



**L-Università
ta' Malta**

**MATSEC
Examinations Board**

University of Malta
Msida MSD 2080, Malta

Tel: +356 2340 2814/5/6
matsec@um.edu.mt

www.um.edu.mt/matsec

From: Dario Pirotta
Director, MATSEC

To: College Principals
Heads of School

Subject: EAA application on portal for all Year 9 students

Date: 11 September 2024

Schools may register Year 9/Form 3 candidates for Examination Access Arrangements (EAA) using the MATSEC Portal. This applies for all students studying SEC subjects, whether vocational or not.

In order to register candidates for EAA, the candidate must first be registered with MATSEC. To register candidates under sixteen years age, their information needs to be collated in the MATSEC Excel Template (ID card, Name, Surname, Date of Birth, email address). The template and supporting documentation are available on the MATSEC website: <https://www.um.edu.mt/matsec/register/>

This registration period shall be open between 3 October 2024 and 31 January 2025 (noon).

To this end, MATSEC will be organising an online session to assist school management who will register candidates for access arrangements on the portal. If you collate the required candidates' information (ID card, Name, Surname, Date of Birth, email address) on the MATSEC template before the meeting, the MATSEC speaker will guide you on how to register the candidates during the meeting itself.

Please register for this meeting through this link:
<https://universityofmalta.zoom.us/meeting/register/tJUpduysqTosHtcPZkIZAuODMr4UbxzDxr2I#/registration>