



MINISTRY OF EDUCATION,
EMPLOYMENT and the FAMILY



Strategic Educational Pathways Scholarships (ESF 1.25)

STEPS

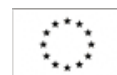
**This scheme is administered by the
Directorate for Lifelong Learning
Ministry of Education, Employment and the Family**

Application Form 4th Call

Closing date: 15 June 2010 at noon

Please note that this is the ONLY form that will be accepted.

Scholarships part-financed by the European Union
Operational Programme II – Cohesion Policy 2007-2013
Empowering People for More Jobs and a Better Quality of Life
European Social Fund



STRATEGIC EDUCATIONAL PATHWAYS SCHOLARSHIPS (STEPS)

INSTRUCTIONS

Before completing this form, the Applicant is required to read carefully the STEPS Regulations, as these regulations provide the framework for the implementation of the STEPS scheme and the award of scholarships within. The regulations are available on:

www.stepsmalta.eu or
www.education.gov.mt/steps.htm.

Each Applicant must complete this form in **block letters or written legibly** in black ink or type written. The Application Form contains nine (9) pages including front page and *THREE* Appendices. **EACH APPLICANT HAS TO SUBMIT ONE APPLICATION FORM. THE APPLICANT IS ALSO REQUIRED TO SUBMIT ONE ORIGINAL COPY OF EACH OF THE THREE APPENDICES AND THREE COPIES OF EACH APPENDIX. OTHER COPIES TO BE SUBMITTED WITH THIS APPLICATION FORM ARE LISTED ON PAGE 6 of this Application Form.**

Please note that the Steps Board gives considerable weight to the content of Appendices I, II and III of this application form. Late and/or incomplete Application Form will render the Applicant ineligible.

For further information, STEPS is also available on Facebook.

1. Surname	
2. Name	
3. Nationality	
4. Address	
5. Post Code	
6. I.D. Card Number	7. N.I. Number (if applicable)
8. e-mail address	
9. Telephone – Malta	12. Telephone – Abroad (if applicable)
10. Telephone (Mobile)	
11. Telephone (Work) (if applicable)	

13. Address abroad <i>(if applicable)</i>			
14. Gender <i>Mark with 'X' as applicable</i>		Male <input type="checkbox"/>	Female <input type="checkbox"/>
15. Present occupation and previous work experiences <i>(if any)</i>			
Name and address of present employer <i>(if applicable)</i>		Present Post	Date of Employment
Name and address of previous employers <i>(if applicable)</i>		Previous Post	Date of Employment
16. Details of degrees, postgraduate diplomas and other professional qualifications:			
Name of Institution	Subject	Classification	Date when awarded
A)			
B)			
C)			
D)			
E)			

17. Courses undertaken locally and/or abroad additional to Item 16:				
Name of Institution	Awarding Body	Course	Dates	Certificates/Diplomas
A)				
B)				
C)				
D)				
E)				
18. Course/s Applying for: a) Title of Course b) Level of Degree c) Area of Study d) What are the required minimum qualifications to be admitted for the course? e) Do you qualify? f) Proposed University/Universities where to study.				
	Masters <i>Please indicate if</i> Distance Learning, <input type="checkbox"/> Part-Time or <input type="checkbox"/> Full Time <input type="checkbox"/>		Doctorate <input type="checkbox"/>	
	Please specify the area of study applying for. Consult the Regulations (Article 6)			
	Scholarships for capacity building in the education system <input type="checkbox"/>			
	Scholarship addressing skill mismatch <input type="checkbox"/>			
	Scholarship for more research and innovation in Science and Technology <input type="checkbox"/>			
Scholarship addressing Information and Communication Technology <input type="checkbox"/>				
1. _____ 2. _____ 3. _____				

g) State reason for selecting the University/Universities as per Clause 8.1 of the Regulations.	
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h) State date of commencement of the course.	<i>Please note that this application becomes ineligible if the Start Date of your course is prior to 1 May, 2010 (See Clause 4.1.3).</i>
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19. Name of three referees.

Please include their titles, names, degrees and addresses

1. _____

2. _____

3. _____

N.B.

Applicants are reminded that reference forms for academic referees are to be sent by the applicants to their respective referees of their choice. These referees shall send the completed form (and any other reference letter they may wish to submit) in a sealed envelope by the application deadline to:

**Project Leader (STEPS)
 Ministry of Education, Employment and the Family
 Directorate for Lifelong Learning
 Rm 327, Directorates for Education
 Great Siege Road,
 Floriana FRN 1810, Malta**

It is the responsibility of the applicant to ensure that the Letters of Reference are sent on time.

20. I enclose with this application the following documents:
(Please tick boxes if documents are attached. If they are not attached, please specify the reason why they are not attached on a separate sheet).

- i) Four (4) copies of the applicant's University/College transcripts (detailed).
- ii) Four (4) copies of the unconditional letter of acceptance from the University applied for. See Clause 8.2 of the Regulations for conditions.
- iii) Four (4) copies of the applicant's identity card.
- iv) Four (4) copies of MQRIC evaluation report (where applicable).
- v) Four (4) copies of the applicant's disability identity card issued by the Kummissjoni Nazżjonali Persuni b'Diżabbilta' (KNPD) for persons claiming that they do not have any possibility of following a full or part-time Masters owing to their disability under Section 12.1.
- vi) Endorsement by employer/Permanent Secretary of unpaid leave if applying for a full-time Masters or Doctorate (where applicable).
- vii) Statement by Applicant that she/he intends completing the PhD in time for publication of result by the 31st December 2013 (where applicable);
- vii) Original + Three (3) copies of:
 - Appendix I (that is Page 7 of the Application Form)
 - Appendix II (that is Page 8 of the Application Form)
 - Appendix III (that is Page 9 of the Application Form)

IMPORTANT

Should an applicant be submitting an application for a second time under this scheme, with no changes in the information submitted in the first application, reference shall be made to copies submitted in earlier applications for the following:

- i) applicant's University/College transcripts (detailed);
- ii) applicant's Identity Card;
- iii) MQRIC evaluation report (where applicable).

Copies of renewed unconditional letter of acceptance by the University would need to be submitted again.

Tick this box if you have previously applied.

21. Declarations

I declare that I am a citizen of (fill in country name);
I declare that I am not the holder of another scholarship.
I also declare that all details in this application form and its Appendices are correct and accurate.

Signature: _____

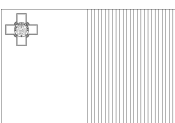
Date: _____

Data Protection:
 The STEPS Scheme collects and processes information to carry out its functions under the Education Act. All data is collected and processed in accordance to the Data Protection Act 2001, other subsidiary legislation and the Privacy Policy of the Scheme, a copy of which is available on demand.

22. For Official Use Only

STEPS Scholarship Number: _____ / **04**

Customer Care Reference Number: _____



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 Empowering People for More Jobs and a Better Quality of Life
 Scholarships part-financed by the European Union
 European Social Fund (ESF)
 Co-financing rate: 85% EU Funds; 15% National Funds



Investing in your future

