all areas within the College building and is only allowed in restricted designated areas.
- 2.14 The use of alcohol or other illicit substances is prohibited in all areas of the College Campus and/or during College activities.
- 2.15 Improper language and blasphemy are prohibited.
- 2.16 Any form of card playing and gambling is prohibited.
- 2.17 Students are not allowed to fix any commercial or publicity posters and stickers anywhere on College Campus without the authorisation of the Office of the Principal.
- 2.18 Students may not use the lift except on grounds of sickness or injury, provided that they seek prior authorisation from the Principal's Office. Under normal circumstances, only the permit holder can use the lift.
- 2.19 Students participating in activities organised at College or using the various facilities on College Campus, have to abide by any guidelines and conditions pertaining to the facility.
- 2.20 No rough play is allowed on College Campus.
- 2.21 Use of skateboards and bicycles in the *Piazza* and other College outdoor facilities is prohibited for health and safety reasons. The permission of the Sport and Leisure Department may be sought to use these items in suitable areas.
- 2.22 Accidental damage to property or equipment within the College precincts should be reported to the Office of the Principal and paid for.
- 2.23 Acts of vandalism are not tolerated. Students should report such acts to the Office of the Principal. The student/s involved in such acts will have to pay for the damage and may face disciplinary action.

- 2.24 Items that can cause bodily harm, damage to property and are potentially hazardous are strictly prohibited on the College Campus.
- 2.25 Students should keep the College Campus as clean as possible and should not litter.
- 2.26 Students should not make excessive noise in the *Piazza*, the canteen, the Youth Hub, the corridors or any other areas so as not to disrupt sessions.
- 2.27 Emergency exits are to be used **only** in case of emergency or when asked to do so by the College administration.
- 2.28 Students should not enter areas within the College Campus which are locked up or which are clearly indicated as 'no entry' zones.

### 3. Behaviour in the Classroom

- 3.1 Students should be punctual for all sessions and under normal circumstances may be accepted 5 minutes after start of session, if a valid reason is provided.
- 3.2 Students should make sure that they have been marked present for sessions.
- 3.3 Students are expected to come to College prepared for all sessions, with the necessary material and any assigned work. Failure to do so may result in the student having marks deducted from the assessment marks.
- 3.4 Students are also expected to participate and contribute to classroom discussion and answer questions asked by the lecturer, in order to maximise the educational experience in the classroom.
- 3.5 Students receiving notes from lecturers should appreciate that these notes are the intellectual property of the lecturer who circulates them and are therefore intended for personal use only.
- 3.6 Students should ensure that they do not leave anything behind them at the end of a session, including items for disposal.
- 3.7 Disruptive behaviour and unnecessary conversation are not permitted during sessions.
- 3.8 Electronic devices may be used for note-taking, for browsing the Internet, accessing email accounts or to record lectures **only** at the discretion of or when instructed by the lecturer. Otherwise electronic devices should be turned off during sessions.
- 3.9 Electronic devices may only be charged in designated areas such as the study area and library. Students are reminded that they are to take all the necessary precautions when charging electronic devices. Two-pin plugs are considered dangerous and for the student's own safety, should not be used.
- 3.10 Students are to request permission from their lecturer before charging electronic devices in the lecture room.
- 3.11 Any type of recording (audio-visual or image) during sessions without permission is strictly prohibited.

### 4. Behaviour During College Activities

- 4.1 Students are expected to behave in accordance with section 1.1 'General behaviour on College Campus' when participating in College activities, project work or field work, as part of a group or individually.

- 4.2 Students under 18 years of age involved in College activities or projects outside the College Campus, are to be provided with a consent form which has to be signed by their parents/guardians. Students should make sure that they are provided with such a form by the coordinator of the activity. Students over 18 years of age should still inform their parents.
- 4.3 Students who are representing the Junior College in any type of activity, especially abroad, should behave appropriately as expected from Junior College students. They should always abide by the College's COB and also by those stipulated by accompanying staff as well as the regulations of the host organisation or country.
- 4.4 Students should honour all commitments pertaining to activities organised or coordinated by the College in order to uphold the good name of the College.

## **5. Behaviour at Sports Facilities**

- 5.1 When the sports facilities are being used for a session, they are to be used solely for that purpose for the duration of the session only.
- 5.2 Students should ensure that they use the facilities and equipment in accordance with standard practice and/or as directed.
- 5.3 When any equipment belonging to the Sport & Leisure Unit is lost or damaged, students should file a report to the Sports Development Officer so that arrangements may be made to pay for or replace the equipment.
- 5.4 Students should refrain from trying to recover equipment (e.g. footballs) from potentially dangerous places such as from the top of a tree, but should instead inform the Sports Development Officer.
- 5.5 Students who repeatedly break the rules at sports facilities may not be allowed to use these facilities.
- 5.6 The Sport & Leisure Unit will not be held responsible for any injury incurred or loss of personal belongings at the sports facilities.
- 5.7 Students are not allowed to bring any food inside the sports facilities. They should keep the sports and leisure areas as clean as possible and dispose of any litter in the appropriate bins.
- 5.8 Students are expected to wear appropriate sportswear as indicated.
- 5.9 Smoking is strictly prohibited in all sports facilities.
- 5.10 Students responsible for the loss or damage of equipment in the Sport & Leisure Unit will be expected to replace or pay for lost or damaged equipment.

## **6. Sanctions**

- 6.1 The Junior College administration is continuously trying to promote good conduct and to encourage a positive, caring and learning community. Students who decide not to follow the COB will face sanctions as a means of disapproval of unacceptable behaviour on College Campus in order to grow as responsible adults.
- 6.2 Sanctions will be used accordingly and when there is certainty about the offence. Sanctions will be imposed in an equitable manner respecting human dignity, but in certain situations may lead to a temporary expulsion, while in grave circumstances to a permanent expulsion.

- 6.3 A clear explanation will be given to students as to why there is a need for such sanctions. Any applied sanctions will only address those involved and are normally considered as a learning opportunity.
- 6.4 Sanctions will be imposed at these levels:  
  
First level sanctions are aimed for minor one-off offences. These may include a verbal warning, and if need be, the offence will be reported to the Office of the Principal where a record of the incident is kept in the student's file.
- 6.5 Second level sanctions are used for a more serious type of offence and repeat offenders will be reported to the Office of the Principal where a record of the incident may be kept in the student's file. Action to be taken depends on the seriousness of the case but may include a written reprimand, a written warning, or not allowing a student to represent the College where applicable. Parents/guardians as well as relevant stakeholders at the College will be informed accordingly.
- 6.6 Third level sanctions will only be used when, irrespective of previous sanctions, a student continues to exhibit reluctance to abide by the COB or in case of a very serious one-off offence. In this case the Chair and a member of the Student Support Services Committee (SSSC) will organise an interview with the student concerned to evaluate the situation. The SSSC will then forward its conclusions and its recommendations to the Principal to seek the best course of action. In every instance the offence, report and final decision, will be recorded in the student's file. Parents/guardians will be informed immediately and the advice of other professionals in the field may be sought. In such cases the student may be dismissed for the rest of the day or for a few days, not exceeding seven (7) days.
- 6.7 In very serious cases, the SSSC may involve the Principal, the Area Coordinator and the Subject Coordinator (if the case involves a subject). If the student is called to appear before this extended committee, they may be accompanied by a parent/guardian.
- 6.8 In extreme situations, a student may be temporarily or permanently expelled from the College as a result of the severity of the case or because it is habitually repeated.

### The Junior College Student ID Card

1. All students are provided with a JC Student ID Card for free at the start of their study programme.
2. The JC Student ID card provided shall remain the property of the College, and has to be returned in good condition at the end of the study programme.
3. Students who abandon or withdraw from a programme of studies have to return the JC Student ID Card to the SSO. Students who fail to return the card as indicated, shall forfeit their caution money.
4. Students must be in possession of the JC Student ID Card provided at all times, while on College Campus and are to present it whenever required to do so by College staff and security officers. Students will not be allowed to remain on College Campus, including sitting for tests, if they are not in possession of the JC Student ID card.
5. It is the responsibility of students to keep the JC Student ID card in good condition. If the card is slightly damaged or worn, the lamination can be replaced for free at the SSO, as long as the student can be identified from the card.

6. Students are to inform the SSO in Room B104 immediately when their JC Student ID cards are lost. For security reasons, misplaced, lost, misused cards, or cards that are damaged to an extent that the student cannot be identified, are to be replaced at the SSO. An administrative fee of €12.00 will be charged and will be borne by the student in question.

### Use of Lifts

For practical reasons, students are not normally allowed to use the lifts, but they may be allowed to use them on grounds of chronic conditions, sickness or injury, provided that permission is obtained from the Office of the Principal. A **Use of Lift Request Form** is to be downloaded from the College website at [jc.um.edu.mt/\\_\\_data/assets/pdf\\_file/0005/423788/28LiftUseRequestForm.pdf](http://jc.um.edu.mt/__data/assets/pdf_file/0005/423788/28LiftUseRequestForm.pdf) and is to be filled-in by a medical practitioner. Alternatively, a medical certificate may be presented to the Office of the Principal.

More information is available at [jc.um.edu.mt/services/officeoftheprincipal/requesttouselifts](http://jc.um.edu.mt/services/officeoftheprincipal/requesttouselifts)

### Emergency Response Team

It is important that staff and students alike familiarise themselves with the College's evacuation plans, meeting points, other health and safety measures, and notifications which will be communicated from time to time by administration or the Emergency Response Team. Students should also follow any directives given by the College administration to safeguard the health and safety of everyone.

### First-Aid Room

The first-aid room is situated in the College foyer next to the entrance to Block A. Students requiring first aid are to refer to the Office of the Principal in Room B003 for assistance.

In accordance with the law, first aid does not include the dispensing of medicine.

### Harassment and Bullying Policies

Junior College takes complaints about **harassment and bullying** seriously. The College follows procedures along the lines of policies issued by the University. The *Harassment and Bullying Policy* and the *Procedures for Dealing with Complaints of Sexual Harassment* can be found in the following links:

[um.edu.mt/\\_\\_data/assets/pdf\\_file/0020/280703/harassmentbullyingpolicy.pdf](http://um.edu.mt/__data/assets/pdf_file/0020/280703/harassmentbullyingpolicy.pdf)

[um.edu.mt/gender/harassment](http://um.edu.mt/gender/harassment)

# The Role of Parents and Guardians as Partners with the College

Parents/guardians play an important role in the education of students attending the College, particularly those who are under 18 years. The College acknowledges this and seeks to work closely with parents/guardians for the benefit of students.

In the case of learners who are still **minors**, due to its legal obligations, the College:

1. assumes that the persons listed down as parents/guardians have legal custody of the student;
2. cannot be held responsible if the information submitted by the applicant does not reflect the actual custodial rights of the parents/guardians;
3. assumes that, if necessary, the parent/guardian will confirm their legal custodial rights, ideally at the beginning of the year; and
4. will communicate with the parents/guardians listed down only.

Parents/Guardians are encouraged to:

1. read through this prospectus to ensure they are familiar with the educational experience their children are embarking on;
2. ensure that at least one parent/guardian is residing in Malta for students who are under 18 years of age;
3. keep a copy of their children's timetable, room allocation and names of their respective lecturers;
4. be aware that students may make use of all facilities and services available in accordance with their needs without having to request their parents/guardians' consent;
5. visit the College website regularly to keep abreast of notices and updates, and to click the 'like' button on the Junior College Facebook page;
6. fill in an official consent form for their children so that they can attend activities outside College under College supervision;
7. be aware that they might receive information via letters, by text message, and even the College website. Letters to students and parents/guardians may be accompanied by a text message notification to parents/guardians. Parents/guardians may opt out of this text messaging service. Should they wish to do so, they are to write a letter to the Student Services Offices (SSO) requesting to be unsubscribed; and
8. immediately inform the College should their contact details, especially their mobile phone number, change in order to ensure better communication.

Parents/Guardians are encouraged to:

1. participate in College activities whenever these are open to the public;
2. request a meeting with the Subject Coordinators and lecturers to discuss any matter of concern;
3. contact the Counselling Service to seek support and advice when dealing with their children (2590 7291/7334); and
4. call the Office of the Principal (2590 7201) and ask for an appointment whenever required.



# Junior College Services

## Office of the Principal

The office is open from Monday to Friday between 08:00 and 17:00 from 1 October to 15 June, and between 08:00 and 13:00 from 16 June to 30 September, except in Christmas and Easter recess when the office is closed.

📍 Room B003

☎ +356 2590 7201

✉ principal.jc@um.edu.mt

## Student Services Office (SSO)

The office is open all year round from Monday to Friday between 08:00 and 12:15 and 13:30 and 16:30 from 1 October to 15 June, and between 08:00 and 13:00 from 16 June to 30 September, except in Christmas and Easter recess when the office is closed.

**Mr Joseph Scicluna**

📍 Room B105

☎ +356 2590 7150

✉ administration.jc@um.edu.mt

## Wellbeing Services

A professional service in the form of advice, support and guidance is readily available to College students, staff and parents/guardians alike at Junior College.

The following are part of the Wellbeing Services which operate in close liaison with the Student Services Office, and the Student Support Services Committee:

### 1. Chaplaincy JC

Chaplaincy JC is a space open for the entire Junior College community where everyone can be oneself. The aim of Chaplaincy JC is to help students aspire to be more, rather than have more. Situated next to *Pjazza*, apart from a lounge area for socialisation, Chaplaincy JC offers kitchenette facilities, a combined instrument and meeting room and a quiet prayer space.

Daily mass is celebrated at 07:30 and 12:15. Spiritual and pastoral direction services are also available

**Fr Bernard Micallef**

📍 Room C016

| ☎ +356 2590 7313

| ✉ chaplaincy.jc@um.edu.mt

### 2. Counselling Service

Counselling Services are available to address personal, emotional or College-related issues that get in the way of achieving a good College experience and realising one's full professional and personal potential.

These services offer assistance in a variety of situations, which include:

- coping with the transition to College life;
- coping with anxiety and stress and overcoming low energy and low motivation;
- working on self-confidence and self-esteem;

- addressing questions on sexuality/sexual preference and identity;
- addressing cultural/ethnic concerns;
- evaluating family or intimate relationships and dealing with interpersonal conflicts;
- offering support for persons dealing with mental health issues.

Counselling services professionals respect the values, choices and lifestyle of each and every individual. Confidentiality is guaranteed, **except** in those cases when a person is acting, or likely to act, in a way that could cause serious harm to her/him, or put others at risk of harm.

#### **Ms Anna Borg Bartolo**

*Counselling Services Professional*

📍 Room Db15

☎ +356 2590 7334

✉ anna.borg-bartolo@um.edu.mt

#### **Ms Fleur Mifsud Bons**

*Counselling Services Professional*

📍 Room Db14

☎ +356 2590 7291

✉ fleur.mifsud-bons@um.edu.mt

f /um.jccounselling | ↗ jc.um.edu.mt/services/wellbeingservices

### **3. Student Advisory Services**

The Student Advisory Services aim to provide prospective and current students with the necessary information and advice, in order to make informed choices regarding career paths. The Services offer assistance in a variety of ways, which include:

- guiding students to choose the combination of subjects based on their skills, abilities and the subjects' relation to courses offered by UM;
- providing support and guidance to students in various areas such as time management and study skills;
- helping students throughout the transition from education to employment by helping them achieve the soft skills and employability skills required in the world of work.

#### **Mr Giosué Pianciamore**

📍 Room Db13

☎ +356 2590 7262

✉ advisory.jc@um.edu.mt

### **4. Youth Worker's Office**

The Youth Worker, together with students and other stakeholders at the College, works to create initiatives that help students develop personally, socially and educationally. The Youth Worker offers support and mentors students in their College life, their holistic development and long-term career path.

This service helps students to:

- find support and information about relevant services and opportunities within and outside the College;
- get involved in different enrichment programmes;

- learn about themselves while developing skills during activities organised by the Office;
- engage in discussions on current affairs or topics of their interest and explore their relevance to their life;
- seek personal and group mentoring on different levels;
- suggest and organise initiatives of a social, learning and fun nature; and
- explore opportunities of voluntary work.

**Mr Roberto Calleja** 📍 Room Db09 | 📞 +356 2590 7229 | ✉ youthworker.jc@um.edu.mt

### JC4Others

The JC4Others is a committee aimed at instilling a sense of altruism among those attending the College, hence the name. By organising various activities throughout the academic year, the committee raises funds, collects goods, and provides volunteers to support various charities, as well as College students and staff. Two students sit on the committee.

Students facing financial difficulties are invited to approach the Chairperson of the JC4Others Committee or any Wellbeing Services officer who will guide them accordingly.

**Dr Liliana Maric (Chairperson)** 📍 Room C318 | 📞 +356 2590 7299 | ✉ 4others.jc@um.edu.mt

### Junior College Diversity Working Group

The Junior College Diversity Working Group considers diversity to be both an implicit value as well as an explicit practice in all that it stands for, and in all its practices and activities. In keeping with the Mission Statement and the ethos of the College, the Diversity Working Group strives to ensure that the College community embraces the inherent worth of individuals in an atmosphere of mutual respect and cooperation.

The objectives of the Diversity Working Group are:

- to cultivate and disseminate the value of diversity among students and staff of the Junior College by means of different initiatives in order for this to be reflected at all levels and areas of the operations of the College;
- to create a College community which embraces and represents numerous identities including, but not limited to, gender, race, religion, belief, sexual orientation, geographic origin, socioeconomic background, ideology, age and varied abilities;
- to offer support and assistance to those who seek help for any reason related to any aspect of diversity.

**Dr Angele Deguara (Chairperson)** 📍 Room C306 | 📞 +356 2590 7253 | ✉ diversity.jc@um.edu.mt

🌐 /um.jcdiversity

## The JC International Office

This Office is responsible for the coordination and organisation of activities with an international dimension. Its objective is that of promoting student participation in non-formal intercultural education through international projects and experiences such as the Erasmus+ programme, EUROSCOLA, youth exchanges and others.

The JC International Office initiates projects that are believed to be of great educational value, aimed at contributing towards the students' holistic development. Such participation provides enriching experiences that significantly widen students' horizons through exposure to different languages and cultures through interaction with foreign students. Participation of students from all study areas is encouraged.

The JC International Office also provides support to students and staff throughout a project's cycle. Furthermore, it offers information related to the EU, and introduces innovative programmes and practices aimed at increasing student participation as part of the enrichment programmes strategy of the College.

International students who would like to join JC/UM are to contact the International Admissions Office at UM.

**Ms Boryana Chaneva** | 📍 Room A005 | 📞 +356 2590 7202 | ✉ [international.jc@um.edu.mt](mailto:international.jc@um.edu.mt)

## College Communication Channels

The following are the main official channels of communication at JC:

### 1. Junior College Website

The Junior College Website is one of the main channels of communication of the College. It contains information about areas of study, as well as facilities, services, notices and contact details. The website is updated regularly with the latest information.

The College website may be accessed at [jc.um.edu.mt](http://jc.um.edu.mt)

### 2. My UM App

My UM is the official app of the Junior College (available for Android and iOS devices), which features key information and access to various services such as student results, eSIMS JC, library and JC VLE.

### 3. Junior College on Social Media

The College has its own Facebook page: [facebook.com/um.juniorcollege](https://facebook.com/um.juniorcollege)

In addition, various departments have their own Facebook pages.

The College also has its own Instagram page: [instagram.com/umjuniorcollege](https://instagram.com/umjuniorcollege)

Students and parents/guardians are encouraged to visit these social media sites and click the 'like/follow' button so as to be regularly updated.

### 4. The College Bulletin

Every week students receive *The College Bulletin*, which is published by the Office of the Principal. The *Bulletin* features information on events and activities at the College which can be found online at [jc.um.edu.mt](http://jc.um.edu.mt). Information published in the *Bulletin* is considered as official.





## 5. Other Sources of Information and Updates

In addition to the above, the Visual Display Monitors in the foyer, the departmental notice boards and other noticeboards, also give regular updates and the latest information.

## 6. Notice of Cancellation of Sessions

The Junior College administration gives notification of cancelled or postponed lectures via email to the students' personal Junior College account, as well as via text message, in the case of information relayed at short notice. Students may opt out of this text messaging facility at any time, should they wish to do so. Students who would like to opt out of the text messaging facility are to send an email to the SSO on [administration.jc@um.edu.mt](mailto:administration.jc@um.edu.mt)

In the case of a session cancelled due to an activity organised by the Junior College administration, students are expected to attend that activity.

Classes are dismissed in the case of a lecturer not turning up within ten minutes from commencement of lecture time. Students are to obtain permission for dismissal from the respective Subject Coordinator or the Office of the Principal. Students who do not request permission will be considered as having been absent for the session.

## IT Services

IT Services manages the Junior College IT infrastructure and offers a range of facilities and services to assist students in their IT-related needs during their course of studies.

Students are provided with a Junior College IT Account that grants them access to IT facilities and online services provided, including an email address. Students are expected to access their email account daily. All emails to and from students will be sent through their account only.

Students will also have access to integrated calendaring and collaboration tools which are provided through the UM Google Apps for Education suite. Google Calendar can be used to schedule meetings/events, set reminders, send invitations, and share any of these with others. Google Drive can be used to store, share and collaborate on documents online.

📍 Room C206 | 📞 +356 2590 7112 | 🌐 [um.edu.mt/itservices/help](http://um.edu.mt/itservices/help)

## Open Access Computer Lab

IT Services manages an open access computer laboratory and a number of workstations found in the library that are available to students. These workstations offer the use of standard software packages, email, web browsing, printing and scanning facilities. Some workstations offer access to other specialised application software such as ACAD. Laser printing (colour or black and white) is available in open access lab on a self-service basis using printing credits (which can be purchased online).

📍 Room C208

## Wireless Hotspots

Wireless hotspots, which cover most areas of the College, provide students with an internet connection on their personal devices. The Junior College is a participating institution in the edu roam (education roaming) Wi-Fi service. Students who visit another local or foreign edu roam-participating institution are able to connect to their wireless network using their Junior College IT Account.

### eSIMS JC (Electronic Student Information Management System)

eSIMS JC enables students to view and update their personal details, and access details relating to their registered courses, their timetable, the results of their assessments and end-of-year examinations and re-sits. eSIMS JC can be accessed through the “Current Students” portal on the College website.

### JC VLE (Virtual Learning Environment)

The JC VLE is the official online teaching and learning platform of the College. This Moodle-based platform provides a range of tools to support tutors and students in their teaching and learning. Students are expected to access their JC VLE daily. Lecturers can set up teaching materials and resources (e.g. course notes, reading lists, online articles, audio and video clips) on the JC VLE that can be accessed by students. The VLE supports communication and collaboration between lecturers and students through the use of discussion boards and chat rooms.

### Sport & Leisure Unit

The Sport & Leisure Unit oversees all sports-related activities. It provides both students and staff with the opportunities of fostering a healthier lifestyle through ongoing initiatives and yearly activities. Its aim is to educate and increase participation in physical activity, which is widely known to enhance both physical and mental wellbeing.

Sports facilities at the College include an eleven-a-side synthetic football ground, an athletics track, a five-a-side synthetic football ground, two tennis courts, a volleyball court and an indoor multipurpose sports hall. The sports hall caters for a variety of physical activities such as fitness classes, badminton, table tennis, basketball, martial arts, yoga and other indoor activities. Students and staff have access to these facilities and sports equipment during College hours.

Weekly training and fitness sessions, one-day events, competitions, inter-school leagues, an annual Junior College Wellbeing and Sports Festival, and sport Enrichment Programme Units are part of the Sport & Leisure Unit calendar, intended to cater for the Junior College community.

The sports facilities may also be booked outside College hours against payment. Details may be found at: [jc.um.edu.mt/services/sport](http://jc.um.edu.mt/services/sport)

Ms Roseann Dimech | 📍 Sports Hall | 📞 +356 2590 7322 | ✉ [sports.jc@um.edu.mt](mailto:sports.jc@um.edu.mt)

### Students' Maintenance Grants

The Students' Maintenance Grants is managed by the Maintenance Grants Office which falls under the responsibility of the Ministry for Education and Employment.

Students are required to consult the Office's website [education.gov.mt/studentsgrants](http://education.gov.mt/studentsgrants) for information.

# Junior College Facilities

## Library

The Junior College Library caters mainly for JC students and staff.

The goal of the College Library is to help students transition as smoothly as possible to University life. This is achieved by having a well-organised and updated collection together with trained librarians who are able to help its patrons. Consequently, the College Library strives to provide a welcoming environment where students are empowered to be independent and skilled researchers, problem solvers and ethical users of intellectual property.

All material available to Junior College students can be retrieved by using HyDi which is a one-stop search gateway to all Library resources.

The Library publishes four editions of its newsletter called BOOKMark every academic year. The aim of this newsletter is to keep students updated with the latest news from the library such as opening times, recent acquisitions etc. In the newsletter, students may also find research tips, book recommendations and articles of general interest. Students are encouraged to submit their work, such as prose and poetry, to be published in this newsletter.

Together with the Languages Area, the Junior College Library helps to organise book clubs for students. These clubs welcome all students at the College. Meetings are held either weekly or fortnightly within the Library. The book clubs currently being organised can be found on page 69 of this Prospectus.

The College Library also provides exhibition spaces for students wishing to exhibit their art work both as individuals and as a group.

For further information about any of the above, students are encouraged to contact a member of the JC Library staff and check out the Library notice boards for updates.

**Mr Mark Poulton**

📍 Second Floor

☎ +356 2590 7237

✉ library.jc@um.edu.mt

f /um.jclibrary

## Study Area

The Study Area is located on the first floor in front of the Auditorium and provides a space where students may study and work on assignments. Students may engage in group-work and benefit from a relaxed atmosphere.

## Quiet Working Area

The Quiet Working Area is found in Room C015. It is an ideal place where students may work and study in perfect silence.

## Multi-Faith Room

Students and staff of different faiths may use the multi-faith room available in Block E, Ground Floor, to worship in peace and silence. Students may contact the Youth Worker should they wish to use the room.

## Auditorium Peter Serracino Inglott

The College has a fully air-conditioned Auditorium which is equipped with all amenities. Annual events such as the Soirée, the Christmas concert as well as theatre productions, performances and conferences are held in the Auditorium.

The Auditorium is regularly hired for various events.

**Mr Daniel Cioffi**    📞 +356 2590 7316 | ✉ [auditorium.jc@um.edu.mt](mailto:auditorium.jc@um.edu.mt)

## Laboratories and Specialised Rooms

The College prides itself in offering the best laboratory resources to students studying science subjects. All laboratories have either been or are in the process of being refurbished to offer an optimal learning environment.

Each science subject at Advanced level includes an average of two hours of practical sessions per week to complement the theory and to prepare students for MATSEC practical examinations.

Classes are divided into small groups during practical sessions in order to ensure individual attention in a safe environment.

A number of specialised rooms are also available to enhance the teaching of particular subjects. These include the Home Economics Laboratory, a Theatre and Performance studio, a Music room, two Art studios, and two Graphical Communication rooms.

Lecture rooms are equipped with data projectors, monitors or interactive white boards.





## Other Unique Learning Spaces

Besides well-equipped lecture rooms, the College has a number of spaces designed to suit particular modes of teaching and learning. These include:

- conference-style tutorial rooms
- technology rooms
- multipurpose room in D418
- *Venue 18* – suitable for exhibitions and performances
- *Sala 247* – a theatre-style lecture hall
- the JC Conference Centre

While these spaces are for the use of the College, they can also be used by third parties following a request.

**Ms Marthese Azzopardi**    ☎ +356 2590 7245 | ✉ [principal.jc@um.edu.mt](mailto:principal.jc@um.edu.mt)

## Youth Hub

The Youth Hub aims to provide a creative space and the ideal environment for students to work on projects, to organise activities and to develop ideas and initiatives. It also offers a place where students can hang out and socialise in a relaxing atmosphere. The Youth Hub is located in the Basement of Block D, and the Youth Worker's office is found in this area.

f /um.jcyouthhub | 📷 /youthhub.jc

## Lifts

The College is equipped with a number of lifts. Students who need to use these lifts, are to follow the procedure on page 51.

## Canteen

The canteen, including the adjoining games room, is one of the places where students can relax and socialise during their free time from lectures. The canteen offers a wide variety of food and drinks.

The canteen is run by A.F.G. Caterers.

## Leisure Areas

There are a number of areas designated for the students' leisure. Apart from the canteen and Youth Hub, students may also spend their free time or study in the *Pjazza*, study gardens, sports facilities and other areas on the Junior College campus. These are all popular spots where students can hang out. Students are encouraged to remain on campus during their free time.

### Bicycle Parking Spaces

There are parking spaces designated for bicycles of students and staff who cycle to College. Cyclists are responsible for their own safety while travelling to and from the College, and also while on College grounds. The administration cannot be held responsible for any loss or damage to bicycles parked on campus.

### Recycling at the College

The College is committed towards contributing to a better environment, as it is the civic duty of each student and member of staff to do so. To this end, the College collects paper, plastic, metal, used batteries and clothes for recycling.

### Bookshop

The Agenda Bookshop is available on the College campus for the convenience of students and staff. The bookshop is situated in Block A and is open during College hours.

### *Ilwien* Childcare Centre

The Child Care Services of the University of Malta, namely *It-Tajra*, on University Campus and *Ilwien*, at Junior College, provide child care for children aged between 18 months and 3 years. This service is accessible to members of staff, students and the general public. Both centres run all year round, except on weekends and public holidays.

The facilities provide a pre-school education programme for children aged between 18 months and 3 years.

An afternoon supervision service is available for children between the ages of 18 months and 10 years, from 13:30 to 17:15.

**Ms Johanna Gatt**      📞 +356 2340 2134 | ✉ [ilwien.jc@um.edu.mt](mailto:ilwien.jc@um.edu.mt) | 📱 [f /um.childcare](https://www.um.edu.mt/um.childcare)

# Enrichment Programme

In line with its mission statement, the College offers a whole range of activities, programmes and initiatives, collectively referred to as Enrichment Programme (EP), which is meant to develop and enrich students holistically. The EP is intended to complement the formal study programme. Participation in EP is completely voluntary.

## Additional advantages of participating in EP

- ⊗ Successful participation will be officially recorded in the final Junior College Study Programme Report.
- ⊗ Marks gained by participation will be used for the purpose of promotion to second year (see criteria for promotion to second year page 41)
- ⊗ Participation may be valid for the purpose of the Systems of Knowledge project following approval from their respective tutor.

## What qualifies as an EP?

The EP is composed of a variety of EP Units (EPUs). Even if not considered formal, the EP is planned and structured in a way to ensure that specific outcomes and criteria are attained. For this reason, only programmes approved by the Junior College Board are considered as EP.

All programmes are carried out under the supervision of an EP Coordinator appointed by JC.

Students are encouraged to participate in other activities and initiatives but these cannot be considered as part of the EP. (See page 73 for such activities)

## Earning marks through EP

Each EPU has a description, which includes the maximum number of marks that may be obtained by participating for the purpose of promotion to second year.

The marks allocated are **not** automatically earned but one needs to take an active role and attend a minimum of 50% of the allocated time to start earning marks.

Five (5) marks may be gained for every ten (10) hours of participation in a specific EPU up to a maximum of thirty (30) marks over a year. These marks will be added to the total number of marks for the purpose of promotion as indicated in the criteria for promotion to second year on page 41.

## When are EPUs held?

There is no set time when all EPUs are offered, however EPU sessions are usually held at the College and during the day, very often on Wednesdays at 14:00. Some units may involve travelling abroad, visits or meetings that need to be held during other hours.

## Registration for EPUs

Students need to formally register in advance on the prescribed format. Students will be informed how and when to apply.

A registration fee or other costs **may** be involved to cover participation.

### More information about the EP

More information can be found on the College website at [jc.um.edu.mt/ouractivities/enrichmentprogrammes](http://jc.um.edu.mt/ouractivities/enrichmentprogrammes)

In addition, the *Enrich Yourself* – Enrichment Programme Fair is held during the first weeks of October.

### EPUs on offer

Below is a list of available EPUs, however, an up-to-date list of these is available at the above link.

In addition to the list below, students who opt to study an additional language will also have the same advantages of enrolling in the EP, including the possibility of earning up to 30 marks, which may be used for promotion to second year. More information about the additional language option is available at [jc.um.edu.mt/study/programmes/additionallanguageoption](http://jc.um.edu.mt/study/programmes/additionallanguageoption)

| EP Units                                       | EP Coordinator                         | Email Address                 |
|------------------------------------------------|----------------------------------------|-------------------------------|
| Applied Physics Workshop                       | Antonia Vella                          | physics.jc@um.edu.mt          |
| Art Kafé                                       | Ms Olivianne Farrugia                  | creativearts.jc@um.edu.mt     |
| Bioethics Weekend Seminar                      | Ms Petra Paula Spiteri                 | biology.jc@um.edu.mt          |
| Book Chat Club                                 | Mr Carmel Sammut                       | english.jc@um.edu.mt          |
| Chinese for Beginners Part I                   | Dr Karl Chircop                        | foreignlanguages.jc@um.edu.mt |
| Chinese for Beginners Part II                  | Dr Karl Chircop                        | foreignlanguages.jc@um.edu.mt |
| Chrisco                                        | JC Chaplain                            | chaplaincy.jc@um.edu.mt       |
| Christmas Variety Show                         | Ms Marcelle Teuma                      | teatrukullegg.jc@um.edu.mt    |
| Collaborative Projects                         | Ms Olivianne Farrugia                  | creativearts.jc@um.edu.mt     |
| Computer Aided Draughting                      | Ms Olivianne Farrugia                  | creativearts.jc@um.edu.mt     |
| Debating & Public Speaking                     | Dr Patricia Vella Briffa               | english.jc@um.edu.mt          |
| Duke of Edinburgh's International Award        | TBA                                    | duke.jc@um.edu.mt             |
| Environmental Committee (Active Participation) | Dr Ing. Ronald Cuschieri (Chairperson) | ronald.cuschieri@um.edu.mt    |
| Euroscola                                      | Ms Boryana Chaneva                     | international.jc@um.edu.mt    |
| Experimental Printing Techniques               | Ms Olivianne Farrugia                  | creativeart.jc@um.edu.mt      |
| Holqa International Youth Arts Festival        | Ms Boryana Chaneva                     | holqa.jc@um.edu.mt            |

|                                                      |                                    |                             |
|------------------------------------------------------|------------------------------------|-----------------------------|
| Holqa Lab                                            | Ms Boryana Chaneva                 | holqa.jc@um.edu.mt          |
| Hsieb Hieles JC                                      | Mr David Aloisio                   | david.aloisio@um.edu.mt     |
| JC Annual Soirée                                     | Ms Marcelle Teuma                  | teatrukullegg.jc@um.edu.mt  |
| JC Diversity Working Group<br>(Active Participation) | Dr Angele Deguara<br>(Chairperson) | diversity.jc@um.edu.mt      |
| JC Film Club                                         | Mr Noel Agius                      | noel.agius@um.edu.mt        |
| JC Hack Club                                         | Ms Roberta Galea                   | roberta.galea@um.edu.mt     |
| JC Rowing Club                                       | Mr Karl Cortis                     | karl.cortis@um.edu.mt       |
| JC Seismic Monitoring Group                          | Mr Alexander Vella                 | smg.jc@um.edu.mt            |
| JC4Others Committee<br>(Active Participation)        | Dr Liliana Maric (Chairperson)     | 4others.jc@um.edu.mt        |
| Junior Achievement –<br>Young Enterprise             | Mr Roberto Calleja                 | ye.jc@um.edu.mt             |
| Karate                                               | Ms Roseann Dimech                  | sports.jc@um.edu.mt         |
| Life Figure Drawing Classes                          | Ms Olivianne Farrugia              | creativearts.jc@um.edu.mt   |
| Life Skills +                                        | Ms Miriam Cassar                   | sociology.jc@um.edu.mt      |
| Manga Club                                           | Mr Roberto Calleja                 | manga.jc@um.edu.mt          |
| Marketing in Practice                                | Mr Stefan Schembri                 | marketing.jc@um.edu.mt      |
| Mediterranean Youth<br>Mathematical Championship     | Dr Alexander Farrugia              | maths.jc@um.edu.mt          |
| Model United Nations                                 | Ms Boryana Chaneva                 | international.jc@um.edu.mt  |
| MyPotential!<br>Self Development Programme           | Ms Fleur Mifsud Bons               | fleur.mifsud-bons@um.edu.mt |
| Night at the Museum                                  | Ms Petra Paula Spiteri             | biology.jc@um.edu.mt        |
| Obstacle Course Race Training                        | Mr Karl Cortis                     | karl.cortis@um.edu.mt       |
| Photography, Introduction to<br>(short course)       | Mr Riccardo Flask                  | photography.jc@um.edu.mt    |
| Photography Club                                     | Mr Riccardo Flask                  | photography.jc@um.edu.mt    |
| Pickleball                                           | Ms Roseann Dimech                  | sports.jc@um.edu.mt         |
| Pilates                                              | Ms Roseann Dimech                  | sports.jc@um.edu.mt         |
| Stargazer Astronomy Club                             | Mr Howard Zammit                   | stargazer.jc@um.edu.mt      |

|                                                     |                          |                            |
|-----------------------------------------------------|--------------------------|----------------------------|
| Take A Lead                                         | Mr Roberto Calleja       | roberto.calleja@um.edu.mt  |
| Tal-Kotba                                           | Ms Leanne Ellul          | leanne.ellul@um.edu.mt     |
| Teatru Kullegġ                                      | Ms Marcelle Teuma        | teatrukullegg.jc@um.edu.mt |
| Teatru Kullegġ, Kunitat                             | Ms Marcelle Teuma        | teatrukullegg.jc@um.edu.mt |
| Tennis                                              | Ms Roseann Dimech        | sports.jc@um.edu.mt        |
| Video Production, An Introduction to (short course) | Mr Riccardo Flask        | photography.jc@um.edu.mt   |
| Yoga                                                | Ms Roseann Dimech        | sports.jc@um.edu.mt        |
| Young Translators Club                              | Dr Patricia Vella Briffa | english.jc@um.edu.mt       |
| Żfin Kullegġ                                        | Ms Elise Ellul           | zfinkullegg.jc@um.edu.mt   |



# Annual Events

## Freshers' Week

This event is held during the first week of the academic year when students have the opportunity of familiarising themselves with the services offered by the College and other entities.

✉ [principal.jc@um.edu.mt](mailto:principal.jc@um.edu.mt)

## Enrich Yourself – Enrichment Programme Fair

The Enrich Yourself Fair showcases all the Enrichment Programme (EP) (see page 68) organised by the College. This event is usually held during the second week of the academic year.

A comprehensive list of Enrichment Programme Units (EPUs) is available online at [jc.um.edu.mt/ouractivities/enrichmentprogrammes](http://jc.um.edu.mt/ouractivities/enrichmentprogrammes)

## Awards Ceremony

The University Junior College Awards Ceremony is held annually as a special occasion to celebrate excellence amongst students. Students, who obtain the highest marks in their assessments and end-of-year examinations throughout their course of studies, and attend sessions regularly, are eligible for an award. Awards are also presented to students who distinguish themselves in the EP, and in activities which contribute towards their holistic development, as well as the good name and the ethos of the College. The Awards Ceremony is usually held in November.

## Careers Expo

The Expo is a varied programme of activities that includes talks, stands, presentations and testimonials from professionals as well as information visits. Students are given the opportunity to attend information sessions regarding different study routes and career paths delivered by representatives from the different Faculties at the University of Malta, as well as prospective employers. The Expo is usually held in January.

Mr Giosué Pianciamore | ✉ [advisory.jc@um.edu.mt](mailto:advisory.jc@um.edu.mt)

## Soirée and Christmas Concert

The Soirée and Christmas Concert are two events at the College during which students can express their creativity through song, dance, music and theatre. The activities provide students with the possibility of developing their talents, with the assistance of professional staff.

Ms Marcelle Teuma | ✉ [teatrukullegg.jc@um.edu.mt](mailto:teatrukullegg.jc@um.edu.mt)

## Holqa – International Youth Arts Festival

Holqa is an International Youth Arts Festival comprising various genres, namely theatre, music, dance and visual arts. These events culminate during a week-long festival in March.

✉ [holqa.jc@um.edu.mt](mailto:holqa.jc@um.edu.mt)

## Junior College Wellbeing and Sports Festival

The festival consists of different activities and workshops to promote awareness of various aspects of healthy living. Throughout the festival, students and staff have the chance to engage in various activities related to mental, physical, sexual and social health, and nutrition. The festival is organised by the Sport & Leisure Unit, the Youth Worker's Office and the Counselling Services.

**Ms Roseann Dimech** | ✉ [sports.jc@um.edu.mt](mailto:sports.jc@um.edu.mt)

## Junior College Open Day

Every year, the College opens its doors to the public to give people the opportunity to get a better idea of what College life is like.

On the day, visitors and prospective students, in particular, have the opportunity to:

- go around the Campus
- take a closer look at what JC is all about
- view the facilities and resources
- get information about the subjects offered
- learn about the different study programmes offered at JC
- meet the Subject Coordinators and other members of staff
- attend the information meeting with the Principal

The Open Day is usually held towards the end of February.

Secondary schools are also invited to visit the College throughout the academic year.

**Mr Giosué Pianciamore** | ✉ [advisory.jc@um.edu.mt](mailto:advisory.jc@um.edu.mt)

## Philanthropic Events

The JC4Others Committee organises a number of philanthropic events at the College, from which a number of NGOs have benefitted. These include the Malta Community Chest Fund, *Puttinu Cares* and Hospice Malta.

## Other Events and Activities

The College organises events and activities that are not part of the EP, such as exhibitions and the Junior College Wellbeing and Sports Festival. Although such activities are not part of the EP, students are encouraged to participate. In some cases, there can still be the possibility of issuing a certificate of participation. Students will be informed throughout the year about such activities.





# Profile of Subjects

The number of sessions per subject is only indicative, and is subject to change.

## Glossary of Terms:

When a grade at SEC level is **recommended**, it means that while it is not compulsory for students to have that grade, it is still ideal that they do. Should students decide to take the subject without having the recommended grade, they would be expected to prepare themselves appropriately in order to cope with the demands of the subject.

- ⊗ A **pass** in a subject means obtaining an MQF Level 3, or a grade 5 or better at SEC level, or the equivalent;
- ⊗ A **lecture** is intended to present information on a topic or to teach a larger group of students about a particular subject;
- ⊗ A **seminar** engages smaller groups, where assigned readings are discussed, questions can be raised and debates can be conducted;
- ⊗ A **tutorial** is a very small group setting, in which the tutor gives individual attention to students in assigned work;
- ⊗ A **practical session** is a hand-on session held in a laboratory, art room or other specialised rooms, usually spanning over two hours;
- ⊗ A **contact hour** takes place when a lecturer meets students individually to guide and to help them in the course of their studies. Ideally, students should ask for an appointment with their lecturers for a contact hour.





# Group 1

Arabic | English | French | German | Greek | Italian  
Latin | Il-Malti | Russian | Spanish

# Arabic

Arabic is an interesting Semitic language spoken by some 150 million people throughout the Middle East and North Africa. Arabic has influenced many other languages around the globe throughout its history, and is one of the official languages of the United Nations.

## SUBJECT COORDINATOR:

Dr Karl Chircop

📍 Room C315 | ✉️ [foreignlanguages.jc@um.edu.mt](mailto:foreignlanguages.jc@um.edu.mt)

## Advanced Level

Lectures per week **4 hours**

Tutorials per week **1 hour**

Seminars per week **1 hour**

*A pass in the subject recommended*

Students studying the subject will be prepared to use Arabic fluently on a given topic, such as the contribution of youth to society, and the influence of the press. In addition, students will be studying Arabic civilisation and literature, including history of the Arabs, the rise of Islam, and the Umayyad Caliphate and Umayyad literature.

## Intermediate Level

Lectures per week **2 hours**

*A pass in the subject recommended*

Students studying the subject will be prepared to use Arabic to communicate clearly and for practical purposes. At the end of the course, students should be able to assemble information and communicate ideas through the Arabic language. The course also aims to cultivate an interest in contemporary Arabic culture.



# English

Studying English is challenging but at the same time rewarding, as it encourages students to express themselves, to be creative and imaginative and to develop an understanding and enjoyment of a wide variety of different texts, both written and spoken. Students of English will also have the opportunity of participating in a number of activities organised by the department. A good grasp of the English language is highly recommended as this stage, as the medium of instruction, assignments and background reading is English.

## SUBJECT COORDINATOR:

Dr Patricia Vella Briffa

📍 Room D318 | ✉ [english.jc@um.edu.mt](mailto:english.jc@um.edu.mt) | 🔗 [jc.um.edu.mt/english](http://jc.um.edu.mt/english) | 📘 /englishatjc

## Advanced Level

Lectures per week **3 hours**

Tutorials per week **1 hour**

Seminars per week **2 hours**

*A pass in English Language and Literature highly recommended*

Advanced level English prepares students for more advanced study in the areas of both language and literature.

Students study a Shakespearean play, a collection of poems by Seamus Heaney, two novels and linguistics and also learn literary criticism, essay and summary writing skills. Students also engage in discussions and give presentations in preparation for a speaking component in the examination.

The course encourages students to be creative, critical and to read independently, widely and in-depth, so that by the end of the course, they should master the skills that are necessary to pursue studies at a higher level.

## Intermediate Level

Lectures per week                      **2 hours**

Speaking Practice                      **1 hour**

*A pass in English Language highly recommended*

Students consolidate their knowledge of English grammar as they read texts and develop their essay writing and summary skills. Students also study a collection of short stories and learn how to use a critical vocabulary in their written response to these stories.

Intermediate English also caters for Speaking Practice in small groups so that students also practise discussions and give presentations in preparation for the three sections of the speaking component in the examination.



# French

*Bonjour! Merci. Au revoir.* Who has never heard these words at least once in their lives? French is the second most widely learned foreign language after English, and the sixth most widely spoken language in the world.

Being able to speak French is an asset for employment and for higher studies, especially in the scientific field. French is also both a working and an official language of high-ranking institutions such as the European Union and the International Red Cross. Being an analytical language, French helps structure thought and develop critical thinking, important skills in discussions and presentations.

Moreover, studying French will bring students in closer contact with gastronomy, sports, art and literature ... French is also, after all, the language of love!

## SUBJECT COORDINATOR:

Dr Karl Chircop

📍 Room C315 | ✉ [foreignlanguages.jc@um.edu.mt](mailto:foreignlanguages.jc@um.edu.mt) | 🌐 [jc.um.edu.mt/french](http://jc.um.edu.mt/french)



## Advanced Level

Lectures per week **2 hours**

Tutorials per week **1 hour**

Seminars per week **3 hours**

*A pass in the subject recommended*

French at Advanced level aims at consolidating the understanding of the spoken and written forms of the language.

A variety of cultural aspects are introduced so as to give a more practical, contextual framework to the language.

Moreover, three integral literary texts in French are studied to expose students to literature and to encourage them to appreciate literary works while adopting a critical view. These texts and others studied during comprehension enhance the students' creativity and help them reflect on life and society at large.

## Intermediate Level

Lectures per week **3 hours**

*A pass in the subject recommended*

French at Intermediate level aims at consolidating the knowledge of the language acquired at SEC level. Students will be helped to communicate confidently both orally and in writing. Reading and proper pronunciation will also be consolidated.

Various cultural aspects about France and its people will also be presented so as to provide a more solid framework for the language.

*Oscar et la Dame Rose*, a literary work by Éric-Emmanuel Schmitt, will be studied to help students at this level appreciate an integral French text.

# German

German is the native language of over 100 million persons in the European Union, making it the most widely spoken mother language in the EU. Germany has the largest population in the EU and has a strong economy. Malta and Germany have long been trading-partners, and thousands of German-speaking tourists visit the Maltese islands every year. Moreover, a considerable number of German businesses operate from Malta, underlining the importance of furthering the study of the German language at Intermediate and Advanced Level. Learning German gives students the cutting edge above other learners.

## SUBJECT COORDINATOR:

Dr Karl Chircop

📍 Room C315 | ✉ [foreignlanguages.jc@um.edu.mt](mailto:foreignlanguages.jc@um.edu.mt) | 🔗 [jc.um.edu.mt/german](http://jc.um.edu.mt/german)

## Advanced Level

Lectures per week **4 hours**

Tutorials per week **1 hour**

Seminars per week **1 hour**

German at Advanced level aims at promoting and enriching the four language skills acquired at SEC level equally. Emphasis is also laid on creative writing and communicative tasks, both written and oral, together with a consolidation of grammar and structures. Furthermore, students cover cultural topics (Landeskunde) which aim at broadening their general knowledge about Germany. The subject has a literary component whereby students are required to study one literary text.

*A pass in the subject recommended*

## Intermediate Level

Lectures per week **2 hours**

*A pass in the subject recommended*

The four language skills are practised and consolidated throughout the course of studies, with an emphasis on communicative tasks. A selection of cultural topics is presented aiming at acquainting students with knowledge about Germany, its history, economy, feasts and traditions.



DEM DEUTSCHEN VOLKE

# Greek

The study of Greek is intellectually stimulating to enable students to further their language skills. Students of Greek are also given an understanding of the culture and civilisation of Ancient Greece.

## SUBJECT COORDINATOR:

Dr Karl Chircop

📍 Room C315 | ✉ [foreignlanguages.jc@um.edu.mt](mailto:foreignlanguages.jc@um.edu.mt)

## Advanced Level

Lectures per week **4 hours**

Tutorials per week **1 hour**

Seminars per week **1 hour**

Greek at Advanced level is a thorough study of a language in all its various forms, from grammar to literature.

At this level, students are introduced to Classical Greek, particularly Attic Greek. The course is designed to give students a thorough grounding in Greek grammar and syntax up to the point where they can understand and translate passages of Greek prose (Plato) and verse (Euripides) into English and translate simple English prose into Greek.

The second half of the course deals with two monumental works of Greek literature, Herodotus and Homer. This shall involve a close reading of parts of these texts and a discussion of their literary merits and the cultural and intellectual conditions in which they were composed.

## Intermediate Level

Lectures per week **2 hours**

Greek at Intermediate level gives students an introduction to the language of Ancient Greece. It is designed to give students a good grounding in Greek grammar and syntax and enable them to read selected passages from chosen ancient texts with confidence. Students have the opportunity to study some of the giants of world literature including Plato, Homer and Herodotus.



# Italian

Italian is considered to be one of the most important foreign languages in Malta because the two geographically-close countries have a long tradition of cultural proximity. At the College, Italian is offered both at Advanced and Intermediate level with a strong emphasis on written and spoken language, as well as a strong literary component. With the increasing number of Italians living in Malta and so many businesses and enterprises opening their doors in our country, studying Italian has become a must.

## SUBJECT COORDINATOR:

Dr Karl Chircop

📍 Room C315 | ✉ [foreignlanguages.jc@um.edu.mt](mailto:foreignlanguages.jc@um.edu.mt) | 🌐 [jc.um.edu.mt/italian](http://jc.um.edu.mt/italian) | 📱 [/um.jcitalian](https://www.facebook.com/um.jcitalian)

## Advanced Level

Lectures per week **3 hours**

Tutorials per week **1 hour**

Seminars per week **2 hours**

*A pass in the subject recommended*

The Advanced level course aims at developing comprehension and communication skills in Italian. For this purpose, the use of Italian is encouraged at all times.

Students are introduced to various authors covering the period from the Middle Ages to modern times.

Reading, especially contemporary authors, provides skills for conversation, discussion and essay writing. Some lectures are accompanied by audio-visual material.

Students have two language seminars per week during which they practise grammar skills while being exposed to contemporary texts. During the language sessions, ample practice in the aural skills of Italian is provided.

## Intermediate Level

Lectures per week

**3 hours**

*A pass in the subject recommended*

The Intermediate level course, although not as detailed as the Advanced level course, aims at developing comprehension and communication skills in Italian.

Students are introduced to an important author, Carlo Cassola, and are encouraged to discuss themes from their literature book.

There are no formal lectures on culture but students are prepared to be able to give a presentation on a cultural topic.

During the two weekly language lessons students will be able to practise their grammar skills and get acquainted with contemporary texts. The language sessions will provide ample practice in the aural skills of Italian.



# Latin

Studying Latin provides students with further language skills and they engage in interesting discussions about the culture and civilisation of Classical Rome.

## SUBJECT COORDINATOR:

Dr Karl Chircop

📍 Room C315 | ✉ [foreignlanguages.jc@um.edu.mt](mailto:foreignlanguages.jc@um.edu.mt)

## Advanced Level

Lectures per week **4 hours**

Tutorials per week **1 hour**

Seminars per week **1 hour**

Latin at Advanced level is a thorough study of a language in all its various forms, from grammar to literature.

At this level, Latin introduces students to the language of Ancient Rome. Students have the opportunity to study some of the giants of world literature including Virgil, Cicero, Horace and Livy. The course is designed to give students a thorough grounding in Latin grammar and syntax so they can understand and translate passages of Latin prose and verse into English and translate simple English prose into Latin.

## Intermediate Level

Lectures per week **2 hours**

Latin at Intermediate level gives students an introduction to the language of Classical Rome. Students have the opportunity to study great authors like Virgil, Cicero and Livy. These texts also give students the opportunity to study the wonder world and mind of Ancient Rome and its people.



# Il-Malti

Il-Malti huwa l-lingwa nattivta ta' Malta. Huwa l-lingwa tal-pajjiż ... tal-memorji ... tal-emozzjonijiet tan-nazzjon. Il-Malti jista' jiftaħ ħafna bibien f'oqsma differenti fil-ħajja u, bla dubju ta' xejn, jintuża f'ħafna setturi fosthom, il-liġi, it-tagħlim fl-iskejjel tal-primarja kif ukoll tas-sekondarja, il-ġurnalizmu, il-medicina, l-arti u l-kultura.

Studenti li jagħżlu l-Malti se jkunu qed jaqraw numru ta' xogħlijiet ta' kittieba u poeti interessanti magħżulin apposta għalihom. Se jkunu wkoll qed janalizzaw u jiddiskutu mal-lezzuri tagħhom temi kurrenti u jitharrġu fil-kitba tal-komponent argumentattiv, il-komponent letterarju, kif ukoll il-fehim it-test. Dan is-suġġett jitlob li l-istudenti jkunu jafu jiktbu u jgħallmu b'Malti tajjeb.

## SUBJECT COORDINATOR:

Is-Sa Clare Azzopardi

📍 Kamra C311 | ✉ [malti.jc@um.edu.mt](mailto:malti.jc@um.edu.mt) | 🌐 [jc.um.edu.mt/malti](http://jc.um.edu.mt/malti)

## Livell Avvanzat

Lekċers fil-ġimgħa **4 sigħat**

Tutorjals fil-ġimgħa **sieġha**

Seminars fil-ġimgħa **sieġha**

Il-Malti fil-livell Avvanzat iħejji lill-istudenti kemm fil-komponenti tal-lingwa u l-lingwistika, kif ukoll fil-komponenti tal-letteratura u l-kritika. Bil-Malti f'dan il-livell, l-istudenti jitharrġu fl-erba' hliet tal-lingwa: it-taħdit, is-smiġħ, il-qari u l-kitba. Jissahħu fil-kitba tal-komponent argumentattiv u letterarju, kif ukoll fit-taħriġ il-fehem. Jaqraw u jistudjaw diversi awturi ta' qabel u wara l-Indipendenza kif ukoll awturi aktar kontemporanji. Dan is-suġġett jitlob li l-istudenti jkunu jafu jiktbu u jgħallmu b'Malti tajjeb.

*Huwa rrakkomandat li l-istudenti jgħaddu mis-suġġett*

# Livell Intermedju

Lekċers fil-ġimgħa **sagħtejn**

*Huwa rrakkomandat li l-istudenti jgħaddu mis-sugġett*

Il-Malti fil-livell Intermedju jhejji lill-istudenti kemm fil-komponenti tal-lingwa u l-lingwistika kif ukoll fil-komponenti tal-letteratura. Jitgħallmu dwar komponenti importanti tal-lingwistika kif ukoll dwar l-orġini tal-ilsien Malti. Jitharrġu fil-kitba prattika, fit-taħriġ il-fehem, kif ukoll fil-kitba tal-komponent letterarju. Dan is-sugġett jitlob li l-istudenti jkunu jafu jiktbu u jikkellmu b'Malti tajjeb.



# Russian

Studying Russian encourages students to further develop their linguistic and general study skills in order to speak and write fluently. The language is interesting and engaging, and students are encouraged to explore aspects of Russia.

## SUBJECT COORDINATOR:

Dr Karl Chircop

📍 Room C315 | ✉ [foreignlanguages.jc@um.edu.mt](mailto:foreignlanguages.jc@um.edu.mt)

## Advanced Level

Lectures per week **4 hours**

Tutorials per week **1 hour**

Seminars per week **1 hour**

*A pass in the subject recommended*

Russian at Advanced level aims at developing language skills in Russian. It is designed to extend the knowledge of grammar as well as to provide practice in listening, speaking, writing and reading comprehension.

A literature component is also introduced at this level. Students read and analyse a number of short classical Russian texts, including works by Anton Chekov and Alexander Pushkin. In addition, they are expected to study some literary criticism and apply it while writing essays.

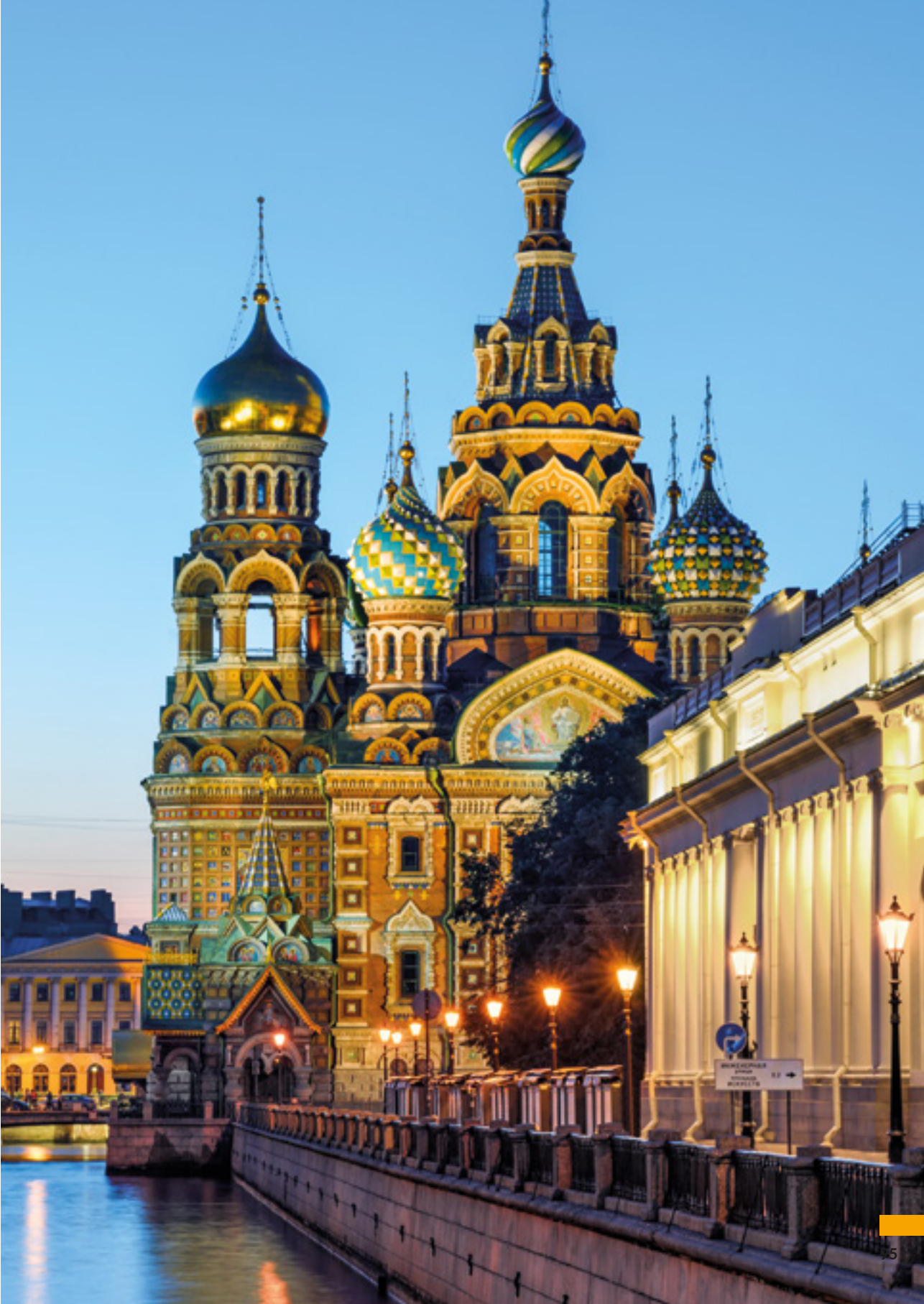
## Intermediate Level

Lectures per week **2 hours**

*A pass in the subject recommended*

The language component of the Intermediate course aims at developing the skills in summary and essay writing. Great importance is given to developing oral and reading skills and revision of grammar.

Aspects of Russian culture are also studied. Students read, discuss, and analyse five set literary works, including works of Anton Chekov.



# Spanish

At present, there are approximately 470 million native-Spanish speakers across the five continents. Learning Spanish opens doors wide not only to a new language but to a variety of cultures, countries and their people. Spanish, or *castellano* as it is also referred to, originated from Latin and has been evolving during the centuries to accommodate the needs of an ever-growing community which has throughout the years increased its importance in the economic, political and literary world.

## SUBJECT COORDINATOR:

Dr Karl Chircop

📍 Room C315 | ✉ [foreignlanguages.jc@um.edu.mt](mailto:foreignlanguages.jc@um.edu.mt) | 🔗 [jc.um.edu.mt/spanish](http://jc.um.edu.mt/spanish)

## Advanced Level

Lectures per week **5 hours**

Tutorials per week **1 hour**

*A pass in the subject highly recommended*

Advanced level Spanish aims at consolidating and extending the language skills and abilities acquired at SEC level.

Lectures and tutorials provide activities to assist the students to understand standard spoken and written language, to speak fluently and spontaneously, to consolidate grammar, to widen vocabulary and to write accurately. A cultural component aimed at broadening the students' knowledge about Spain and Spanish-speaking countries, is included.

At this level, students are required to study two literary texts in depth.

## Intermediate Level

Lectures per week **2 hours**

*Knowledge of subject recommended*

Students focus on consolidating and further developing their skills in the language.

They are also exposed to different aspects of the society and culture of Spain and Spanish-speaking countries.

A literature component is introduced where students are required to study one literary text.





# Group 2

Accounting | Classical Studies | Economics | Geography  
History | Marketing | Philosophy | Psychology  
Religious Knowledge | Sociology



# Accounting

Accounting is a dynamic subject which has acquired a significant importance due to its practical implications for all organisations, whether profit-making or not. This is because all organisations have to deal with recording transactions, budgeting and decision-making. Accounting also provides students with a baggage of skills and knowledge, which is essential for any individual to function autonomously in a scenario where personal financial needs and decisions are growing and becoming more complex.

## SUBJECT COORDINATOR:

Ms Josephine Mallia

📍 Room D214 | ✉ [accounting.jc@um.edu.mt](mailto:accounting.jc@um.edu.mt) | 🔗 [jc.um.edu.mt/accounting](http://jc.um.edu.mt/accounting)

## Advanced Level

Lectures per week **5 hours**

Tutorials per week **1 hour**

*A pass in the subject recommended*

At Advanced level, the course focuses on Financial Accounting and Cost and Management Accounting (CMA). Financial Accounting builds upon the SEC syllabus and focuses on the preparation of financial statements for different organisations in compliance with international accounting standards and regulations. By comparison, CMA assists in cost analysis and ascertainment, decision-making, planning and control.

## Intermediate Level

Lectures per week **3 hours**

*A pass in the subject recommended*

The Intermediate level course focuses on two principal areas: Financial Accounting and Cost and Management Accounting. When studying Financial Accounting, students learn how to record transactions and prepare financial statements for various users. The course also covers basic Cost and Management Accounting topics which provide the tools to assist management with planning and decision-making.



| Income           |          | Expenses |          |          |          |
|------------------|----------|----------|----------|----------|----------|
| Total            |          | \$ 5,000 | \$ 5,000 | \$ 5,000 | \$ 5,000 |
| Salary           | \$ 5,000 | \$ 5,000 | \$ 5,000 | \$ 5,000 | \$ 5,000 |
| Child Care       | \$ 2,000 | \$ 2,000 | \$ 2,000 | \$ 2,000 | \$ 2,000 |
| Family           | \$ 2,000 | \$ 2,000 | \$ 2,000 | \$ 2,000 | \$ 2,000 |
| Vacation         | \$ 200   | \$ 200   | \$ 200   | \$ 200   | \$ 200   |
| Financial Center | \$ 0     | \$ 0     | \$ 0     | \$ 0     | \$ 0     |
| Charitable       | \$ 0     | \$ 0     | \$ 0     | \$ 0     | \$ 0     |
| Property         | \$ 0     | \$ 0     | \$ 0     | \$ 0     | \$ 0     |
| Phone Charge     | \$ 0     | \$ 0     | \$ 0     | \$ 0     | \$ 0     |
| Utilities        | \$ 0     | \$ 0     | \$ 0     | \$ 0     | \$ 0     |
| Transportation   | \$ 0     | \$ 0     | \$ 0     | \$ 0     | \$ 0     |
| Insurance        | \$ 0     | \$ 0     | \$ 0     | \$ 0     | \$ 0     |
| Childing         | \$ 0     | \$ 0     | \$ 0     | \$ 0     | \$ 0     |
| Entertainment    | \$ 0     | \$ 0     | \$ 0     | \$ 0     | \$ 0     |
| Others           | \$ 0     | \$ 0     | \$ 0     | \$ 0     | \$ 0     |
| Total            | \$ 5,000 | \$ 5,000 | \$ 5,000 | \$ 5,000 | \$ 5,000 |

**Detail Description**

|          |          |          |          |          |
|----------|----------|----------|----------|----------|
| Income   | \$ 5,000 | \$ 5,000 | \$ 5,000 | \$ 5,000 |
| Expenses | \$ 2,000 | \$ 2,000 | \$ 2,000 | \$ 2,000 |
| Savings  | \$ 3,000 | \$ 3,000 | \$ 3,000 | \$ 3,000 |



# Classical Studies

Offered by MATSEC at Intermediate Level only

Lectures per week

**2 hours**

*Prior knowledge of subject not required*

What is a Greek Hero? Who was Zeus and how is his rule of the universe different from that of God? Why was Julius Caesar assassinated? What is so special about Homer and his epic poem, The Iliad? What did a Greek man see when he went to the theatre? How did the Greeks paint their beautiful vases? These are the sorts of questions that students choosing Classical studies shall ask over the course of their studies.

Students are introduced to the world of Ancient Greece and Rome, from the intricacies of their political and military history and the vast landscape of their mythology to the very languages they used.

This syllabus provides students with a knowledge of the major aspects that made the world of Greece and Rome. It is conveniently divided into five sections, History, Language, Mythology, Literature, Art and Architecture, to give students a broad perception of some of the most important features of the Classical age that have had a lasting influence on subsequent ages, including modern times.

## SUBJECT COORDINATOR:

Fr José DeBono ocd

📍 Room D406 | ✉ [classicalstudies.jc@um.edu.mt](mailto:classicalstudies.jc@um.edu.mt)

# Economics

Economics is a fascinating subject that offers students plenty of opportunities for employment, further studies and personal development.

Economics provides students with an understanding of how the world works. It offers an insight into how prices and output of goods and services are determined under different market conditions. It helps students, as consumers, to make more informed decisions, and also equips them with the tools to evaluate the impact of government decisions on employment, price stability, economic growth, welfare and standard of living. Regular assignments are set.

## SUBJECT COORDINATOR:

Dr Ernest Azzopardi

📍 Room D202 | ✉ [economics.jc@um.edu.mt](mailto:economics.jc@um.edu.mt) | 🔗 [jc.um.edu.mt/economics](http://jc.um.edu.mt/economics)

## Advanced Level

Lectures per week **4 hours**

Tutorials per week **1 hour**

Seminars per week **1 hour**

*Prior knowledge of subject not required*

At the end of the course, students are expected to have the basic skills to analyse and interpret real life problems and issues.

## Intermediate Level

Lectures per week **3 hours**

*Prior knowledge of subject not required*

At the end of the course, students are expected to have a basic understanding of how an economy works, and be familiar with the basic tools that are used to analyse and interpret simple problems and issues.



|     |        |        |        |        |     |
|-----|--------|--------|--------|--------|-----|
| HK  | HK     | HK     | HK     | HK     |     |
| 186 | 1462   | 1446   | 2514   | 1029   | 8   |
| -13 | +18    | -21    | +18    | -97    |     |
| 2/T | 2514/T | 2528/T | 2534/T | 2541/T | 255 |
| TKY | TKY    | TKY    | TKY    | TKY    |     |
| 312 | 1651   | 1067   | 1929   | 27112  | 1   |
| -09 | -13    | -32    | -98    | +65    |     |
| 9/T | 4542/T | 4598/T | 4602/T | 4630/T | 469 |
| NY  | NY     | NY     | NY     | NY     |     |
| 391 | 2019   | 1678   | 1254   | 1008   | 5   |
| -25 | -42    | +16    | -54    | -12    |     |
| 4/T | 1865/T | 1887/T | 1899/T | 1928/T | 194 |
| UK  | UK     | UK     | UK     | UK     |     |
| 379 | 10605  | 1762   | 2711   |        | 1   |
| -11 | +0     | -24    | -87    |        |     |
| 9/T | 56/T   | 9/T    | 2614/T | 26     | 269 |
| CN  | CN     | N      | CN     | N      |     |
| 361 | 36     |        | 2726   |        | 3   |
| +25 | 3      |        | -15    |        |     |
|     |        |        | 4567/T |        | 492 |
| TS  | S      |        | RTS    |        | F   |
| 2   |        |        | 3821   |        | 1   |

# Geography

Geography leads students to appreciate the interrelationships between physical processes and the social dimension of various issues at different scales. The study of geography takes a dynamic format where the subject is related to students' experience. Students engage in discussions related to current affairs both locally and internationally. They are also encouraged to critically consider the different contexts they will be exploring as part of their studies as a means to develop their sense of agency and role as global citizens.

The study of Geography engages the students in the appraisal of the interrelationship between geophysical and social processes across a range of scales and locations.

## SUBJECT COORDINATOR:

Dr Glorianne Borg Axisa

📍 Room C318 | ✉ [geography.jc@um.edu.mt](mailto:geography.jc@um.edu.mt) | 🔗 [jc.um.edu.mt/geography](http://jc.um.edu.mt/geography)

## Advanced Level

Lectures per week **5 hours**

Tutorials per week **1 hour**

*Regular project meetings*

*A pass in Geography or Environmental Studies recommended*

At Advanced level, students are guided to explore various skills including methods to collate, present and interpret primary data and secondary sources and to apply a range of fieldwork skills individually and in groups. They explore the significance of values and attitudes to address global issues.

The syllabus at Advanced level places a strong emphasis on practical work, with a total of 28 per cent of the examination marks devoted to field reports. Students initiate work on the individual project and report in their first year. Careful planning and personal tuition as well as strong commitment are essential. Guidance in research methods is provided individually and during tutorial sessions.

## Intermediate Level

Lectures per week

**2 hours**

*A pass in Geography or Environmental Studies recommended*

Students taking Geography at Intermediate level, explore the significance of values and attitudes to address global issues. Prospective students are encouraged to read broadly and sustain their background reading.

No fieldwork report is to be submitted for the final examination.



# History

History is the study of human beings in time, across time and in various places. It seeks to understand women and men in their settings in order to make sense of their lives and experiences. It is a cultural subject which when studied with an open mind, leads to one's enrichment and a better understanding of the present.

Students will have the opportunity of visiting places of historical interest, such as the National Archives, as well as the opportunity of engaging in projects related to historical events that are of interest even in the modern day.

## SUBJECT COORDINATOR:

Fr José DeBono ocd

📍 Room D406 | ✉ [history.jc@um.edu.mt](mailto:history.jc@um.edu.mt) | 🔗 [jc.um.edu.mt/history](http://jc.um.edu.mt/history)

## Advanced Level

Lectures per week **5 hours**

Tutorials per week **1 hour**

*A pass in the subject recommended but not necessary*

The syllabus focuses on the period between 1789 and 2004, for Maltese, Mediterranean, European and International History. The emphasis is on depth and analysis. The syllabus is characterised by a number of topics dealing with historical events that have shaped the modern world.

## Intermediate Level

Lectures per week **3 hours**

*A pass in the subject recommended but not necessary*

The Intermediate level syllabus covers aspects of Maltese and European history from 1789 to 1921. The themes dealt with will help the student understand the core elements of the nineteenth century. Unlike the Advanced level syllabus, the Intermediate syllabus does not deal with the twentieth century.



# Marketing

Marketing is a management process and an overall organisational philosophy that aims to identify, anticipate and satisfy customer-needs efficiently and profitably. It is both an art and a science, aiming to build long-term, value-laden, profitable relationships with customers and publics, creating and capturing value in the process. Students will be able to visit various marketing companies. Marketing practitioners will also give presentations.

## SUBJECT COORDINATOR:

Mr Stefan Schembri

📍 Room C307 | ✉ [marketing.jc@um.edu.mt](mailto:marketing.jc@um.edu.mt) | 🌐 [jc.um.edu.mt/marketing](http://jc.um.edu.mt/marketing)

## Advanced Level

Lectures per week **5 hours**

Tutorials per week **1 hour**

*Prior knowledge of subject not required*

Students discuss the following topics, amongst others: Creating and capturing customer value; Analysing the marketing environment; Customer insights; Buyer behaviour; Market segmentation and targeting; Product; Pricing; Distribution and Communications strategy; Global marketing; and Marketing and society. The course provides an in-depth study of the subject with practical examples and application. Assignments, seminars and case studies are set for every topic.

## Intermediate Level

Lectures per week **2 hours**

*Prior knowledge of subject not required*

Although not as detailed as at Advanced level, the course tackles the following topics: Creating and capturing customer value; Analysing the marketing environment; Customer insights; Buyer behaviour; Market segmentation and targeting; Product; Pricing; Distribution and Communications strategy. The course provides an introduction to the subject with practical examples and application. Assignments are set for every topic.



# Philosophy

The goal of philosophy is to address the fundamental questions and problems that are connected to all areas of human concern. It deals with questions such as: Does life exist for a specific purpose? Are happiness and duty in conflict with each other? Are we as free as we think we are? Will machines eventually replace humans? Are human beings significantly different from other creatures?

The study of philosophy as a discipline invites students to consider, question and contemplate their lives, their role in society, and their relation to others. It is a fascinating subject that helps students develop valuable skills in reasoning, problem-solving and communication; hence helping one to succeed in life.

## SUBJECT COORDINATOR:

Ms Natasha Galea

📍 Room C305 | ✉ [philosophy.jc@um.edu.mt](mailto:philosophy.jc@um.edu.mt) | 🔗 [jc.um.edu.mt/philosophy](http://jc.um.edu.mt/philosophy)

## Advanced Level

Lectures per week **4 hours**

Tutorials per week **2 hours**

Seminars per week **1 hour**

*Prior knowledge of subject not required*

*Good command of English recommended*

At Advanced level, students are introduced to questions in the main areas of philosophy, including the study of knowledge, language, personal identity, and the study of being and reality. It also highlights the relationship between philosophy and other subjects such as history, the sciences, art, law, literature and many more.

## Intermediate Level

Lectures per week

**2 hours**

*Prior knowledge of subject not required*

*Good command of English recommended*

At Intermediate level, the main areas are Logic and Reasoning, and Ethics and Society. Students learn how to analyse different perspectives and build arguments in a coherent and logical manner, while highlighting the relationship between philosophy and other subjects such as art, law, history, literature and the sciences.



# Psychology

Offered by MATSEC at Intermediate Level only

Lectures per week

**2 hours**

*Good command of English  
recommended*

Psychology is the scientific study of the human mind and behaviour. It focuses on people's thoughts, feelings and behaviour. As a result, it provides an in-depth understanding of the various human experiences. It gives an opportunity to students who take the subject to reflect and gain an understanding of their experiences and those of others.

The aim of this course is to introduce students to its major approaches, research methods, and various areas of interest as outlined in the syllabus. This programme will make psychology accessible to those interested in this area of study. It can be a preparation for the undergraduate study of Psychology or complement other fields of study, by offering a deep perspective of human behaviour.

## SUBJECT COORDINATOR:

Dr Olivia Galea Seychell

📍 **Room D415**

✉ **psychology.jc@um.edu.mt**

🔗 **jc.um.edu.mt/psychology**



# Religious Knowledge

Religious Knowledge is the study of the main beliefs of the Catholic faith. During lectures, students are given time to discuss challenging realities in everyday life. Students are encouraged to develop a greater appreciation of the role of religion in their human experience. By means of a critical and inquiring approach, students are also encouraged to relate the Christian message to their daily life and to the demands of a post-modern culture.

## SUBJECT COORDINATOR:

Fr José DeBono ocd

📍 Room D406 | ✉ [relknow.jc@um.edu.mt](mailto:relknow.jc@um.edu.mt) | 🔗 [jc.um.edu.mt/relknowledge](http://jc.um.edu.mt/relknowledge)

## Advanced Level

|                   |                |
|-------------------|----------------|
| Lectures per week | <b>5 hours</b> |
|-------------------|----------------|

|                    |               |
|--------------------|---------------|
| Tutorials per week | <b>1 hour</b> |
|--------------------|---------------|

*A pass in the subject recommended*

The course covers themes related to the Bible, the Creed, Liturgy and the Sacraments, and Christian Morality. Students are provided with an objective knowledge of the Catholic Church's teachings as rooted in the Word of God in the Church's Tradition and Office of Teaching. Themes discussed relate the Christian message to the contemporary social and cultural context, both local and worldwide. Good and founded arguments in discussing issues of a religious and moral nature are highly recommended.

## Intermediate Level

Lectures per week

**3 hours**

*A pass in the subject recommended*

Religious Knowledge at Intermediate level develops the knowledge and understanding of the key practices and beliefs of Catholic Christianity. It enables students to investigate and understand the relevance of the Catholic faith to questions about truth and the meaning of life. It develops skills of reflection, discernment and critical thinking in the light of the Gospels and the principles of Catholic morality. It enables the personal encounter with the sacramental, liturgical and prayer life of the Church and encourages the personal commitment to community service.



# Sociology

Sociology is the study of human social life. It is a very vast topic which focuses on various aspects of society ranging from ordinary, everyday life situations (micro sociology) to broader social structures and institutions such as social classes and families, as well as processes such as globalisation and social change (macro sociology).

In Sociology, students learn to look at familiar things from a new perspective, what is called the 'sociological imagination'. They learn to challenge commonly-held views and to question stereotyped assumptions with sociological knowledge, obtained from social research.

## SUBJECT COORDINATOR:

Ms Angele Deguara

📍 Room C306 | ✉ [sociology.jc@um.edu.mt](mailto:sociology.jc@um.edu.mt) | 🌐 [jc.um.edu.mt/sociology](http://jc.um.edu.mt/sociology) | 📺 [/um.jcsociology](https://www.facebook.com/um.jcsociology)

## Advanced Level

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Lectures per week **5 hours**

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Tutorials per week **1 hour**

*A pass in the subject recommended*

*A good knowledge of English an asset*

*Sociology at Advanced level, is **not** a higher level of SEC Social Studies*

At Advanced level, sociology students are expected to approach the subject in a mature way and to engage with the study material critically. Advanced level students study culture and identity as a core area. They also cover a number of thematic areas, including the family, religion, gender and sexuality, welfare and social policy, media and communication, crime and deviance, environment, race, ethnicity and migration. Throughout the course, Sociology students learn new skills such as how to observe, evaluate and interpret social issues by using and applying sociological concepts and tools.

## Intermediate Level

Lectures per week

**3 hours**

*A pass in the subject recommended*

*A good knowledge of English an asset*

*Sociology at Intermediate level, is **not** a higher level of SEC Social Studies*

Intermediate Sociology provides students with a basic knowledge of how society works by exploring familiar social issues which are approached from a sociological perspective.

Students learn to question that which is often taken for granted about social issues such as family life, religion, poverty and the media. They learn to start looking at these familiar aspects of everyday life more critically.

At Intermediate level, students study culture and identity as a core area, together with four other thematic areas: the family, religion, media and communication and welfare and social policy.







# Group 3

Applied Mathematics | Biology | Chemistry  
Environmental Science | Physics | Pure Mathematics

# Applied Mathematics

Applied Mathematics (Mechanics) is the application of mathematical methods to the study of the motion of physical bodies. It focuses on basic principles of Mechanics and some of its classical problems, based on Newton's laws of motion. The subject places considerable emphasis on aspects related to the Dynamics of a Particle and Statics.

## SUBJECT COORDINATOR:

Dr Alexander Farrugia

📍 Room C002 | ✉ [maths.jc@um.edu.mt](mailto:maths.jc@um.edu.mt) | 🌐 [jc.um.edu.mt/math](http://jc.um.edu.mt/math)s

## Advanced Level

Lectures per week **6 hours**

Tutorials per week **1 hour**

*A pass in the subject recommended*

*It is recommended that students take Pure Mathematics at least at Intermediate level.*

Advanced level Applied Mathematics (Mechanics) provides students with a rich source of mathematical knowledge and techniques for advancing in studies related to mathematical physics. At this level, topics covered include Kinematics, Relative Velocity and Rigid Body Dynamics.

## Intermediate Level

Lectures per week **3 hours**

*A good pass in the subject recommended*

Students pursuing Applied Mathematics (Mechanics) at Intermediate level, develop the skills required in analysing and solving physics problems. They will thus acquire a basic understanding of Statics, Kinematics, Particle Dynamics and Vectors.

$$\Delta X_{eq} = \frac{1}{S} \cdot \Delta y;$$

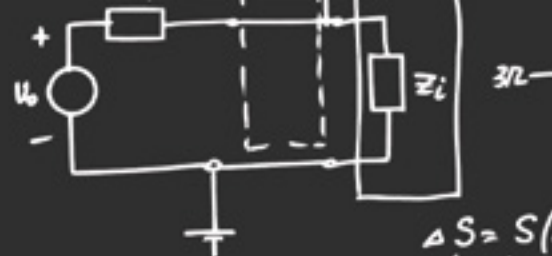
$$\Rightarrow \frac{1}{S} \cdot S d \cdot \Delta d = X_{eq};$$

$$x + y_2 dz = (S_1 + S_2) x = S x;$$

$$y = Sx + Sd \cdot d$$

$$U = 220V$$

$$f = 50Hz$$



$$\Delta S = S \frac{\Delta S}{S} = S \frac{\partial S}{\partial d};$$

$$Z_c = \frac{1}{\omega C_p};$$

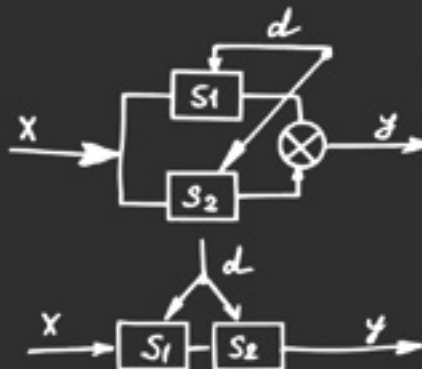
$$Z_{eq} \gg Z_{in};$$



$$\Delta S = S(d_0) C d \cdot \Delta d$$

$$\Delta d = d_1 - d_0$$

$$C_d = \lim_{\Delta d \rightarrow 0} \frac{\Delta S}{S} / \Delta d = \lim_{\Delta d \rightarrow 0} \frac{1}{S d_0} = \frac{1}{S} \cdot \frac{\partial S}{\partial d};$$



$$y = y_x + d - \frac{y_0 + y_1}{d};$$

$$S = S_1 + S_2;$$

$$S d_1 = -S d_2;$$

$$y = y_1 x + y_1 d + y_2 x + y_2 dz = (S_1 + S_2) x = S x;$$

$$\Delta X_{eq} = \frac{1}{S} \cdot \Delta y;$$

$$\Rightarrow \frac{1}{S} \cdot S d \cdot \Delta d = X_{eq};$$

$$S_1 C d_1 = -C d_2 \cdot S_2 \quad Z_{in} = Z_{d1} + Z_{d2} \quad Z_{eq} \gg Z_{in};$$

$$S = S_1 \cdot S_2$$

$$S d = S d_1 \cdot S d_2$$

$$y = Sx + Sd \cdot d$$

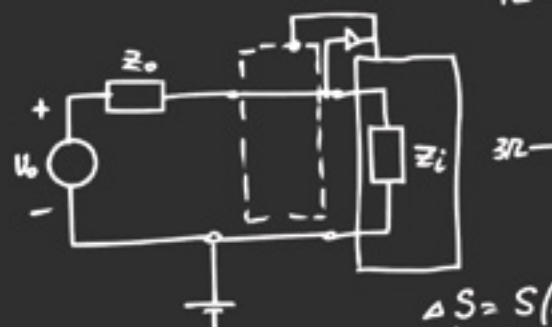
$$\Delta X_{eq} = \frac{1}{S} \cdot \Delta y;$$

$$\Rightarrow \frac{1}{S} \cdot S d \cdot \Delta d = X_{eq};$$

$$x + y_2 dz = (S_1 + S_2) x = S x;$$

$$U = 220V$$

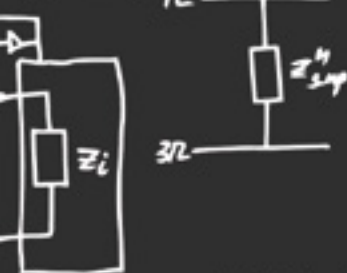
$$f = 50Hz$$



$$\Delta S = S \frac{\Delta S}{S} = S \frac{\partial S}{\partial d};$$

$$Z_c = \frac{1}{\omega C_p};$$

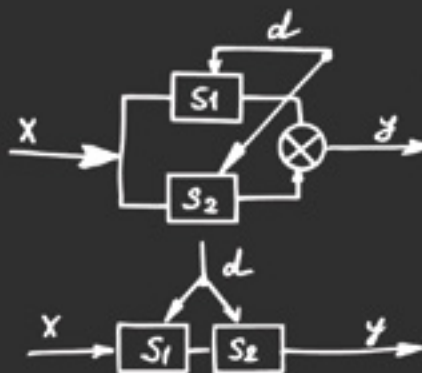
$$Z_{eq} \gg Z_{in};$$



$$\Delta S = S(d_0) C d \cdot \Delta d$$

$$\Delta d = d_1 - d_0$$

$$C_d = \lim_{\Delta d \rightarrow 0} \frac{\Delta S}{S} / \Delta d = \lim_{\Delta d \rightarrow 0} \frac{1}{S d_0} = \frac{1}{S} \cdot \frac{\partial S}{\partial d};$$



$$y = y_x + d - \frac{y_0 + y_1}{d};$$

$$S = S_1 + S_2;$$

$$S d_1 = -S d_2;$$

$$y = y_1 x + y_1 d + y_2 x + y_2 dz = (S_1 + S_2) x = S x;$$

$$\Delta X_{eq} = \frac{1}{S} \cdot \Delta y;$$

$$\Rightarrow \frac{1}{S} \cdot S d \cdot \Delta d = X_{eq};$$

$$S_1 C d_1 = -C d_2 \cdot S_2 \quad Z_{in} = Z_{d1} + Z_{d2} \quad Z_{eq} \gg Z_{in};$$

$$S = S_1 \cdot S_2$$

$$S d = S d_1 \cdot S d_2$$

$$y = Sx + Sd \cdot d$$

# Biology

Biology plays an important role in the understanding of complex forms of life involving humans, animals and plants. Understanding and gaining knowledge on these intricate details of life helps humans understand themselves and the world around them better. It also helps make us aware of the interactions between humanity and the world and helps us develop interests in the lives of other organisms we share the world with and to instigate an effort to preserve them.

A number of activities, including visits locally and abroad, are offered to those students who would like to complement their studies.

## SUBJECT COORDINATOR:

Ms Petra Paula Spiteri

📍 Room D002 | ✉ [biology.jc@um.edu.mt](mailto:biology.jc@um.edu.mt) | 🌐 [jc.um.edu.mt/biology](http://jc.um.edu.mt/biology)



## Advanced Level

Lectures per week **5 hours**

Tutorials per week **1 hour**

Practical sessions per week **2 hours**

*Fieldwork provided*

*A pass in the subject highly recommended*

*Knowledge of Chemistry recommended*

The main areas of study at this level include: cell biology, ecology, diversity of life, biological molecules, plant and animal histology, genetics and gene technology.

A number of important skills such as essay writing, data analysis and application of knowledge are undertaken during the course. Students are also exposed to hands-on practical sessions in well-equipped laboratories, where they engage and learn skills essential in the study of the subject at this level.

Maximum effort and regular study is essential to obtain a good grade.

## Intermediate Level

Lectures per week **3 hours**

*Knowledge of subject strongly recommended*

The main areas of study in Intermediate level include: cell biology, biochemistry, ecology, physiology, diversity of life and evolution. The material covered in these topics, however, is far less than the material covered at Advanced level.

There are no practical sessions at this level.

# Chemistry

Chemistry is a fundamental science of world impact with a profound effect on our planet. It is involved in every aspect of everyday life. It is concerned with what things are made up of and how they interact.

Chemistry is a creative science: from inventing new compounds to increasing crop yields, to giving fireworks more appeal. In short, chemists are the key to influencing life and making the world a better place to live in.

## SUBJECT COORDINATOR:

Mr Renato Camilleri

📍 Room C102 | ✉ chemistry.jc@um.edu.mt | ↗ jc.um.edu.mt/chemistry

## Advanced Level

Lectures per week **6 hours**

Tutorials per week **1 hour**

Practical sessions per week **2 hours**

*A pass in Chemistry and Mathematics recommended*

At Advanced level, Chemistry is divided into the following areas which are strongly linked: physical, organic and inorganic chemistry.

## Intermediate Level

Lectures per week **3 hours**

*A pass in Chemistry and Mathematics at SEC level recommended*

The course aims to give a good grounding in chemistry without the depth and high degree of commitment required at Advanced level. It assumes only minimal prior knowledge of chemistry and covers the core topics in a comprehensive, yet concise manner.





# Environmental Science

Offered by MATSEC at Intermediate Level only

Lectures per week

**3 hours**

Students of Environmental Science will familiarise themselves with the science of the earth. They study how the earth was formed, and the rocks and minerals which are found on the planet. The effects of human activities resulting in pollution (air and water), together with the enormous quantities of wastes produced will also be tackled. The course also deals with the role of the organisms living on the planet and their relationships with one another. As a general introduction, the first few weeks will introduce students to the basic scientific concepts.

## SUBJECT COORDINATOR:

Dr Joe A. Doublet

📍 **Room E103**

✉ [envsci.jc@um.edu.mt](mailto:envsci.jc@um.edu.mt)

🔗 [jc.um.edu.mt/envsci](http://jc.um.edu.mt/envsci)

# Physics

Albert Einstein once said: "I have no special talents. I am only passionately curious." And all of us are curious. How is lightning formed on a stormy night? Why do we first see lightning and then hear thunder? Can we go back in time? Physics answers these questions and more ...

Physics deals with the laws of the universe and time. It deals with how quarks and electrons form atoms to how atoms form planets and stars. But not only this, physics plays an important part in our everyday lives too: mobile phones, computers, MRI, CT scan, electricity, radioactivity and much more.

Students taking this course will have the opportunity to participate in various activities organised by the Department of Physics. These include workshops and visits to University departments.

## SUBJECT COORDINATOR:

Ms Antonia Vella

📍 Room D102 | ✉ [physics.jc@um.edu.mt](mailto:physics.jc@um.edu.mt) | 🔗 [jc.um.edu.mt/physics](http://jc.um.edu.mt/physics) | 📺 /um.jcphysics

## Advanced Level

Lectures per week **6 hours**

Tutorials per week **1 hour**

Practical sessions per week **2 hours**

*A pass in Physics, Mathematics and English recommended*

The two-year course helps students investigate topics like mechanics, heat, optics, electricity, magnetism, nuclear, atomic and particle physics. The skills and knowledge acquired will lead students to further their studies at higher levels and to a wide range of careers both locally and abroad.

## Intermediate Level

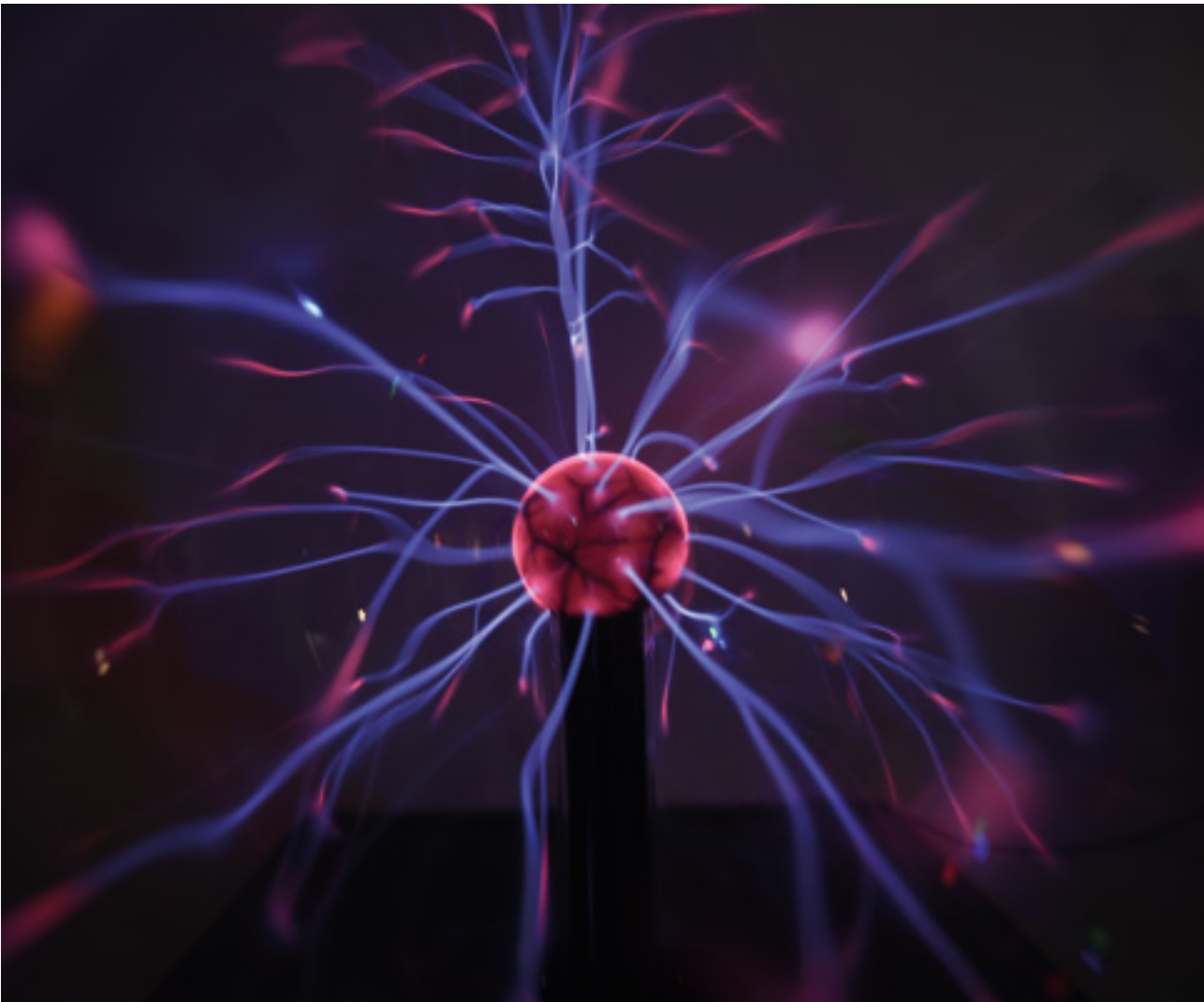
Lectures per week

**3 hours**

*A pass in the subject recommended*

Intermediate level Physics goes beyond what is studied at SEC level but the subject is much less intensive than that studied at Advanced level. Students will cover topics covered at SEC level in more detail, and also new topics such as Physical quantities and circular motion.

Physics at Intermediate level is ideal for students studying other science subjects because it is considered to be the foundation of all sciences.



# Pure Mathematics

Pure Mathematics is about patterns and structures observed in nature or otherwise, from which conjectures are formulated. These conjectures are either proved in general or disproved, often by a counterexample. Moreover, mathematics can explain, control and help us understand situations found in different areas of science and technology. Several modern technologies, like artificial intelligence (AI), self-driving cars and Blockchain have their roots deeply implanted in mathematics. Studying mathematics is interesting and stimulating. The solution to a problem, especially an arduous one, can provide much satisfaction, and sometimes surprise too.

## SUBJECT COORDINATOR:

Dr Alexander Farrugia

📍 Room C002 | ✉ [maths.jc@um.edu.mt](mailto:maths.jc@um.edu.mt) | 🔗 [jc.um.edu.mt/maths](http://jc.um.edu.mt/maths)

## Advanced Level

|                   |                |
|-------------------|----------------|
| Lectures per week | <b>6 hours</b> |
|-------------------|----------------|

|                    |               |
|--------------------|---------------|
| Tutorials per week | <b>1 hour</b> |
|--------------------|---------------|

*A pass in the subject highly recommended*

Pure Mathematics at Advanced Level, besides being a stimulating subject when studied devoid of any applications, is also useful in a multitude of STEM (Science, Technology, Engineering, Mathematics) subjects. Indeed, students studying Pure Mathematics at Advanced level acquire the necessary tools that physicists, biologists, chemists, computer scientists, engineers and mathematicians need to solve real world problems. It can also be pursued by students interested in Philosophy or related subjects. Topics on calculus, trigonometry, coordinate geometry and algebra, including their applications, are treated rigorously.

## Intermediate Level

Lectures per week

**3 hours**

A good pass in the subject  
recommended

The emphasis of Pure Mathematics at Intermediate level is on developing a sound mathematical knowledge base that will help students acquire oral, written and practical skills required in problem solving. The course is considerably less intensive than that at Advanced level, and is intended to provide a basic understanding of the mathematical concepts needed in other fields of study. The main topics covered at Intermediate level are algebra, trigonometry, calculus and geometry.





# Group 4

Art | Computing | Graphical Communication  
Engineering Drawing and Graphical Communication  
Home Economics and Human Ecology | Information Technology  
Music | Physical Education | Theatre and Performance



# Art

The primary aims of this course are creativity, exploration of themes and ideas through research and investigation of art processes, as well as the critical evaluation of works of art within a historical, social and political context. The course encourages the use of a wide range of media and the acquisition of skills to be able to create work that responds to various themes and relevant issues. Students will also have the opportunity of participating in art exhibitions organised by the College.

## SUBJECT COORDINATOR:

Ms Olivianne Farrugia

📍 Room Db30 | ✉ [art.jc@um.edu.mt](mailto:art.jc@um.edu.mt) | 🔗 [jc.um.edu.mt/art](http://jc.um.edu.mt/art)

## Advanced Level

Lectures per week **1 hour**

Practical sessions per week **6 hours**

*A pass in the subject or knowledge of the subject recommended*

Students are expected to show high standards in all fields of visual arts by building a comprehensive portfolio of work and a visual journal to accompany it. A personal study is chosen by the student towards the end of the course in order to show the ability of researching an area visually and textually and get to a fully-developed visual project that shows the process from investigation to experimentation and development as assisted by their mentors. Besides the six-hour weekly classes of art practice, students meet for an hour of Art History. These classes help students to appreciate works of art within their social context and provide them with the right skills to write critical appraisals, comparative studies and synoptic essays on works within the syllabus and beyond.

Students taking Art at this level will be encouraged to participate in the monthly *Art Café* and occasional art trips abroad, organised by the Department of Creative Arts and Design.

## Intermediate Level

Lectures per week **1 hour**

Practical sessions per week **2 hours**

*A pass in the subject or knowledge of the subject recommended*

Students at this level are expected to show an adequate level of research. During their two-hour weekly class of art practice, they are assisted to build a good body of work and a visual journal that exhibits the process behind each work. The class also meets for an hour of Art History on a weekly basis during which they get acquainted with the most popular masterpieces and develop their critical skills in reading a work of art.



# Computing

Computing is ideal for students who wish to further their knowledge on the various aspects of the Computing discipline. The course is aimed at giving students a basic understanding of the theory and techniques used in Computing, as a foundation to further pursue their studies in the field of Computing and Information Technology.

## SUBJECT COORDINATOR:

Mr Riccardo Flask

📍 Room C202 | ✉ [cit.jc@um.edu.mt](mailto:cit.jc@um.edu.mt) | 🔗 [jc.um.edu.mt/cit](http://jc.um.edu.mt/cit)

## Advanced Level

|                   |                |
|-------------------|----------------|
| Lectures per week | <b>5 hours</b> |
|-------------------|----------------|

|                    |               |
|--------------------|---------------|
| Tutorials per week | <b>1 hour</b> |
|--------------------|---------------|

|                             |                |
|-----------------------------|----------------|
| Practical sessions per week | <b>2 hours</b> |
|-----------------------------|----------------|

*A pass in the subject, preferably with a good background in programming, recommended*

The Advanced level course focuses on the theoretical aspects of hardware, software and programming. The course provides detailed knowledge of the technical aspects of computing and is mainly made up of the following modules: Digital Logic; Computer Architecture; Assembly Languages; Operating Systems; Networking and Communications; Language Translators; Systems Analysis and Design; Introduction to Data Structures and High-Level Language Programming; and Databases. The course assessment is comprised of two written examinations, as well as three practical programming examinations spread over two years, two of which are done in the first year and one in the second year.

## Intermediate Level

|                   |                |
|-------------------|----------------|
| Lectures per week | <b>2 hours</b> |
|-------------------|----------------|

|                             |               |
|-----------------------------|---------------|
| Practical sessions per week | <b>1 hour</b> |
|-----------------------------|---------------|

*A pass in the subject recommended*

The Intermediate level course covers a good part of the Advanced level course syllabus without going into as much detail. It consists namely of the following modules: Digital Logic; Computer Architecture and Assembly Language; Operating Systems; Networking and Communication; High Level Language Programming; Systems Design; and Databases and Database Management Systems.

The course includes a practical part on programming during which students learn how to write programs (coding) and to compile the supporting documentation. This coursework targets not only coding skills but also the theory associated with systems development.



# Graphical Communication

Offered by MATSEC at Advanced Level only

Lectures per week **5 hours**

Practicals sessions per week (2-D Computer Aided Drafting [CAD]) **2 hours**

*A pass in the subject recommended*

Graphical Communication is a universal graphic language used by designers from all disciplines to accurately describe the size, shape and relationship of the physical components making up the technical world.

At Advanced level, the subject may be divided into three parts: plane and solid geometry; creative design as applied to ideogrammatic images, packaging solutions, instructional leaflets, building illustrations and the communication of comparative information; and 2-D computer aided drafting (CAD).

SUBJECT COORDINATOR:

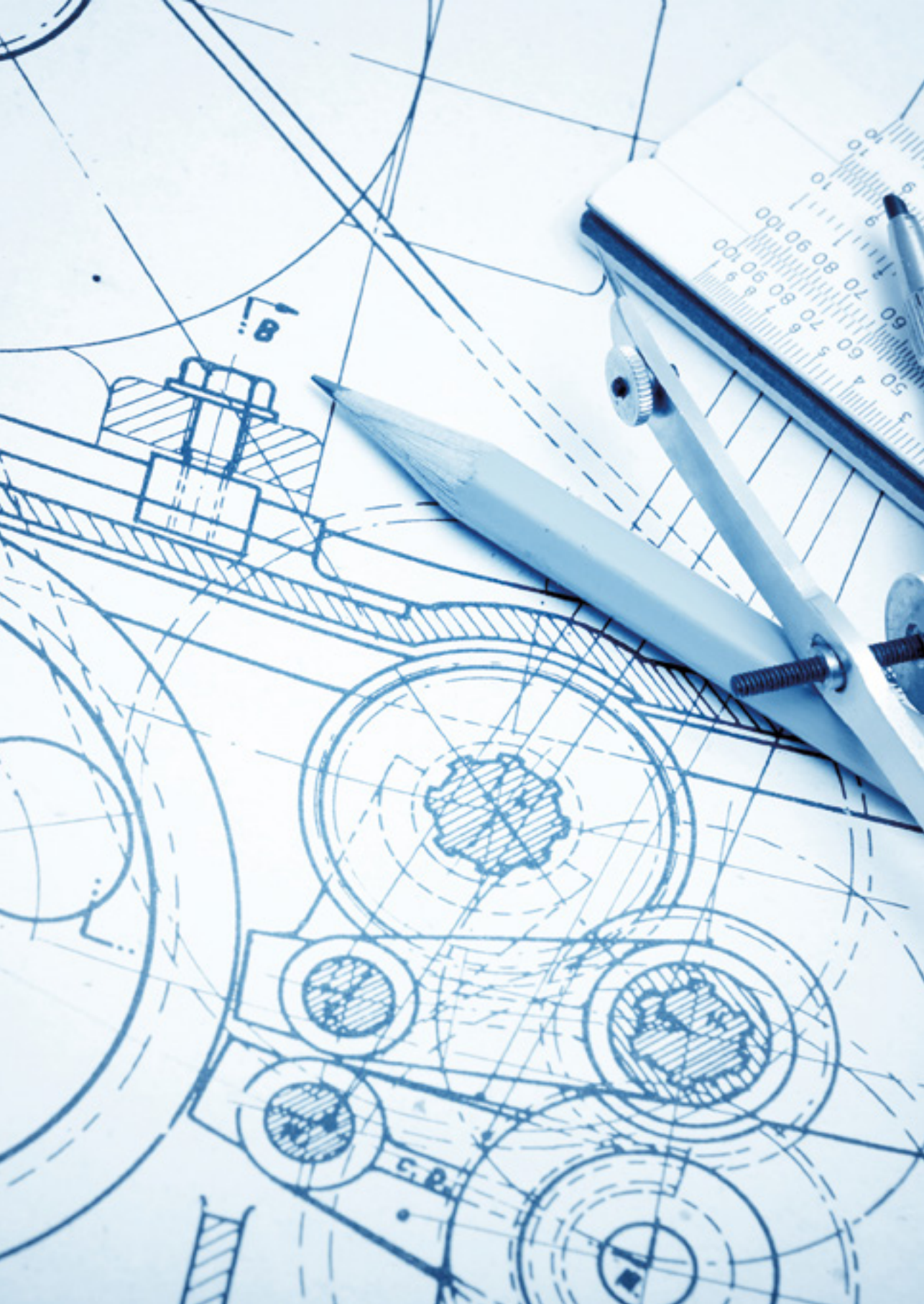
Ms Olivianne Farrugia

📍 **Room Db30**

✉ [graphcomm.jc@um.edu.mt](mailto:graphcomm.jc@um.edu.mt)

🔗 [jc.um.edu.mt/graphcomm](http://jc.um.edu.mt/graphcomm)





# Engineering Drawing and Graphical Communication

Offered by MATSEC at Intermediate Level only

Lectures per week

**3 hours**

*A pass in Graphical Communication  
recommended*

The subject focuses on numerous applications from the technical world around us and may be divided into three parts: core knowledge; engineering machine drawing; and graphical representation of data, pictorial illustrations and the design process.

At Intermediate level, the subject represents a blend of the separate subjects of Engineering Drawing and Graphical Communication. Both areas share the same core knowledge but Engineering Drawing finds specialised applications whenever machines and structures are designed, described and built.

## SUBJECT COORDINATOR:

Ms Olivianne Farrugia

📍 **Room Db30**

✉ **graphcomm.jc@um.edu.mt**

🔗 **jc.um.edu.mt/graphcomm**

# Home Economics and Human Ecology

Home Economics deals with the relationship between individuals, families, communities, and the environment in which they live. It prepares people for life and independent living with important life skills, as it fosters various employability skills such as problem solving, team work and critical thinking. It also provides opportunities where students can improve their academic skills such as learning how to conduct research, enhance communication skills and independent learning. The subject lends itself to both academic and vocational career paths.

## SUBJECT COORDINATOR:

Dr Glorianne Borg Axisa

📍 Room C318 | ✉ [homecon.jc@um.edu.mt](mailto:homecon.jc@um.edu.mt) | 🔗 [jc.um.edu.mt/homeeconomics](http://jc.um.edu.mt/homeeconomics)

## Advanced Level

|                   |                |
|-------------------|----------------|
| Lectures per week | <b>5 hours</b> |
|-------------------|----------------|

|                    |               |
|--------------------|---------------|
| Tutorials per week | <b>1 hour</b> |
|--------------------|---------------|

The syllabus includes modules about food, nutrition and health, the wellbeing of different individuals and family groups in society, housing, management of finances and resources, environmental issues and consumer education.

Over the two-year programme, students have to complete coursework that is in line with the Advanced level MATSEC Home Economics and Human Ecology syllabus. Food demonstrations are also carried out to enhance the understanding of scientific principles.

## Intermediate Level

|                   |                |
|-------------------|----------------|
| Lectures per week | <b>2 hours</b> |
|-------------------|----------------|

At Intermediate level, the course is designed to help students explore and develop different areas of study, namely nutrition, health, family, environment and consumer education.

Over the two-year programme, different pieces of work are assigned to consolidate and assess the learning process.



# Information Technology

This course aims at providing basic knowledge on business applications, internet and social media, aspects of data protection and how to make use of information and communication technology in a number of areas, such as computer hardware and software, information systems, human communication and business organisation. It also demonstrates how technology may be integrated and applied in organisations and everyday life.

## SUBJECT COORDINATOR:

Mr Riccardo Flask

📍 **Room C202** | ✉ [cit.jc@um.edu.mt](mailto:cit.jc@um.edu.mt) | 🔗 [jc.um.edu.mt/cit](http://jc.um.edu.mt/cit)

## Advanced Level

|                   |                |
|-------------------|----------------|
| Lectures per week | <b>5 hours</b> |
|-------------------|----------------|

|                    |               |
|--------------------|---------------|
| Tutorials per week | <b>1 hour</b> |
|--------------------|---------------|

|                             |                |
|-----------------------------|----------------|
| Practical sessions per week | <b>2 hours</b> |
|-----------------------------|----------------|

The syllabus consists of five major modules: Information Systems; Human Communication and Business Organisation; Software; Programming Techniques and System Development. There are also a set of three exercises (projects): Programming, Database and Web Design.

*A pass in the subject recommended, although not mandatory*

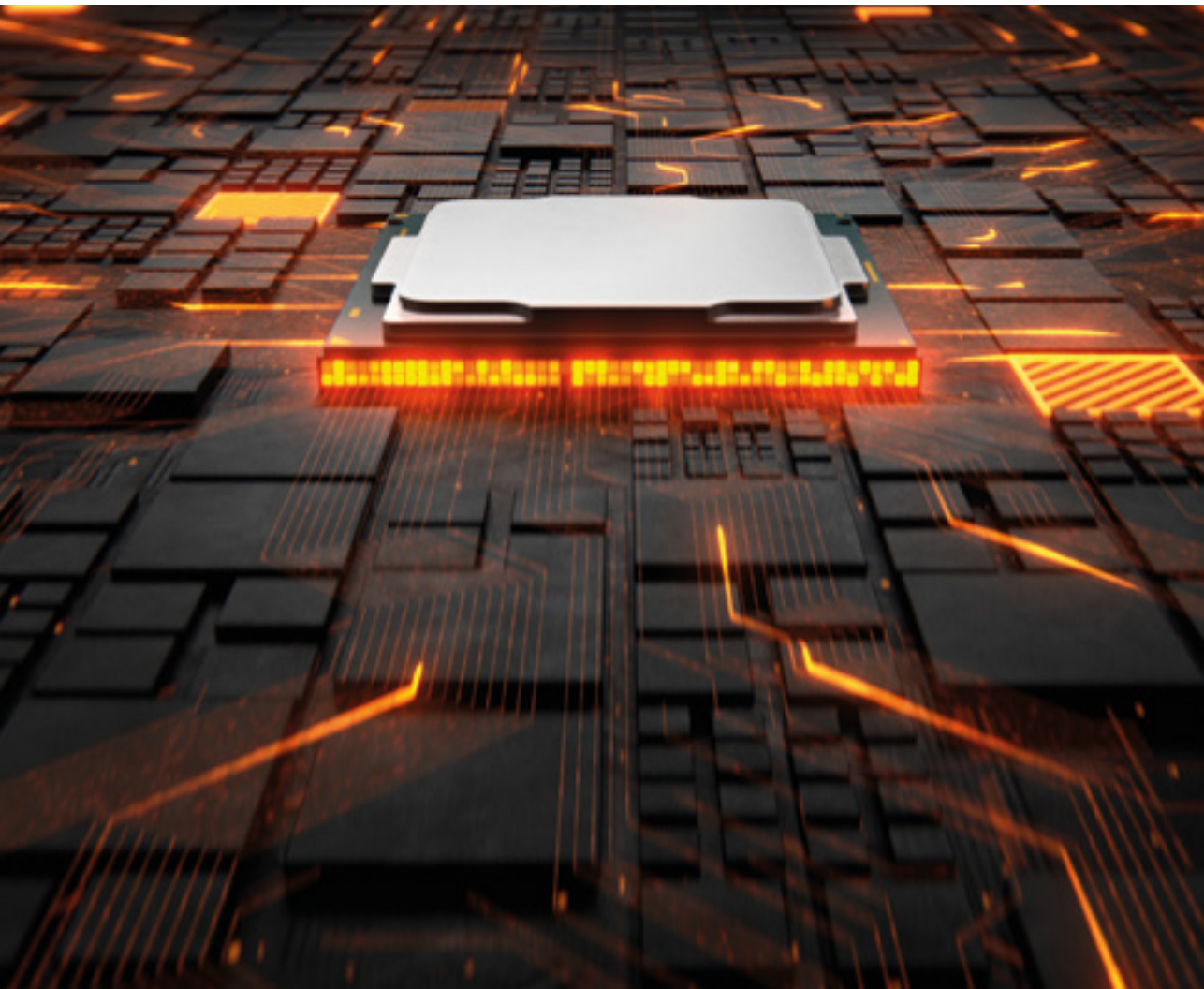
## Intermediate Level

|                   |                |
|-------------------|----------------|
| Lectures per week | <b>2 hours</b> |
|-------------------|----------------|

|                             |               |
|-----------------------------|---------------|
| Practical sessions per week | <b>1 hour</b> |
|-----------------------------|---------------|

*No programming skills required*

The syllabus consists of three major modules: Computing Principles; Human Communication and Business Organisation; and three exercises (Database, Web Design and Human Communication and Business Organisation). Although the course has content similar to the one found at Advanced level, this syllabus does not include programming.



# Music

Music is an art form whose medium is sound, and as such, it must be both emotionally appreciated and intellectually understood. The course offers a wide spectrum of music study which is indispensable for a solid foundation in this subject.

Students will have the possibility of choosing whether to focus on the practical performing aspect or the compositional aspect.

Students will be encouraged to participate in music activities offered by the College and to enrol with the Junior College Orchestra, Rock Band, Wind Band and other ensembles. Students in possession of qualifications in Music, are encouraged to further their studies by taking this opportunity.

## SUBJECT COORDINATOR:

Ms Olivianne Farrugia

📍 Room Db30 | ✉ [music.jc@um.edu.mt](mailto:music.jc@um.edu.mt) | 🔗 [jc.um.edu.mt/music](http://jc.um.edu.mt/music)

## Advanced Level

Lectures per week **5 hours**

Tutorials per week **1 hour**

Practical sessions per week **1 hour**

*A background in music recommended*

The Advanced level programme includes the following areas of study: principles of musicianship (sight singing and aural perception); common practice harmony and free counterpoint; history of music (oral) and analysis of set works and instrumentation (written); the practical aspect of performance or the creation of composition.

## Intermediate Level

Lectures per week **2 hours**

*A background in music recommended*

The Intermediate level programme covers the following aspects: principles of musicianship; harmony; counterpoint; history; analysis; performance or composition.



# Physical Education

Offered by MATSEC at Intermediate Level only

Lectures per week

**2 hours**

*A pass in the subject recommended*

Students taking this subject will be able to study both the theoretical and practical aspects of physical education and sport in order to better understand and analyse the major concepts and principles underlying sport and physical education. Students learn four different topics and undergo a fitness test. The topics consist of techniques, tactics and rules of team games, anatomy and physiology, acquiring movement skills and socio-cultural studies and the role, structure of international and local sport organisations.

Students taking this subject are to participate in the annual JC Wellbeing and Sport Festival, and represent the College in games and other sport events.

**SUBJECT COORDINATOR:**

Dr Joe A. Doublet

✉ [pe.jc@um.edu.mt](mailto:pe.jc@um.edu.mt)

📍 **Room E103**



# Theatre and Performance

The study of Theatre and Performance investigates how people relate to their immediate social, political, and religious contexts, and how these in turn affect the performance of events. It promotes a general critical understanding of the history of theatre and performance. Through its practical component, it also encourages individual expressivity and interpretation.

Students taking the subject are expected to participate in theatre and performance opportunities offered by the College.

## SUBJECT COORDINATOR:

Ms Olivianne Farrugia

📍 Room Db30 | ✉ [theatre.jc@um.edu.mt](mailto:theatre.jc@um.edu.mt) | 🔗 [jc.um.edu.mt/theatre](http://jc.um.edu.mt/theatre)

## Advanced Level

Lectures per week **4 hours**

Practical sessions per week **2 hours**

Advanced level Theatre and Performance explores the aesthetics of theatre arts and the performative nature of human behaviour. It introduces students to a practical and theoretical study of theatre histories and performance practices as well as the major theatre milestones, starting from the Greeks to the twentieth century. The course trains students in the ability to evaluate live performance and to discuss creative ways of bringing a number of play-texts to the stage. Students will also experience performance work.

The main areas at Advanced level are: Theatre Events, Practitioners, and Theories; Theatre and Live Performance; and Theatre Making and Devising.

## Intermediate Level

Lectures per week **1 hour**

Practical sessions per week **2 hours**

Intermediate Theatre and Performance explores the aesthetics of theatre arts and the performative nature of human behaviour. It introduces students to a practical and theoretical study of theatre histories and performance practices. Students examine major theatre milestones, starting from the Greeks to the twentieth century. They also engage in physical, vocal, and collective performance work.



# Systems of Knowledge

## Compulsory Subject

Lectures per week

**2 hours**

*Project meetings throughout the course,  
as per SOK Project requirements*

Systems of Knowledge is an interdisciplinary course, complementing all the other areas of study.

It is divided into four Modules: Democratic Values; Responsible and Active Citizenship; Culture, Art and Aesthetic Values in Western Civilisation; the Environment and Sustainable Development; Scientific Values and Technology. Each of the four modules covers content knowledge while encouraging critical discussions and appreciation of values within a Euro-Mediterranean/ Global framework.

Systems of Knowledge fosters the development of 21st century skills as promoted in the national strategy for education. This nurtures the ability to debate and argue, to decide and to analyse, allowing students to go beyond the knowledge of various disciplines and be well prepared for adult life.

Students are expected to work on a project, where they are challenged to experience the knowledge and values in practice. They may use the various activities offered by the College for this purpose. The project is carried out over the two years of study and makes up 40% of the final MATSEC examination mark.

### SUBJECT COORDINATOR:

Ms Suzanne Gatt

✉ [sok.jc@um.edu.mt](mailto:sok.jc@um.edu.mt)

🔗 [jc.um.edu.mt/sok](http://jc.um.edu.mt/sok)

📍 Room C418



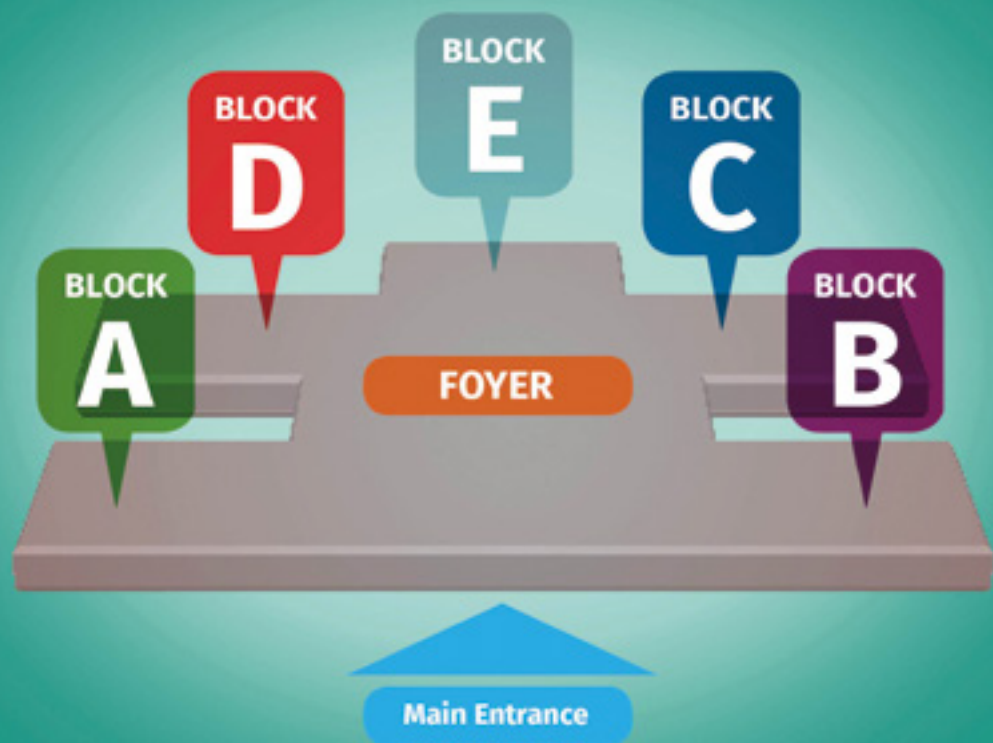
L-Università ta' Malta  
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G.F. Abela  
Junior  
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# Junior College Map



BLOCKS A, B, C, D and E  
Block E may be accessed from the Canteen

FLOORS: basement, 0, 1, 2, 3, 4

Each room in the building is assigned a code number.  
The first letter denotes the Block,  
the following number denotes the Floor and  
the other numbers refer to the Room number.

Example for Room B210



# Important dates for student intake 2020/2021

An updated version of the calendar may be found on the College website. The Junior College cannot be held responsible for any changes that may need to be effected from time to time.

Dates for the Academic Year 2020/2021 are as follows:

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Opening Ceremony

**Friday 16 October 2020**

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First semester

**Sessions for first-year students start on Monday 19 October 2020**

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Christmas Recess

**Saturday 19 December 2020 – Sunday 3 January 2021**

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First assesment period

**End of January 2021**

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Second semester

**Sessions start on Monday 22 February 2021**

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Easter Recess

**Monday 29 March 2021 – Sunday 11 April 2021**

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End-of-Year Examinations

**June 2021**

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Second assessment period

**End of June 2021**

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Summer Recess

**Starts in July 2021**

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End-of-Year Examinations (Re-sit session)

**End of August/Beginning of September 2021**

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## Note:

The College timetable operates on a schedule of 9 one-hour sessions, from Monday to Friday starting at 08:00 and ending at 17:00.

# Contact Us

**Ġ. F. Abela Junior College**  
**Pjazza Ġużé Debono, Imsida MSD 1252**

☎ +356 2590 7244

✉ [info.jc@um.edu.mt](mailto:info.jc@um.edu.mt) | [administration.jc@um.edu.mt](mailto:administration.jc@um.edu.mt) | [secretary.jc@um.edu.mt](mailto:secretary.jc@um.edu.mt)

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Monday: 7:30 - 17:30

Tuesday: 7:30 - 17:30

Wednesday: 7:30 - 15:30

Thursday: 7:30 - 17:30

Friday: 7:30 - 16:30

# Credits

Date Published: 14 July 2020  
Printed by Gutenberg Press Ltd., Malta

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Ġ. F. Abela Junior College  
Pjazza Ġużé Debono, Msida MSD 1252  
Tel.: +356 2590 7244  
jc.um.edu.mt  
administration.jc@um.edu.mt  
secretary.jc@um.edu.mt

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Compiled and published by the Office of the Principal, Ġ. F. Abela Junior College

Editing by Annemarie Zammit  
Photography by Riccardo Flask  
Design and layout by Gabriel Izzo





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