



MINISTRY OF EDUCATION, CULTURE, YOUTH & SPORT

# Arts Scholarships

# 2010

Administered by  
**Directorate for Lifelong Learning**  
in collaboration with  
**Malta Council for Culture and the Arts**

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## 1. Introduction

- 1.1 A vibrant arts sector underpins a healthy, open, contemporary society. An energised, growing and sustainable arts community, which spans all art forms and delivers quality outcomes, will sustain an even more demanding leisure industry and is vital to ensure the future cultural, social, intellectual and economic wellbeing of Malta.

## 2. Aims and Objectives

Without prejudice to, and in line with, clause 1 above, the Arts Scholarships Scheme shall have the following aims and objectives:

- 2.1 the Arts Scholarship scheme aims at providing more opportunities to promote specialisation in the arts, including performance, music, dance, creative writing, film and the visual arts.
- 2.2 these scholarships are intended to support individuals who are exceptionally talented in any field of the arts so that one is able to pursue a programme of studies leading to a specialised level in the arts.

## 3. Explanatory Notes

Unless the context explicitly requires otherwise,

- 3.1 the **Administrator** shall mean the person who carries the overall financial and legal responsibility for the implementation of the project.
- 3.2 **Agreement** shall mean a legally binding document to be signed by the Awardee as beneficiary of the Scholarship and the Administrator.
- 3.3 **Applicant** shall mean a person who submits a scholarship application.
- 3.4 **ASSB (Arts Scholarships Selection Board)** shall mean a board appointed by the Ministry of Education, Culture, Youth and Sport, entrusted with the ranking of applicants for the awarding of scholarships and overseeing the scheme.
- 3.5 **Awardee** shall mean the Applicant who is granted the Scholarship.
- 3.6 **Compulsory Education** shall mean the programme of studies normally followed by students between the ages of 5 to 16 and as directed by the Director General, Directorate for Educational Services.
- 3.7 **Doctoral Programme** shall mean a research-related programme of higher education study that leads to a degree at EQF level 8.
- 3.8 **EQF (European Qualifications Framework)** shall mean as a translation device to make national qualifications more readable across Europe, promoting workers' and learners' mobility between countries and facilitating their lifelong learning.
- 3.9 **First Degree (Undergraduate Course)** shall mean a first cycle higher education programme that leads to a degree at EQF level 6 and in some occasions to EQF level 7.
- 3.10 **Joint Degree** shall mean a single degree issued by at least two Institutions offering an integrated programme and officially recognized in the countries where the degree-awarding institutions are located. The Administrator will only recognise one of these Institutions, which will be called the Leading Institution. This Leading Institution will have to satisfy one of the conditions of a Recognised Institution as indicated below.
- 3.11 **Maintenance Allowance** shall mean a grant which is awarded as part of the scholarship and in accordance with all conditions as laid in these Regulations and in the Agreement.
- 3.12 **Postgraduate Qualification** shall mean any course or programme leading to Masters (EQF level 7) or Doctoral (EQF level 8).

- 3.13 **Recognised Institution** shall mean for the purpose of these Regulations, an establishment providing education in the fields of the arts and
- (a) **EITHER** is listed in the Annex with these Regulations;
  - (b) **OR** if NOT listed in the Annex with these Regulations and the applicant wishes to pursue studies in another particular institution, the applicant should seek to obtain at the applicant's own expense:
    - (i) a recognition certificate from Malta Qualifications Recognition Information Centre (MQRIC); OR
    - (ii) a supporting document from the Maltese Embassy accredited to the country where the Institution is based, stating clearly that the Institution chosen by the applicant is a recognised and reputable Institution in that particular country and the Maltese Embassy have enough supporting evidence that pursuing a course in that Institution would lead to a high level of expertise in a particular art form.
- 3.14 **Scholarship** shall mean an award of financial aid for a student to further education in a specialised field of the arts. At the end of the scholarship, the Awardee is expected to have proof that she/he has completed successfully the programme of studies for which the Applicant has applied for.
- 3.15 **Tuition Fee** shall mean enrolment, registration and examination fees charged by Institution so that the applicant follows the programme of studies. Tuition Fees covered shall be those charged directly by the Institution as approved by the ASSB. Tuition Fees shall be paid upon presentation of an original invoice. Payment will be affected to the Institution issuing the invoice. In the case of an applicant who has paid for the tuition fee, the applicant must also produce the original official receipt or equivalent from the Institution.

#### 4. Eligibility

- 4.1 In order to apply for an Arts Scholarship, an applicant should:
- 4.1.1 (a) be a Maltese citizen who has been residing in Malta for the past five (5) years. Provided that for the purposes of calculating this 5 year requirement, consideration shall not be given to such period of time during which such Maltese citizen has been residing outside Malta for study, health or work purposes or any other purpose which the Board may consider, **or**
  - (b) be a Maltese Citizen who is a worker or self-employed person in Malta, **or**
  - (c) be a national of an EU/EEA state or a family member of such EU/EEA national (as defined in LN 191 of 2007 and in LN 205 of 2004 respectively for EU and EEA nationals), provided that such person has obtained permanent residence in Malta in accordance with LN 191 of 2007 and in LN 205 of 2004 respectively for EU and EEA nationals, **or**
  - (d) be a national of an EU/EEA state who is in Malta exercising his/her Treaty rights as a worker, self-employed person or person retaining such status in accordance with LN 191 of 2007; **or**
  - (e) be a third country national who has been granted long-term residence status under LN 278 of 2006.
- 4.1.2 already has a proven track record in the discipline of the arts where the applicant is seeking more specialisation.
- 4.1.3 be applying for a programme of studies leading to a specialised level in the arts.
- 4.1.4 not already be in a programme of studies of the same level as that applied for<sup>1</sup>.
- 4.1.5 not be in possession of a qualification at the same level of that the applicant is applying for.

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<sup>1</sup> For the purpose of this call, applicants shall not be in a programme of studies of the same level as that applied for on or after 12 February, 2010, the date of launch of this scheme.

- 4.2 For applicants under the age of 16, parents or legal guardians must sign a separate declaration that the minor will continue to pursue compulsory education during the scholarship period.
- 4.3 It is the responsibility of applicants, in possession of qualifications awarded by foreign Universities/Higher Education Institutions, to produce an evaluation report on comparability of qualifications issued by the Malta Qualifications Recognition Information Centre (MQRIC) within the Ministry of Education, Culture, Youth and Sport. A copy of the said report issued by the MQRIC, or the designated authority in case of warrants, should be attached to the application, with the original presented at the interview. Applicants not in possession of this report may still apply, provided that they submit a copy of the report to the receiving ASSB as soon as it becomes available and in any case by not later than one month from the closing date of the call for application.
- 4.3.1 For qualifications obtained from foreign Universities/Higher Education Institutions listed on the website of MQRIC as Approved Institutions (<http://www.mqc.gov.mt/mqric>), the Applicant is not required to produce the evaluation report on comparability of qualifications.
- 4.4 Applications submitted by employees of the Public Service/Public Sector require the endorsement of the Permanent Secretary of the Ministry concerned through the Head of the relative Department on pain of ineligibility to confirm whether paid or unpaid leave of absence for the duration of the course has already been conceded under those terms and conditions as established by the Ministry concerned.
- 4.4.1 In the case of selected Applicants who are employed on full-time employment contracts and receiving paid leave of absence, the grant shall be restricted to cover tuition fees only. In such cases, no maintenance allowances will be provided.
- 4.5 Applicants in possession of other Public Grants or Public Scholarships (including STEPS, which is co-funded by European Social Fund) for the same course or programme shall be deemed ineligible to the Arts Scholarship Scheme.
- 4.6 Applicants must commence the approved programme of studies by 31<sup>st</sup> December, 2010.

## **5 Types of Scholarships, Tenure and Placement**

- 5.1 The scheme supports specialised programmes of studies in any discipline of the arts. This programme of studies shall lead to a qualification and may (but not necessarily) lead to a first degree, a Joint Degree or a Postgraduate qualification.
- 5.2 The programme of studies has to take place in a Recognised Institution<sup>2</sup>.
- 5.3 Programmes of studies selected shall be on a full-time basis.
- 5.4 Programmes of studies selected shall be of duration of not less than twelve (12) calendar months and not exceeding forty eight (48) calendar months.
- 5.5 Applicants should have at least one unconditional acceptance in writing from a Recognised Institution. The last day of submission of the unconditional acceptance letter shall be noon (CET) of 30<sup>th</sup> July, 2010.
- 5.5.1 If an applicant chooses to follow a course in an Institution other than those listed in the Annex with these Regulations, the applicant must produce the supporting documents listed in Clause 3.14 by noon (CET) of 31<sup>st</sup> July, 2010.
- 5.6 If the Applicant is required to attend for an audition, interview or any other test before an unconditional letter of acceptance is issued, it is the responsibility of the Applicant to fund his/her own audition or interview or test and such amounts shall not be reimbursable as part of the Scholarship.
- 5.7 The successful acceptance by a Recognised Institution cannot be interpreted as an automatic qualification for a scholarship under this scheme.

<sup>2</sup> Please consult Clause 3.14 for a definition of a Recognised Institution for the purpose of these Regulations.  
*Arts Scholarships – Ministry of Education, Culture, Youth and Sport [2010]*

## **6 Administration of the Arts Scholarships Scheme**

- 6.1 The Arts Scholarship Scheme is administered jointly by the Directorate for Lifelong Learning in collaboration with Malta Council for Culture and the Arts.
- 6.2 All correspondence is to be addressed to:

**The Administrator**  
**Directorate for Lifelong Learning**  
**Rm. 327, Directorates for Education**  
**Floriana FRN 1810, Malta**  
**Tel. No.: (+356) 2598 2520**  
**Fax: (+356) 2598 2123**  
**E-mail: [artsscholarships.medic@gov.mt](mailto:artsscholarships.medic@gov.mt)**  
**Website: [www.education.gov.mt/artsscholarships.htm](http://www.education.gov.mt/artsscholarships.htm)**

## **7. Application Forms**

- 7.1 Applicants with exceptional talent in the field of the arts are invited to apply using the appropriate application form. This form is available from:

- (a) Customer Care Office,  
Directorates for Education, Great Siege Road, Floriana.
- (b) Malta Council for Culture and the Arts,  
230 Republic Street, Valletta
- (c) Downloaded from the website [www.education.gov.mt/artsscholarships.htm](http://www.education.gov.mt/artsscholarships.htm).

- 7.2 Applicants shall submit their written/typed application to the ASSB together with the following:

- i) six (6) copies of the applicant's identity card;
- ii) six (6) copies of the applicant's School Leaving Certificate<sup>3</sup> (where applicable);
- iii) six (6) copies of the applicant's University/College transcripts (where applicable);
- iv) six (6) copies of the letter of acceptance from the Recognised Institution applied for;
- v) six (6) copies of MQRIC evaluation report (where applicable);
- vi) six (6) copies of the applicant's disability identity card issued by the Kummissjoni Nazzjonali Persuni b'Dizabbilta' [KNPD] (where applicable).
- vii) one (1) portfolio in the form of a CD, showing proof of the best three (3) past artistic achievements of the Applicant.

- 7.3 Standard Letters of Reference by three different academic and/or artistic referees are being requested. These forms are available from the Customer Care Office, Directorates for Education, or from the Malta Council for the Culture and the Arts or downloaded from the website [www.education.gov.mt/artsscholarships.htm](http://www.education.gov.mt/artsscholarships.htm). These references are to be sent by the applicants to their respective referees of their choice, who in turn are requested to send the completed form (and any other reference letter they may wish to submit), in a sealed envelope to:

**The Administrator**  
**Directorate for Lifelong Learning**  
**Rm. 327, Directorates for Education**  
**Floriana FRN 1810, Malta**

Applicants are to ensure that referees do send these forms by 30<sup>th</sup> March 2010.

- 7.4 Applications for Scholarships by students are required to arrive at the:

**Customer Care Office**  
**Directorates for Education**  
**Great Siege Road,**  
**Floriana.**

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<sup>3</sup> Copies of the School Leaving Certificate are not required if Applicant has not completed secondary education OR is in possession of a first degree or higher qualification.

- 7.5 The application deadline is 30<sup>th</sup> March, 2010, at noon (CET)
- 7.6 Late applications shall not be considered by the ASSB.
- 7.7 All applicants are to request an acknowledgement for receipt of application from the receiving office if the form is submitted by hand. Alternatively, applications sent by mail are to be sent by registered post. It is the Applicant's responsibility to ensure that the application is received by the respective deadline.
- 7.8 For applicants under the age of 18 on 30<sup>th</sup> March, 2010, the Application Form has to be signed by a parent or a legal guardian.

## **8. Selection Process**

- 8.1 The Ministry of Education, Culture, Youth and Sport shall appoint the Arts Scholarships Selection Board (ASSB) to operate the process of selection.
- 8.1.1 It shall be the duty of the ASSB to determine whether the proposed programme of studies leads to a specialised level in any art.
- 8.1.2 The ASSB will be responsible for all matters concerning selection and determination of appropriate awarding of scholarship according to the regulations.
- 8.2 The Ministry of Education, Culture, Youth and Sport shall also appoint the Arts Scholarships Appeals Board to deal with objections raised by applicants after they are informed in writing with the decisions of the ASSB.
- 8.3 The role of the ASSB is to evaluate and select Applicants according to criteria in clause 9.1.
- 8.4 Where necessary, the ASSB shall appoint an expert with expertise in the artistic area concerned to evaluate the application.
- 8.5 The Appeals Board shall only address appeals from decisions taken by the ASSB on matters related to procedure or interpretation of the regulations in terms of eligibility, awards, and other decisions related to the granting of a Scholarship. Under no circumstance shall the Appeals Board change the score of applicants deriving from interviews by the ASSB, nor change the ranking of an applicant as a result of such score.
- 8.5.1 If an applicant disagrees with the ASSB or any other procedure under these Regulations, the Applicant may present a petition to the Appeals Board within five (5) working days from the date when the ASSB or the Administrator communicates decision/s to the Applicant in writing through registered mail.

## **9 Selection Criteria**

- 9.1 Applications are considered on the basis of the following selection criteria:
- Academic merit of the applicant;
  - Artistic merit of the applicant<sup>4</sup>;
  - The personal goals in the field of the arts;
  - The likely impact on the development of the arts in Malta.
- 9.2 Eligible applicants will be called for an interview. This interview session may include an audition.
- 9.3 The ASSB reserves the right to publish the names of applicants and their ID Card Numbers of those who obtain a mark which is 50% or more of the global mark. The names and ID Card Numbers may be published on the Main Notice Board, websites and publications of the Ministry of Education, Culture, Youth and Sport, the Directorate for Lifelong Learning, and/or the Malta Council for Culture and the Arts. In applying for an award, the Applicant gives consent for such publication in the event that the Applicant obtains such a mark.

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<sup>4</sup> Due consideration is given to Portfolio presented with Application.  
*Arts Scholarships – Ministry of Education, Culture, Youth and Sport [2010]*

- 9.3.1 It is the practice that when an Applicant fails to obtain a mark which is less than 50% of the global mark, only the ID Card number of the Applicant is published.
- 9.3.2 An applicant who obtains 50% or more of the global mark does not mean that the applicant shall be awarded a scholarship.
- 9.4 The total fund for this Scholarship Scheme is two hundred thousand euro (€ 200,000).

## **10 Value of Awards**

- 10.1 For full-time programmes of studies other than those leading to a Postgraduate Qualification, the value of the Scholarship shall not exceed thirty thousand euro (€30,000) for the whole duration of the programme.
- 10.1.1 A maintenance grant of a maximum of four thousand euro (€4,000) per annum is paid to the Awardee, provided that the sum paid for tuition fees and maintenance grants for the whole duration of the course does not exceed €30,000.
- 10.2 For Postgraduate full-time programmes, the value of the scholarship grant shall not exceed forty thousand euro (€40,000) for the whole duration of the course.
- 10.2.1 A maintenance grant of a maximum of five thousand euro (€5,000) per annum is paid, provided that the sum paid for tuition fees and maintenance grants for the whole duration of the course does not exceed €40,000.

## **11 The Awarding Stage**

- 11.1 Applicants will be notified in writing of their selection for scholarship award by the ASSB.
- 11.2 Successful applicants shall be required to submit the start date and completion date of their programme of studies. The start date of the programme of studies cannot be later than the 31<sup>st</sup> December, 2010. Following receipt of this information, the successful applicant shall be required to sign an Agreement. If the Applicant fails to sign the Agreement within the established time limit afforded by ASSB, the Scholarship shall be forfeited and the ASSB reserves the right to award the Scholarship to another Applicant or Applicants, according to their respective ranking.
- 11.3 Applicants will be expected to take up the Scholarship from the date stated in the Agreement. If for any reason, the applicant cannot start on the date stated in the Agreement, or requires a different start date, the ASSB reserves the right, on notification of such intention, to review the start date on the Agreement or cancel the Scholarship should the changes imply postponing the start date beyond 31<sup>st</sup> December 2010.
- 11.3.1 Such notification to alter the start date has to be submitted by not later than 15<sup>th</sup> November, 2010.
- 11.3.2 For Awardees under the age of 18 on the date of signing the Agreement, the said Agreement is to be signed by both parents or guardians, or by the parent or guardian who has legal custody.
- 11.4 The ASSB reserves the right to publish the names of applicants awarded the Scholarship, and to request and publish the status and progress of the applicants and their work.
- 11.5 The Scholarship is intended to fund the programme of studies declared in the Application Form and stipulated within the Agreement. Funding will not be extended to enable Awardee to complete an additional or higher qualification than that for which the selection was made.
- 11.6 Any intellectual property including patents directly arising, or derived, from the programme funded by the Scholarship and carried out by the Awardee during the Agreement period, should be covered by an Intellectual Property Rights (IPR) agreement that acknowledges that the artistic work was carried out during a Scholarship funded by the Government of Malta.



- 11.7 The ASSB shall not seek to obtain any rights in intellectual property on behalf of the Awardee during the tenure of the Scholarship.
- 11.8 On award of a Scholarship, the Administrator shall make information obtained available to public authorities for accountability purposes.

## **12 Progress and Completion**

- 12.1 Any breach of these Regulations, or of the Agreement, including but not limited to false declarations, incomplete information or omissions in declaring all material and relevant facts at any stage, could lead to the termination, or revision, of the Scholarship and the Awardee could be requested to refund any amounts already disbursed by ASSB under this scheme.
- 12.2 Awardees receiving awards for programmes with duration of more than one year shall ask their artistic/academic supervisor to submit a short statement confirming progress and attendance of the Awardee on a yearly basis. Where such report or reports are not submitted, the Administrator could initiate the process to halt payments of further instalments of the Scholarship and to request a refund of any amounts already disbursed by ASSB under this scheme.
- 12.3 Awardees shall also be requested to write a report on their progress at the end of every academic year and to submit this report by the end of July of every year. A final report following the completion of the programme of studies will be required by the Administrator within one month from the completion date.
- 12.4 Where applicable, copies of all publications by Awardees during the scholarship period, should be sent in electronic format to the Administrator, within 30 days of being made public. A hard copy of the thesis (where applicable) should also be sent to the Administrator on publication.
- 12.5 All publications arising from the programme of studies being sponsored by this scheme should reflect the following acknowledgement: *"The author is a recipient of Arts Scholarship, financed by the Government of Malta"*.
- 12.6 Awardees would be expected to write a minimum of one article on their work/studies in the Maltese public media within sixty (60) days of their graduation, during which they publicly acknowledge that the degree was carried out following the award of an Arts Scholarship financed by the Government of Malta.

## **13 Termination prior to completion of programme**

- 13.1 Awardees who for any reason discontinue their programme of studies should inform the ASSB in writing immediately.
- 13.2 The ASSB shall upon thirty (30) days from a written notice terminate the award if -
  - the Awardee's progress is deemed unsatisfactory by the Institution.
  - the Awardee discontinues the programme of studies.
  - the Awardee is in breach of any provision of these Regulations, and does not remedy the breach within thirty (30) days of receipt of written notice requiring him/her to do so.
  - the Awardee fails to complete the programme of studies by the end date as stipulated in the Agreement.
- 13.3 Awardees who have their award terminated under conditions stipulated in Clause 13.2 will be required to refund the entire award including tuition fees and maintenance grants forwarded to both the institution and the Awardee within three (3) months of failing the course or failing to complete the course of studies or notified by the ASSB by virtue of clause 13.2.

- 13.4 Awardees who cannot pursue further studies due to unforeseen health situations or exceptional circumstances as approved by the ASSB shall not be deemed to be in breach of these regulations and shall be required to refund grants on a pro-rata basis as approved by the ASSB.

In such situations, the Awardee must provide justifiable explanation as to why the course was not completed or why the Awardee failed to obtain the qualification. Documented evidence, medical certificates and testimonials must accompany each claim. The ASSB is in no way bound to waive all claims put forward. The ASSB reserves the right to appoint its own expert, be it medical or otherwise to advise and assess the case of the claimant.

#### **14 Other General Conditions of Award**

- 14.1 Awardees will be expected to seek prior visa approval (where applicable) for proposed studies abroad.
- 14.2 Awardees will need to seek approval beforehand from the ASSB of any commitment of employment during the duration of this Scholarship. Unapproved employment throughout the Scholarship period shall be deemed to be in breach of these Regulations and of the Agreement.
- 14.3 Awardees retaining more than 19 hours of employment contemporarily to their studies/research shall be deemed to be in breach of their obligation towards full-time studies resulting in a cancellation of the Scholarship and refund of any funds granted by then. Applicants and Awardees are to inform and seek approval of the ASSB in advance.
- 14.4 Supplementary grants for the same course of programme of studies must be declared at the point of interview or before formally accepting the other grants. Such a declaration will require the approval from the ASSB. Any supplementary grants not thus approved as aforementioned in addition to this Scholarship shall be deemed to be in breach of these Regulations and of the Agreement.
- 14.5 For further queries and information please contact:

**The Administrator**  
**Directorate for Lifelong Learning**  
**Rm. 327, Directorates for Education**  
**Floriana FRN 1810, Malta**  
**Tel. No.: (+356) 2598 2520**  
**Fax: (+356) 2598 2123**  
**E-mail: [artsscholarships.medic@gov.mt](mailto:artsscholarships.medic@gov.mt)**  
**Website: [www.education.gov.mt/artsscholarships.htm](http://www.education.gov.mt/artsscholarships.htm)**

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