



From: Mr Dario Pirotta
Director, MATSEC Support Unit

Through: Mr Gaetano Bugeja
Director, Department of Curriculum Management

To: College Principals
Heads of School

Subject: Communication 2016-2017

Date: 18th September 2016

The MATSEC Support Unit would like to bring the following to your attention:

1. SEC English Literature Poetry List

The selected poems from The New Dragon Book of Verse to be examined by MATSEC in 2018, 2019 and 2020 will be:

1. Dulce et Decorum Est;
2. My Parents Kept me from Children who were Rough;
3. Not Waving but Drowning;
4. Ozymandias;
5. Sea Fever;
6. Sonnet LX.
7. The Discovery;
8. The Lesson;
9. The Soldier;
10. The Tiger;
11. We are going to see the Rabbit;
12. Wind.

2. SEC32 Physical Education –2017, 2018, 2019 & 2020 examination sessions Activities for Paper I: Practical Skills (Area 1)

- *SEC32 Physical Education – 2017 examination session*

The activities for Paper I (the practical test paper) of the 2017 SEC32 Physical Education examination session are as follows: o Area 1 – Games Basketball, Badminton, Handball



- *SEC32 Physical Education – 2018 examination session*

The activities for Paper I (the practical test paper) of the 2018 SEC32 Physical Education examination session are as follows: o Area 1 – Games Hockey, Handball, Football/Netball

- *SEC32 Physical Education – 2019 examination session*

The activities for Paper I (the practical test paper) of the 2019 SEC32 Physical Education examination session are as follows: o Area 1 – Games Hockey, Basketball, Volleyball

- *SEC32 Physical Education – 2020 examination session*

The activities for Paper I (the practical test paper) of the 2020 SEC32 Physical Education examination session are as follows: o Area 1 – Games Basketball, Badminton, Football/Netball

3. Subject: IM36 Physical Education – 2017, 2018 and 2019 examination sessions

Module 1- Techniques, Tactics and Rules in Team Games (assessed through video analysis)

IM36 Physical Education - 2017 examination session

One of the following two sports will be examined in Section A of the examination paper:

- Badminton
- Handball

IM36 Physical Education - 2018 examination session

One of the following two sports will be examined in Section A of the examination paper:

- Rugby Union
- Tennis

IM36 Physical Education - 2019 examination session

One of the following two sports will be examined in Section A of the examination paper:

- Hockey
- Football



4. SEC40 Ethics – 2018 examination session

Details about coursework can be found in syllabus. Syllabus can be downloaded from https://www.um.edu.mt/data/assets/pdf_file/0003/283656/SEC40.pdf

5. New syllabi in 2016

The syllabi of the subjects below will be examined for the first time in May 2017:

SEC Accounting
SEC French
SEC Russian
IM Russian
IM Marketing
IM Sociology
AM French
AM Italian
AM Russian
AM Marketing
AM Sociology

6. Syllabi currently being revised

The following syllabi are currently being revised. Panel members were nominated by each school sector. Further information about panel members can be obtained from the MATSEC Support Unit.

SEC Design and Technology
SEC Music
SEC Religion
IM and AM Geography
IM and AM Biology
IM and AM Computing
IM and AM Physics
IM and AM German
IM and AM Maltese
AM Accounting
AM Philosophy



7. SEC Vocational Subjects

Appeals and Synoptic Assessment

The SEC regulations give the right to students to ask for a review of their Unit Assessment Mark. Registrations for an appeal will be accepted at the MATSEC Support Unit on Monday 3rd October and Tuesday 4th October from 8:30am - 12:00pm and from 1:30pm - 4:00pm. Students and their parents/guardians are informed of the mark obtained before the date of registration. Should a student decide to ask for a review of his/her assessment mark a fee of 35 euro is to be paid upon registration. This fee is refundable if a change in mark is recommended by the Board of Examiners following the review process. More information about this process can be accessed through the following link: http://www.um.edu.mt/matsec/regulations/legalnotices/conduct_and_regulations

Students may also apply for a Synoptic Assessment if the total mark scored in the Unit is less than 50 marks. Application will be accepted on Monday 3rd October and Tuesday 4th October from 8:30am - 12:00pm and from 1:30pm - 4:00pm. The fee for the synoptic assessment is as follows: (i) a registration fee of 15 euro, and (ii) a subject fee of 21 euro. Students who were eligible for waiving of fees at the time of registration will have their fees waived. The synoptic assessment for all subjects is scheduled on the 1st November 2016. Further details will be communicated to students at a later date.

Students who missed the controlled assessment for a justifiable reason are also eligible to sit for the synoptic assessment. You are kindly requested to send the relevant reasons for such cases. Further information can be accessed through the following link: http://www.um.edu.mt/matsec/regulations/legalnotices/sec_regulations.

In the case of students failing a unit, the synoptic assessment will replace the mark of the whole unit provided that the mark obtained by the student in the synoptic assessment is higher than the original mark. The maximum mark that a student can obtain is that of 60%.

Registration of new students

Students who will start studying SEC Vocational subjects in Form 3 in the scholastic year 2016-2017 are to register with the MATSEC Support Unit. Registration for the SEC Vocational Subjects can only be done online through the following link: <http://www.um.edu.mt/matsec/applyvoc> between 10th - 19th October. A registration fee of 15 euro and a subject fee of 21 euro are to be paid upon registration (the registration fee will not need to be paid again should a candidate decide to register for other SEC subjects in MAY 2019 session). Payments can be settled online through major debit/credit cards or through a cheque payable to University of Malta. Payment is to be settled by the 19th October. Late and very late application fees will apply if students decide to register later than this date.



Candidates eligible for an exemption from examination fees are to register online and submit the relevant Waiving of Fees document to the MATSEC Support Unit by the 19th October. The form can be downloaded from

http://www.um.edu.mt/data/assets/pdf_file/0005/225419/Waiving_of_examination_fees_form.pdf. The form must be presented duly filled in and appropriately stamped and approved by the relevant Social Services Office at the time of registration.

External Verification visits and Controlled Assessments

External Verification visits will be carried out in the months of March and June 2017. During the March external verification visit, external verifiers will review Assignment 1 for students who are either in Form 3 or in Form 4. However they will review assignment 1 and assignment 2 for those students who are in Form 5. In the June external verification visit, external verifiers will review assignment 2 and the controlled assessment for students who are either in Form 3 or Form 4. The controlled assessment of students in Form 5 will be reviewed in the same month.

As per procedure external verifiers will communicate with the quality assurance nominee, teacher/s teaching the vocational subject and internal verifiers. It would be greatly if a quiet room with wifi access, master files and assignments are readily available for the verification visit. Teachers, internal verifiers and the quality assurance nominee should be available for feedback. The exact date when the external verifier will visit your school will be communicated at a later date.

The controlled assessments for students in Form 3 and Form 4 are going to be held in the beginning of June. The exact dates will be communicated at a later date. The date of the controlled assessment of students who are in Form 5 will be held in the week beginning 3rd April 2017.

8. Access Arrangements for Students following Vocational Subjects.

Form 3 students who wish to apply for access arrangements for the assessment of vocational subjects at SEC level need to apply by the end of January 2017 since the first controlled assessment will be held at the end of Form 3. Students who require access arrangements for Specific Learning Difficulties (SpLD) and/or AD(H)D and Dyspraxia will need to present a full psychological report based on tests made at any time during their education together with a literacy/assessment update carried out no earlier than the beginning of July 2016. Access arrangements granted on this basis will be given for all assessments, including SEC examinations for other subjects at Forms 4 and 5. Students who do not present an updated report will not be eligible for access arrangements.

A gentle reminder to students who presented a report in Form 3 with an assessment that was carried out prior to July 2015 that they have to present an updated literacy report by the end of October 2016.



9. The Matriculation Certificate

May we kindly ask you to bring to the attention of all post-secondary students that the Matriculation Certificate consists of six subjects with at least one subject from Group 1, Group 2, Group 3 and Systems of Knowledge. Further information about the Matriculation Certificate can be accessed through the link https://www.um.edu.mt/_data/assets/pdf_file/0006/184956/LN133-2013-E.pdf

10. Information Meetings

Should you wish that a MATSEC official comes to your school to give more information to students about the assessment process, you are kindly asked to contact the MATSEC Support Unit in order to set a date for such a meeting.