



**This scheme is administered by the  
Scholarships Unit  
Programme Implementation Directorate  
Ministry for Education and Employment**

**Regulations 2016  
2<sup>nd</sup> Call  
3<sup>rd</sup> June 2016 – 6<sup>th</sup> July 2016  
Noon – Local time**



European Union - European Structural and Investment Funds  
Operational Programme II – Cohesion Policy 2014 - 2020  
*Investing in human capital to create more opportunities and promote  
the well being of society*  
Scholarships may be considered for part-financing by the European Union  
European Social Fund (ESF)  
Co-financing rate: 80% EU Funds; 20% National Funds



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## **1 Introduction**

- 1.1 **ENDEAVOUR** Scholarships Scheme is to support good quality tertiary education and to ensure that the Maltese labour market is supplied with the right individuals and to guarantee that it is in a better position to compete at an international level. The scheme is aimed to support those pursuing this path to succeed both at the level of education attainment as well as contributing effectively towards the economy.
- 1.2 Postgraduate education forms an increasingly important part of any country's economic and social agenda. It supplies a key element of many people's continuing professional development.
- 1.3 The ENDEAVOUR Scheme which aims to address the above objectives may be part-financed by the European Union Operational Programme II – Cohesion Policy 2014 – 2020.

## **GENERAL REGULATIONS**

### **2 Aims and Objectives**

- 2.1 The key objectives of the ENDEAVOUR Scholarships Scheme are to:
  - assist people to pursue further levels of academic research;
  - improve the quality and relevance of the education system;
  - reduce skills mismatches particularly within the priority economic sectors;
  - support further research in science and technology; and
  - increase the capacity and level of research, innovation and development activity in Malta.

### **3 Explanatory Notes**

- 3.1 **Academic Record** shall mean an official document issued by a Recognised Institution. The document shall show the marks/grades obtained by the Applicant and where it is the norm, the final grade/classification.
- 3.2 **Agreement** shall mean a legally binding document to be signed by the Scholarship Awardee as beneficiary of the Scholarship and the ENDEAVOUR Scholarships Scheme Project Leader. These Regulations shall be construed as forming part of the Agreement. The Agreement has to be signed by not later than three (3) months after the commencement of studies or the publication of rankings, whichever comes last unless otherwise justified. The monetary amounts shown in the Agreement shall be disbursed only if the proper documentation (invoices, receipts and any other relevant documents) is submitted and verified for eligibility and correctness. In the event of any inconsistency or discrepancy between the Agreement and these Regulations, these Regulations shall prevail in all cases and the Agreement shall be amended to the extent of the discrepancy or inconsistency with these Regulations is to be rectified so that the discrepancy is rectified.

- 3.3 **Appeals Board** shall mean a Board appointed by the Minister for Education and Employment, entrusted with assessing and delivering final decisions in respect of petitions submitted by Applicants contesting decisions taken by the ENDEAVOUR Scholarships Scheme Board and/or the Project Leader as administrator of the ENDEAVOUR Scholarships Scheme on the interpretation of these Regulations. Any decision taken by the Appeals Board shall be regarded as final and irrevocable for all intents and purposes of the ENDEAVOUR Scholarships Scheme.
- 3.4 **Applicant** shall mean a person that submits a scholarship application.
- 3.5 **Awardee** shall mean a person who is awarded a scholarship.
- 3.6 **Awarding Body** refers to an organisation recognised by the National Regulatory Authorities whose purpose is awarding accredited qualifications.
- 3.7 **Bench Fees** shall mean fees being educational costs related to the execution of studies or research activity, but which are not covered by the tuition fees, and not related (but not limited) to general maintenance, travel, conference attendance (including registration fees), buying of books, registration to access libraries, use/purchasing of computer, energy charges, health insurance, sports' membership or living costs/personal salaries of the Awardee. For bench fees above five hundred Euros (€500) a breakdown of the costs need to be provided by the Recognised Institution before the signing of the Scholarship Agreement (as per clause 3.2). **ONLY technical expenses directly related with the programme/course from the Recognised Institution are eligible.** Failure by the Recognised Institution and/or the Awardee to provide such a breakdown, the Board shall not be obliged to honour any claims for Bench Fees. All Bench Fees need to be declared in writing in the Unconditional Letter of Acceptance (ULA). Any increase in, or any additional Bench Fees cannot be claimed by the Awardee or the Recognised Institution if not included in the ULA submitted by the closing date.
- 3.8 **Commencement Date** of scholarship shall mean the date as specified on the ULA being the start date of the programme/course on which payment to Awardee commences.
- 3.9 **Completion Date** shall mean the date when the programme/course is completed and the final result is published.
- 3.10 **Course Duration** is to be established by the Recognised Institution. When it does not cover whole months, the funds disbursed will be calculated pro rata to the nearest month. For further definition of how a month is calculated, please consult Clause 3.27 of these Regulations.
- 3.11 **ECTS** shall mean European Credit Transfer System.
- 3.12 **End Date** shall mean the date as specified on the ULA or the date specified on the Transcript as issued by the Recognised Institution whichever date is the earliest. Payments are calculated to cover the period from the **Commencement Date** to the **End Date**.
- 3.13 **ENDEAVOUR Scholarships Scheme** shall mean, for the purposes of these Regulations, and the Agreement, a Scholarship scheme administered by the Scholarships Unit - Programme Implementation Directorate within the Ministry for Education and Employment. The scheme maybe part-financed by the European Union

Operational Programme II – Cohesion Policy 2014-2020 “*Investing in human capital to create more opportunities and promote the wellbeing of society*” - European Social Fund.

- 3.14 **ENDEAVOUR Scholarships Scheme Board** shall mean a Board appointed by the Minister responsible for Education and Employment. This Board shall be entrusted with the evaluation and ranking of Applicants for the awarding of Scholarships and overseeing the scheme.
- 3.15 **ESF** shall mean European Social Fund.
- 3.16 **Full-time studies** shall mean studying **physically** full-time on-campus at a Recognised Institution. This excludes learning or studying from any other place that is not designated as being part of the campus of that Educational Institution. The Board may ask the Institution to confirm the physical presence and the duration on campus of the Awardee.
- 3.17 **Full-time/distance learning programmes.** The Recognised Institution is to inform the ENDEAVOUR Scholarships Scheme Office with that part of the programme which is to be held on campus and that which is by distance-learning. If the Recognised Institution does not provide such information within two weeks from being notified by the ENDEAVOUR Scholarships Scheme Board, the course shall be considered as distance learning. For definition of full time studies please refer to Clause 3.16 of these Regulations.
- 3.18 **ISCED** shall mean International Standard Classification of Education.
- 3.19 **Joint Degree** shall mean a single degree issued by at least two Educational Institutions offering an integrated programme and recognized officially in the countries where the degree-awarding institutions are located. For the purpose of these Regulations, when an Applicant applies for a Joint Degree, a leading Institution has to be identified. The ENDEAVOUR Scholarships Scheme Board shall only recognise one Recognised Institution.
- 3.20 **Maintenance Grant** shall mean a grant which is awarded as part of the Scholarship and in accordance with all conditions laid in these Regulations and in the Agreement.
- 3.21 **Masters Programme** shall mean a second cycle higher educational programme that;
- Leads to a Masters level qualification offered by a HEI (including a University) with a minimum of 60 ECTSs (based on the Bologna Process), and
  - Leads to a full MQF Level 7 on an academic level.
- 3.22 **MQF - Malta Qualifications Framework** shall act as a translation device to make national qualifications more readable across Europe, promoting workers’ and learners’ mobility between countries and facilitating their lifelong learning.
- 3.23 **MQF Level 7 Qualification** shall mean any qualification referenced at Level 7 of the Malta Qualifications Framework.
- 3.24 **MQF Level 8 Qualification** shall mean any qualification referenced at Level 8 of the Malta Qualifications Framework.

- 3.25 **MQRIC** shall mean Malta Qualifications Recognition Information Centre within the National Commission for Further and Higher Education.
- 3.26 **NCFHE** shall mean National Commission for Further and Higher Education.
- 3.27 **Per Annum** shall mean twelve (12) calendar months. This means that when a course is of duration of for example nine (9) calendar months, the grant shall be awarded pro rata over that number of months. For avoidance of doubt in calculating the meaning of a month the Awardee must spend more than fifteen (15) consecutive days in order to be eligible for funds covering a month.
- 3.28 **Project Leader (PL)** shall mean the person who is entrusted with the overall financial and legal responsibility for the implementation of the project.
- 3.29 **Recognised Institution** shall mean a Higher Education Institution or an Awarding Body recognised by the competent authorities in the country where the institution is registered and mutually recognised by NCFHE (in the case of foreign institutions) or locally registered Educational Institution accredited by NCFHE.
- 3.30 **Study Abroad Allowance** shall mean an additional allowance amounting to two thousand and five hundred euro (€2500) awarded to full-time Awardee who would be abroad (that is outside the Maltese territory), studying on campus at a Recognised Institution throughout the course of their programme/course. A 'Confirmation of Residence Form' shall be completed by all Awardees to confirm the place where the studies and / or research are or will be taking place. When an Awardee studying abroad spends part of his/her studies in Malta, the Study Abroad Allowance is paid on a pro rata basis. For definition of how a month is calculated please consult 3.27 of these Regulations.

In addition, Part-time / Distance Learning Awardees will be entitled to an allowance amounting to two hundred euro (€200) per visit abroad up to a maximum of two thousand and four hundred Euro (€2,400) over a 12-month period will be effected. This allowance will only be paid on presentation of the related boarding passes and a letter of confirmation from their Institution.

- 3.31 **Transcript** shall mean the same as **Academic Record**.
- 3.32 **Tuition Fees** shall mean enrolment, administration, registration and/or examination fees charged by a Recognised Institution so that the Applicant follows an MQF Level 7 or MQF Level 8 programme. Tuition Fees covered shall be those charged directly by a Recognised Institution as approved by the ENDEAVOUR Scholarships Scheme Board. Any subsequent increase in Tuition Fees cannot be claimed by the Awardee or the Recognised Institution if not included in the ULA submitted by the closing date.
- 3.33 **Unconditional Letter of Acceptance (ULA)** shall mean a letter issued to the Applicant by the Registrar (or a delegated high authority) of the Recognised Institution which shall have the following details:
- A clear statement by the Recognised Institution that it is **unconditionally** accepting the Applicant to follow a programme of study.
  - The **Commencement Date** of studies. Where the exact date is not specified, this is taken as the last day of the month mentioned on the ULA.

- The **End Date** of studies. Where the exact date is not specified, this is taken as the first day of the month mentioned in the ULA.
- **Modality of study** (that is whether it is distance learning or part time or full time studies);
- The **Number of Credits** / Number of ECTSs pertaining to the programme of study.
- The **Tuition Fee** (if applicable) shall be indicated on the ULA **and not** through an electronic link. Applicant shall note that the Agreement to be signed at a later stage (should he/she be awarded a Scholarship) shall include only the information printed on the ULA provided by the deadline **Tuesday, 13<sup>th</sup> September, 2016 not later than 4.00p.m. (local time)**. The Project Leader shall not accept any revisions in Tuition Fees other than those which reflect the information and/or data provided by the ULA submitted by the deadline. The fees paid as Tuition Fees is the amount shown and specified as such on the ULA submitted;
- The **Bench Fees** (if applicable); and
- Any other information required by the Project Leader.

**ALL APPLICANTS** shall be obliged to submit the Unconditional Letter of Acceptance by, **Tuesday, 13 September, 2016 not later than 4.00p.m. (Local time)**.

**It is the duty of the Applicant to ensure that when he/she chooses a Recognised Institution, this institution is in a position to issue such a ULA with all the above details. This has to be in the form of an original letter, signed by the Registrar of the University (or delegated high authority). Scanned, PDF copies or other electronically transmitted formats shall be accepted PROVISIONALLY in terms of Clause 6.2 unless the ENDEAVOUR Scholarships Scheme Office receives them directly from the Recognised Institution. If not, the original copy of the ULA must be produced before the signing of the Scholarship Agreement.**

**In the event where the Recognised Institution issues solely electronic copies of the ULA, the ULA shall be emailed directly by the Institution to the ENDEAVOUR Scholarships Scheme Office. Scanned or emailed copies of the ULA forwarded to the Applicant shall not be accepted. No additional costs shall be entered in the Agreement other than those stated in the ULA submitted by Tuesday, 13 September 2016, by 4.00 p.m. (local time).**

#### **4 Eligibility**

4.1 In order to apply for ENDEAVOUR Scholarships Scheme, an Applicant shall:

- 4.1.1 (a) Be a Maltese citizen who has been residing in Malta for the past five (5) years. Provided that a Maltese citizen who has been residing outside Malta for study, health or work purposes or any other purpose which the ENDEAVOUR Scholarships Scheme Board may consider, will still be eligible to apply and this period of time during which the citizen was abroad **will not** be taken into consideration for the purpose of calculating the five (5) year requirement, **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 Be applying for an MQF level 7 or level 8.

4.1.3 Applicants shall start their course leading to a Qualification at MQF Level 7 or MQF Level 8 between 3<sup>rd</sup> June, 2016 and 31 December 2016. (this applies for Category A only)

4.1.4 Applicants must not be in possession of a **degree** at the same level of that they are applying for under this scheme. Thus, applicants must be applying for a higher level qualification than the one already attained.

For avoidance of doubt, **ONLY** those conferred with the Degree of Doctor of Laws and Doctor of Medicine and Surgery awarded by the University of Malta and those conferred with a degree of Doctor in Veterinary Medicine are eligible to apply under this scheme only if they apply for a **Master Degree** at MQF Level 7 or for a **Doctoral Degree** at MQF Level 8. This applies also to all applicants who are already in possession of a qualification at MQF Level 7 (such as ACCA qualification) or MQF Level 8 awarded by a recognised awarding Body.

4.1.5 Applicants who are already in possession of a Level 7 Masters Degree can only apply for a Level 8 programme

4.1.6 Applicants who are already in possession of a Level 8 Doctoral Degree / Professional Doctorate or comparable qualification to Level 8 are not eligible to apply under this scheme.

4.1.7 Applicants that by closing date of application are undergoing an MQF level 7 or MQF level 8 (as applicable) programme of study are not eligible to apply under Category A but can apply only under Category B. (Refer to Clause 12.3).

4.1.8 The complete Application Form shall be submitted by Wednesday, 6<sup>th</sup> July 2016 at **noon (Local Time)**. Transcript, Unconditional Letter of Acceptance and MQRIC report (where applicable) shall be submitted by **Tuesday, 13 September, 2016 at 4.00p.m. (Local Time)**.

- 4.1.9 (a) If applying for a scholarship in which the programme of study leads to MQF Level 7, the Applicant shall hold by **Tuesday, 13 September, 2016 at 4.00 p.m. (Local time)** a ULA from at least one Recognised Institution for a programme/course at MQF Level 7 indicated on the Application Form.
- (b) If applying for a Scholarship in which the programme/course leads to MQF Level 8, the Applicant shall hold by **Tuesday, 13 September, 2016 at 4.00 p.m. (local time)** the following:
- a first cycle Degree (MQF Level 6); and / or
  - a second cycle Degree (MQF Level 7) at Masters level; and
  - a ULA from at least one Recognised Institution for a programme/course at MQF Level 8 as indicated on the Application Form.
- 4.1.10 An Applicant who is **starting** a programme of study leading to MQF Level 7, but part of the programme/course is referenced to MQF Level 6 shall not be eligible to apply under this scheme but shall be eligible to apply under the Malta Government Undergraduate Scheme (MGUS).
- 4.1.11 It is the responsibility of Applicants, in possession of qualifications awarded by a foreign Recognised Institutions, to produce an evaluation report on equivalence and comparability of qualifications issued by the Malta Qualifications Recognition Information Centre (MQRIC) within the National Commission for Further & Higher Education (NCFHE) (as per Education Act – Act XXIV of 1988 in accordance with the Mutual Recognition of Qualifications Act – Act XVIII of 2002). A copy of the said report issued by the MQRIC, or the designated authority in case of warrants, shall 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 ENDEAVOUR Scholarships Scheme Board as soon as it becomes available and in any case by not later than **Tuesday, 13 September, 2016 at 4.00p.m. (Local Time)**.
- (a) Applicants whose qualifications are obtained from a foreign Recognised Institutions listed on the website of MQRIC as Approved Institutions (<http://www.ncfhe.org.mt>), are not required to produce the evaluation report on comparability of qualifications.
- 4.1.12 Applications for full-time studies submitted by employees of the Public Service/Public Sector are required to make a formal written request to the Permanent Secretary of their respective Ministry through the Head of the relative Department/Directorate, 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. Approval or disapproval of such request has to be endorsed by the Permanent Secretary. Clause 14.6 of these regulations shall apply to those eligible

Applicants with approved paid leave of absence for the duration of the course, who are subsequently awarded a Scholarship.

- 4.1.13 Applicants in possession of other national/ESF (or a combination of both) public grants or national/ESF/Commonwealth (or a combination) scholarships for the same course or programme shall be deemed ineligible under the ENDEAVOUR Scholarships Scheme if not notified and approved by the Board. Any scholarships or other supplementary grants awarded to the Scholarship Awardee shall be notified to and approved by the ENDEAVOUR Scholarships Scheme Board, whether such are awarded to the Applicant prior to the ENDEAVOUR Scholarships Scheme or throughout the duration of the Scholarship. In the event that an Applicant is granted an ENDEAVOUR Scholarship and the Project Leader / Director discovers, after the grant of such ENDEAVOUR Scholarship, that the Scholarship Awardee had, at any point in time, whether prior to the award of the ENDEAVOUR Scholarship, or after such award, is in receipt of any national/ESF public grant or national/ESF scholarship, the Scholarship Awardee shall be liable to refund all the amount/s up to then paid to him/her or on his/her behalf in full, and this without prejudice to any other legal action which may be taken in his/her regard.
- 4.1.14 Applicants in possession of other national/ESF (or a combination of both) public grants or national/ESF/Commonwealth (or a combination) scholarships for a different course or programme, have to complete the first course and fulfil all the contractual obligations before the grant of a second scholarship (at a higher level) is awarded.
- 4.1.15 An applicant shall become ineligible for a Scholarship if s/he is in breach of any part of the Regulations.

## **5 Tenure and Placement**

- 5.1 Awards are tenable at any local or international Recognised Institution for a specific programme of study or research. Only those institutions recognised by the NCFHE shall be taken into consideration by the ENDEAVOUR Scholarships Scheme Board.
- 5.2 It is the responsibility of Applicants, applying for qualifications awarded by foreign Recognised Institutions to produce an evaluation report on comparability of qualifications issued by the Malta Qualifications Recognition Information Centre (MQRIC) within the National Commission for Further & Higher Education (NCFHE). A copy of the said report issued by the MQRIC, shall 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 ENDEAVOUR Scholarship Scheme Board by not later than **Tuesday, 13 September, 2016 at 4.00p.m. (Local Time)**. The provisions contained in Clause 4.1.7. of these Regulations shall apply *mutatis mutandis*.

- 5.3 The MQRIC may be contacted as follows:  
Malta Qualifications Recognition Information Centre (MQRIC) /  
National Commission for Further and Higher Education (NCFHE)  
Bice Mizzi Vassallo School  
Alamein Road,  
Pembroke PBK 1776  
Tel. No.: (+356) 27540051 / 21801890 / 27540026 / 21801411  
e-mail: ncfhe@gov.mt  
www.ncfhe.org.mt

## **6 Choice of Institution**

- 6.1 Applicants are expected to identify not more than five (5) Recognised Institutions and programmes/courses that they consider most appropriate on the Application Form. No changes to the list of institutions are accepted after the closing date of **Wednesday, 6<sup>th</sup> July, 2016 at noon (Local Time)**.
- 6.2 Applicants shall submit at least one Unconditional Letter of Acceptance (ULA) from a Recognised Institution listed on their Application Form. The last day of submission of ULA shall be **Tuesday, 13 September, 2016 at 4.00p.m. (Local Time)**.
- 6.2.1 The Unconditional Letter of Acceptance must be accompanied by a statement from the Applicant that s/he intends to complete the programme of studies and presentation of thesis within the timeframes identified in Clause 11.3. This applies for applicants applying under Category A.
- 6.3 Many courses have strict admission deadlines and Applicants must take the necessary steps to secure admission to their preferred institutions in advance of any Scholarship application to the ENDEAVOUR Board. Applicants should note that a number of institutions / university departments require an Applicant to demonstrate a valid Graduate Management Admission Test (GMAT) or Graduate Record Examination (GRE) score before an offer of admission can be made. The fees for these tests shall not be covered by ENDEAVOUR funds. Applicants should check admission requirements carefully at the time of application.

## **7 Administration of ENDEAVOUR Scholarships Scheme**

- 7.1 The ENDEAVOUR Scholarships Scheme is administered by the Scholarships Unit – Programme Implementation Directorate within the Ministry for Education and Employment. The ENDEAVOUR Scholarships Scheme Board is responsible for the selection and ranking process and for overseeing the scheme.

All correspondence is to be addressed to:

ENDEAVOUR Scholarships Scheme Office  
Scholarships Unit – Programme Implementation Directorate  
Ministry for Education and Employment  
Rm. 163, Education Building  
Great Siege Road,  
Floriana VLT 2000,  
Malta  
Tel. No.: (+356) 25982230/ 25982433/ 25982250 / 25982127 / 25982390 / 25982263  
E-mail: [endeavour.mede@gov.mt](mailto:endeavour.mede@gov.mt)  
Website: [www.myscholarship.gov.mt](http://www.myscholarship.gov.mt)

## 8 Application Forms

- 8.1 In line with the government policy and to enhance the Directorate environmental social responsibility **ONLY online applications are accepted**. Applicants are invited to apply using the appropriate online Electronic Application on: [www.myscholarship.gov.mt](http://www.myscholarship.gov.mt) - It is the responsibility of the Applicants to ensure that their Application is successfully submitted, to keep a printed copy of the Application Form and to print a copy of the electronically generated acknowledgement. This shall be the Applicants' proof that an Application is submitted successfully online, and on time.

The below supporting document must be uploaded with the application: -

- i) A copy of the of the residence permit (where applicable);
  - ii) A copy of the Applicant's HEI (including University) transcripts;
  - iii) A copy of the Unconditional Letter of Acceptance for the Recognised Institution applied for;
  - iv) A copy of the MQRIC evaluation report (where applicable);
  - v) A copy of Curriculum Vitae
  - vi) A copy of the three (3) Appendices: i.e. Appendix 1, Appendix II and Appendix III;
  - vii) A copy of the acknowledgement from University / Universities applied for;
  - viii) A copy where necessary of the Applicant's disability identity card issued by the Kummissjoni Nazzjonali Persuni b'Dizabilta' (KNPD) for persons claiming that they do not have any possibility of following a full or part-time programme/course owing to their to disability under Section 10.1;
  - ix) Those applying under Group A Priority Areas are to attach a copy of statement that s/he intends completing the course in time (as stipulates in Clause 11.3)
- 8.2 The ENDEAVOUR Scholarships Scheme Board shall give considerable weight to the contents of Appendices I (Overview of Research), II (Relevance of study to Malta Strategic Priorities) and III (Impact of Study on the development of Malta) of the Application Form. Thus ENDEAVOUR Scholarships Scheme Board shall penalise Applicants who fail to submit the required Appendices with the Application Form.

- Appendix I: Applicants applying for a scholarship to support studies leading to MQF Level 8 shall submit a Proposal (Appendix 1) that is not less than five hundred (500) words and not more than one thousand (1000) words. Applicants are expected to elaborate further during the interview. Applicants applying to read for an MQF Level 7 qualification shall submit a proposal (Appendix 1) of not more than three hundred (300) words indicating clearly the content of their course and or research.
- Appendix II: Applicants applying for a scholarship to support studies leading to either MQF Level 8 or MQF Level 7 have to state the relevance of their study to Malta's strategic priorities and the EU2020 strategy in approximate three hundred (300) words.
- Appendix III: Applicant applying for a scholarship to support studies leading to either MQF Level 8 or MQF Level 7 has to state what is the likely impact of their study on the Development of Malta in approximate three hundred (300) words.

*In all cases the word count does not include references, bibliographies or footnotes.*

- 8.3 Supporting documents not uploaded with the online application must reach the Scholarships Unit at the address below:

**Scholarships Unit – Programme Implementation Directorate  
Room 163  
Education Building  
Ministry for Education & Employment  
Great Siege Road  
Floriana VLT 2000  
Malta**

- 8.4 The Applications' deadline is **Wednesday, 6<sup>th</sup> July, 2016 at noon (Local Time) as shown on the Malta Information Technology Agency (MITA) system. Only in the case of the MQRIC statement, Transcript / Academic Records, Unconditional Letter of Acceptance and residence permit (where applicable), the date of submission is extended to Tuesday, 13 September, 2016 at 4.00p.m. (Local Time).**
- 8.5 Late and incomplete applications shall not be considered by the ENDEAVOUR Scholarships Scheme Board.
- 8.6 Applicants are to ensure that they apply online by the stipulated deadline. The ENDEAVOUR Scholarships Scheme Board and the Appeals Board shall not consider any petitions stating that the Application Form was submitted without tangible proof as evidence.

## **9 Eligibility, Selection Process and Procedure**

- 9.1 The Ministry for Education and Employment has set up the ENDEAVOUR Scholarships Scheme Board to operate the process of selection. This Board shall be responsible for all matters concerning selection according to pre-established criteria

identified in Clause 10 and determination of appropriate awards according to the Regulations.

- 9.2 Eligible Applicants shall be called for an interview. It is the responsibility of the Applicant to make sure to be available on the date and time communicated to him/her for the interview. No alternative arrangements shall be made to change the date and time of the interview unless there are exceptional circumstances (supported by written proof) that warrant the change of such date and time. The aforementioned exceptional circumstances shall be examined and such alternative date and time may be agreed to by the Board, at the Board's discretion. Interviews are expected to be scheduled between July and September during week days from Monday to Friday from 8.30a.m. to 6.30 p.m.

Applicants who do not turn up for their interview will be considered no longer interested and thus they will be considered ineligible by the board, unless the applicant informs the ENDEAVOUR Office / Board that he / she cannot make it due to exceptional circumstances.

Eligible applicants applying at MQF Level 8 will be required to prepare a power point presentation for their interview.

- 9.3 In the case of applicants who are unable to attend the given date and time for the interview due to being abroad, such interviews shall take place via **SKYPE only** at the given date and time. The ENDEAVOUR Scholarships Scheme Board does not assume any responsibility if the interview fails to materialise properly due to any technical reason. In exceptional cases, an alternative date for interview may be given by the ENDEAVOUR Scholarships Scheme Board depending on the circumstances which led to the failure of such an interview.
- 9.4 The Ministry for Education and Employment has also set up the Appeals Board to deal with objections raised by Applicants after they are informed in writing of the decisions of the ENDEAVOUR Scholarships Scheme Board (Refer also to Clause 9.6).
- 9.5 If an Applicant disagrees with the ENDEAVOUR Scholarships Scheme Board, **only** the Applicant may present a petition by registered mail to the Appeals Board within six (6) working days from the date when the ENDEAVOUR Scholarships Scheme Board communicates its decision to the Applicant in writing through registered mail. In the petition, the Applicant has to state clearly the reasons why he / she is contesting the decision taken by the ENDEAVOUR Scholarships Scheme Board.
- 9.6 The Appeals Board shall only address appeals from decisions of the ENDEAVOUR Scholarships Scheme Board 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 alter the Regulations, the score of the Applicants derived from interviews by the ENDEAVOUR Scholarships Scheme Board, or change the ranking of an Applicant as a result of such score.
- 9.7 The decision of the Appeals Board is final and conclusive.

## 10 Selection Criteria

10.1 Applications are considered on the basis of the following selection criteria:

- (a) Academic merit of the Applicant (20%);
- (b) How studies are related to the identified priority areas in Group A & Group B (28%);
- (c) The relevance of the research to the local economy (25%);
- (d) The likely impact of the work on the development of Malta (25%);
- (e) Previous work experience in the area of specialisation applying for and/or work with voluntary organisations (2%)

10.1.1 Only in the case of a tie, the modality of study of the programme (preference shall be given to programmes in the following order *ceteris paribus*):

- First preference - Full time programmes;
- Second preference – Part time programmes;
- Third Preference - Distance learning programmes.

10.1.2 Provided that, students with disabilities and do not have any possibility of following a full or part-time programme unless through distance learning, shall be given first preference in the same way as those who apply to follow full-time programmes.

- For those who are shortlisted, the ENDEAVOUR Scholarships Scheme Board shall consult further with KNPD (Kummissjoni Nazzjonali Persuni b'Dizabilità) to evaluate the nature of disability with respect to undergoing further studies and whether this disability shall be considered for the purpose of this Article.

10.2 An Applicant is considered to have passed the interview if the Applicant obtains a pass mark (that is 50% of the total allotted marks) in the criteria (b), (c) and (d) above. Obtaining a pass mark does not automatically mean that a scholarship is being awarded.

## 11 Types of Scholarships under Group A

11.1. Applicants must be applying to read either for a programme of study leading to a qualification at MQF Level 7<sup>1</sup> or a programme of study leading to a qualification at MQF Level 8<sup>2</sup>.

11.2. Applicants awarded a scholarship shall be available to commence their programme /course leading to a qualification at MQF Level 7 or a qualification at MQF Level 8 between **3<sup>rd</sup> June, 2016 and 31 December, 2016.**

### 11.3 Levels of programmes / courses eligible include:

#### 11.3.1 Programmes / courses at MQF Level 7:

- The ENDEAVOUR Scholarships Scheme shall support full-time Programme of Studies equivalent to MQF Level 7 **of up to a maximum duration of three (3) years.**
- The ENDEAVOUR Scholarships Scheme shall also support Part-Time and Distance Learning Programmes of Study equivalent to MQF Level 7 of up to **a maximum of four (4) years.**
- Joint degrees or split-site programmes may be considered as long as documentation is provided indicating the one, leading degree awarding institution.

#### 11.3.2 Programmes / courses at MQF Level 8:

- ENDEAVOUR Scholarships Scheme shall support **ONLY full-time Programmes of Study equivalent to MQF Level 8 of up to a maximum duration of four (4) years.**
- Joint degrees or split-site programmes may be considered as long as documentation is provided indicating the one, leading degree awarding institution.

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<sup>1</sup> For further information about the Malta Qualification Framework, contact the National Commission for Further and Higher Education or visit the website <http://www.ncfhe.org.mt/>. For comparative purposes, MQF level 7 is equivalent to ISCED Level 7. For more information on the International Standard Classification of Education (ISCED 2011), visit the link: <http://www.uis.unesco.org/Education/Documents/isced-2011-en.pdf>.

<sup>2</sup> For further information about the Malta Qualification Framework, contact the National Commission for Further and Higher Education or visit the website <http://www.ncfhe.org.mt/>. For comparative purposes, MQF level 8 is equivalent to ISCED Level 8. For more information on the International Standard Classification of Education (ISCED 2011), visit the link: <http://www.uis.unesco.org/Education/Documents/isced-2011-en.pdf>.

## 11.4 Group A Priority Areas

11.4.1 **The ENDEAVOUR Scholarships Scheme offers different bursaries to address specific objective to attain the results identified within the Operational Programme II – ‘Investing in human capital to create more opportunities and promote the wellbeing of society’ – for the implementation of Cohesion Policy in Malta for the period 2014 - 2020 and is co-funded by the European Social Fund (ESF) under Priority Axis 3.**

11.4.2 Through Operational Programme II, the scheme is primarily aimed to finance studies in the following areas hereby referred as:

### **Advanced Manufacturing *including but not limited to:***

- Aircraft Modification
- Drug and Equipment Design
- Engineering Services
- Equipment Manufacturing
- Plastic Advancement Materials
- Renewable Energy

### **Creative Industries *including but not limited to:***

- Art and Crafts
- Design Renewable Energy and Efficiency
- Digital Media
- Film Editing and Production
- Fashion
- Information and Communication Technology
- On-line Gaming

### **Financial Services and Support *including but not limited to:***

- Back-Office Support / Management
- Banking
- Business Administration
- Capital Insurance
- Captive Insurance and Trusts
- Entrepreneurship
- Funds Management
- Logistics and Supply Chain Management

**International Educational Services *including but not limited to:***

- Arts & Culture
- Education Services for Tourism
- Research & Development

**Life Sciences *including but not limited to:***

- Bioethics
- Child and Adolescence Mental health
- Communication Therapy
- Health Tourism
- High-End Health Services
- Medical Toxicology
- Pharma Manufacturing
- Podiatry
- Pre-Clinical Trials
- Rehabilitative Care
- Supportive & Palliative Care

**Tourism *including but not limited to:***

- Business Tourism
- Cultural Tourism
- Cruise Liners Services
- Eco-Tourism
- Educational Tourism
- English Language Teaching to speakers of other languages (such as DELTA & TESOL)

**Transport and Advanced Logistics *including but not limited to:***

- Aircraft Maintenance & Registration
- Merchant Shipping
- Ship Modification & Registration
- Ship Management / Ship Repair
- Yachting Crew Training
- Yachting / Super Yachting Services

**Science, Technology, Engineering/Environment and Mathematics (STEM) including but not limited to:**

- Bioscience
- Chemistry
- Computer Science and Technology
- Engineering and Computing
- Engineering and Technology
- Food Science
- Mathematics Specialists Teachers (MaST)
- Physics
- Science and Technology

### **11.5 ESF Publicity Obligations**

ENDEAVOUR may be part financed by the European Union Operational Programme II- (ESF) 2014 – 2020 “Investing in human capital to create more opportunities and promote the wellbeing of society”. Since the thesis may be part financed through Operational Programme II, the ESF Logo, the EU Flag, the National Flag of Malta and the co-financing test are to feature on the first page of the thesis, Moreover as per section 14.23, all publications arising from the degree being sponsored by the ENDEAVOUR shall reflect the following acknowledgement of the first page of the thesis: The research work disclosed in this publication is partially funded by the ENDEAVOUR Scholarships Scheme. “The scholarship may be part-financed by the European Union – European Social Fund”

### **11.6 Value of Awards and Payments**

#### **11.6.1 Programmes / Courses at MQF Level 7:**

- **Distance learning and Part-time Programmes /Courses of study:**  
For Programmes/courses provided by a Recognised Institution through distance learning/part-time, the Scholarship grant shall cover tuition fees and bench fees **only**. The amount to be paid is up to eight thousand euro (€8,000) for the whole duration of the course.
- **Full-time Programmes / Courses:**  
For Programmes/courses provided by a Recognised Institution on a full-time basis, the Scholarship grant shall cover tuition fees, bench fees and maintenance costs (if applicable) up to eight thousand euro (€8,000) per annum as specified on the ULA. In the case where tuition fees and bench fees amount to five thousand and five hundred (€5,500) or less, the maintenance grant cannot exceed two thousand and five hundred euro (€2,500) per annum. Where tuition fees and

bench fees amount to eight thousand euro (€ 8,000) or more no maintenance grants will be paid since the whole grant will be absorbed to the maximum in tuition fees and bench fees. If tuition fees and bench fees are more than five thousand and five hundred euro (€ 5,500) but less than eight thousand euro (€ 8,000) only the difference will be paid as maintenance grant.

The whole grant shall be calculated on a pro-rata basis for the whole duration of the course based on the number of months. Maintenance grant if applicable shall be paid in two instalments during each academic year.

- Tuition fees and/or bench fees are to be paid by the Scholarships Awardees directly to the Recognised Institution. The fees paid by the student shall be reimbursed on receipt of both the Recognised Institution invoice and the original official receipt of payment or equivalent (i.e. receipted invoice where applicable) issued by the receiving Recognised Institution. Awardees are bound to provide a Bank statement as proof of payments. However, should the need arise, payments may be made directly to the Recognised Institution by the ENDEAVOUR Scholarships Scheme Office subject to the approval by Project Leader/MEDE and on receipt of original invoice.

#### 11.6.2 **Programmes / Courses at MQF Level 8:**

- **Full-time Programmes / Courses:**

For Programmes/ Courses provided by a Recognised Institution on a full-time basis **ONLY**, the Scholarship grant shall cover tuition fees, bench fees and maintenance costs up to ten thousand and five hundred euro (€10,500) per annum. In the case where tuition fees and bench fees amount to eight thousand euro (€ 8,000) or less, the maintenance grant cannot exceed two thousands and five hundred euro (€2,500) per annum. Where tuition fees and bench fees amount to ten thousand and five hundred euro (€10,500) or more no maintenance grants will be paid since the whole grant will be absorbed to the maximum in tuition fees and bench fees. If tuitions fees and bench fees are more than eight thousand euro (€ 8,000) but less than ten thousand and five hundred euro (€10,500) only the difference will be paid as maintenance grant.

The whole grant shall be calculated on a pro-rata basis for the whole duration of the course based on the number of months. Maintenance grant if applicable shall be paid in two instalments during each academic year.

- Tuition fees and/or bench fees are to be paid by the Scholarships Awardees directly to the Recognised Institution. The fees paid by the student shall be reimbursed on receipt of both the Recognised Institution invoice and the original official receipt of payment or equivalent (i.e. receipted invoice where applicable) issued by the receiving Recognised Institution and bank statement showing rate of exchange (where applicable). However, should the need arise, payments maybe made directly to the Recognised Institution by the ENDEAVOUR Scholarships

Scheme Office subject to the approval by Project Leader/MEDE and on receipt of original invoice.

11.7 The ENDEAVOUR Scholarships Scheme Board may consider extension for completion of studies. **ONLY one Extension** beyond the completion date indicated on the scholarship agreement may be considered by ENDEAVOUR Scholarships Scheme Board. Any request for extensions are to be addressed to the ENDEAVOUR Scholarships Scheme Board supported by the approval of the Recognised Institution. Any request for extension is at the discretion of the ENDEAVOUR Scholarships Scheme Board to approve or otherwise. During the extension period, no funds will be allocated or paid.

11.8 Payments of Scholarships grant are effected as follows:

- For full-time studies, the payment for tuition fees and / or bench fees is effected to the Awardee's Bank Account (or to the Recognised Institution) at the beginning of each Academic Year. The payment of maintenance grant (if applicable) is split in two instalments: 50% at the beginning of an academic year and the remaining 50% after a satisfactory mid-academic year report by the supervisor is presented. For part-time and distance learning programmes, the payment is split equally on the number of course years. Payments are effected to the Awardee at the beginning of each Academic Year.

## 12. Types of Scholarships under Group B

12.1. Applicants must be applying to read either for a programme of study leading to a qualification at MQF Level 7<sup>3</sup> or a programme of study leading to a qualification at MQF Level 8<sup>4</sup>.

12.2. Applicants awarded a scholarship shall be available to commence their programme/course leading to a qualification at MQF Level 7 or a qualification at MQF Level 8 throughout 2016 but not later than 31 December, 2016.

12.3. Applicants who have **already started** their programme/course prior 2016 will also be considered to apply **under Group B Priority Areas BUT the end date of their study must be in 2017 or after**. In such case, the Applicant is eligible for funding from the current academic year (2016/2017) onwards. The Applicant is still obliged to

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<sup>3</sup> For further information about the Malta Qualification Framework, contact the National Commission for Further and Higher Education or visit the website <http://www.ncfhe.org.mt/>. For comparative purposes, MQF level 7 is equivalent to ISCED Level 7. For more information on the International Standard Classification of Education (ISCED 2011), visit the link: <http://www.uis.unesco.org/Education/Documents/isced-2011-en.pdf>.

<sup>4</sup> For further information about the Malta Qualification Framework, contact the National Commission for Further and Higher Education or visit the website <http://www.ncfhe.org.mt/>. For comparative purposes, MQF level 8 is equivalent to ISCED Level 8. For more information on the International Standard Classification of Education (ISCED 2011), visit the link: <http://www.uis.unesco.org/Education/Documents/isced-2011-en.pdf>.

submit a ULA / Registration Letter as per Clause 3.32 by **Tuesday, 13 September, 2016 at 4.00 p.m. (local time)**, whereby the Recognised Institution must declare as well the number of academic years remaining to complete the programme of study and a progress report of the Applicant carried so far. The amount of funding which is eligible is worked out on pro rata in accordance with Clauses 3.27 and 12 of these Regulations, based on if the Scholarship was awarded to cover the whole programme of study.

## **12.4 Levels of programmes / courses eligible include:**

### **12.4.1 Programmes / Courses at MQF Level 7:**

- ENDEAVOUR Scholarships Scheme shall support full-time Programmes of Study equivalent to MQF Level 7 of up to a maximum duration of four (4) years.
- ENDEAVOUR Scholarships Scheme shall support also part-time / distance learning programmes of Study equivalent to MQF Level 7 of up to a maximum duration of five (5) years.
- Joint degrees or split-site programmes may be considered as long as documentation is provided indicating the one, leading degree awarding institution.

### **12.4.2 Programmes / Courses at MQF Level 8:**

- ENDEAVOUR Scholarships Scheme shall support full-time Programmes of Study equivalent to MQF Level 8 of up to a maximum duration of five (5) years.
- ENDEAVOUR Scholarships Scheme shall support also part-time / distance learning programmes of Study equivalent to MQF Level 8 up to a maximum duration of seven (7) years.
- Joint degrees or split-site programmes may be considered as long as documentation is provided indicating the one, leading degree awarding institution.

## **12.5 Group B Priority Areas**

**12.5.1 The ENDEAVOUR Scholarships Scheme offers different bursaries to address areas of national priorities partially funded by the Government of Malta through local funds.**

The scheme is primarily aimed to finance studies in the following areas hereby referred as:

### **Management and Administration *including but not limited to:***

- Business and Government
- Cultural Management
- Industrial Relations
- Financial Management
- HR Management / Training & Development
- Leadership
- Operations Management
- Project Management
- Public Management
- Public Policy
- Public Procurements
- Quality Assurance

### **Education *including but not limited to:***

- Archiving
- Classroom Management
- Digital Literacy
- Early Years
- Inclusive Education
- Languages

### **Green Economy *including but not limited to:***

- Aquaculture
- Architectural Design
- Energy Technology
- Green Engineering
- Landscaping
- Material Sciences
- Resource Efficient Buildings
- Transport

**Health including but not limited to:**

- Active and Health Aging
- Aging & Dementia
- Community Nursing & Midwifery
- Dietetics / Food study
- Geriatric Nursing
- Health Psychology
- Operating Theatre Nursing
- Orthopaedic Nursing
- Pre-Hospital Care
- Health Promotion and Health Education
- Vascular Ultrasound

**High Value Added Manufacturing including but not limited to:**

- Optimisation of resource use, energy efficiency, automation
- Process and Design
- Product development and prototyping

**ICT including but not limited to:**

- Health
- Digital Gaming
- Maritime

**Veterinary Services: including but not limited to:**

- Veterinary Sciences
- Veterinary Services

**Other Programme Titles may be considered under Group B**

**12.6 Locally Funded Scholarships Publicity Obligations**

12.6.1 Since Awardees beneficiaries of the ENDEAVOUR Scholarships Scheme under the above Priority Areas (Group B) will be funded through local funds all publications arising from the programme being sponsored by ENDEAVOUR Scholarships Scheme shall reflect the following acknowledgement on the first pages of the thesis: “The research work disclosed in this publication is partially/fully funded by the ENDEAVOUR Scholarships Scheme”.

## 12.7 Value of Awards and Payments

### 12.7.1 Programmes / Courses at MQF Level 7:

- **Distance learning/Part-time Programmes / courses:** For Programmes of study provided by a Recognised Institution through distance learning, the Scholarship grant shall cover tuition fees and bench fees **only**. The amount to be paid is up to eight thousand euro (€8,000) for the whole duration of the course.
- **Full-time Programmes / Courses:**  
For Programmes of study provided by a Recognised Institution on a full-time basis, the Scholarship grant shall cover tuition fees, bench fees and maintenance costs up to eight thousand euro (€8,000) per annum as specified on the ULA. In the case where tuition fees and bench fees amount to five thousand and five hundred euro (€5,500) or less, the maintenance grant cannot exceed two thousand and five hundred euro (€2,500) per annum. Where tuition fees and bench fees amount to eight thousand euro (€8,000) or more no maintenance grants will be paid since the whole grant will be absorbed to the maximum in tuition fees and bench fees. If tuitions fees and bench fees are more than five thousand and five hundred euro (€5,500) but less than eight thousand euro (€8,000) only the difference will be paid as maintenance grant.

The whole grant shall be calculated on a pro-rata basis for the whole duration of the course based on the number of months. Maintenance grant if applicable shall be paid in two instalments during each academic year.

- Scholarships Awardees who pay part or the full tuition fees and/or bench fees to a Recognised Institution, the fees paid by the student shall be reimbursed on receipt of both the Recognised Institution invoice and the original official receipt of payment or equivalent (i.e. receipted invoice where applicable) issued by the receiving Recognised Institution and bank statement showing rate of exchange (where applicable). However, should the need arise, payments maybe made directly to the Recognised Institution by the ENDEAVOUR Scholarships Scheme Office subject to the approval by Project Leader/MEDE and on receipt of invoice.

### 12.8 Programmes / Courses at MQF Level 8:

- **Distance learning / Part-time Programmes / Courses:** For Programmes of study provided by a Recognised Institution through distance learning / part-time, the Scholarship grant shall cover tuition fees and bench fees **only**. The amount to be paid is up to twenty thousand euro (€20,000) for the whole duration of the course.

▪ **Full-time Programmes / Courses:**

For Programme of Studies / Courses provided by a Recognised Institution on a full-time basis, the Scholarship grant shall cover tuition fees, bench fees and maintenance costs up to ten thousand five hundred euro (€10,500) per annum. In the case where tuition fees and bench fees amount to eight thousand euro (€ 8,000) or less, the maintenance grant cannot exceed two thousand and five hundred euro (€2,500) per annum. Where tuition fees and bench fees amount to ten thousand and five hundred euro (€10,500) or more no maintenance grants will be paid since the whole grant will be absorbed to the maximum in tuition fees and bench fees. If tuitions fees and bench fees are more than eight thousand euro (€ 8,000) but less than ten thousand and five hundred euro (€10,500) only the difference will be paid as maintenance grant.

The whole grant shall be calculated on a pro-rata basis for the whole duration of the course based on the number of months. Maintenance grant if applicable shall be paid in two instalments during each academic year.

- Scholarships Awardees who pay part or the full tuition fees and/or bench fees to a Recognised Institution , the fees paid by the student shall be reimbursed on receipt of both the Recognised Institution invoice and the original official receipt of payment or equivalent (i.e. receipted invoice where applicable) issued by the receiving Recognised Institution. Awardees are bound to provide a bank statement as proof of payments. However, should the need arise, payments maybe made directly to the Recognised Institution by the ENDEAVOUR Scholarships Scheme Office subject to the approval by Project Leader/MEDE and on receipt of invoice.

12.9 The ENDEAVOUR Scholarships Scheme Board may consider extension for completion of studies. **ONLY one Extension** beyond the completion date indicated on the scholarship agreement may be considered by ENDEAVOUR Scholarships Scheme Board. Any request for an extension is to be addressed to the ENDEAVOUR Scholarships Scheme Board supported by the approval of the Recognised Institution. Any request for extension is at the discretion of the ENDEAVOUR Scholarships Scheme Board to approve or otherwise. During the extension period, no additional funds will be allocated or paid.

12.10 Payments of Scholarships grant are effected as follows:

- For full-time studies, the payment for tuition fees and / or bench fees is affected to the Awardee's Bank Account at the beginning of each Academic Year. The payment of maintenance grant (if applicable) is split in two instalments: 50% at the beginning of an academic year and the remaining 50% after a satisfactory mid-academic year report by the supervisor is presented. During the final year of studies, the second instalment of the maintenance grant (if applicable) is affected

on presentation of the final official results. The results are to be presented to the ENDEAVOUR Scholarships Office.

- For part-time and distance learning programmes, the payment is split equally on the number of course years. Payments are affected to the Awardee at the beginning of each Academic Year, except for the last instalment. Authorisation of the last instalment is affected when the Awardee presents the final official results to the ENDEAVOUR Scholarships Office.

### **13 Additional allowances for Programmes / Courses falling under both Group A and Group B:**

#### **13.1.1 Scholarship Awardees studying abroad:**

For an Awardee selected by the ENDEAVOUR Scholarships Scheme Board and who is following full-time studies in a foreign Recognised Institution outside Malta, a **Study Abroad Allowance** of two thousand and five hundred euro (€2,500) per annum is awarded. This amount shall be in addition to the amounts mentioned above and shall be given to cover additional costs related to studying abroad - provided that studying abroad shall mean, resident abroad (that is outside Malta) throughout the programme of studies. Proof of residence abroad must be provided from time to time. The Board reserves the right to ask the applicant for any further evidence of his/her residence abroad and if such further evidence is not forthcoming, the Board may decide to demand a refund of this allowance if already paid. The Awardee is entitled to such an allowance if he / she presents an Original Boarding Pass, an e-ticket showing details of flight and destination as well as completing the declaration on the form entitled "Confirmation of Residence Form" which is to be filled on signing of the Agreement. For further definition of Study Abroad Allowance, please consult Clauses 3.27 and 3.30 of these Regulations.

In addition to the above, Awardees following Part time or Distance Learning programmes / courses who during the course of their studies are required to attend sessions physically on campus at the foreign Institution as indicated on their ULA or on their programme of study will be entitled to two hundred Euro (€200) per visit abroad subject to the provision of boarding passes and a letter of confirmation from their respective Institution confirming the purpose of their visit, up to a maximum of two thousand and four hundred Euro (€2,400) over a 12 month period.

#### **13.1.2 Scholarship Awardees with Children:**

For an Awardee with children or otherwise has legal custody of children and who is following a full-time course, a child allowance is payable at the rate of one thousand and one hundred seventy euro (€1,170) per annum for the first child, and seven hundred euro (€700) per annum for any additional child under the age of sixteen (16), provided they are residing with their parent/s. This grant is payable in addition to the amounts above specified. This allowance is paid to one of the awardees when both parents / legal guardians are in receipt of an award from this or any other scholarship scheme by the Malta Government,

or partly-financed by the Malta Government. Proof of where is the residence of the child/children has to be presented in order for this allowance to be paid. Other documents may be requested by the ENDEAVOUR Office as may be deemed necessary.

#### 13.1.3 Scholarship Awardees who are married / in Legal Civil Union:

An Awardee who is married / in Legal Civil Union, and awarded a Scholarship in a foreign Recognised Institution whose campus is outside Malta and the studies are performed outside Malta on full time basis, an Additional Allowance of €2,330 per annum is payable provided that both members of this legally recognised union are residing together at the same address in Malta on the closing date of Applications, and continue to reside together abroad during the programme of studies. Proof that Awardee and the other spouse / legal civil union member is living abroad has to be provided from time to time throughout the whole scholarship. The additional allowance shall be paid prorata when spouse / the member of the legally recognised union is not abroad throughout the whole programme of studies. Please consult Clause 3.30 on how this Allowance is worked out. Other documents may be requested by the ENDEAVOUR Office as may be deemed necessary.

#### 13.1.4 Gozo residents studying in Malta

Awardees who reside in Gozo, following a full-time programme/course at University of Malta and awarded a Scholarship, shall be entitled to additional maintenance supplement of one thousand and fifty euro (€1,050) per annum for the duration of the course. In order to benefit from this additional allowance, applicant shall present a School Leaving Certificate and/or Secondary School Certificate and Profile from any Gozo Secondary School and/or Gozo Sixth Form which certificate/s shows that the applicant attended at least three (3) years in a school in Gozo.

#### 13.1.5 Awardees with Disability:

Scholarship Awardees with a disability taking up full-time on-campus studies abroad may also request in advance an additional subsidy to contribute towards the added expenses incurred in relation to their impairment. Every such request shall be evaluated by the ENDEAVOUR Scholarships Scheme Board on a case by case basis. The maximum amount that the ENDEAVOUR Scholarships Scheme Board can refund is up to two thousand euro (€2,000) per annum, against original receipts to support the reimbursement.

Awardees with a disability that may hinder their free movement, who take up studies on part-time / distance learning, at a foreign HEI (including a University / Awarding Body) and may be required to attend visits abroad as an integrated part of their studies, may be eligible for a maximum refund of two thousand euro (€2,000) for their entire studies against original receipts to support the

claims. Such cases will be examined by the ENDEAVOUR Scholarships Scheme Board and the eligibility for such funding will be determined on a case by case basis.

## **14 General Conditions of Award for both Category A and B**

14.1 The general conditions in this section apply to all Applicants under the scheme and to all Scholarship Awardees.

### **Application stage**

14.2 Applicants shall be expected to seek prior visa approval (where applicable) for any proposed studies abroad.

14.3 Full time Awardees shall need to seek approval beforehand from the ENDEAVOUR Scholarships Scheme Board of **any** commitment of employment during the duration of their studies. Unapproved employment shall be deemed to be a breach of these Regulations and the Agreement signed between the Scholarship Awardee and the Project Leader and shall lead *ipso facto* to the termination of the Scholarship and the obligation on part of the Awardee to reimburse all the Amounts awarded until such time.

14.4 Without prejudice to Clause 14.3 above, Scholarship Awardees retaining more than twenty (20) hours per week 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 award and refund of any Amounts paid by then. For the purpose of these Regulations, a Scholarship Awardee who is on approved paid or unpaid leave shall not be deemed to have retained the said hours per week of employment contemporarily to the studies/research. For the avoidance of doubt, any Scholarship Awardee who notwithstanding the fact that he / she was granted paid or unpaid leave, engages himself/herself in employment or any other work including voluntary work, exceeding twenty (20) hours per week, shall be in breach of this Clause and the provisions of Clause 12.3 shall *mutatis mutandis* apply. Applicants and Scholarship Awardees are to inform and seek approval of the ENDEAVOUR Scholarships Scheme Board in advance. Provided that this Clause does not apply for those students awarded a Scholarship for a programme on a part time basis or distance learning.

14.5 Full time Awardees who are intending to work part-time or already engaged in part time employment including voluntary work not exceeding twenty (20) hours per week, are required to inform and to seek the approval of the ENDEAVOUR Scholarships Scheme Board in writing. This Clause applies also to self employed persons. An affidavit needs to be presented by the Awardee in case of the latter.

14.6 In the case of Awardees who are employed on full-time employment contracts and receiving paid leave of absence or full pay with a reduced load, the grant shall be

restricted to cover only tuition fees and bench fees. In such cases, no maintenance grants and no additional allowances shall be allocated.

- 14.7 Supplementary Scholarship awards or supplementary grants for the same course of programme of studies must be declared at the point of interview or before formally accepting the other awards. All declarations require approval from the ENDEAVOUR Scholarships Scheme Board. Any unapproved supplementary Scholarship awards or supplementary grants additional to ENDEAVOUR Scholarships Scheme for the same course or programme shall be deemed to be in breach of the agreement. As a result, cancellation of award and refund of all funds granted by then shall be required by the ENDEAVOUR Scholarships Scheme Board. The Board considers this as fraud and may proceed with a criminal liability suit against such Awardees.
- 14.7.1 When a Supplementary Scholarship award or Supplementary Grant covers in full Tuition Fee and/or Bench Fee, then ENDEAVOUR Scholarships Scheme shall not cover for the Tuition Fee and/or Bench Fee.
- 14.7.2 When a Supplementary Scholarship award or Supplementary Grant covers part of the Tuition Fee and/or Bench Fee, then ENDEAVOUR Scholarships Scheme shall cover the remaining part of the Tuition Fee and/or Bench Fee not covered, provided that the thresholds in Article 11 are not exceeded.
- 14.7.3 When a Supplementary Scholarship award or Scholarship Grant is not intended to cover Tuition Fee and/or Bench Fee, then the ENDEAVOUR Scholarships Scheme Board shall reserve the right to revise the amount of the Endeavour Scholarships Scheme grant.
- 14.7.4 When a programme of study / course at the University of Malta or the Malta College for Science and Technology (MCAST) is eligible for any Grant (including Maintenance Grant and/or Stipend) from local funds, the amount of the grant is deducted from the eligible Maintenance Grant under this scheme.

### **Provisional Award stage**

- 14.8 Applicants will be notified of their ranking by the ENDEAVOUR Scholarships Scheme Board.
- 14.9 The Awardee shall be given a draft Agreement that stipulates the terms and conditions of such Award. The ENDEAVOUR Scholarships Scheme Board reserves the right to review and cancel the provisional award if new information reveals any change in information or conditions which renders the provisional Awardee ineligible for the Scholarship Award.
- 14.10 The Awardee shall conclude and sign the Agreement by not later than three (3) months after the commencement of studies or the publication of rankings, whichever comes last unless otherwise justified. Failure to present signed Agreement by the prescribed date shall lead to the award being awarded to others according to their respective ranking. As part of the signing of Agreement, the Awardee shall be required to fill in a number of forms, including, TR/S-9, the Confirmation of

Residence Form, the Employment History Form (where applicable) and other forms that may be communicated by the Project Leader.

- 14.11 Shall any conflict arise between the interpretation of clauses in the Regulations and the Agreement, the Regulations shall prevail.
- 14.12 The Awardee shall be expected to take up the Scholarship award from the date stated by the ENDEAVOUR Scholarships Scheme Board in the Agreement. If for any reason, the Applicant cannot commence his/her studies on the date stated in the Agreement, or requires a different start date s/he is duty bound to inform the ENDEAVOUR Scholarships Scheme Board as soon as possible. The ENDEAVOUR Scholarships Scheme Board reserves the right, on notification of such intention, to review the start date or else to cancel the Scholarship should the changes imply postponing the start date in breach of Clause 11.2 and 12.2.
- 14.13 The ENDEAVOUR Scholarships Scheme Board reserves the right to publish the names of Applicants provisionally selected for Scholarships on the website of the Ministry for Education and Employment and on the main notice board of the Education Information Unit, Education Building, Floriana. In applying for an award, the Applicant gives consent for such publication in the event that his/her application is successful.

#### **Contracted award stage**

- 14.14 The ENDEAVOUR Scholarships Scheme Board reserves the right to publish the names of Scholarship Awardees on the website [www.myscholarship.gov.mt](http://www.myscholarship.gov.mt).
- 14.15 Scholarships cannot be extended to enable the Awardee to complete an additional or higher qualification other than that for which the selection was made.
- 14.16 Awardees cannot engage themselves in other programmes of studies than the one being sponsored for under this scheme during the time of the scholarship.
- 14.17 Any intellectual property including patents directly arising from or derived from the research work funded by the Scholarship and carried out by the Awardee shall be covered by an Intellectual Property Rights (IPR) agreement that acknowledges that the research work carried out, is partially funded by the European Social Fund.
- 14.18 The ENDEAVOUR Scholarships Scheme shall not seek to obtain any rights in intellectual property owned by the Recognised Institution and/or the Awardee.
- 14.19 On award of a Scholarship, the Project Leader of the ENDEAVOUR Scholarships Scheme shall make information obtained available to public authorities for accountability purposes.
- 14.20 Awardees who are found to have given false information or who have in any manner withheld information that would have influenced the awarding of the Scholarship and/or any grants in accordance with these Regulations, shall be immediately disqualified and shall be asked to reimburse any expenses and money granted to them or on their behalf. The Board may proceed with a criminal liability suit, without prejudice to any civil action for damages, against such Awardees.

## **Progress and completion**

- 14.21 Every six (6) months, Scholarship Awardees shall ask their faculty supervisor to submit to the Project Leader a short statement confirming progress and attendance of the Awardee. Failure to receive this information could lead to a halt in payments of further instalments of the Scholarship.
- 14.22 Should an Awardee finish his/her programme of Study / course prior to the completion date indicated in his/her Scholarship Agreement, he/she will be required to refund the Maintenance Grant and other allowances paid in excess following the new completion date communicated by the HEI to the **ENDEAVOUR** Scholarships Scheme Office.
- 14.23 On completion of the studies, the final report (which has to be received by the ENDEAVOUR Office direct from the institution), the thesis /dissertation / research work / project in soft copy format, as well as a hard copy of the Transcript and the Official Certificate awarding the Degree, shall be submitted to the ENDEAVOUR Scholarships Scheme Board within two (2) months from the award of the qualification.
- 14.24 By accepting an ENDEAVOUR Scholarship, the Awardees shall be accepting that the Programme Implementation Directorate – MEDE shall have the right to publish all publications by Scholarship Awardees, including any publication arising from the thesis which shall be sent in electronic format to the ENDEAVOUR Scholarships Scheme Board, within thirty (30) days of being made public to be uploaded on the Scholarships Unit Portal created for such purpose.
- 14.25 Awardees shall 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 ENDEAVOUR Scholarships Scheme and that the scholarship may be part-financed by the European Union – European Social Fund (for Category A) while in the case of Category B that the scholarship is being funded out of National Funds. Such articles may be published on the website of the Programme Implementation Directorate. Awardees shall present a soft copy of the article.

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

- 15.1 Scholarship Awardees who for any reason discontinue their studies shall inform the Endeavour Scholarships Scheme Board in writing immediately.
- 15.2 The Endeavour Scholarships Scheme Board shall on thirty (30) days written notice terminate the award if -
- the Applicant's progress is deemed unsatisfactory by the Recognised Institution;
  - the Applicant discontinues the Studies; and/or
  - an Applicant 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.

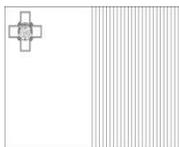
- 15.3 When an Awardee has the Scholarship award terminated under conditions stipulated in Clause 15.2, the ENDEAVOUR Scholarships Scheme Board shall determine the amount to be reimbursed. The refund has to be made within three (3) months of failing the course or failing to complete the course of studies as the case may be.
- 15.4 Awardees shall not be deemed to be in breach of these regulations **ONLY in case of serious illness** and death of the awardee. In case of serious illness, the awardee needs to provide medical certificates and testimonials to the ENDEAVOUR Board. Thus, awardees who cannot pursue further studies due to serious illness might be required to refund grants on a pro-rata basis as approved by and at the discretion of ENDEAVOUR
- In such situations, the Scholarship Awardee shall provide justifiable explanation as to why the course was not completed or why the Scholarship Awardee failed to obtain the qualification. Documented evidence, medical certificates and testimonials must accompany each claim. The ENDEAVOUR Scholarships Scheme Board shall in no way be bound to waiver all claims put forward. The ENDEAVOUR Scholarships Scheme Board reserves the right to appoint its own expert, be it medical or otherwise, to advise and assess the case of the claimant.

## 16 Information

- 16.1 For further queries and information please contact:

**ENDEAVOUR Scholarships Scheme Office**  
**Scholarships Unit - Programme Implementation Directorate**  
**Room 163,**  
**Education Building**  
**Ministry for Education & Employment**  
**Great Siege Road,**  
**Floriana, VLT 2000**  
**Telephone: (+356) 25982230/ 25982433/ 25982250 / 25982127 / 25982390 / 25982263**  
**Email: [endeavour.mede@gov.mt](mailto:endeavour.mede@gov.mt)**  
**Website: [www.myscholarship.gov.mt](http://www.myscholarship.gov.mt)**

**Please note that the official website of ENDEAVOUR Scholarships Scheme is found on [www.myscholarship.gov.mt](http://www.myscholarship.gov.mt). Neither the ENDEAVOUR Scholarships Scheme Board, nor the Programme Implementation Directorate, shall assume any responsibility for any incorrect information found on other websites as regards the ENDEAVOUR Scholarships Scheme.**



European Union - European Structural and Investment Funds  
Operational Programme II – Cohesion Policy 2014 - 2020  
*Investing in human capital to create more opportunities and promote  
the well being of society*  
Scholarships may be considered for part-financing  
by the European Union  
European Social Fund (ESF)  
Co-financing rate: 80% EU Funds; 20% National Funds

