



L-Università
ta' Malta

Office of the Registrar
Admissions & Records Office

Guidance for applicants presenting overseas qualifications

Admissions 2024/25



Semester Dates

The Opening Ceremony for the new academic year is on **Monday 30 September 2024**.

The first semester for first year undergraduate and postgraduate students starts on **Monday 30 September 2024**.

The Academic Calendar and other important Semester Dates are available at

↖ um.edu.mt/study/datesdeadlines/importantdates

Activate the UM IT Account

All accepted applicants can activate their UM IT account using their e-ID account. Following activation, you will be allocated a University email address and given access to other IT facilities and services offered at the University.

You can activate your UM IT Account (or reset your password) from any computer connected to the Internet by following the instructions available at:

↖ um.edu.mt/itservices/activate

Please note that you can also activate the UM IT Account by logging in to any IT Services workstation (found at various locations on campus, including the IT Services Building and Main Library) using the Username: **newuser** & Password: **newuser**.

Download My UM App

My UM is the official app of the University of Malta, and is available for Android and iOS devices. My UM features key information such as UM services opening hours, staff directory, the Msida campus map, as well as access to various services and personalised information. As a student at UM, the app will keep you in the know about UM news and events, assignment deadlines, your results, library services, VLE, eSIMS, student card and other useful information. Download My UM from:

↖ um.edu.mt/myum

University Mail

It is important that you start monitoring any emails sent to your UM email address. Any notices sent to you on your University email address are considered as official notices duly published.

eSIMS

The eSIMS portal allows you to view your personal details, registration for study-units, results and other course information.

International Office

We advise you visit the International Office website to access general information relevant to you as a new international student.

➤ um.edu.mt/international/students

Orientation Session

The International Office looks forward to welcoming you, as a new international student, to our orientation session. Our session is designed to help you settle in and orientate yourself in your new surroundings on campus.

Please visit our website for updates on orientation dates and other information:

➤ um.edu.mt/international/students/orientationsessions

Acceptance on Course and Deposit Fee

If you are a non-EU/EEA student you are requested to pay a deposit fee of €1000 to secure your place on the course. This payment must be affected through the personal link provided in the correspondence confirming acceptance by the indicated deadline. This payment is considered as a confirmation of your acceptance and more importantly as a required step for your visa application.

If you are an EU/EEA student and are following a fee-payable course, you will also need to pay the relevant tuition/annual enrolment fees at the Maltapost branch, Administration Building or via Internet Banking.

The tuition/enrolment fees are available through the Fees tab while searching for a course through the online search facility: ➤ um.edu.mt/courses

Where deposit and tuition fees are payable, the deadline for payment is indicated in the correspondence confirming acceptance.

Further information regarding payment procedures is available at: ➤ um.edu.mt/l/8A2Xt

Travelling to Malta

Here are some tips before travelling to Malta:

➤ um.edu.mt/international/students/arrivalinformation

Visa and e-Residence Permit

The International Office also offers visa support to non-EU nationals who require and entry visa to Malta. If you need to apply for a visa, you are to familiarise yourself with information about the visa process. You also need to acquaint yourself with the requirements for the e-residence permit application. This is available on:

➤ um.edu.mt/international/students/visas

For more information and assistance, please contact us on: ✉ international@um.edu.mt

Verification of Original Certificates

The University has issued your letter of acceptance based on the copies of your qualifications as provided by you. Original certificates are to be presented upon arrival to Malta in September/October. For dates and times, kindly visit:

➤ um.edu.mt/admissionsverification

You will be officially registered on your course and have access to all student portals following the verification of your qualifications.

Enrolment

You will receive an email notification asking you to complete the online enrolment process through My UM App in order to confirm that you have commenced your studies. The online enrolment process has to be completed by the deadline stipulated on the email notification.

Data Protection

The University collects and processes personal data concerning students in the exercise of the official authority vested in it as an educational institution acting in the public interest, and is committed to processing such data in accordance with all applicable data protection legislation. Further information about your rights and the University's processing of your personal data is available on:

➤ um.edu.mt/registrar/students/dataprivacystatement

Course Regulations and Bye-Laws

Before you commence your studies, it is advisable to read the regulations and bye-laws relating to your course, available on the University's website as follows:

General Regulations: ➤ um.edu.mt/registrar/regulations/general

Course Regulations: ➤ um.edu.mt/registrar/regulations/faculties

Health Care

Accepted applicants for the Doctor of Medicine and Surgery, the Bachelor of Science (Honours) in Pharmacology, and the Bachelor of Science (Honours) in Pharmaceutical Science courses:

Students who do not fulfil requirements as detailed in the Occupational Health Protocol (OHP) may be barred from progressing with their studies. Failure to disclose information about a physical or mental health problem that could affect patient safety is considered to be a serious breach of the University Suitability to Practise Regulations. Further information is available at:

➤ um.edu.ms/students/occupationalhealthprotocol

Accepted applicants for courses offered by the Faculty of Dental Surgery: Prior to enrolling for their course, accepted applicants are also required to undergo an occupational health assessment as detailed in the OHP so as to ascertain that they are fit for the duties related to their proposed studies. Students who do not fulfil this requirement shall be barred from attending the Practical Placements that include Laboratory and Clinical Sessions. Further information is available at:

➤ um.edu.ms/ds/students

Accepted applicants for Courses offered by the Faculty of Health Sciences:

As potential future health care professionals, students have a duty to provide the relevant information to the Faculty of Health Sciences. Failure to disclose information about a physical or mental health problem (that could affect safety of the student him/herself or of others; including patients, clients, students and staff), would be considered to be contrary to the dispositions included in the University Suitability to Practise Regulations. All medical and sensitive personal information provided by students will be held in complete confidence by the Faculty of Health Sciences and the Occupational Health (Medical) Unit (OHU), Ministry for Health. The OHU provides a medical service to the Faculty by screening all its students prior to the commencement of clinical placements/practicals. The Faculty of Health Sciences will be informed by the OHU of the impact of a health problem or impairment, if relevant to the student's educational needs and/or safety, and if there are any recommendations on support or adjustments that could be of assistance to students. The OHP is available at the following link:

➤ um.edu.ms/healthsciences/study

The completed protocol and the Health Questionnaire in Annex 1 should be submitted as soon as possible after applicants receive their letter of acceptance, but by not later than 30 November 2024. Students are required to submit their documentation in a sealed envelope (including their name, ID Card No and course) to the Reception Desk, Faculty of Health Sciences. Students should plan any required vaccinations sufficiently in advance so that these, together with any blood tests needed to show immunity, are completed well in advance of the 30 November 2024 deadline.



This protocol is applicable to all students following the Certificate for Graduates of Non-EU/EEA Nursing Programmes, the Preparatory Course for the Bachelor of Science (Honours) in Nursing, the Bachelor of Science (Honours) programme (direct entry), the Bachelor of Science (Honours) in Physics, Medical Physics and Radiation Protection, the Master of Science in Diabetes Care, the Master of Science in Orthotics and Prosthetics, and the Postgraduate Diploma in Dietetics. Students following particular areas of study within the Master of Science (both mainly taught and mainly research streams) may be directed by the Board to complete this protocol.

Accepted applicants for Certificate for Graduates of Non-EU/EEA Nursing programmes:

You are kindly requested to present / submit all of the following, prior to or promptly upon arrival to Malta.

1) Detailed, official vaccination records with items clearly identified in the English language.

2) Applicants from the **listed countries which WHO deems** to be at higher risk to tuberculosis exposure should present the following tests taken within the previous four weeks;

- A normal chest X-Ray result.
- A negative Interferon-Gamma result.

3) Evidence of immunity or absence of markers of infectivity to the following viral illnesses (Recent serology)

3.1) anti HBs of >12.00mIU/ml AND a negative HBsAg.

3.2) negative Hepatitis C antibody test.

3.3) negative HIV antibody result.

3.4) documented vaccination to Measles and Rubella (2 doses) OR results of antibody titres to Measles and Rubella showing immunity status.

3.5) documented vaccination to Varicella (2 doses) OR immune status result of antibody titre to Varicella OR an official declaration of past infection certified by a registered medical practitioner.

3.6) other certificates / documents may be requested from accepted applicants in line with any changes in national and / or institutional regulations, and / or legislation
at the time of commencement of the programme of studies.

Important: Kindly note that the Council of Nurses and Midwives has its own requirements with regards to English Language certification and the licence to practice as a nurse.

Lectures

Lectures for study-units relating to courses offered on a full-time and part-time day basis may be held on any day from Monday to Friday between 08:00 and 20:00. Lectures for part-time evening courses may be held from Monday to Friday between 16:00 and 20:00. The University shall announce the days on which a course is to be held prior to its commencement. However, it cannot be bound by fixed days and times for the duration of the whole course. Applicants are encouraged to consult the respective Faculty/Institute/Centre/School for further information.

Library

The University of Malta Library's mission is to support the University's teaching and research programmes by providing adequate scholarly information resources, emerging technologies and user support services.

Throughout the month of October, the University of Malta Library will be organising Library Orientation Tours. During the tour, you will learn about the Library resources and services and you will also visit all the related Library sections.

To book your place, please visit our website: um.edu.mt/library/workshops



IT Services

The IT Services Desk is the primary point of contact for UM staff and students to report IT related issues, seek further information about our services and find our self-help guides. IT Services manages the University's IT infrastructure and supports the teaching, learning, research and public engagement activities of the University through efficient and effective use of information and communication technologies.

➤ um.edu.mt/itservices

eduroam Wi-Fi

eduroam Wi-Fi service is available to connect your personal devices throughout the University and other local and foreign institutions (participating in eduroam) using your UM IT Account.

Note: You need to be connected to the Internet while setting up eduroam Wi-Fi.

➤ um.edu.mt/itservices/wifi

Workstations

IT Services computers (Windows and Mac) for individual and group study are available in various open access areas across the campus, including:

- IT Services
- Library
- Health Sciences Library (Mater Dei)
- Faculty of Media and Knowledge Sciences (Mac computers)

➤ um.edu.mt/itservices/workstations

Google Workspace

➤ um.edu.mt/google



Gmail



Calendar



Drive



Chat



Meet

VLE (Moodle)

Provides access to study material, resources, lecture recordings (Panopto) and virtual classroom software (Zoom). Plagiarism detection software (Turnitin) may be used to scan your coursework and dissertation for potential plagiarism.

➤ um.edu.mt/itservices/vle

Printing and scanning

Laser printing (colour or black and white) is available in open access areas on a self-service basis using printing credits (which you can purchase online). Wide-format printing (A0) facilities are also available by request. Scanners can be found in certain access areas.

↖ um.edu.mt/itservices/printscan

Software

IT Services provides software (e.g. IBM SPSS, Microsoft, NVivo, ArcGIS, Autodesk) for academic-related purposes.

↖ um.edu.mt/itservices/software

Training Courses

Turnitin (Plagiarism Detection) | IBM SPSS (Data Analysis)

↖ um.edu.mt/itservices/trainingstudents

Orientation Sessions

At the start of the academic year, freshers are invited to attend a session to learn more about the various IT facilities and services offered by IT Services. To attend, register online.

↖ um.edu.mt/itservices/orientation

Support Services

IT Service Desk and Self-Service Portal: ↖ um.edu.mt/itservices/help

IT Services Building: Room 21, Main Campus | +356 2340 4112

Faculty of Health Sciences: Block A1, Room 22, Mater Dei Hospital | +356 2340 1112

Useful Links

Full list of services: ↖ um.edu.mt/itservices/az

VLE: ↖ um.edu.mt/vle

Self-Service Portal: ↖ um.edu.mt/servicedesk

eSIMS: ↖ um.edu.mt/esims

Turnitin: ↖ um.edu.mt/turnitin

RefWorks: ↖ um.edu.mt/refworks

Manage UM IT Account: ↖ um.edu.mt/login

My UM app: ↖ um.edu.mt/myum

Google Workspace: ↖ um.edu.mt/google

Mail: ↖ um.edu.mt/mail

Opening Hours

↖ um.edu.mt/itservices/openinghours

Contact Us:

Faculty of Arts

✉ arts@um.edu.mt
☎ +356 2340 3082
👉 um.edu.mt/arts

Faculty of Economics, Management & Accountancy

✉ fema@um.edu.mt
☎ +356 2340 3012 / 3350
👉 um.edu.mt/fema

Faculty of Health Sciences

✉ healthsciences@um.edu.mt
☎ +356 2340 1830
👉 um.edu.mt/healthsciences

Faculty of Media & Knowledge Sciences

✉ maks@um.edu.mt
☎ +356 2340 3746
👉 um.edu.mt/maks

Faculty for Social Wellbeing

✉ socialwellbeing@um.edu.mt
☎ +356 2340 2693
👉 um.edu.mt/socialwellbeing

Institute for Climate Change & Sustainable Development

✉ iccsd@um.edu.mt
☎ +356 2340 3403
👉 um.edu.mt/iccsd

The Edward de Bono Institute for Creative Thinking & Innovation

✉ instituteofthinking@um.edu.mt
☎ +356 2340 2434
👉 um.edu.mt/create

Institute of Linguistics & Language Technology

✉ linguistics@um.edu.mt
☎ +356 2340 2151
👉 um.edu.mt/linguistics

Institute of Space Sciences & Astronomy

✉ issa@um.edu.mt
☎ +356 2340 2524
👉 um.edu.mt/issa

Faculty for the Built Environment

✉ ben@um.edu.mt
☎ +356 2340 2863
👉 um.edu.mt/ben

Faculty of Education

✉ educ@um.edu.mt
☎ +356 2340 3058
👉 um.edu.mt/educ

Faculty of Information & Communication Technology

✉ ict@um.edu.mt
☎ +356 2340 2530
👉 um.edu.mt/ict

Faculty of Medicine & Surgery

✉ ms@um.edu.mt
☎ +356 2340 1138
👉 um.edu.mt/ms

Faculty of Theology

✉ theology@um.edu.mt
☎ +356 2340 2767
👉 um.edu.mt/theology

Institute of Digital Games

✉ digitalgames@um.edu.mt
☎ +356 2340 3510
👉 um.edu.mt/digitalgames

Institute for European Studies

✉ europeanstudies@um.edu.mt
☎ +356 2340 2001
👉 um.edu.mt/europeanstudies

Institute of Maltese Studies

✉ maltesestudies@um.edu.mt
☎ +356 2340 3305 / 2566
👉 um.edu.mt/maltesestudies

Institute for Sustainable Energy

✉ ise@um.edu.mt
☎ +356 2340 7830
👉 um.edu.mt/ise

Faculty of Dental Surgery

✉ ds@um.edu.mt
☎ +356 2340 1172
👉 um.edu.mt/ds

Faculty of Engineering

✉ engineering@um.edu.mt
☎ +356 2340 2440
👉 um.edu.mt/eng

Faculty of Laws

✉ laws@um.edu.mt
☎ +356 2340 2836
👉 um.edu.mt/laws

Faculty of Science

✉ science@um.edu.mt
☎ +356 2340 2450
👉 um.edu.mt/science

Institute of Aerospace Technologies

✉ iat@um.edu.mt
☎ +356 2340 3136
👉 um.edu.mt/iat

Institute of Earth Systems

✉ ies@um.edu.mt
☎ +356 2340 2877
👉 um.edu.mt/ies

Islands & Small States Institute

✉ islands@um.edu.mt
☎ +356 2134 3308
👉 um.edu.mt/issi

Institute for Physical Education & Sport

✉ ipes@um.edu.mt
☎ +356 2340 2032
👉 um.edu.mt/ipes

Mediterranean Academy of Diplomatic Studies

✉ medac@um.edu.mt
☎ +356 2340 2821
👉 um.edu.mt/medac

Mediterranean Institute

✉ medinst@um.edu.mt
☎ +356 2340 3715
📍 um.edu.mt/medinst

Euro-Mediterranean Centre for Educational Research

✉ emcer@um.edu.mt
☎ +356 2340 2936
📍 um.edu.mt/emcer

Centre for Environmental Education & Research

✉ ceer@um.edu.mt
☎ +356 2340 3202
📍 um.edu.mt/ceer

Centre for Resilience & Socio-Emotional Health

✉ cres@um.edu.mt
☎ +356 2340 3014
📍 um.edu.mt/cres

School of Performing Arts

✉ performingarts@um.edu.mt
☎ +356 2340 3524
📍 um.edu.mt/performingarts

Centre for Biomedical Cybernetics

✉ cbc@um.edu.mt
☎ +356 2340 2865
📍 um.edu.mt/cbc

Centre for Distributed Ledger Technologies

✉ dlt@um.edu.mt
☎ +356 2340 6003
📍 um.edu.mt/dlt

Centre for Labour Studies

✉ cls@um.edu.mt
☎ +356 2340 3766
📍 um.edu.mt/cls

Centre for the Study & Practice of Conflict Resolution

✉ csprcr@um.edu.mt
☎ +356 2340 7532
📍 um.edu.mt/csprcr

International School for Foundation Studies

✉ isfs@um.edu.mt
☎ +356 2340 2175
📍 um.edu.mt/foundationstudies

Centre for English Language Proficiency

✉ celp@um.edu.mt
☎ +356 2340 3260
📍 um.edu.mt/celp

Centre for Entrepreneurship & Business Incubation

✉ cebi@um.edu.mt
☎ +356 2340 6125
📍 um.edu.mt/cebi

Centre for Molecular Medicine & Biobanking

✉ cmmb@um.edu.mt
☎ +356 2340 3290
📍 um.edu.mt/cmmb

Centre for Traditional Chinese Medicine

✉ tcm@um.edu.mt
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Room 113, Administration Building

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May 2024