



# Kunsill dwar il-Professjoni tal-Għalliema f'Malta Council for the Teaching Profession

Direttorati tal-Edukazzjoni, Uffiċċju Livell -1  
Triq l-Assedju l-Kbir, Floriana VLT 2000, Malta.  
Tel: 2598 2440/2457, eMail: [ctpmalta@gov.mt](mailto:ctpmalta@gov.mt)

## APPLICATION FOR A TEACHER'S WARRANT

Date: \_\_\_\_\_

The Hon. Minister of Education,

I, the undersigned, hereby apply for a \*Teacher's warrant in terms of

Article 24  Article 41  of the Education Act Chapter 327.

I hereby declare that I have read the guidelines for the completion of this application form and confirm that the information I have declared herein is accurate and complete.

I also declare that there is nothing that relates to my conduct, character or behaviour which precludes the issue or the holding of a Teacher's Warrant.

I furthermore declare that I have read and understood the Teachers Code of Ethics and Practice, as published by Legal Notice 414 of 2012<sup>1</sup>. In the event that I am awarded the Teacher's Warrant, which is the subject of this application, I hereby undertake to be guided by the principles outlined in the abovementioned Teachers' Code of Ethics and Practice for as long as I am a holder of the said Teacher's Warrant.

\_\_\_\_\_  
Signature of Applicant

\*Refer to Guidelines – [www.teachingprofession.gov.mt](http://www.teachingprofession.gov.mt)

### Section A: Particulars

1. Name and Surname \_\_\_\_\_
2. Title: Mr/Ms/Fr/Sr/Bro/Dr \_\_\_\_\_
3. Maiden Surname \_\_\_\_\_
4. Grade: Teacher/Supply Graduate Teacher \_\_\_\_\_
5. Nationality \_\_\_\_\_
6. Identity Card Number \_\_\_\_\_
7. Postal Address \_\_\_\_\_
8. Email: \_\_\_\_\_
9. Tel. \_\_\_\_\_
10. Mob. No. \_\_\_\_\_
11. I am in possession of a Temporary Warrant: YES/NO Temporary Warrant No. \_\_\_\_\_
12. To be completed by applicants who are non EU Nationals
  - (a) Passport Number \_\_\_\_\_
  - (b) National Insurance No. \_\_\_\_\_
  - (c) ETC Work Permit \_\_\_\_\_

<sup>1</sup> Subsidiary Legislation 327.02

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**Section B: Qualifications**

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## 13. UNIVERSITY DEGREES

Full Title

University

Date

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## 14. ADVANCED MATRICULATION OR EQUIVALENT

Subject

Examination Board

Grade

Date

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## 15. INTERMEDIATE OR EQUIVALENT

Subject

Examination Board

Grade

Date

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## 16. SECONDARY EDUCATION CERTIFICATE MATRICULATION OR EQUIVALENT

Subject

Examination Board

Grade

Date

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## 17. OTHER QUALIFICATIONS

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## Section C: Teaching Experience

### 18. TEACHING EXPERIENCE <sup>1</sup>

School	Date of commencement	Termination Date	Level <sup>2</sup> & Grade	Subject

<sup>1</sup> Excludes teaching practice during B.Ed/PGCE

<sup>2</sup> Level refers to (P) Primary (S) Secondary

### 19. UNPAID LEAVE<sup>3</sup> (If not applicable denote 'NIL')

School	Commencement date of Unpaid leave	Termination date of Unpaid leave	Grade

<sup>3</sup> To include unpaid leave taken in former schools. This should be accompanied by an official statement from school concerned.

## Section D: Declaration

### 20. DECLARATION BY **HEAD OF SCHOOL STATE** AND **NON STATE**

**SCHOOL:** \_\_\_\_\_

I declare that Ms/Mr \_\_\_\_\_ is currently employed at the above school as **Teacher/Supply Graduate Teacher and confirm contents of Section C, para 18 and 19.**

**Date:** \_\_\_\_\_ **Signature of Head:** \_\_\_\_\_

**Name in full:** \_\_\_\_\_

**Rubber Stamp of Head of School:**

*The Council for the Teaching Profession reserves the right to verify information provided in Section C.*

## Section E: For Office Use Only

### 21. RECOMMENDATION

The Hon. Minister of Education,

Having considered the merits of the application in hand, the Council for the Teaching Profession recommends the issue of a teacher's warrant under Art. 24/ Art 41 with the following qualifications: \_\_\_\_\_.

Warrant No. (Rubber Stamp)

\_\_\_\_\_ Secretary to Council

\_\_\_\_\_ Date of Issue

## Section F: Important Notes

The Ministry of Education uses the information submitted in this application form for the issue of a teacher's warrant in accordance with the relevant provisions of the Education Act Chapter 327. This information is accessed by the Council and any personnel involved in such processing to evaluate your application. The Council may also acquire information from third parties including other government departments and authorities, to prevent or detect crime or to protect public funds in other ways as permitted by law. No personal information will be disclosed to anyone besides the Ministry of Education unless the law permits us to.

All data is collected and processed in accordance to the Data Protection Act 2001 and other subsidiary legislation.

### THE APPLICATION SHOULD INCLUDE:

- A recent original Police Conduct or Police Records Search (for private candidates and Non State Schools only);
- Qualifications claimed in application {Section B (13 – 17)} must be supported by photocopies. Photocopies of **ALL** qualifications declared are to include certificate of Degree and Europass Diploma Supplement/official detailed transcript. **All copies are to be personally signed as certified true copies of the original document by the Head of School or by the Secretary of the Council for the Teaching Profession. Heads of School are to include their personal rubberstamp. The first three pages of the Europass Diploma Supplement containing personal data need to be certified.**
- It is the responsibility of the applicants, in possession of qualifications awarded by foreign Universities/tertiary education or other institutions, to produce a recognition statement on comparability of qualifications issued by the Malta Qualifications Recognition Information Centre (MQRIC).

### FOR CHURCH AND INDEPENDENT SCHOOLS ONLY

- Approval form for the current scholastic year issued by Education Regulatory Compliance Section, Directorate for Quality and Standards in Education, is to be attached to the application form;
- A recent original Police Conduct; and the
- ETC Employment History (only in case of applying under Article 24).

### APPLICATIONS FOR NON MALTESE NATIONALS

Non Maltese Nationals applying for a Teacher's Warrant are requested to present:

- a Certificate of Citizenship or ETC Work Permit;
- a Police Records Search from country of origin;
- an official declaration that applicant is listed on the register of teachers of his/her country of origin and that he/she has been favourably reported on during his/her teaching career.

**All sections of this application form are to be completed in full otherwise the application will not be processed.**

The application, together with the relevant documents is to be addressed to:

The Secretary  
Council for the Teaching Profession  
Education Directorates, Office Level -1,  
Great Siege Road, Floriana VLT 2000.

Tel: 25982440/2457

Email: [ctpmalta@gov.mt](mailto:ctpmalta@gov.mt)

Website: <http://www.teachingprofession.gov.mt>